

Members Present Tiffany Bolding Jessica Skordal Leslye Morse Amanda Johnson Brenda Kyle Joshua Johnson Jenna Stacey Jennifer L Peery Eric Barnett Amy Groves Tamara Schonauer Amy Swank Rosemarie Spaulding Jeff Wasem Tanya Sharp	 Tara Nutt Kelly Parker Candace Price Holly Howard Natalie Marts Meaghen Wolff Caitlin Knight Jamie Wood Salle-Anne Gilchrist AMBER LICHLYTER Carol Davis Holly Elsea Julia Woods Craig Ford Angela Hagedorn Brandie Loomis
PPC Norms: • 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	
1. Welcome and Introductions	

2. Elections

a. For chair:

- i. Natalie Marts nominates Brandie Loomis for chairman. Seconded by Salle-Anne Gilchrist. 28 in favor, none opposed.
- ii. Caitlin Knight nominates Holly Howard. Seconded by Kelly Parker .28 in favor, none opposed.

b. For secretary:

- i. Eric Barnett nominates Amanda Johnson for secretary. Seconded by Jaime Woods.28 in favor, none opposed.

3. [PPC Roles and Responsibilities](#)

a. [Ark Code Ann. 6-17-203](#)

b. Minutes and recordings are both posted on the district website.

c. Questions

- i. Action Item: Get clarification on Roberts Rules for parliamentary procedure.
- ii. *How to differentiate between what items should be brought to PPC and which should not?* Start with building level principals or email questions Brandie Loomis and Holly Howard.

4. Policy Change

a. [Policy 3.10](#) Personal Business Leave

- i. Brought to PPC last year as a potential policy change, the district ran a trial basis last year to determine the impact, cost, and benefit to staff that it would have.
 1. The data collected was based on cost.
- ii. Proposed change: You can now donate up to 2 sick days. Employees that are donating days must start with one personal and then they will have the option to donate their remaining 2 days as *either personal OR sick*.
- iii. Questions
 1. Donation requests come from the building administrator or department supervisor.
 2. If the days are not used, they go back to the employees in the order that they are donated.
 3. Rewrite paragraph 3 in policy changes, sentence 1: Employees may donate up to three (3) days to another District employee, the first of which must be a personal day.
 4. Generally, the department supervisor/building

- administrator will ask for donations of days one time per year for an employee.
5. Rewrite the last sentence: Unused personal business days that were donated by another employee will be returned to the employee that donated the day/s at the end of the year.
 6. How can you check to see if you are part of the sick bank?
 - a. You have to donate by October 1
 - b. Email Rebecca Cross to check and see if you are enrolled.
 7. If you transfer out of the district and transfer back, you would have to re-donate your days to the sick bank.
- iv. Mrs. Sharp will send the amended policy out to PPC representatives to share with buildings for feedback. The policy change will be voted on by the Personnel Policy Committee at the October PPC meeting
5. Silverfort
- a. If we do not put it on our phones, will it affect our daily actions?
 - i. If they choose not to put it on your device, They will need to open it and enter their school email address to pair it. It will send a code just like the mobile version. [Instructions](#)
 - b. Notifications
 - i. It is trying to make sure that it is not a bot signing into your computer.
 - ii. You should log off or shut down your computer to minimize notifications.
 - iii. They have notifications turned off from 4:00pm-7:00am.
6. Staff Meetings and PD
- a. Will be moved to the October meeting due to time.
7. [25-26 Calendar Drafts](#)
- a. Secondary works on an A/B calendar-would it be possible to have both of the calendars together?
 - i. These calendar drafts have to be approved by the board.
 - ii. By not putting them on these drafts, this allows for flexibility due to inclement weather.
 - b. Highlights
 - i. We will be going from 8 Professional Development days to 7, with 5 teacher work days. 2 of the teacher work days will be at the beginning of the year.

- c. Staff Development day prior to Spring Break
 - i. Looked at the trends to determine where to put the SD development days.
 - 1. Leaving them out of January and February means less that you have to make up from inclement weather.
- d. Share drafts with your buildings. Collect feedback until September 17th, 2024. Send any comments or feedback to Brandie and Holly between now and 9/17.
(bloomis@bentonvillek12.org and hhoward@bentonvillek12.org)
- e. If there are no revisions that need to be made to the drafts, a vote will be sent to district staff on 9/18.

8. Motion to adjourn by Holly Howard, seconded by Brenda Kyle. Meeting adjourned at 4:4.

Questions and Information for the Group:

Our next meeting will be on October 8th . Please send any agenda items or questions no later than Friday, October 4th. Thanks!

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