

VAN BUREN PERSONNEL POLICY COMMITTEE

Minutes of Monthly PPC Meeting

Date: March 25, 2024

Place: District Office

Time: 3:45 pm

Members Present:

Tia Smith- Elementary Admin.
Mark Titsworth- Secondary Admin.
Cynthia Bailey- HS
Heather Dillard- FA
Crystal Reeves- NMS
Stacey Hill- NMS
Kellie Jackson- BTMS
Taylor Webb- Rena
Jodie Roberson- King
Corie Williams- Tate
Emily Sullivan- Oliver Springs

Members Absent:

Laura Rogers- HS
Eleanor Wallace- BTMS
Megan Beane- Parkview
Leslie Wilcox- Central

District Administrators Present:

Karen Allen- Asst. Superintendent

Heather Dillard called the meeting to order at 3:51 pm.

Policy Review

3.40- Duties as Mandated Reporters

Updated procedure to reflect technological changes:

3.40- DUTIES AS MANDATED REPORTERS

It is the statutory duty of school district employees to;

- If the employee has reasonable cause to suspect child abuse or maltreatment, then the employee shall directly and personally report these suspicions to the Arkansas Child Abuse Hotline by calling 1-800-482-5964; ~~by calling the child maltreatment hotline and submitting a report through fax to the child maltreatment hotline; or if the employee can demonstrate that the child maltreatment, neglect, or abuse is not an emergency, then the employee may notify the child maltreatment hotline through submission of a fax only~~ or by submitting a report through the [online reporting system](#). Failure to report suspected child abuse, maltreatment, or neglect through the Hotline can lead to criminal prosecution and individual civil liability of the person who has this duty. Notification of local or state law enforcement does not satisfy the duty to report; only notification by means of the Child Abuse Hotline discharges this duty.
- If the employee has a good faith belief that there is a serious and imminent threat to the public based on a threat made by an individual regarding violence in or targeted at a school that has been communicated to the employee in the ordinary course of his/her professional duties, then the employee shall make every attempt to immediately notify law enforcement of the serious and imminent threat to the public and have notified law enforcement within twenty-four (24) hours of learning of the serious and imminent threat to the public.

Kellie Jackson motioned to approve the proposed changes (SLittle second). Motion passes.

3.41- Video Surveillance and Other Monitoring

No Discussion

3.42- Obtaining and Releasing Student's Free and Reduced Price Meal Eligibility Information

No Discussion

3.43- Duty of Licensed Employees to Maintain License in Good Standing

No Discussion

3.44- Workplace Injuries and Workers' Compensation

No Discussion

3.45- Social Networking and Ethics

No Discussion

3.46- Vacations

No Discussion

3.47- Depositing Collected Funds

No Discussion

3.48- Weapons on Campus

No Discussion

3.51- School Bus Driver's Use of Mobile Communication Devices

No Discussion

3.53- Bus Driver End of Route Review

No Discussion

3.54- Voluntary Teaching During Planning Period and/or of More Than the Maximum Number of Students per Day

This is an updated policy per ASBA's recommendation. The sentence regarding the Teacher Fair Dismissal Act's revocation was removed:

~~The provisions of the Teacher Fair Dismissal Act, A.C.A. § 6-17-1501 et seq., do not apply to an agreement between a teacher and the District entered into under this policy.~~

Cynthia Bailey motioned to approve the proposed changes. (KJackson second)

3.55- Use of Personal Protective Equipment

No Discussion

Other Policy Changes

3.5- Contract Return

The language was changed to remove the word “resignation” and instead add, “rejection of the offer of employment.” As opposed to previous years where each certified contract was automatically renewed each year, the repeal of the Teacher Fair Dismissal act has changed the procedure. Now, employees will be recommended for rehire at the April board meeting. Those recommended will be offered a contract to sign in May. If the contract is not signed, it will be considered a “rejection of the offer of employment.” Mrs. Allen assured members that the district will follow due process when making recommendations for hire. If a director or principal makes a decision to not rehire an employee, it would not have come as a ‘surprise’ to the employee.

3.5 - CONTRACT RETURN

An employee shall have thirty (30) days from the date of the receipt of his/her contract for the following school year in which to return the contract, signed, to the office of the Superintendent. The date of receipt of the contract shall be presumed to be the date of a cover memo which will be attached to the contract.

Failure of an employee to return the signed contract to the office of the Superintendent within thirty (30) days of the receipt of the contract shall operate as a ~~resignation~~ rejection of the offer of employment by the employee. No further action on the part of the employee, the Superintendent, or the School Board shall be required in order to make the employee’s ~~resignation~~ rejection of the offer of employment final.

Taylor Webb motioned to approve the proposed changes (ESullivan second).

3.29- Licensed Personnel School Calendar

Kellie Jackson motioned to approve the 2023-2024 District Calendar (SHill second).

3.8.2- Certified Stipend Schedule

In the top section of the schedule, stipends that were grandfathered in prior to changes made in 2017-2018 have been updated to what is currently reflected on employee contracts.

3.8.2 – CERTIFIED STIPEND SCHEDULE

The following stipend schedule reflects stipend amounts for those grandfathered into the position prior to 2017-2018 with the exception of Academic Mentor stipend amounts which are grandfathered in prior to 2018-2019.

Category	Position	Stipend
Academic	Math Coach	5500
Academic	Literacy Coach	5500
Academic	Interventionist	5500
Academic	Academic Mentor I	600
Academic	Academic Mentor III	1200
Academic	MS/FA/HS Student Council	750
Athletic	Assistant Coordinator	2000
Choir	Director of Choral Activities	4500
Soccer	HS Head Coach	4000
Softball	Head Coach	5600
Track	HS Assistant Coach	2000

In the second section, National History Day stipends were removed since both student and teacher participation has lessened over time.

Academic	National History Day Middle School/Freshman Academy	900
Academic	National History Day High School	1200

The Certified Stipend Committee reviewed all submitted proposals, and approved the following new additions to the Certified Stipend Schedule:

MS Theatre Production- \$900

Unified Club- \$1,200

MS Robotics- \$900

Mrs. Allen clarified that employees who are interested in receiving a specific stipend, adjusting a current stipend, or establishing a new stipend can apply in the future through an application in power school, which will then be sent through appropriate approval channels.

Taylor Webb motioned to approve the changes (KJackson second). Motion passes.

Kellie Jackson motioned to adjourn (TWebb second). Motion passes.