

## Members Present:

Amanda Johnson

Julia Woods

Jennifer Peery

Kelly Parker

Holly Howard

Eric Barnett

Tara Nutt

Craig Ford

Amy Groves

Jessica Skordal

Jenna Stacey

Salle-Anne Gilchrist

Tiffany Bolding

Brandie Loomis

Holly Elsea

Jamie Wood

Meaghen Wolff

Angela Hagedorn

Joshua Johnson

Leslye Morse

Tanya Sharp

Caitlin Knight

Natalie Marts

Carol Davis

Tamara Schonauer

Candace Price

Jeff Wasem

Tina Calva

## PPC Agreements:

- Meetings will be the 2nd Tuesday of every month.
- Begin at 3:30 p.m.
- End at 4:30 p.m. (Flexible depending on the agenda and discussion).
- Have an agenda and stick to the agenda.

## 2024-2025 [Licensed Personnel Policies](#)

- Click Policies at the top, right hand corner of the page.
- Click on section 3- Licensed Personnel
- BPS Licensed Personnel [Policy 3.0](#)

### Agenda:

1. Approve October Minutes (Loomis/Howard)
  - a. Motioned to approve minutes by Salle-Anne Gilchrist, seconded by Craig Ford.
  - b. 25 in favor, 0 opposed

### BPS Licensed PPC Agenda December 10, 2024

2. Sick Bank Policy (Schonauer)
  - a. [Policy 3.9](#)
    - i. What if the circumstances extend past the given amount of days for those in extenuating circumstances?
      1. The Sick Bank Policy Committee reviews the request for up to 20 sick bank days in a 3 year period.
      2. Reviewing the Policy 3.9 would up to PPC
    - ii. A review for the policy will be drafted by Schonauer and brought to the January meeting.
    - iii. Mrs.Sharp will bring the balance of the Sick Bank and the amount used to the January meeting.
3. Parent Teacher Conferences (Skordal/Groves)
  - a. The second conference night at the secondary level is not beneficial, it is scheduled very closely to the first conference night. This year it was scheduled 3 weeks apart.
    - i. They have 4 nights scheduled a year.
    - ii. Suggestions: Virtual conference option and to bring a draft of the potential parent/ teacher conferences to staff to gather feedback before finalizing.
  - b. Mrs.Sharp will take this concern to the executive directors meeting
4. Paraprofessionals and SSC (Gilchrist)
  - a. **SSC:** A concern about classrooms consistently not being properly cleaned. Why did we give a raise when even the minimum is not

being done on a daily basis? SSC is through a school contract and they do not have the added benefits that school employees have. The raise was to help with benefits.

- b. **SSC:** Principals met with Dr. Schwanhauser regarding level of service and concerns with cleaning. If there are still building concerns, take them to your principal so they are able to relay the information to Dr. Schwanhauser.
- c. **Paras:** The pay concern can be taken to the *Classified* Staff PPC representative to take to their meeting.

## 5. Personal Business Leave (Ford)

### a. [Policy 3.1](#)

- i. Vague definition of how a personal business day is defined.
- ii. Personal Business Days are approved by the building principal. The question of consistency in approving or denying personal days was brought up. Should there be a change to the current policy to better define what

constitutes as a personal day?

- iii. Previously the district did include the reasons that someone might use a personal day and that was removed from the policy several years ago.
- iv. Discussion around making a tighter definition will help with consistency but many felt like it would exclude many people from being able to use their personal days if they could only request for the reasons listed in the policy. Right now, many buildings do not specifically ask for reasons when you request a personal day unless the situation requires it. Open communication between staff and administration is preferred over a strict definition.
- v. These days are sick days that have been allowed to be used as personal business days (2 or 3 depending on amount of experience).
  - 1. If unused in a year, they carry over to the employee's sick days.
- vi. Personal Business Days taken on the front or back of a non-student contact day has to be approved by Mrs.Sharp. Most of these requests are where these personal days are denied.

It is hard to get substitutes because they also want to be off before and after Thanksgiving, Christmas, spring break etc. as well. Making sure that classrooms are covered is priority.
- vii. Open communication with your principal about your personal business days is the best start!

#### 6. Building Access (Ford)

- a. Access to the building before and after hours was brought up for staff potentially being out and needing to make sub plans the night before or teachers traveling with groups of students that return to campus after hours.
- b. Key cards are turned off each day at 10:00 p.m. and back on at 5:00 a.m. for security.

#### 7. Motion to adjourn by Natalie Marts, seconded by Brenda Kyle.

Meeting adjourned at 4:27.

- a. 27 in favor, 0 opposed

Legal Reference, [Ark. Code Ann. § 6-17-203](#) and [Ark. Code Ann. § 6-17-205](#)

Arkansas Code  
[Title 6- Education](#)