



**ARKANSAS  
PROFESSIONAL LICENSURE STANDARDS BOARD**

**Student Focused ♦ Integrity ♦ Professionalism ♦ Knowledge**



AELS NO.: 10151093

November 5, 2021

**PERSONAL & CONFIDENTIAL**

RECEIVED

NOV 11 2021

Superintendent's  
Office

Mr. Jeff Collum, Superintendent  
Conway School District  
2220 Prince Street  
Conway, AR 72034

RE: **Jesse Sublett**; PLSB Case No. 22-045

Dear Mr. Collum:

The Arkansas Professional Licensure Standards Board (PLSB) Ethics Subcommittee voted unanimously in its **November 5, 2021**, meeting to open an investigation concerning potential violations of the Code of Ethics for Arkansas Educators by **Jesse Sublett**.

We will investigate these alleged violations in accordance with the PLSB Ethics Complaint Process and will be in contact with you and the **Conway School District** to conduct the investigation. However, due to existing caseload requirements, most investigations have not begun for a month or so after assignment. If you have not heard from an investigator within fourteen (14) days of receipt of this letter, please feel free to contact **Vikki Jennings** by telephone, at **501-683-5765** or e-mail, [Vikki.Jennings@ade.arkansas.gov](mailto:Vikki.Jennings@ade.arkansas.gov), regarding the status of the investigation including the information you have and others who can provide additional information concerning these allegations.

Please be reminded that under Ark. Code Ann. § 6-17-428, “all records and all hearings, meetings, and deliberations of the Professional Licensure Standards Board [Ethics Subcommittee] relating to an ethics complaint are confidential and exempt from the Freedom of Information Act of 1967, § 25-19-101 et seq.” Therefore, **the complaint, interviews, hearings, and all other records and evidence relating to this case and its investigation should remain confidential** unless and until the matter goes to the State Board of Education for its final determination and order. At that time, only the records the PLSB Ethics Subcommittee provides to the State Board of Education are subject to FOIA and all other records, hearings, meetings, and deliberations of the PLSB remain confidential.

Sincerely,

**Amy J. Douglas**  
Managing Attorney

---

*Arkansas Department of Education, Professional Licensure Standards Board  
Four Capitol Mall Box 30, Little Rock, AR 72201  
(501) 371-8014 voice (501) 682-3781 fax*

*The contents of this message may be protected by attorney client privilege, state, or federal law from public disclosure. If you are not the intended recipient you are notified that disclosing, copying, distributing, or taking any action in reliance on the contents of this information is strictly prohibited.*



CONWAY PUBLIC SCHOOLS  
ADMINISTRATION OFFICE

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September 17, 2021

Jesse Sublett  
36 Gregory Drive  
Conway, AR 72032

Dear Mr. Sublett:

I am hereby notifying you that you are suspended with pay while we conduct an internal investigation concerning allegations of a breach of professional conduct. We will contact you with a date when you can return to work.

During this suspension with pay, you are not to be on any campus in our district. You are not to communicate with students or fellow employees. You may communicate with your supervisor and/or the Director of Personnel.

Respectfully Yours,

Jeff Collum  
Superintendent, Conway Public Schools

CC: Personnel file of Jesse Sublett  
Buck Bing, Supervisor, Conway High School

I acknowledge receipt of this letter by my signature below:

  
\_\_\_\_\_  
Signature

9/17/2021  
\_\_\_\_\_  
Date

**Lasker, Karen**

RECEIVED

**From:** Jay Bequette <jbequette@bbpalaw.com>  
**Sent:** Wednesday, September 29, 2021 3:21 PM  
**To:** Jeff Collum; Bradshaw, Karen; Lasker, Karen  
**Subject:** FW: FW: Sublett File

SEP 29 2021  
Superintendent's  
Office

Well that did not take long. Let me know who should be contacted to make the arrangements. Thanks

Jay Bequette  
Bequette Billingsley & Kees, P.A.  
Attorneys At Law  
425 West Capitol Avenue  
Suite 3200  
Little Rock, Arkansas 72201-3469  
Telephone: (501) 374-1107  
Facsimile: (501) 374-5092  
Mobile: (501) 590-4500  
[jbequette@bbpalaw.com](mailto:jbequette@bbpalaw.com)

