

Staff Advisory Committee Meeting
October 24, 2018

Dr. Price opened the meeting providing district updates. BISD continues to grow and our current enrollment is 9,175. Also mentioned, was the timeline for hiring staff for Herff Elementary and Voss Middle School. The job posting for principals will be posted soon with the expectation of naming principals in early spring. Preference will be given to applicants with principal experience. The HR department will continue to offer teachers a choice to move campus assignments if possible.

Dr. Price also discussed the employee engagement survey and encouraged everyone to complete the survey. Feedback is important to continue to improve our district. Principals and Assistant Principals will be filling out surveys about services at central office.

Also mentioned, the District Education Improvement Committee (DEIC) was formerly called the Instructional Goals Committee (IGC). The DEIC will be focused on curriculum, calendar and the District Improvement Plan (DIP). All concerns and suggestions for solutions should be brought to the Staff Advisory Committee. Drafts of the 2019-2020 calendar should be ready by December or January and will go to a vote to get employee and community input.

Mr. Rich Sena gave a presentation on district legislative priorities and discussed how Chapter 41 affects our district.

QUESTIONS & ANSWERS

1. As a District of Innovation will BISD consider part-time job sharing positions for teachers who are willing to accept partial or no benefits? Part-time or job shared positions would enable master teachers who are considering retirement, or those who desire a more flexible schedule, to extend their careers thus benefiting both the Boerne students and the district? - **BHS (submitted 9/19/18 - missed deadline, rolled over to this meeting)**

Answer: This concept and employment practice may be something to consider in the future as we work to be the premier district of our region. Job sharing is not widely practiced in public schools. There are a variety of positives and negatives when considering the implementation. When considering the impact of such a decision, we must first and foremost consider our students and how might the decision impact the system; i.e., compensation, benefits, supervision, accountability, etc.

The district would require significant systemic changes in order to support job sharing. As a district with limited resources and who is currently undergoing implementation of a new student information and business information management system. The district could not entertain discussion of job sharing until our current systems are in place with fidelity.

2. Why are some sports double blocked and some are not at the high school level? - **BHS (submitted 10/11/18)**

Answer: The boys sports that are double blocked are football and basketball. In girls sports volleyball and basketball are double blocked. They are double blocked because to compete they all require daily skill and off-season work. Adding more double blocked sports would complicate the master schedule, require additional coaching assignments and limit student academic, fine arts and CATE options.

3. Has the issue been resolved with providing keys to SPED inclusion teachers so that they are not constantly interrupting instruction? - **FORES (submitted 10/21/18)**

Answer: This is a campus issue, please visit with your principal.

4. If teachers are paid a stipend for having a Masters degree, why aren't Instructional Assistants that have a Masters not receiving a stipend? - **FORES (submitted 10/21/18)**

Answer: The Texas Association of School Boards defines stipends as "A fixed amount added to base pay to compensate employees for extra duties or special credentials." Stipends are paid to exempt or salaried employees of the school district only and not paid to non-exempt or hourly employees because of Federal standards regarding compensation of employees.

The Basic Wage Standards outlined by the Fair Labor Standards Act, require that all non-exempt (hourly workers) are paid at a minimum wage of \$7.25 per hour. Stipends are not paid based on an hourly rate.

5. With new elementary schools in the district being built with updated technology, furniture, equipment, etc., when will older elementary schools in the district be remodeled and updated? Are we waiting to pass another bond issue to improve the older schools? - **FORES (submitted 10/21/18)**

Answer: A 10 year replacement/refurbishment plan is being developed. The goal behind the plan is to establish a schedule to update technology, furniture, equipment, etc. The difficulty will be that we have to send \$11 million to Austin in recapture.

6. Are there plans for expanding our parking lot? Parking space gets extremely crowded if not NO parking for employees to find spaces when we have parent/family functions. - **KES (submitted 10/19/18)**

Answer: We will have the Operations department investigate the matter, but most likely not. On a daily basis there are many unused spaces.

