

**Support Staff Council Meeting
Minutes
December 15, 2011**

The Support Staff Council met on December 15, 2011, at 9:00 AM in the Central Office conference room. Council members present were: Richard Harden, Robin Sontag, Michelle Hollingsworth, Ron Bain, and Teresa Moberly. Members absent: Kathy Willingham, Margaret Peel, Danny Blanton, Kenny Smith, Don Richardson, Madonna Keathley, Brenda Wheeler, and Bobbye Ball.

Support staff update

Mr. Harden presented the meeting dates and member list for the upcoming year. Mr. Harden noted that support staff council alternates are welcome to attend the meetings.

Duty to Report

Mr. Harden shared a handout regarding the *Duty to Report for School Employees*, which is provided in our staff handbook and online. In light of the recent Penn State scandal, District administrators thought that this would be an appropriate time to remind all school employees of their legal obligations for reporting crimes and other offenses. As required by state law (KRS 158.154, KRS 158.155, KRS 158, and KRS 620.030), the District requires employees to make reports in a timely manner. Please note KRS 620.030 (shown below) states “**Any person** who knows or has reasonable cause to believe” must report **immediately** to the appropriate agency as stated. Simply telling a school official does fulfill the requirements of the statute.

KRS 620.030

Any person who knows or has reasonable cause to believe that a child is dependent, neglected, or abused shall immediately cause an oral or written report to be made to a local law enforcement agency or the Department of Kentucky State Police; the cabinet or its designated representative; the Commonwealth's Attorney or the County Attorney; by telephone or otherwise. Any supervisor who receives from an employee a report of suspected dependency, neglect, or abuse shall promptly make a report to the proper authorities for investigation.

How does the additional 5 minutes per day affect the school calendar if there are not any snow days?

If we do not miss any snow days the additional 5 minutes per day will continue for the rest of the school year—it will be considered additional instructional time for students.

When school is out due to inclement weather, is it possible for CO to have the parking lot and sidewalks cleared before CO employees come to work at 8:00? Last year we had several near mishaps due to the slick pavement and walk ways.

Mr. Harden will speak to Shirley Smith about safety concerns.

Meeting was adjourned at 9:50 am.

Our next meeting will be **Thursday, January 26, 2012.**