

Staff Advisory Committee Meeting
December 19, 2018
QUESTIONS & ANSWERS

Dr. Price opened the meeting with the current district enrollment and an update from the December board meeting. We are currently at 9,199 students, which is 498 more than this time last year. The board approved early release hours with pay for hourly employees for the upcoming district early release day. Dr. Howard will be emailing information out to district employees soon.

Dr. Price provided an update on the 2019-2020 calendars. TEA changed the assessment calendar making Good Friday a testing day however, BISD is working with TEA on a solution. It is looking promising that Good Friday will be a district holiday.

There was a question regarding voting on the calendars. BISD utilized the same process that was in place last year. After getting input from teachers, parents, and the community to create calendar choices based on feedback, the choices based on that feedback went to vote before seeking board approval.

Dr. Price closed the meeting asking for committee members to let us know how we can continue to improve communication and to please bring concerns forward. Dr. Price is open to anyone who would like to come talk with him about concerns and solutions.

1. If a teacher or an administrator enforces the dress code/hair grooming at the elementary level as outlined by the student handbook, what are next steps if a parent goes to Central Office?
- CES (submitted 11/9/18)

Parents will be directed back to the campus to address concerns unless it goes to a formal complaint process.

2. We have noticed that there are numerous names of inactive substitutes on the list. The number of active subs is much lower than how it appears on the list. Teacher absences go unfilled and classes are split between the remaining teachers. This causes a disruption to instruction for all of the grade level classes. When might we expect the removal of inactive names and the addition of more subs? **- CES (submitted 12/5/18)**

Please feel free to recommend those seeking employment to BISD. We are always looking for subs. The Teaching & Learning department will be asked to consider scheduling district training on days other than a Monday or a Friday in order to help with this issue.

Here are our most recent substitute stats for the district:

Total number of substitutes in the system = 429

Active substitutes (having worked during 18-19) = 317

Inactive substitutes = 112

Total number of absences to-date 18-19 = 4,227 (4,091 require subs) 344 unfilled 8.4%

Total number of absences to date 17-18 = 5,038

Our Professional Development calendar could help inform our sub usage. It will be requested to limit the number of trainings scheduled on Monday and Fridays.

3. With whatever calendar choice is selected, can we have more planning time in our rooms alone on those first days back in August? With the expansion of the new middle school and staff changes next year (new hires, moves, etc.), I think we need more time to work on our own than have unnecessary meetings or trainings the first week back in August. - **BMSS (submitted 12/14/18)**

Planning time is important. The Teaching and Learning department will be looking at having a good balance of training and planning time.

4. What will the process look like for the merging of English and Reading classes for the upcoming school year at the middle school level? Since we are taking two classes and merging them into one, what happens to the “extra” teachers? Also, what are the plans for filling this extra period? New electives? What types of things will be offered? - **BMSS (submitted 12/14/18)**

The TEKS for ELAR K-8 do not separate out reading and English - that is something we did as a district. Next year, we will be following the TEKS and our curriculum, so it will not be two classes in one; we also will have new instructional materials which will better support the classes. There are additional electives that we will offer that any teacher can teach.

Any teachers who are identified as not certified or not needed to teach ELAR for the upcoming 19-20 year will be assigned based on certification and or course offerings available that do not require a content specific certificate. Impacted employees will be identified and notified prior to the annual contract renewal process.

5. What is the procedure for filling/hiring positions at Voss and Herff? When will this take place? - **BMSS (submitted 12/14/18)**

We have already begun communications with impacted campuses regarding the internal transfer for process for teachers who are displaced due to decreased enrollment. The teachers of the impacted campuses are invited to submit their name for voluntary transfer to VMS or HES for the 19-20 school year. Should the district not have enough volunteers from the impacted campuses we will implement the following timeline and process for staffing reduction.

VMS/HES Staffing timeline:

- **Dec. 19 - Jan. 15:** Voss MS and Herff ES transfer list opens to staff at impacted campuses only (BMSN, BMSS, CES, CCES).
- **Jan. 9:** Campuses will be notified of how many teachers will be displaced due to reduced enrollment
- **Jan. 9:** VMS/HES transfer list open to all employees of the district
- **Jan. 15:** VMS/HES principals named (Date subject to change)

- **Jan. 15 - Feb 15:** Teachers notified of internal transfer to VMS/CES, staff not from the impacted campuses are required to go through a formal interview with the principal prior to transfer
- **April 26:** VMS/HES teacher positions not filled internally will be posted externally

Transfer Information

Each year, the professional transfer list will be posted during the month of April. However, when opening a new school a volunteer transfer list will be made available early to campuses who will be required to displace teachers to the new school(s). During that time, professional employees may add their names to the list by completing the form located in Eduphoria Formspace. This process is not a guarantee of transfer or reassignment.

Criteria to transfer

- Employee may not have received a disciplinary action within the current school year.
- Employee must have been employed in their current capacity for a minimum of one full year, unless the employee is being displaced due to student enrollment
- Employee may not currently occupy a critical need area, in which they are the only certified educator at the current campus/location to perform the assignment.
- Approval from, your campus administrator/direct supervisor and human resources.

