

**PERRY TOWNSHIP SCHOOLS**  
**Perry Schools Discussion Notes October**  
**1, 2015**

**PTEC Room 210, 4:10PM:-5:00PM (Approximate Time)**

**ATTENDANCE**

**Administration:** Barb Brouwer (SHS), Rhonda Jones-Jointer (PTEC), Vicki Carpenter (EC), Rolland Abraham (PMHS), Dave Rohl (PMMS), Whitney Wilkowski (ALE), Mike Bagley (PTEC) and John Ralston (PMA)

**PEA:** Sue Buscemi (WV), Kyle Hanefeld (GV), Neil Linville (PEA), Mark Madden (ALE), Rebecca Rissel (GV), Nancy Tatum(PA), and Diane Turpen (PMHS)

**Three (3) Week Pay**

From mid December 2015 to early January 2016, staff will experience a 3 week period between pay dates rather than the usual 2 weeks. Due to a calendar issue that happens every six to seven years, an adjustment must be made in payroll dates for the 2016 calendar year. The biweekly pay calendar advances up one day each year. The last pay date for 2015 will be Friday, December 18, and the first pay date for 2016 will be Friday, January 8. Notification will be sent ahead of time with the hope that staff can financially plan ahead for the adjustment.

**Proposed Calendar**

The 2016-17 and 2017-18 school year calendars will be unusual because Christmas and New Year's Eve fall on the weekend, so planning is more complicated than usual. Three different 2017-18 school year calendars are being considered by the calendar committee.

The proposed 2015-16 school year calendar and tentative 2017-18 school year calendars go to the Board in October. Perry Township Schools will resume the tradition of publishing a schedule for next year and a tentative schedule for the following school year. At the secondary level, second semester needs to be a few days longer than first semester to compensate for the great amount of required testing days. Commencement before Memorial Day is better for families.

**2015-16 Calendar (Proposed) Highlights:**

Teachers start back July 25-26.

1st student day July 27.

Teacher ½ day on Dec. 16 and May 26 (End school before Memorial Day)

Breaks: October 10-21, December 19-30 (Return on Jan. 2), March 20-31

**Facility projects update**

**WV** - The demo phase in the NE quad and east entrance has started.

**Kindergarten Centers** - Kindergarten Centers are in the final design phase; groundbreaking will be held in February at the earliest after selling bonds. Construction on Kindergarten Centers will affect Jump Start and other kindergarten programs. Summer school will be held at Lincoln on the west side of the township and at Mary Bryan on the east side. Kindergarten Centers will be ready for the 2017-18 school year.

**HB** - The large additions at HB are in the planning phase and will be the 3rd construction project to start.

**Holder Field** - Perry Township Schools is using \$150,000 in donations to improve drainage under the field as well as raise the dugouts, baseball diamond, and stands. The repaired field is grass not turf.

**Insurance rate changes/open enrollment**

Perry Township Schools along with PEA have been able to hold rates for last 3 years; however, insurance costs will increase this year.

Plan 1            10 %

Plan 2 and 3    6.25% (Plan 3 is the \$1 plan. The yearly cost will now be around \$12 per year.)

Plan 4            0%        HSA High deductible

Plan 5            Minimum coverage to satisfy Obama Care requirements

- Dental Plan - No increase
- Vision Plan - 15% increase
- Cigna instead of Sun Life handles the account for short term disability. The waiting period has been changed to 14 days.
- Open enrollment will take place Oct 25-Nov12. IF don't want to make a change, don't do anything.
- Flexible spending selections will be on the website during open enrollment. Changes won't start until January.
- All Perry Township employees except substitute teachers have health insurance available to them.
- HR department has a computer in office to help employees as needed with selections.

Neil Linville stated that many districts have had significant insurance increases. Hoosier School Benefit Trust has worked hard to keep rates down. In many school corporations, negotiated pay increases have gone to pay for higher insurance costs.

### Substitute Teachers

Rhonda Jones-Jointer met with Kyle Hanefeld and Sue Buscemi about difficulty in finding quality substitute teachers. According to Mrs. Jones-Jointer, Perry Township Schools is the only district following the current process: Administrator or department chairperson files for a substitute teacher on Aesop and then get an email of what substitute teacher has signed up for the job. Human Resources department does not recruit or hire substitutes; let HR know if substitute teachers in your building are not of the quality we want our substitute teachers to be.

Some local school districts hire Kelly Services to find and place substitute teachers, but this using this service is more costly. Some local districts have individual teachers access their own substitute teacher. The teacher can request a substitute teacher 30 minutes before the start of school or up to two weeks in advance. The teacher then emails the administrator that he will be out. The administrator can run a report for what substitutes are out and what openings for the day in the building remain. Administrators at discussion voiced that having individual teachers finding their own substitutes would not work well and that many substitute needs would go unfilled. The teacher would assume that since they accessed Aesop they are covered; however, a substitute teacher may not have selected the job and the administrator would not know this.

Barb Brouwer stated that sometimes substitutes will accept a Perry job and then later drop it when they get a job at a higher paying district. Rhoda Jointer-Jones surveyed other districts; Perry substitute pay is in line with other surrounding districts. Substitute teacher costs come from the general fund, which is also used for contract teacher salaries.

Recruiting retired teachers to substitute teach is an option since they are experienced and loyal to the district. Most districts pay retired teachers significantly more per day.

Neil Linville stated he appreciates Mrs. Jones-Jointer for learning more about this issue and discussing it with PEA.

### Teacher Handbook Update

- DOE changes - Any maternity or adoption benefit (10 days free) come on the front end. Everyone gets the 10 days - even at the end of summer.
- Definitions: **Assistance Plan** principal can use to support a teacher during the year; **Remediation Plan** is required by law per teacher evaluation
- Family Illness -- Family illness can be used for domestic partner
- RIF language added to explain procedures for bringing back probationary, professional or established teachers.
- At the beginning of the school year, formal evaluations may start for returning teachers after 2 weeks and for new teachers after professional development on all 12 TAP indicators.
- Verbiage has been added to address DOE requirement of tying objective figures of student growth to teacher evaluations. Administration is defending our TAP process and is explaining to DOE where the connection to test scores is located in our evaluation process.

Next discussion meeting Nov. 12.