



A Message from TRSL:

TRSL would like to advise all employers that the IRS has not changed the annual earnable compensation and contribution limits used to calculate benefits payable to members of tax-qualified plans for calendar year 2010.

- For members who joined TRSL on or after July 1, 1996 – The compensation limit will remain \$245,000.
- For members who joined TRSL before July 1, 1996 - The compensation limit will remain \$360,000.
- For participants of the Optional Retirement Plan (ORP) - The contribution limit will remain \$49,000. This amount includes employee and employer contributions remitted to the ORP carrier.

Cash housing allowances are earnable compensation and are included in the compensation limits. Earnable compensation also includes any payments made to 401k, 403b, or 457 accounts on behalf of an employee.

If contributions are made on more than these limit amounts, TRSL will credit your employer account with those contributions. Employee contributions will then be refunded to the member.

If you have questions about the compensation limits, please contact Benjamin Foster at (225) 925-3911 or benjamin.foster@trsl.org.

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Please Verify Your Contact Info on LEO!

The Human Resources Department is in the process of updating all employee files. H.R. needs your help to make sure that all of your personal information is correct and current in our ISIS payroll system. **Please update your personal information in your LEO account by Friday, February 26, 2010.**

To do so, sign in to LEO with your personnel number and password at <https://leo.louisiana.gov/irj/portal>. Click on the "My Info" tab and then the "Personal Info" link. Ensure that all information is correct under the "Address and Phone" page, listed on the left-hand side of the screen. If the information is not up-to-date, click on "Change," make the appropriate corrections, and hit "Save."

Contact Molly Horstman at ext. 20119 if you have any questions. Your immediate attention to this matter is greatly appreciated.



Final Deadline Approaching!

The FINAL application deadline for teachNOLA Teaching Fellows is **Monday, February 22, 2010**. If you know dedicated individuals that are interested in pursuing a career in teaching, please encourage them to apply at www.teachNOLA.org. teachNOLA encourages effective paraprofessionals, assistants and substitutes to apply.

teachNOLA is also recruiting experienced teachers for its **Master Teacher Corps** – if you have colleagues in other districts or cities that would be interested in bringing their talents to New Orleans, please refer them to teachNOLA.

*Please note that individuals who are already working as lead teachers in New Orleans public schools are not eligible to apply to either program, regardless of their certification status.

Human Resources Department

The directory below is intended to help you better communicate with the central office staff that is here to serve you. If you are in need of assistance from Human Resources, please find your issue on the list below and reach out to the corresponding staff member(s). Contact Molly Horstman at 504-373-6200 ext. 20119 or molly.horstman@rsdla.net with any further questions.