7. Why was our “conference day” taken away? There was a time we had an entire day to be able to arrange conferences with parents. It has now been extended into December. - **KES (submitted 10/19/18)**

Answer: Last year Dr. Spoor and the IGC created the current calendar with the input of the administration and the staff and it went to a vote. The calendar committee will soon begin meeting to discuss next year’s calendar. Please contact your campus representative, your principal, or Dr. Spoor directly to give input on this or other calendar issues.

8. Will there be more formal training on Skyward? There are many frustrations with report cards, progress reports, and inability to print report cards. What about those parents that DO NOT have internet access? How will they be accommodated? - **KES (submitted 10/19/18)**

Answer: Skyward training has been provided to front office staff at each campus. Communications have been sent out and will continue to be sent to parents notifying them that they are welcome to pick up a report card from their campus office if digital means isn’t available.

9. A question/concern was brought forth from our custodial staff. What is the process of hiring custodial staff when custodians are absent for extended periods of time (i.e. maternity leave, severe illness)? Is there a way to assist schools faster when staffing is low? At one point this fall, we had 2 custodians out for extended periods of time. Three custodians were in charge of cleaning our entire school, and one was here by herself at night. We do have a substitute custodian now in place, but still need assistance. - **CES (submitted 10/19/18)**

Answer: If you know of anyone interested in these opening, please ask them to apply through HR. We have had 9 openings and filled 5; three floater positions; assistant over custodial has been hired at this time as well.

10. With our school year ending a week earlier and the 3rd administration of STAAR date being June 25-26, will summer school be 3 weeks long, or will it remain 2 weeks with a week off before beginning? - **FES (submitted 10/18/18)**

Answer: Dr. Spoor is leading this; the committee will meet in November; plans will be submitted for approval in January. If you have any input, please contact Dr. Spoor.

11. In regard to parents using Skyward to check grades and see their student's progress reports and report cards electronically unless a paper copy is requested, can a teacher also request a paper copy for an entire class or homeroom? This may apply more to elementary school where students do not have access (or know how and understanding of importance) to check their own grades like the secondary school students do? - **FES (submitted 10/18/18)**

Answer: Printing may occur if a parent / family requests from the campus. See answer to #8.

12. With the new guidelines to receive money, the process is taking longer. Is there a way to expedite this process, or is it possible for PTO to reimburse teachers? - **FES (submitted 10/18/18)**

Answer: Processes are evaluated to expedite transactions. We are open to recommendations which are causing issues with staff. Our first priority is compliance and we will definitely accommodate our staff's needs as much as possible. PTO's serve as supplemental and should not be in the position to reimburse district employees.

13. When an employee's personal property (e.g. car) is accidentally damaged on school grounds by another district employee doing routine maintenance, who is responsible for the out of pocket costs? - **FES (submitted 10/18/18)**

Answer: An incident report has been created to investigate the cause of the incident. Insurance claims will be submitted as a result of the investigation. The district will provide due diligence to ensure our students, staff, and facilities remain as safe as possible.

14. What constitutes an "unexcused absence"? If we have days that are ours to take (since the district does not pay us for any days when we retire), we input the days into Skyward and Aesop as required, how can a day be unexcused? - **KES (submitted 10/19/18)**

Answer: District policy DEC Legal/Local govern administration and use of leave within the school district.

Local leave is treated as "sick" leave and may only be used for the following reasons.

1. Illness of the employee.
2. Illness of a member of the employee's immediate family.
3. Family emergency.
4. Death in the employee's immediate family.
5. During military leave

The only leave allowed to be used as discretionary leave is state personal leave.