6. Since I have over 100 days of leave, I am curious if there is a monetary compensation for any of those days when I leave/retire. Even using days for “purchasing” an extra year of retirement, I will still have many days remaining. Should I request days off? Are there, or will there be, written guidelines for these circumstances? I am support staff, not faculty. - **BMSS (submitted 12/14/18)**

District policy DEC Local does not currently allow for the payment of unused local leave days at the time of exit from the district. The administration will be considering revisions to policy DEC as part of our policy updates for the 19-20 school year to address unused leave at the time of exit from the district.

7. If teachers put their names on the transfer survey, when will interviews take place and when will teachers be notified if they were selected to transfer to VOSS? If interviews will not be conducted and teachers are just selected, will there be special positions that require interviews- counselors, librarians, coaches, etc... - **BMSS (submitted 12/14/18)**

See question 5.

THE FOLLOWING QUESTIONS WERE SUBMITTED AFTER THE DECEMBER MEETING DEADLINE; HOWEVER, THEY WERE ADDRESSED AT THE DECEMBER MEETING.

1. The middle school coaching stipends have not increased since 2008. Can this be looked into?

(submitted 12/18/18 - BMSN)

A stipend audit/study is scheduled for Jan. 2019. Recommendations will be brought forward as part of the compensation plan for the 19-20 budget.

2. What is the status of Vertical Team? Last year, quite a few people in the district put in countless hours of their own time working on vertical team agendas and then this year it hasn't even been mentioned or addressed. This is a ideal example of the lack of communication in our district. Plus, it somewhat sends the message that the work that was done was for not. **(submitted 12/18/18 - BMSN)**

The purpose of Vertical Team was to ensure vertical alignment of the curriculum and we now have a K-12 vertically aligned curriculum in TEKS Resource System. We have kept all the good work that was done and it is housed on the Teaching and Learning Hub (Google Site) that our teachers use. The VT system allowed only one teacher per level to participate. We have many other meetings between coordinators and teachers and will continue to seek out ways to improve communication.

3. I'm asking this question again, because last year the answer was, "we'll look into it." It would be nice if all the questions that received that answer were followed up on this year as answers become available. Other districts use up local leave before state leave, regardless of the reason for the absence. This is ideal since local days are lost if you move to another district. Why does BISD only allow staff to use local days for illness/Dr. appts? Healthy employees who schedule annual Dr. visits in the summer basically have to lie to use them. **(submitted 12/18/18 - BMSN)**

Utilization of leave is defined by district policy DEC Local.

Order of Use -

Unless an employee requests a different order, available paid state and local leave shall be used in the following order, as applicable:

1. Local leave.
2. State sick leave accumulated before the 1995–96 school year.
3. State personal leave. Use of extended sick leave or catastrophic leave program days shall be permitted only after all available state and local leave has been exhausted.

Please contact Dr. Howard if you are having issues at your campus with leave requests.

4. Voting for school calendars: Very disappointed in the decision to go with option C.

Some things to consider in the future; 1. Votes for teachers/staff counting more than the parent vote. 2. Can only vote once, not multiple times. **(submitted 12/18/18 - CHS)**

- Voting is not limited to one entry per person - we will explore how this can be done in google forms by using emails to submit but not record who voted for which option
- Limit number of calendars to be voted upon
- Good Friday 19-20: administration will bring forward recommendation to the school board to allow for a change of testing readministration date.

5. Dr. Price mentioned possibly being able to pay for grad school. I was wondering of this with something that actually was going to come around in the near future? **(submitted 12/18/18 - CHS)**

Human Resources will research and present tuition reimbursement models to the executive leadership team for consideration as part of the 19-20 budget process.

6. Will the data entry and information retrieval part of Skyward/finance ever get any faster?

It is archaically slow and very frustrating when time is of the essence. Please help! **(submitted 12/18/18 - CHS)**

Try to ensure that the number of records you have showing is only 25 rather than 50 or more.

This may result in data loading faster. If you are having trouble, please email Ashley Stewart or Patti Holub to report concerns. It is important that issues are communicated to our tech department in order to address the problem.

7. On the change from April 10 to April 13, will teachers and staff be required to work on Good Friday (April 10, 2020)? The date is marked with a clear box, and bad weather dates are not designated on the posted calendar for 2019-2020. **(submitted 12/19/18 - CES)**

The district is working with TEA to try to gain back Good Friday as a district holiday.

We have 1285 overage minutes built into the 19-20 calendar with the extended day, therefore, it was not necessary to build in bad weather days. That number of minutes provides 3 full days if needed. If we miss school due to inclement weather, we have up to 3 full days that will not have to be made up.

8. In regard to the calendar: I like the Wednesday 'start day' for kiddos and this creative use of the calendar. Thank you for that!! Can teachers get some reassurance that there will be a good balance of Work Days and PD during our time back on contract before the first day of school?? Can we designate those days (which are work days and which are PD) before summer break begins?? Thank you!!

(submitted 12/19/18 - CES)

This is a priority and we hope to have the professional development calendar out in January.

The teaching and learning department should be getting some information out very soon.