

Comparative Overview HR Organizations by District August 2017--comparable districts to Shrewsbury

Organization	Students in District (based on data at DESE site, which lags real time)	HR Director	HR Assistant Director	HR Assistant	Administrative Assistant	Payroll	Total	Comments
Wachusett	7298	1			3		4	Includes benefits, but not EPIMS or Payroll; department is stretched for resources
Shrewsbury	6191	1			1		2	Benefits (town-1) and Payroll (business office-2) are handled external to the HR office. EPIMS, new hire paperwork, CORI, fingerprints are handled within HR; HR Director member of senior team, interaction with school committee, leadership team
Arlington	5524	1			1		2	Payroll, Benefits and EPIMS are handled external to the HR office; All offer paperwork is handled external to the HR office
Natick	5472	1			1.5		2.5	Payroll, Benefits and EPIMS are handled external to the HR office. Has instituted systems to streamline offer/new hire onboarding process.
Franklin	5412	1.5	1				2.5	Town HR Director gives half time to school department to assist school department HR Director; EPIMS is handled external to HR; Work is focused on operational needs.
Needham	5400	1	1	1	2	2	7	Has same HR scope as Shrewsbury, except 2 payroll staff are rolled under HR, not business office. (Benefits handled external to HR department. EPIMS is handled within HR department)
Westford	5120	0.5	1		1		2.5	HR Director is shared with town. Focus on benefits and recruiting functions.
Chelmsford	4974	1			2.7		3.7	Has same HR scope as Shrewsbury, except structure excludes EPIMS and includes benefits
Burlington	3521	0.5	1		0.5		2	Payroll, Benefits and EPIMS are handled external to the HR office; CORI, Fingerprints, and new hire paperwork are external to the HR office.