

EAST LYME BOARD OF EDUCATION
East Lyme, Connecticut

PERSONNEL POLICY COMMITTEE (NON-CERTIFIED/NON-AFFILIATED) MEETING

May 29, 2012

6:30 p.m.

Room B100, East Lyme High School

PRESENT: Al Littlefield (Chair), Jill Carini, Jaime Barr, Pam Rowe, Dr. James Lombardo
(Superintendent)

MINUTES

The meeting began at 6:30 p.m.

1. Reviewed ELPS Paraprofessional Handbook

Recommendation of ELPS Paraprofessional Handbook to the Board of Education is as follows:

- a. Section III Position Descriptions, Benefits, Qualifications, Duties and Responsibilities for School Aides, Head School Aides, Instructional Aides, and Teaching Assistants

Benefits:

Add – • **3 days Personal Leave per year (prorated) not carried over (no cash value)**

Change – 5 days ~~leave~~ **Sick Leave** per year (prorated)

- After 5 years of continuous employment, one half of unused leave may be carried over (no cash value)
- After 10 years of continuous employment, all unused leave days may be carried over (no cash value)

2. Future Agenda Items

- Review/update/recommend ELPS Non-Certified/Non-Affiliated Personnel Salary changes for FY 13

The meeting adjourned at 7:00 p.m.

Respectfully Submitted,

Al Littlefield

Albert L. Littlefield

Chair