

Support Staff Council Meeting Minutes

November 20, 2014

The *Support Council* met on November 20, 2014 at 9:00 AM in the Central Office small conference room. Council members present were: Robin Sontag, Michelle Hollingsworth, Lisa Evans, Melissa Curry, Patty Teater, Gail Carroll, Ed Eary, Katy Swinford and Richard Harden.

Welcome:

Mr. Harden called the meeting to order and welcomed everyone. Mr. Harden introduced Ms. Karen Barden, Director of Food Service, and thanked her for taking time out of her very busy schedule in order to discuss the complexities involved with creating school lunch menus.

Communications:

The communication section centered on the following:

- School Lunch Menus:
 - Ms. Barden provided a copy of the *Final Rule Nutrition Standards in the National School Lunch and School Breakfast programs*. These are the nutrition guidelines which must be adhered to. Ms. Barden noted that fiscal penalties may be assessed for non-compliance.
 - Creating meals that meet the nutrition guidelines is complicated, and so a cycle of various daily menus is followed. Cafeteria managers may switch meals around (from one day to another) as long as all the various meals are served within the originally scheduled week.
 - If only one meal is served on a given day, it must be from the lunch (not breakfast) menu.
 - Strict confidentiality of the Free/Reduced lunch recipient list(s) is maintained. Penalties for inappropriately releasing names include fines of up to \$1000 and a jail sentence of up to one year for each name released. In order to maintain confidentiality, the District provides each student with an individual lunch code to be used when making cafeteria purchases.
 - Students are permitted 5 charges. Once a student has reached the 6th charge, a sack lunch will be provided instead of a regular meal.
- Revised School Calendar: The snow day that occurred on November 17th will be made up on February 16th instead of the original makeup date that was specified in the original 2014-15 calendar.
- Non-Traditional Instruction (NTI) Days: For the first time this year, Jessamine County Schools will utilize NTI for up to 10 snow and/or emergency days. NTI will be effective as of December 1st. Staff will still be required to make up any days/hours missed during NTI days.
- Sick Leave and Personal Leave Allotments:
 - The granting and use of sick leave is controlled by State statute and District policy. Ten sick leave days (per school year) is the minimum number that must be granted to each employee under the State statute.
 - Personal leave policies are permissive in that the School Board is not required by Statute to grant any personal leave days to anyone. Moreover, personal leave, if granted, may not exceed 3 days per school year. Currently, our District grants 1 day of personal leave each school year, but that leave (if not used) may accumulate to a maximum of 3 days. Beyond the 3-day maximum accumulation point, any additional personal leave is converted to sick leave.
- Bus Garage: Some questions have been voiced regarding time allotted for routes. These questions have been directed to Mr. Bellman.
- Parking Lot Lights at JELV: Gratitude was expressed for the repair of the parking lot lights. Hopefully the remaining non-working lights will be replaced in the near future,

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, December 11 at 9:00 a.m.**