The district as the employer is allowed to decide what is an excused and not excused absence (TX Workforce Commission). An unexcused absence would occur when a discretionary absence of state personal leave is recorded but not approved. For example, an employee requests 3 days off to attend a wedding. The administrator deems the absence of 3 days would negatively impact the educational program and only approves 1 of the 3 days off. Should the employee not report for work on the two days which were not approved, the absence would be "unexcused".

DEC Local

"The District shall not approve paid leave for more leave days than have been accumulated in prior years plus leave currently available. Any unapproved absences or absences beyond accumulated and available paid leave shall result in deductions from the employee's pay.

Please keep in mind that most of the time employees will be allowed to take their days but it important that this is not abused. Days are often requested to extend holidays or three-day weekends which violates policy. Student learning and safety is a priority and there are rules

and guidelines in place regarding absences. Campus principals have the authority to approve or deny absences.

15. Can you define an "unexcused absence" for teachers and cite the source of that definition, e.g. Texas statute, BISD board policy, Admin Regs, etc.? - **CHS (submitted 10/18/18)**

Answer: Please see response to question 14.

16. Can you provide the following information: -**CHS (submitted 10/18/18)**

Answers listed:

- a. Total teacher absences requiring a sub in SY 17/18 **7,867**
- b. Total teacher absences requiring a sub for athletic purposes in SY 17/18 **870**
- c. Total teacher absences requiring a sub for non-athletic school business in SY 17/18 **753**
- d. Total teacher absences requiring a sub for Family Illness or Personal Business in SY **5,883.50**

17. Why is a version of common core (TRS) being taught at the elementary schools? Texas is not common core! We cannot help our kids or prepare them for middle/high school if we are not on the same page when they are learning the basics!! - **CHS (submitted 10/18/18)**

Answer: There 1,050 Texas school districts, 80% of those use TRS. TRS is not common core. The common curriculum provides the opportunity to provide the most consistent instruction across the district. This is also a vertically aligned curriculum K-12 which ensures we are on the same page. The curriculum audit found that our prior curriculum was not vertically aligned.

18. Why are teachers being asked to fundraise to fund their budgets? (This idea/suggestion was presented at our October CTE training.) - **CHS (submitted 10/18/18)**

Answer: Teachers are not being asked to fundraise. Teachers, especially those with student organizations that compete, will often fundraise to offset those costs. If a teacher has a specific need, they should contact their campus principal and Mrs. Grill for guidance.

19. Can information be sent to all employees on campus (campuses notified) prior to being sent out via social media? - **CHS (submitted 10/18/18)**

Answer: There is no easy answer to this. Communications is dependent on the message. If there is an emergency, BISD will follow the developed protocol for emergency notifications.

20. We were told there was an audit paid for by the district last year in the Spring regarding stipend and our district is very far under the status quo, but no mention of it at the end of last year or for this year. We appreciate the raise, but it is still low and there was no change in stipends. Morale and discussion of people moving to a more profitable district is higher than ever. - **CHS (submitted 10/18/18)**

Answer: The restructure of the district's compensation plan is a three-phase process.

Phase I:

- Conduct salary survey - TASB Fall 2017
- Restructure of the Teacher/Nurse/Librarian step scale and the professional, paraprofessional, and auxiliary pay grades. Implemented 18-19 fiscal year.
 - Starting teacher pay increased to \$47,000
 - TNL received an increase of \$1,500 as part of their annual step increase
 - All other employees received an increase of 2% of the midpoint of their respective pay grades

Phase II:

- Conduct stipend survey - TASB Fall 2018
- Restructure stipends. Implement 19-20 fiscal year

Phase III:

- Audit work calendars - Spring 2019
Restructure work calendars. Implement 19-20 fiscal year.

BISD had the highest raise of any district in this area. Priorities must be set and the decision was made to give everyone a raise. Stipends will continue to be considered as the budget allows.

21. Is there a way to go to an online payment system for events such as prom? - **CHS**
(submitted 10/18/18)

Answer: Yes, we have already begun this with football tickets and intend to expand it in the future.