Issue	Contact	Phone Extension*	Email
Benefits Enrollment	Donna Dalton	x20038	donna.dalton@rsdla.net
Certification / NCLB "Highly Qualified" Info	Amber Morgan	x20053	amber.morgan@rsdla.net
	Jean Reese	x20128	jean.reese@rsdla.net
Client Services	Donna Dalton	x20038	donna.dalton@rsdla.net
	Karen Durall	x20055	karen.durall@rsdla.net
	Paul House	x20180	paul.house@rsdla.net
	Ashley Johnson	x20089	ashley.johnson@rsdla.net
Complaints / Grievances / Investigations	David Braud	x20120	david.braud@rsdla.net
	Barbara Sharp	x20116	barbara.sharp@rsdla.net
Drug Tests / Background Checks	Barbara Sharp	x20116	barbara.sharp@rsdla.net
HR-Related Federal Grant Programs	Amber Morgan	x20053	amber.morgan@rsdla.net
Hiring	Michael Galdi	x20076	michael.galdi@rsdla.net
	Cay Kimbrell	x22140	cay.kimbrell@rsdla.net
	Gabrielle Misfeldt	x20033	gabrielle.misfeldt@rsdla.net
Hiring Paperwork	Shirley Guy	x20156	shirley.guy@rsdla.net
Intern Program	Daphney Young	x20005	daphney.young@rsdla.net
Payroll / Time & Attendance	Karen Durall	x20055	karen.durall@rsdla.net
	Ashley Johnson	x20089	ashley.johnson@rsdla.net
Performance Appraisal	Amber Morgan	x20053	amber.morgan@rsdla.net
	Jean Reese	x20128	jean.reese@rsdla.net
Recruitment: New Orleans	Michael Galdi	x20076	michael.galdi@rsdla.net
	Daphney Young	x20005	daphney.young@rsdla.net
Recruitment: Statewide	Michael Galdi	x20076	michael.galdi@rsdla.net
	Tavie Clay-Dowling	x20110	tavie.clay-dowling@rsdla.net
Retirement: Benefits	Zivah Bauman	x20144	zivah.bauman@rsdla.net
Retirement: Refunds	Donna Dalton	x20038	donna.dalton@rsdla.net
	Zivah Bauman	x20144	zivah.bauman@rsdla.net
Special Leaves / Workers' Comp.	Sherry Pagano	x20104	sherry.pagano@rsdla.net
Stipend Payments	Karen Durall	x20055	karen.durall@rsdla.net
Student-Teacher Program	Daphney Young	x20005	daphney.young@rsdla.net
Unemployment	Barbara Sharp	x20116	barbara.sharp@rsdla.net
Urgent / Unresolved Issues	Elizabeth Shaw	x20151	elizabeth.shaw@rsdla.net

RSD H.R. Leadership

Assistant Superintendent for HR	Executive Director of H.R.	Executive Director of Human Capital	Director of H.R.
Elizabeth Shaw	Sametta Brown	Michael Galdi	Debra Adams
elizabeth.shaw@rsdla.net	sametta.brown@rsdla.net	michael.galdi@rsdla.net	debra.adams@rsdla.net
x20151	x20107	x20076	x20020

*All employees can be reached by calling the RSD at **504-373-6200** and dialing the appropriate extension.

Professional Development Calendar: February/March 2010

Date	Title of Session	Time	Audience	Location	Contact
2/12/10	CPR Training	8am-12pm	School Nurses	Coghill Elem. Rm 906	Cheryl Moore *Please RSVP to cheryl.moore@rsdla.net
2/22/10	Response to Intervention HS Webinar	3:45-4:45pm	High School Staff	Webinar	Coursewhere
2/23/10	Principal PD-SLC	2:30-5pm	Principals	UNO Boggs	Evelyn DiMarco
2/25/10	2010 National Board Informational Meetings	4:30-6pm	PK-12 Teachers	Isidore Newman School	Coursewhere
2/25/10	Essentials of an Effective Reading Program, non-ELFA	8am-3:30pm	4 th Grade Teachers (coaches with teachers only)	RESC 1 4000 Bienville St.	Coursewhere
2/26/10	Addressing Student Behavior in the Classroom	9am-12pm	Grade Chairs, Master Teachers, Central Office Staff	RSD Poland 5-F	Evelyn DiMarco
2/26/10	TAP Master Teacher Networking Mtgs.	8:30am-3:30pm	Year 2 TAP Schools	LDOE 1201 N. 3 rd St, Baton Rouge	Shelia Talamo
2/26/10	Indoor Air Quality Information	1-3pm	School Nurses	RSD Poland 5-A	Marilyn Hammett
2/27/10	Aspiring Leaders 4-SLC	9am-12pm	Identified Leaders	UNO Boggs	Evelyn DiMarco
3/2/10	Distance Learning & Credit Recovery Webinar	1-3pm	All interested	Webinar	Coursewhere
3/3/10	March Elementary Principal Meeting	4-6pm	Elementary Principals	TBA	Gay Atai
3/12/10	RSD/UTNO: Addressing Student Behavior in the Classroom	9am-12pm	Grade Chairs, Master Teachers, Central Office Staff	RSD Poland 5-F	Evelyn DiMarco
3/13/10	Aspiring Leaders 5-SLC	9am-12pm	Identified Leaders	UNO Boggs	Evelyn DiMarco
3/16/10	HSR Professional School Counselor Regional Workshop	9am-4pm	Team—Principal and Counselor	Delgado Community College	Coursewhere
3/23/10	Principal Professional Development-SLC	2:30-5pm	Principals	UNO	Evelyn DiMarco



