

Office of Human Resources

My name is Matt Tronzano and I am the associate superintendent of the Office of Human Resources.

The mission of the Office of Human Resources is to provide the school system with the highest quality staff in every position in the school system.

Our overarching goal is to: recruit; select; develop; and retain the highest performing, diverse work force to support teaching, learning, and overall student success.

Within OHR, we: (a) implement an aggressive recruitment and selection program to identify the highest quality staff that reflects our diverse student population; (b) ensure that each applicant receives: accurate information regarding the selection process, and fair consideration for employment and promotion; (c) provide training to employees and program managers on human resources issues, including: State certification requirements; The Americans with Disabilities Act; and sexual harassment policies.

This year, our focus is to:

- * Reduce the time it takes to fill vacancies
- * Improve the quality of employees hired
- * Retain high quality employees
- * Promote diversity in the workforce
- * Improve customer satisfaction
- * Strengthen internal and external communication
- * Ensure compliance with federal, state, and local laws and policies and regulations

Among other things, our plan focuses on: customer and stakeholder satisfaction and organizational results.

We want our customers and stakeholders to be satisfied with our services.

The Office of Human Resources staff is available to offer support with: employee assistance; Peer Assistance and Review; grievances; and hiring of new teachers and supporting service employees

We are committed to: (a) increasing the number of teacher positions filled on the opening day of school; (b) decreasing the number of days taken to fill paraeducator and supporting services positions; (c) having 100% of teachers teaching core academic subjects designated as "highly qualified"; and (d) increasing the number of teachers who have achieved national board certification.

Your jobs are varied but as leaders in schools and central office, please call upon my office if you need assistance with, or have questions about, hiring, certification, or evaluation.

If you need support from my office, don't hesitate to pick up the phone and call me:

For help with hiring professional and supporting services staff, contact Dr. Thelma Monk or a staffing specialist in our Department of Staffing.

For help with certification questions, contact Ms. Sandy Sengstack, coordinator of our certification unit.

If you have any questions about performance evaluation, contact Mr. Ray Frappoli, director of our performance evaluation unit,

For questions regarding administrative staff, contact Ms. Ana Stein.

Recruiting, selecting and retaining the highest quality employees is a priority for MCPS and your support is critical in achieving this goal.

We are very proud of the high quality of the new employees we are hiring. As an example, this summer, we have hired 700 new teachers.

While 55 percent are new to teaching, almost 60% hold a master's degree or master's equivalence.

26 of our new teachers have earned 60 credits beyond the master's degree.

6 new hires have doctoral degrees.

170 of our new teachers have some level of fluency in a second language - more than 100 speak Spanish.

Our office is committed to working with you to achieve the goals identified by our Board of Education and superintendent so that together, we achieve our school system goals and ensure student success.