9/29 last day of day

---

**From:** David Hogue <dh@hoguelegalservices.com>  
**Sent:** Wednesday, September 29, 2021 3:15 PM  
**To:** Jay Bequette <jbequette@bbpalaw.com>  
**Subject:** Re: FW: Sublett File

\* Please accept this email as your notice of Mr. Sublett's resignation effective immediately. He would like to arrange a time to pick up his personal belongings from the school. dh

On Wed, Sep 29, 2021 at 2:44 PM Jay Bequette <jbequette@bbpalaw.com> wrote:

David, attached is the personnel file you requested as Mr. Sublett's counsel. As we discussed, you have agreed to schedule the hearing on a mutually agreeable date inside or outside of the statutory window. I will be in touch regarding dates that the board has available for hearing.

Regarding the possibility of resignation that you raised, that is an issue for you and your client, school districts have no involvement in that under these circumstances, and we discussed the benefits to that for school employees in general.

Jay Bequette  
Bequette Billingsley & Kees, P.A.  
Attorneys At Law  
425 West Capitol Avenue  
Suite 3200  
Little Rock, Arkansas 72201-3469  
Telephone: (501) 374-1107  
Facsimile: (501) 374-5092

Mobile: (501) 590-4500  
[jbequette@bbpalaw.com](mailto:jbequette@bbpalaw.com)

It is important that the following information (which is not part of the contract) be given.

Years of training: College _____	Total years of experience _____	0.0
Certificate based on _____ Degree or _____ Semester Hours	Years of experience in this district _____	0.0
Social Security Number _____	Grade or subject to be taught <u>TEACHER</u>	
	Member of Teacher Retirement _____	Y

## TEACHER'S CONTRACT

State of Arkansas

COUNTY OF FAULKNER

PARTIES: The CONWAY School District, Party of the First Part, and

SUBLETT, JESSE SAMUEL, Party of the Second Part, agree as follows:

EMPLOYMENT: The Party of the First Part by a majority vote of the directors present at a legally held meeting on the 13 day of APRIL 2021, agrees to employ SUBLETT, JESSE SAMUEL Party of the Second Part as provided herein:

SERVICE: Party of the Second Part agrees to perform services as follows:

TEACHER - PRIMARY

9-12 MAJ AC CLB 355.83

TIME: The time period covered by this contract is: \_\_\_\_\_ Months of school; 190 Days of school; \_\_\_\_\_ Calendar months; From AUGUST 10 2021, to MAY 27 2022

COMPENSATION FOR SERVICES: Annual compensation under this contract is \$ 42217.83 to be paid in 12.0 installments.

BOARD POLICIES: The personnel policies of each school district in effect at the time a teacher's contract is entered into or renewed shall be considered to be incorporated as terms of said contract and shall be binding upon both parties unless changed by mutual consent. (Act 224 of 1983)

CERTIFICATION: The Party of the Second Part certifies that at the date of this contract he or she is not under teaching contract with another school district except for part-time services shared by more than one school district which is listed herein:

REFUND OF UNEARNED SALARY: The Party of the Second Part agrees to refund to the school district any salary received for which no teaching services were rendered. (Ark. Stat. 80-1331)

TERMINATION: FAILURE TO RENDER SATISFACTORY SERVICE AS AN EMPLOYEE OF THE DISTRICT WILL BE GROUNDS FOR DISMISSAL.

OTHER CONDITIONS OF EMPLOYMENT: STEP/RANGE POS ON SALARY SCHEDULE IS 1.00 / 01  
FTE: 1.000000

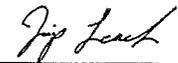
ASSIGNMENTS SHALL BE MADE BY THE SUPERINTENDENT. THE UNDERSIGNED EMPLOYEE AGREES TO ACCEPT ASSIGNMENT OR REASSIGNMENT TO ANY SCHOOL OPERATED BY THE DISTRICT. THE EMPLOYEE WILL KEEP THE NECESSARY RECORDS PERTINENT TO HIS/HER ASSIGNMENT.