STUDENT SPOTLIGHT:

Student musicians and dancers from George Washington Carver High School and Walter L. Cohen High School welcomed the Super Bowl Champion Saints back to New Orleans with outstanding performances in the team's chilly victory parade on Tuesday, February 9th. The Rams and Green Hornets kept fans entertained while they awaited their beloved boys in black and gold and gave the team a well-deserved hometown tribute.

Celebrate *your* students' accomplishments by sharing them with the RSD community. Send suggestions for the "Student Spotlight" to Molly Horstman at molly.horstman@rsdla.net.

CALENDAR OF EVENTS

UPCOMING PAYROLL DATES

FRIDAY, FEBRUARY 12, 2010

FRIDAY, FEBRUARY 26, 2010

MARDI GRAS HOLIDAY (SCHOOLS & CENTRAL OFFICE)*

MONDAY, FEB. 15-FRIDAY, FEB. 19, 2010 (RETURN MONDAY, FEBRUARY, 22, 2010)

EASTER BREAK (SCHOOLS & CENTRAL OFFICE)

FRIDAY, APRIL 2, 2010 (RETURN MONDAY, APRIL 5, 2010)

SPRING BREAK (SCHOOLS)*

MONDAY, APRIL 26-FRIDAY, APRIL 30, 2010 (RETURN MONDAY, MAY 3, 2010)

***DATES MAY NOT APPLY TO SCHOOL ACCOUNTANTS & DATA MANAGERS.**

ANNOUNCEMENTS

- PLEASE CONTACT JEAN REESE AT JEAN.REESE@RSDLA.NET OR EXT. 20128 TO RENEW OR APPLY FOR CERTIFICATION.
- H.R. HAS A NEW FAX NUMBER! YOU CAN NOW REACH US VIA FAX AT 504-308-3612.
- EXTENDED SCHOOL YEAR SUMMER PROGRAMS WILL RUN FROM MAY 26-JUNE 30, 2010.

Frequently Asked Question:

How do I communicate my plans for next year to my principal and RSD Human Resources?

In order to provide you with time to determine your plans for next year while also enabling us to begin recruiting and hiring additional staff as early as possible, H.R. has put in place the steps outlined below.

Step 1: By **Friday, March 12**, all school leaders will have held one-on-one informal conversations with their staff about each person's plans for the following school year. These conversations will provide teachers with focused time to provide their school leader with information about the subjects and/or grade level and/or leadership activities for which s/he would like to be considered for at the school. These conversations will also provide school leaders with focused time to convey to their staff members the academic and school-based goals s/he has for the coming school-year.

Step 2: On **Monday, March 1**, all staff will be given a hard copy letter asking for a formal declaration of their intentions for next school year. Staff will submit their completed and signed Declaration of Intent form to their school leader by **Friday, March 12**. The school leader will then submit the completed forms to the Human Resources Department by Monday, March 15.

Please note, if you make the decision to resign or retire from your position at the end of this school year and you would like to keep your health benefits through the summer of 2010, you will be able to do so if you provide us with your decision by March 12 and write in your resignation date of August 1, 2010 on the Declaration of Intent form.

RECOVERY SCHOOL DISTRICT-HUMAN RESOURCES

LOCATION: 1641 POLAND AVENUE, ROOM 1-A

OFFICE HOURS: MONDAY-FRIDAY 8:30AM-4:30PM

PHONE NUMBER: 504-373-6200 EXT. 20156

EMAIL: HR@RSDLA.NET

***IF YOU HAVE QUESTIONS OR SUGGESTIONS REGARDING THE HR NEWSLETTER, PLEASE CONTACT MOLLY HORSTMAN, EXECUTIVE ASSISTANT FOR HR, AT MOLLY.HORSTMAN@RSDLA.NET.**