

HUMAN RESOURCE AND PAYROLL MANAGEMENT

The human resources of the District are its most important asset. Therefore great care shall be taken in its management.

Human Resource Management

- 1) The Human Resource Office will research and make recommendations on effective human resource management and practices as requested by the District Administrator, Business Manager, or designee. It also shall routinely research benefits and other employee programs.
- 2) The Human Resource Office will maintain all employee records, including evaluations, in compliance with the law.
- 3) Human resource software and other technologies shall be used to increase accuracy, consistency, and efficiency in the operation of the District.

Payroll Management

- 1) Payroll system efficiencies, including direct deposit, shall be utilized in the most cost effective manner.
- 2) Employees of the Evansville Community School District shall be paid by direct deposit on a bi-weekly basis and/or in compliance with all negotiated agreements and established procedures.

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