THIS CONTRACT EXPIRES UNLESS SIGNED BY THE EMPLOYEE AND RETURNED TO THE DISTRICT'S OFFICE ON/BEFORE MAY 28, 2021.

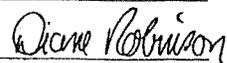
CONTRACT IS DEPENDENT IN WHOLE OR IN PART ON VOCATIONAL FUNDING.

Given this, the 28 day of APRIL 2021

  
Party of the Second Part (Teacher)

  
President of the School Board

Address (Party of the Second Part)

  
Secretary of the School Board

**Lasker, Karen**

RECEIVED

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SEP 29 2021  
Superintendent's  
Office

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Jay Bequette  
*Bequette Billingsley & Kees, P.A.*  
Attorneys At Law  
425 West Capitol Avenue  
Suite 3200  
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Telephone: (501) 374-1107  
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Jay Bequette  
*Bequette Billingsley & Kees, P.A.*  
Attorneys At Law  
425 West Capitol Avenue  
Suite 3200  
Little Rock, Arkansas 72201-3469  
Telephone: (501) 374-1107  
Facsimile: (501) 374-5092

Mobile: (501) 590-4500  
[jbequette@bbpalaw.com](mailto:jbequette@bbpalaw.com)

**From:** Georgia Cooley <[gcooley@bbpalaw.com](mailto:gcooley@bbpalaw.com)>  
**Sent:** Wednesday, September 29, 2021 11:26 AM  
**To:** Jay Bequette <[jbequette@bbpalaw.com](mailto:jbequette@bbpalaw.com)>  
**Subject:** Sublett File

Georgia Cooley

Legal Assistant

Bequette, Billingsley & Kees, P.A.

425 West Capitol Avenue, Suite 3200

Little Rock, AR 72201-3469

Phone: (501) 374-1107 Ext. 210

Fax: (501) 374-5092

Email: [gcooley@bbpalaw.com](mailto:gcooley@bbpalaw.com)



FAQs >

Sublett

Track Another Package +

Tracking Number: 70150640000119390897

Remove X

Your item was picked up at the post office at 2:14 pm on September 27, 2021 in CONWAY, AR 72034.

### Delivered, Individual Picked Up at Post Office

September 27, 2021 at 2:14 pm  
CONWAY, AR 72034

Get Updates v

Text & Email Updates

Tracking History

Product Information

Feedback

See Less ^

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
<ul style="list-style-type: none"> <li>Complete items 1, 2, and 3.</li> <li>Print your name and address on the reverse so that we can return the card to you.</li> <li>Attach this card to the back of the mailpiece, or on the front if space permits.</li> </ul>	<p>A. Signature <span style="float: right;"><input type="checkbox"/> Agent <input type="checkbox"/> Addressee</span></p> <p>B. Received by (Printed Name) <span style="float: right;">C. Date of Delivery</span></p> <p>Jesse Sublett <span style="float: right;">9/27/2021</span></p>
<p>I. Article Addressed to:</p> <p>Jesse Sublett</p> <p>[Redacted]</p> <p>Conway, AR 72032</p>	<p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input checked="" type="checkbox"/> No</p> 
<p>9590 9403 0428 5163 7256 15</p> <p>Article Number (Transfer from service label)</p> <p>7015 0640 0001 1939 0897</p>	<p>3. Service Type</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Adult Signature</li> <li><input type="checkbox"/> Adult Signature Restricted Delivery</li> <li><input checked="" type="checkbox"/> Certified Mail®</li> <li><input type="checkbox"/> Certified Mail Restricted Delivery</li> <li><input type="checkbox"/> Collect on Delivery</li> <li><input type="checkbox"/> Collect on Delivery Restricted Delivery</li> <li><input type="checkbox"/> Priority Mail Express®</li> <li><input type="checkbox"/> Registered Mail™</li> <li><input type="checkbox"/> Registered Mail Restricted Delivery</li> <li><input checked="" type="checkbox"/> Return Receipt for Merchandise</li> <li><input type="checkbox"/> Signature Confirmation™</li> <li><input type="checkbox"/> Signature Confirmation Restricted Delivery</li> </ul>

or?  
questions.



