

VAN BUREN PERSONNEL POLICY COMMITTEE

Minutes of Monthly PPC Meeting

Date: January 29, 2025

Place: Administration Building

Time: 3:30 pm

Members Present:

Mark Titsworth- Secondary Admin.

Joe Mclean- HS

Monika Berry - HS

Jason Couch- FA

Wendy Mulligan- NMS

Kellie Jackson- BTMS

Taylor Webb- Rena

Leah Teague- King

Corie Williams- Tate

Leslie Wilcox - Central

Kenra Newton - Parkview

Emily Sullivan - Oliver Springs

Alisha Best - NMS

Members Absent:

Jason Moore - Elementary Admin

Eleanor Wallace - BTMS

District Administrators Present:

Karen Allen- Asst. Superintendent

Taylor Webb called the meeting to order at 3:35 pm.

2025 - 2026 Calendar Review

Monika shared option 1 and option 2 with the committee, highlighting the difference in inclement weather make-up days and teacher flex days. Both calendar options follow an alternative school calendar, and are very similar to the 2024-2025 calendar. Karen Allen discussed a piece of legislation that stated starting during the 2025-2026 school year, school board members will have the ability to decide when the start date is for the school year.

Kellie Jackson motioned to adopt the two calendar options, Wendy Mulligan seconded.

Policy Review (3.18-3.28)

3.6 - Employee Training

This policy discussion was in continuation from the November PPC meeting. In regards to missed PD hours due to taking a sick day or personal leave, Karen Allen mentioned the law and Rules Governing Professional Development refer to teachers meeting their required PD Hours in the event they are absent because of illness of the educator or the educator's immediate family. The educator is allowed to make up the hours missed during the remainder of the year or the succeeding school year. The PD should be substantially similar to the PD modeled and approved by his/her principal. Joe Mclean asked for clarification regarding a section of the policy that states, "Teachers, administrators, and paraprofessionals shall be involved in the design, implementation, and evaluation of the plan for their own PD offerings." Karen Allen said that this was in regard to the teacher's PGP and SIP, or a PD feedback form. Joe Mclean asked for further clarification on how teachers can have input on what PD they can partake in. Karen Allen and other committee members identified that teachers guiding coalitions, grade-level leaders, etc. would be advocates for teacher picked PD.

3.18 - Outside Employment

No discussion

3.19 - Employment

Joe Mclean questioned paragraph 6 that states, "The superintendent shall create procedures establishing the process the superintendent will use before making any decisions regarding the hiring or placement of a principal to consult with teachers employed at the school where the principal would be assigned." Joe Mclean wanted further clarification on how teachers are involved in the hiring process. Karen Allen remarked that teachers are involved in the interview panel and selection process. Kenra Newton noted the superintendent will send out surveys asking current teachers about their desired principal traits.

3.21 - Use of Tobacco, Electronic Nicotine Delivery Systems, and related Products

No discussion.

3.22 - Dress of Licensed Employees

No discussion.

3.23 - Political Activity

No discussion.

3.24 - Licensed Personnel Debt

No discussion.

3.25 - Grievances

Joe Mclean had a question about the definition of the term “grievances” - he wondered if these matters protect employees from being placed in an employee's file. Karen Allen pointed out that grievances are referring to personnel policy violations, thus allowing school employees to file grievances.

3.26 - Sexual Harassment

Kellie Jackson wanted to clarify who the Title IX coordinator is, Mr. Heckman was identified as the Title IX point of contact. Kellie also brought up that it might be helpful to have a reference page of contacts and district positions. The committee identified the Van Buren School District webpage as having this information.

3.27 - Supervision of Students

No discussion.

3.28 - Technology Use Policy

Joe Mclean had a question regarding students who are restricted from using computers, and inquired how teachers were notified. Mark Titsworth stated documentation should be sent out from the principal to current and future teachers regarding student restrictions.

At 4:28 the meeting was adjourned. February 26th will be our next meeting and we will discuss policies 3.29 - 3.40.