

Support Staff Council Meeting Minutes

August 27, 2015

The *Support Council* met on August 27, 2015 at 9:00 a.m. in the Central Office conference room. Council members present were: Richard Harden, Jennifer Maynard, Michelle Hollingsworth, Michael Dunaway, Ed Eary, Katy Swinford, Lisa Evans, Robin Sontag, Tammy Taylor, and Don Richardson.

Welcome:

Mr. Harden called the meeting to order and welcomed all members to the first Support Council meeting of the 2015-16 school year. There were several memorable summer experiences shared by Council members.

Communications:

The communication section centered on the following:

- **Staff Code of Conduct:** A copy of the Jessamine County Schools *Employee Code of Conduct* was provided to each member. Most school employees have already been provided with this document, the signing of which is an acknowledgment that the individual has been informed of the listed requirements.
- **Retirement:** Do “dock” (non-paid) days affect one’s retirement calculation? In any given school year, as long as an employee completes (is paid for) his/her contract days (and that number is at least 180), then that individual will receive a full year’s credit with the retirement system. For questions related to retirement, certified staff may contact Kentucky Teachers’ Retirement System at 800-618-1687 or classified staff may contact Kentucky Retirement Systems at 800-928-4646.
- **Salary Schedule:** The adopted salary schedules for 2015-2016 are organized by official state job descriptions. At this time, there is no pay differential between secretaries and bookkeepers at the school level.
- **2015-16 Contract Days:** For teachers, the number of contract days did not change for this school year, even though there was a reduction in student attendance days. There are 6 in-service days allocated for teachers of which 4 are flexible and 2 are non-flexible which will occur on September 28th & February 1st. For some Support Staff positions, the standard contract has been set at 180 days. Principals have the ability to pay for additional days, depending on need and the availability of resources.
- **Traffic Control:** Concerns were expressed about traffic control at the entrance located between the Board of Education Building and the Jessamine Early Learning Village. Custodians are currently responsible for directing traffic on school property at this location. Is it possible to get someone with more authority to control traffic in this area? This issue was subsequently submitted to Deputy Superintendent Moore who will research the issue.
- **Students Walking on Wilmore Road:** Safety concerns were raised regarding students walking on Kentucky Route 29 (Wilmore Road). Students are walking on a road that does not have sidewalks for pedestrian traffic. This raises the issue of the safety for the students as well as the commuters traveling this road. Though pedestrian traffic is legally permissible on most highways (which are not limited access such as Interstate Highways), walking on highways without sidewalks can present risks. This issue was subsequently submitted to Deputy Superintendent Moore who will work with WJHS personnel to lessen the risk. Also, bus drivers may report students who are walking when those students are supposed to be riding.
- **Bus Garage:**
 - **Pay Issue:** Drivers have been told that compensation for actual hours worked may not be reflected on the September 4th paycheck. Subsequent to the meeting, efforts were made to insure that Bus Garage personnel would be paid for actual hours worked by the September 18th paycheck. Also, a special additional payroll was run and checks were delivered to the Bus Garage on September 21 to account for those personnel whose hours were incorrectly reported. Mr. Harden noted every employee in the District will be compensated for every contract hour that is worked.
 - **Stipends:** Some Red Oak Elementary Special Education teachers are paid a stipend in addition to their regular wages; why aren’t bus drivers provided this same compensation? Ms. Michelle Gadberry, Director of Special Programs provided this answer: “This additional supplement is provided to Instructional Assistants who work with either FMD students or those with significant behavioral challenges. The determining factors are whether the IA (1) has had to complete Safe Crisis Management training or (2) may be required to deal with bodily fluids, i.e. diapering,

toileting, feeding of students with significant needs.” Decisions regarding staff are made collaboratively by school principals and Ms. Gadberry.

- Bus Discipline: It appears that assistant principals are not working in unity when it comes to bus discipline. This is making it difficult for bus drivers to effectively manage behaviors on the bus. This concern was reported to Deputy Superintendent Moore.
- Weapons On School Property: Guns and other weapons are prohibited from school property except as permitted by KRS 527.070. Since this issue is governed by State statute, there is no separate School Board policy that addresses guns on school property.

Other:

- If there are questions or issues that need to be discussed at the next *Support Council* meeting, please email those to Richard Harden in advance at: richard.harden@jessamine.kyschools.us.

The next meeting of the *Support Council* will be **Thursday, September 24th at 9:00 a.m.**