CONWAY PUBLIC SCHOOLS  
OFFICE OF THE SUPERINTENDENT  
Jeff S. Collum

Mailed  
Original  
Done

September 22, 2021

Jesse Sublett

[REDACTED]  
Conway, AR 72032

Dear Mr. Sublett:

Pursuant to the Arkansas Teacher Fair Dismissal Act, Ark. Code Ann. §§6-17-1501, *et seq.*, I am continuing your suspension with pay and you are notified that I will recommend to the Conway Public School Board that your contract with the Conway School District be terminated immediately.

The reasons for this recommendation are as follows: Conduct unbecoming of a professional employee that undermines your ability and effectiveness to perform the essential functions of your job.

1. On the evening of September 17, 2021 you were arrested by the Conway Police Department for the following offenses:

Criminal Intent to Engage Children in Sexually Explicit Conduct for use in Visual or Print Medium and Harassment, a Class B Felony and a Class A Misdemeanor.

This unprofessional conduct is utterly inconsistent with your responsibilities under the Arkansas Code of Ethics for Arkansas Educators and District Board Policy 3.54 Licensed Personnel Ethics and 3.27.3 Licensed Personnel Social Networking and Ethics. The Division of Elementary and Secondary Education (DESE) Rules Governing the Code of Ethics for Arkansas Educators Standard 1: requires "District staff to maintain a professional relationship with each student, both in and outside of the classroom

You have a right to a hearing before the Conway Public School Board on this recommendation. If you desire a hearing, you must make a request for a hearing in writing by certified or registered mail or delivered in person to the President, Vice President, or the Secretary of the School Board with a copy to me as Superintendent within thirty (30) calendar days from the date that you received this letter.

"EVERY CHILD, EVERY DAY...WHATEVER IT TAKES"

2220 PRINCE STREET • CONWAY, ARKANSAS • 72034-3718  
PHONE: 501-450-4800 • FAX: 501-450-4868

If you request a hearing, it will take place at an agreed upon time or if no agreement can be reached, no sooner than five (5) and no more than twenty (20) days from the receipt of your request by one of the school board officers. The hearing may be public or private at your request. If requested in writing, a record of the hearing will be made and a transcript will be provided to you at no cost. Additionally, an attorney may represent you or any other person of your choosing and the school board may also be represented.

In addition, please be advised that, in accordance with state law, your behavior will be reported to the Arkansas Department of Education as a violation of Standard 1 and Standard 3 "Code of Ethics for Arkansas Educators." Your behavior has also been reported to the Department of Human Services.

Respectfully yours,



Jeff S. Collum  
Superintendent of Schools

cc: Personnel file of Jesse Sublett  
Buck Bing, Principal of Conway High School  
Jay Bequette, Attorney at Law

By my signature below, this will confirm that I have been offered the opportunity under ACT 869 of 2003 to have a witness of my choice present during the discussion of this matter and this letter. Your signature does not indicate your agreement with the contents of this notice, but signifies that the notice has been personally delivered to you.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# State of Arkansas

## EDUCATOR LICENSE

By virtue of the authority vested in the Arkansas State Board of Education, we hereby issue this Educator License to

**JESSE S SUBLETT**

This is to certify that person named hereon is licensed under the laws of Arkansas to teach or serve in the public schools in the capacity indicated.

**CID: 10151093**

### Program of Study

Code	Area	Type	Grade Level	Valid From	Valid To
566	Technical Permit	Standard	7 - 12	4/14/2021	12/31/2025
570	Construction Technology	Standard	7 - PS	4/14/2021	12/31/2025



*Johnny Key*  
 \_\_\_\_\_  
 COMMISSIONER OF EDUCATION

*Melissa Jacks*  
 \_\_\_\_\_  
 MANAGER - EDUCATOR LICENSURE



CONWAY PUBLIC SCHOOLS  
ADMINISTRATION OFFICE

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MEMO

TO: Conway Public Schools Personnel

FROM: Dr. Karen Lasker  
Personnel Director

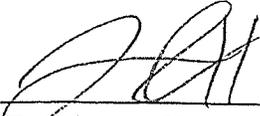
RE: Personnel Policies Manual

Please read the Conway School District Personnel Policies Manual on line ([www.conwayschools.org](http://www.conwayschools.org), Our District, School Board, Policies, Section 3-Licensed Personnel), sign below, and **return this acknowledgement to the Administration Building within 10 days.**

I have read the Personnel Policies Manual and I agree to abide by the rules and policies stated therein.

