

# VAN BUREN PERSONNEL POLICY COMMITTEE

## Minutes of Monthly PPC Meeting

Date: October 30, 2024

Place: District Office

Time: 3:30 pm

### Members Present:

Jason Moore- Elementary Admin.  
Mark Titsworth- Secondary Admin.  
Joe Mclean- HS  
Monica Berry - HS  
Jason Couch- FA  
Alishia Best- NMS  
Kellie Jackson- BTMS  
Eleanor Wallace - BTMS  
Leah Teague- King  
Corie Williams- Tate  
Leslie Wilcox - Central  
Kenra Newton - Parkview  
Emily Sullivan - Oliver Springs

### Members Absent:

Taylor Webb- Rena  
Wendy Mulligan- NMS

### District Administrators Present:

Karen Allen- Asst. Superintendent

Eleanor Wallace called the meeting to order. Eleanor asked Karen Allen if there was new business to consider before starting policy review.

Karen shared, read and explained the potential new 3.8.2 Certified Stipend Schedule (VBSD Novice Teacher Mentor) job description. A summary of the job description includes:

- VBSD has created a Novice Teacher Mentor “position” – more specific than previous mentoring
- Proposed a stipend for mentor teachers (currently 26 teachers in VBSD serving in this role) for approval as a contract addendum.
- New stipend would be paid in December and June.
- This position is separate from the merit pay specified by the LEARNS Act for year-long residents.

Kellie Jackson made a motion to approve 3.8.2 Certified Stipend Schedule with the new addition of the mentor teacher stipend. Kenra Newton seconded the motion. All approved.

### **Policy Review (3.1 - 3.10)**

3.1 - Salary Schedule–no discussion needed

3.2 - Evaluations–Karen Allen brought up that the yearly PGP will be used as the annual rating for LEARNS bonuses, not requiring a summative evaluation for each year, as per the ASBA's recommendation. Committee discussion revealed that not everyone had the full set of policies for review prior to the meeting. Discussion of 3.2- Evaluations was tabled until November meeting.

3.3 - Personnel Policy Committee–suggested update by ASBA–that an unopposed candidate does not have to have a vote. Policy discussion is tabled until November when the new verbage will be added to the policy for review.

3.4 - Reduction in Force– Jason Moore, brought up non renewed is used a lot and wondered if non rehired should be used instead. Karen Allen explained that non renewed is still used.

3.43- Licensure Employees–no discussion needed

3.5 - Contract Return–no discussion needed

3.6 - Employee Training–TABLED UNTIL NOVEMBER

3.7 - Bus Driver Drug Testing–no discussion needed

3.8 - Sick Leave–discussed military spouse/child leave and whether or not it had to be consecutive days – it does not. Kenra asked if the policy could be extended to parents. Kenra volunteered to add parent(s) to the policy. Updated policy will be reviewed in November.

3.8.1 Certified Salary Schedule 2024-2025–TABLED UNTIL NOVEMBER

3.8.2 - Certified Stipend Schedule–see above

3.8.3 Administrative Salary Schedule 2024-2025–TABLED UNTIL NOVEMBER

3.9 - Sick Leave Bank–asked about if checking to make sure you have donated–email Kristy Lale

3.9.1 - Background Checks for Certified Personnel–no discussion needed

Policies to be reviewed at the November meeting are 3.2, 3.3, 3.6, 3.8.1, 3.8.3 AND 3.11-3.15.2

Alishia made a motion to adjourn and Emily seconded.