BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: December 1, 2009

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: <u>**CONSIDERATION OF THE PROPOSED RESTRUCTURING OF THE DEPARTMENT OF HUMAN RESOURCES AND THE DEPARTMENT OF TECHNOLOGY**</u>

ORIGINATOR: J. Robert Haines, Esq., Deputy Superintendent

**RESOURCE
PERSON(S):**   Donald Peccia, Assistant Superintendent, Human Resources

RECOMMENDATION

That the Board of Education approves restructuring of the Department of Human Resources and the Department of Technology.

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Attachment I – Executive Summary
Attachment II – P

Executive Summary

In July 2009, in accordance with Policy 2310, the Board of Education approved an organization chart prepared by the Superintendent reflecting the relationship of all employees within the school system. Since approval in July, the Department of Human Resources and the Department of Technology has made some changes in the organizational structure of each respective office.

The need to continually improve, as stated in the *Blueprint for Progress* and enhance the high level of customer service as reflected in the service model are just two examples of changes in the structures. Changes in the organizational structure are intended to increase effectiveness and efficiency. A brief summary of the changes follow.
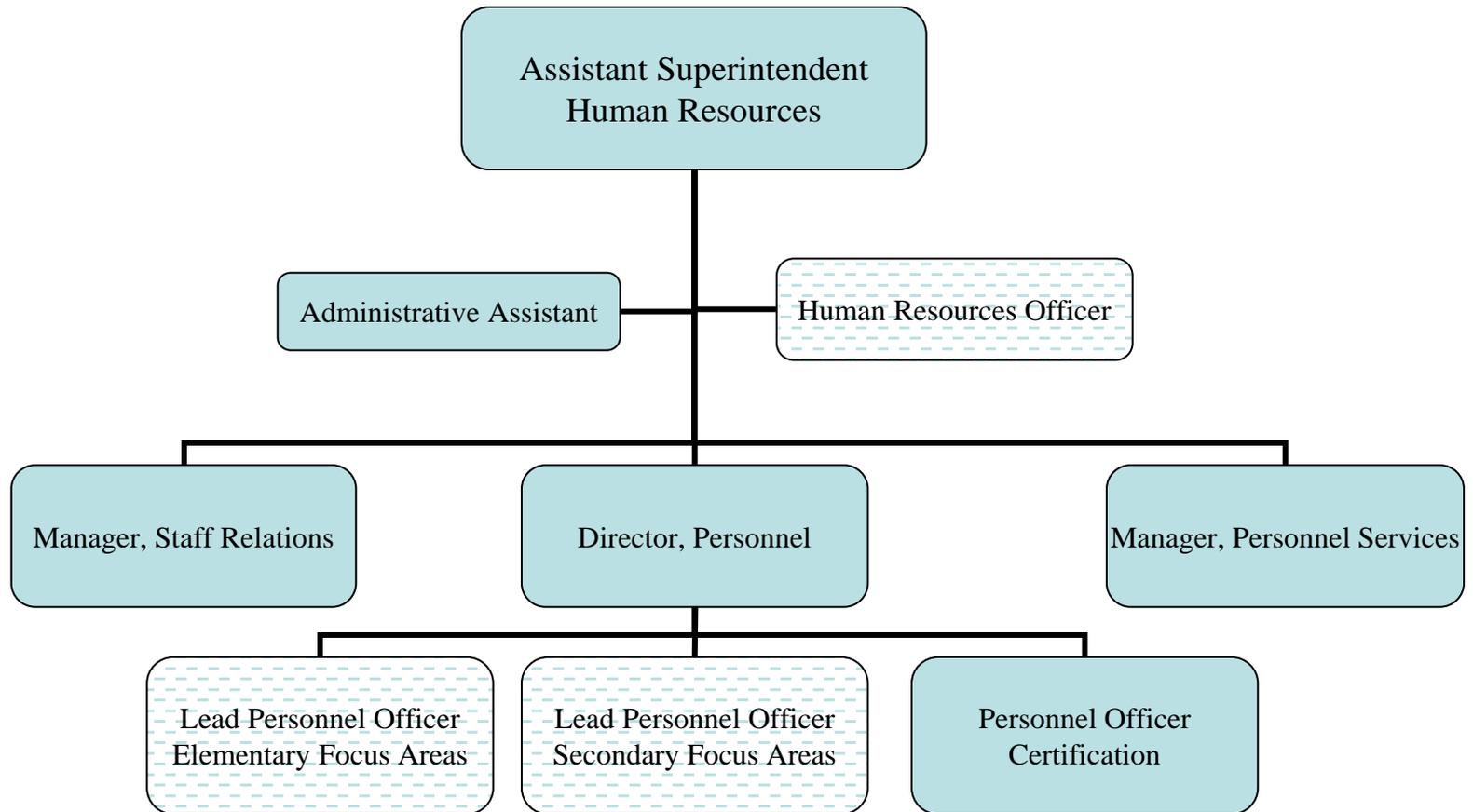
Department of Technology

The Department of Technology (DOT) proposes that the Project Management Office (PMO) report directly to the Chief Information Officer (CIO) rather than the Manager of the Information System Management Group (IMSG). One of the benefits of this reorganization will be to provide project management support at the department level, so that projects in all five offices will be held to the same standards. Another will be to provide the CIO with direct access to the status and progress of projects underway throughout the Department. By having the project management office report to the CIO's office, it truly becomes a central place for project management and mentoring. It also ensures that standards and process changes happen at the highest level inside the organization.

Staff assigned to the PMO will be responsible for managing project teams and for performing administrative, technical, and professional work in analyzing, implementing, and supporting various information technology projects. The PMO will also be responsible for developing a project management methodology, managing the daily activities of a portfolio of concurrent large projects, and advising the CIO on program activities.

Department of Human Resources

The Department of Human Resources has realigned the staff in the office to provide increased levels of effectiveness and efficiency of services to its customers. The Department of Human Resources, in support of the *Blueprint for Progress*, must continually strive to provide outstanding service to its customers. Changes in the department have emphasized increased services to schools and non school based offices and departments (i.e., one team servicing your school/office). The Department also has been unified in one location, instead of three, thereby expediting request for services. By realigning current staff at little to no additional costs, services to schools/offices, should improve beyond the current principal rating of very good for the department.

Department of Human Resources

Assistant Superintendent Human Resources

Administrative Assistant

Human Resources Officer

Manager, Staff Relations

Director, Personnel

Manager, Personnel Services

Lead Personnel Officer Elementary Focus Areas

Lead Personnel Officer Secondary Focus Areas

Personnel Officer Certification

12/01/2009

Department of Technology

Chief Information Officer

Administrative Assistant

Manager Business Operations

Manager Information Management Group

Manager Project Management Office

Manager Network Services Support

Manager Technology Services Support

Manager Administrative Support, Special Projects, Virtual Learning

Manager Student Data

12/1/09