

Some Parkway Acronyms

BOE	= Board of Education
CSIP	= Comprehensive School Improvement Plan
ECC	= Early Childhood Center
ESOL	= English for Speakers of Other Languages
ESS	= Employee Self Service (MUNIS)
CRS	= Computer Resource Specialist
CSD	= Cooperating School District
IEP	= Individualized Education Plan
ISC	= Instructional Services Center
LbD	= Learning by Design
MSIP	= Missouri School Improvement Plan
NCLB	= No Child Left Behind
OPLT	= Operations Professional Learning Team
PLP	= Professional Learning Plan
SRO	= Security Resource Officer
TIS	= Technology Integration Specialist
TLA	= Teaching, Learning & Accountability
UbD	= Understanding by Design
VST	= Voluntary Student Transfer Program

Employee Performance Appraisals (Evaluations)

Every employee receives a performance appraisal (evaluation) in the spring.

All employees are expected to participate in professional development annually.

PEERS

- Workshops and classes are listed on the Operations Staff website under Course Guide & PEERS.
- Registration is done in PEERS. (Type PEERS in the URL address on Inside Parkway web page.)
- Completed Professional Development is found on your PEERS Profile page.
- Certifications/Licenses and Degrees are tracked in PEERS.
- Operations Staff Fall Conference includes a variety of workshops for operations staff.



For more information about Operations Professional Learning contact

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PARKWAY OPERATIONS STAFF

Information & Resources



The mission of the Parkway School District is to ensure all students are capable, curious and confident learners who understand and respond to the challenges of an ever-changing world.

- **Alert Now**
District telephone, text, e-mail notification system
- **Dashboard**
The portal staff use to securely access applications and resources inside and outside of Parkway's network
- **Employee Handbook for Non-Certified Staff**
Policies, Practices, Ethics, Benefits, Compensation and Safety
- **Employee Self Service (MUNIS)**
District employee payroll and benefits information location
- **GroupWise**
District e-mail and calendar application
- **Infinite Campus**
District student information system that manages student attendance, grades, enrollment and parent portal
- **MUNIS**
Accounting software for all financial transactions and includes a Human Resources component
- **Novell**
District computer infrastructure system
- **On-Line Curriculum Guide (OCG)**
Includes course descriptions, expectations, goals, objectives, Missouri standards, essential questions, assessments, course texts and other resources along with a description of each topic/unit

Resources & Information

- **OPLT**
Operations Professional Development Team made up of members from different work groups from around the district
- **PEERS (Parkway Professional Employee Education Review System)**
Parkway's Learning Management System to track professional learning
- **PEERS (Public Education Employee Retirement System of Missouri)**
Defined benefit plan for operations staff from the state of Missouri that provides retirement benefits to district employees
- **Project Parkway**
Continuing initiative that focuses our work in support of our district Mission, Strategic Plan, Vision, Commitments and Learning Principles
- **School Dude**
District work order and Use Of Premise software as well as purchasing white copy paper and surplus district property
- **Tuition Reimbursement**
Available for employees who have completed one year of service—Contact Human Resources for details
- **Workforce**
Parkway's time and attendance web based program—Clock In & Out, Request Time Off, and view Bank Balances

Operations Staff Website
(Inside → Professional Learning → Operations Staff)
<http://www.pkwy.k12.mo.us/inside/staffDev/support/index.cfm>

- **Course Guide**
- **Resources**
- **PEERS**
- **Operations Library**
- **Computer Tutorials**

Parkway Website (Internal)
<http://www.pkwy.k12.mo.us/inside/>

- **Inside** — Home and Navigation page
- **HR/ Benefits** — Work Calendars, Job Openings in district, On-Line Forms and Required Trainings
- **Dashboard** — Access Employee Self Service, Infinite Campus and other applications
- **Project Parkway** — Mission and Strategic Plan
- **Resources** — Meeting rooms, work orders and Internal web sites
- **Technology** — Application support

Parkway Website (Public)
<http://www.parkwayschools.net>

- **Project Parkway**
- **School Websites**