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TO: Board of Education

FROM: Dale Ellis

DATE: April 3, 2017

SUBJ: ACTION ITEM (Employee Recruitment Incentive)

I have attached a proposed employee recruitment incentive for your review. I recommend that you approve the incentive so it can be implemented effective July 1, 2017.

I am available to answer any questions you might have.

Montgomery County Schools
Employee Referral Program

Expected Budget – \$5,000 maximum (Assumes 25 full referrals as outlined below).

Rationale – With the current difficulty the state of North Carolina has with recruiting highly qualified teachers, it is imperative that MCS develop new and innovative measures to deal with current and anticipated teacher shortages.

Model – Numerous businesses provide an example for such a referral program. You often see “refer-a-friend” type programs in the HR realm where employees are provided a financial incentive for referring an employee. Such a program can also be utilized in business development, which often provides customers with a financial incentive to refer friends to open accounts. Mitch Taylor provided the program used by BB&T, which was used to develop the proposed program for MCS.

MCS Model

1. HR will continue to maintain a current list of available teacher position openings.
2. HR will add a line to our hiring paperwork to document a referral source for any new hires that will be verified by the principal and HR.
3. Any employee who recommends and/or “recruits” a teacher to the district will be eligible for a financial bonus for “referring a friend.”
4. The referring employee will receive a \$100 bonus if the friend starts the year in a teacher position. For hires later in the year, a pro-rata amount will be awarded.
5. The referring employee will receive an additional \$100 bonus if the friend continues to work through the end of the year. If the friend is not working in the district at year’s end, no additional bonus is given.

Examples

Teacher Blue recommends a friend, Teacher Gray, for a position with the district. After the interview process, Teacher Gray is offered a position. Teacher Gray begins the year and finishes the year with MCS. Teacher Blue receives a \$100 bonus in September and a \$100 bonus in June for the referral.

Custodian Maples recommends a friend, Teacher Oaks, for a position with the district. After the interview process, Teacher Oaks is offered a position. Teacher Oaks begins working with the district in October and works throughout the year. Custodian Maples receives an \$80 bonus in November and a \$100 bonus in June for the referral.

The program and process will be fine-tuned as we go.