

2023-2024 PERSONNEL POLICIES COMMITTEE
Meeting Minutes
February 21, 2024

Vicki Thompson, WC Elem	LeeAnn Reed, NS Elem	Wes Davis, HS
Cindy Wilson, C Elem	Julia Ray, WS Elem	Tammy Gately, HS
Stephanie Bowers, SC Elem	Ginger LeQuieu, MSN	Austin Taylor, CPA/ALE
Melissa Pay, SS Elem	Edward Meharg, MSS	Ahna Davis, Admin
Lindsey Smith, MC Elem	Sally Wilhite, JHN	Tori Harrison, Admin
Rachel Hammett, ES Elem	Shellah Marsh, JHS	
Kelly Baird, MS Elem	DeAnn Tonnessen, FA	

CALL TO ORDER

Chair Vicki Thompson called the February 21st, 2024 meeting of the PPC to order at 3:16 p.m.

Members absent: Austin Taylor, Ginger LeQuieu, and Wes Davis.

Others present: Dr. Thurman, Michael Byrd, Aaron Randolph, Leila Seigrist, Karen Davis, Tina Wylie, Paula Russell, Sherri Jennings, and Allison James (substituting for Austin Taylor).

APPROVAL OF MINUTES

Motion by Tammy Gately: Approve the minutes of the January 31, 2024 meeting of the PPC as presented.

Second by LeeAnn Reed

Vote: For- 16 Against- 0

NEW BUSINESS:

Salary Schedule Update

Dr. Thurman provided the following handouts to the PPC: Comparison of Growth in Assessment, Bonus Proposal, Step Proposal, and New Schedule Steps Proposal.

The Comparison of Growth Assessment compared Real Estate, Personal Property, and Utilities Valuations for 2022 and 2023 for Cabot, Bryant, Jacksonville-North Pulaski, Conway, Beebe, Lonoke, England, and Carlisle. The lowest percentage of growth for the areas compared was Cabot (4.15%) while Beebe showed the highest percentage of growth (9.73%). Cabot had the third highest valuation numbers for 2023 (yet showed the lowest growth). The District recently inquired from the Lonoke County Assessor’s Office and Treasurer’s Office to look into the

matter as the District is wanting assurance that the proper disbursement of tax dollars (to the District) has been allotted. To not receive the entitled tax dollars creates a challenge for the District's finances. ADM (Average Daily Membership) is also a factor with finances as well as the increase in the number of Home-School students as compared to last year (each student not enrolled in the District equals to \$8,000 less per student).

Dr. Thurman presented three different salary proposals to the School Board prior to sharing with the PPC. Dr. Thurman explained that money is tight for the District, and the Board would need to feel confident in any proposals before being presented to the PPC (to save time as any proposals approved by the PPC would eventually go to the Board for final approval).

The Bonus Proposal would be a one-time bonus paid in November 2024. Certified staff would receive a bonus in an amount depending on their Field Column from the Salary Schedule ranging from \$550 (Bachelor) to \$750 (MA+12).

The Step Proposal would include a slight increase in step pay beginning with Experience Step 6 and continuing in varying increases depending on Experience Step and Field Column from the Salary Schedule.

The New Schedule Steps Proposal would include a starting salary of \$45,810 (Experience Step 0, Bachelors) to a starting salary of \$49,350 (Experience 0, MA+12). Step increments would continue for all Experience Steps on the Salary Schedule at the rate of \$690. However, employees on the certified salary schedule in fields less than \$50,000 would automatically be paid \$50,000 based on the requirements under the LEARNS Act. In the future as more money is added to the base, the Experience Steps and Field Columns that show less than \$50,000 would eventually be moved toward the required starting baseline (of \$50,000 per the LEARNS Act).

Beginning July 1, 2024, all new-hires must have a Master's degree to be placed in the Field Column "Master's" (Bach+36).

The Salary Committee has met extensively over the past months discussing many different salary scenarios. The above-mentioned proposals stem from their exhaustive work for a doable salary schedule and taking into consideration the financial challenges of the District.

Motion by Julia Ray: Recommend and Accept the New Schedule Steps Proposal as presented

Second by Tammy Gately

Vote: For 16 Against 0

Final Review Stipend Recommendations

The PPC was presented with the final recommendations for stipends for the 2024-2025 school-year. Even though the State has altered the NBCT (National Board Certified Teachers), the Cabot District will continue to compensate teachers as follows: first time certification--\$2,000, renewals--\$1,500 for the 2024-2025 school-year and \$1,000 stipend for the 2025-2026 school-year.

Motion by Julia Ray: Accept the 2024-2025 Supplemental Salaries as presented

Second by Sally Whilhite

Vote: For 16 Against 0

Policy Reviews

The PPC reviewed the following policies with the recommended changes:

3.0 Licensed Personnel Policy Committee

If a candidate for PPC is unopposed, there will be no need for the candidate to be elected for the position.

3.19 Licensed Personnel Employment

Reference to the 2023-2024 school-year was omitted from the policy.

3.28 Employee Technology Device Use Policy

Updated to include language from the Commissioner's memo; reprimands can be sent by email when allowed by policy

3.28F Employee Internet and Local Area Network

A section was added specifying that expressing political opinions on district property is forbidden.

3.29 School Personnel Calendar

Updated to include the board-approved 2024-2025 calendar

3.34 Licensed Personnel Cell Phone Use

Updated to include that cell phones are included under technology resources in policy (3.28)

3.341 School Bus Driver's Use of Cell Phones

This policy is already in effect for Classified Staff. Since Certified Staff members also serve as bus drivers, the policy has been included for Licensed Personnel.

3.48 Licensed Personnel Teacher Workday

Policy changed as follows: The normal workday for teachers is from 7:50AM to 3:40PM 7 hours and 50 minutes. The workday will begin 10 minutes prior to the regularly scheduled start of the building's school day, unless otherwise directed...

Motion by Tammy Gately: Accept the proposed policy changes as presented

Second by Kelly Baird

Vote: For 16 Against 0

Motion by Kelly Baird: Adjourn the PPC meeting

Second by Stephanie Bowers

Vote: For 16 Against 0

The PPC adjourned at 4:21 p.m., and the next meeting of the PPC will be April 3rd, 2024.