

**Collaborative Conferencing Meeting
October 29, 2018**

Facilitator: Kim Trotter

1. **Check In** - Chris Jarrell, Kim Trotter, Jerita Reese, Denise Smith-Martinez, Barrett Crane, Melissa Lindsey, Stefi Outlaw, Jeanine Johnson, Angela Huff, Mason Bellamy, Mary Gist, Sean Impeartrice, Danny Grant, Jean Luna
2. **Reviewed Minutes from May 21, 2018** – Approved
3. **School Panic Button Update** – Discussed and reviewed. All CMCSS schools have a “Panic Feature” on their phones. Directions for use were included in the Annual Employee Training for the 2018-19 school year. In addition, CMCSS purchased Alertus with the 2018-2019 School Safety Grant to use as a mass notification system during emergency situations.
4. **Revised Teacher Code of Ethics** – Highlighted Tennessee Code Annotated, Title 49, Chapter 5, Part 10 which was amended to include:
 - a. An educator who has personal knowledge of a breach by another educator of the teacher code of ethics shall report the breach to the educator’s immediate supervisor, director of schools, or local board of education within 30 days of discovering the breach.
 - b. Failure to report a breach of the teacher code of ethics, or to file a report of any criminal activity or other misconduct that is required by federal or state law, is a breach of the teacher code of ethics.
 - c. Required annual training for teachers by District.
5. **Background Check Requirements** – Discussed requirements for all employees to be fingerprinted. Approximately 600-800 employees are currently employed who predated the fingerprint requirements and thus have never been fingerprinted. The plan is to gradually phase in those employees who never were fingerprinted first and keep adding employees in a cycle until we meet the requirements of fingerprinting every 5 years. The cost to the employee is \$32.60 which will be deducted over two paychecks. HR will send notification to employees with directions. Results will not be kept in employee personnel files. The RAPBACK program will hopefully be in place in the next 2-3 years by the state which would send automatic notifications for any new convictions of employees who have already been employed.
6. **Salary Changes Based on Education Level for Certified Teachers HUM-A064** – Added advanced degrees to include Ed.S., Ph.D., or Ed.D. completion as a clarification. Asked to make the change immediately instead of waiting until July. All members were in agreement.

7. **Employee Perquisites – HUM-A059, Procedure HUM-P031** – Examined 5.3.1 that currently states:

Permanent school-based employees will have the option of enrolling their children for whom they are legal guardian or stepchildren who reside in the employee's household in the school in which they are employed, or in any schools in the selected school's feeder system.

The team asked to include foster children. No one voiced any concerns to the amendment. Revised policy will be reviewed at next meeting.

8. **Employee Grievance – HUM-A051**

Added No reprisal/retaliation will be taken against any employee because of his/her participation in the grievance process to include reporting or investigation. By making the addition, the administrative policy will mirror the language used in the Employee Grievance Procedure – HUM-P022. Members agreed to update policy immediately.

9. **Teacher Tenure** – The first list will go to the Board in December. It is necessary for HR to wait until the nullification process is complete in TN Compass. Plan to present first list to Board in December.

10. CMCEA Members indicated working on survey questions. CMCSS Management Team asked to be part of question development, or option to review questions before survey deployed.

11. **Meeting Dates for 2018/2019**

November 26th

January 14th

February 11th

March 18th

April 15th

May 6th

Minutes by: Jean Luna