Jesse Sublett  
Employee Name (Please Print)

1 25 2021  
Date

  
Employee Signature

  
Social Security Number



CONWAY PUBLIC SCHOOLS  
ADMINISTRATION OFFICE

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MEMO

TO: Conway Public Schools Personnel

FROM: Dr. Karen Lasker  
Personnel Director

RE: Personnel Policies Manual

Please read the Conway School District Personnel Policies Manual on line ([www.conwayschools.org](http://www.conwayschools.org), Our District, School Board, Policies, Section 8-Classified Personnel), sign below, and **return this acknowledgement to the Administration Building within 10 days.**

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Jesse Sublett  
Employee Name (Please Print)

1 25 2021  
Date

  
Employee Signature

XXX-XX-\_\_\_\_\_  
Social Security Number

ARKANSAS DEPARTMENT OF HEALTH  
 Division of Vital Records  
 CERTIFICATE OF LIVE BIRTH 103-

FEB 18 1988

TYPE OR PRINT IN PERMANENT INK FOR INSTRUCTIONS SEE HANDBOOK

CHILD

1 FIRST NAME Jesse	MIDDLE Samuel	LAST Sublett	2 SEX Male	3a DATE OF BIRTH (Mo., Day, Yr.) February 4, 1988	3b HOUR 3:04 P.M.
4a HOSPITAL - NAME (if not in hospital give street and number) University Hospital			4b CITY, TOWN OR LOCATION OF BIRTH Little Rock		4c COUNTY OF BIRTH Pulaski

CERTIFIER

I CERTIFY THAT THE ABOVE INFORMATION CONCERNING THIS CHILD IS TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF		5b DATE SIGNED (Mo., Day, Yr.) 2/11/88	5c NAME AND TITLE OF ATTENDANT AT BIRTH IF OTHER THAN CERTIFIER (Type or print)
5a (Signature) <i>[Signature]</i>		5d MAILING ADDRESS (Street or R.F.D. No., City or Town, State, Zip) University Hospital	
5e CERTIFIER NAME AND TITLE (Type or print) <i>[Signature]</i>		5f (Date received by Registrar) (Month, Day, Year) Feb 12, 1988	

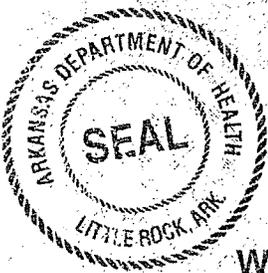
MOTHER

6a REGISTRAR <i>[Signature]</i>	6b (Signature) Kelly René Allen			6c DATE RECEIVED BY REGISTRAR (Month, Day, Year) Feb 12, 1988
7a FIRST NAME Kelly	MIDDLE René	LAST (MAIDEN) NAME Allen	7b AGE (at time of this birth) 24	7c STATE OF BIRTH (if not in U.S.A. name country) California
8a RESIDENCE - STATE Arkansas	8b COUNTY Faulkner	8c CITY, TOWN OR LOCATION Conway	8d STREET AND NUMBER OF RESIDENCE Route 8, Box 447	
8e MOTHER'S MAILING ADDRESS (if same as above enter Zip Code only)			8f INSIDE CITY LIMITS (Search yes or no) 72032	8g No

FATHER

9a FIRST NAME Ricky	MIDDLE Vernon	LAST Sublett	9b AGE (at time of this birth) 27	9c STATE OF BIRTH (if not in U.S.A. name country) Arkansas
10a (Signature of Patient or other informant) Kelly René Sublett				10b RELATION TO CHILD Mother

"OFFICIAL TRUE COPY"  
*Michael A. Gravelle*



THIS IS TO CERTIFY THAT THE ABOVE IS A TRUE AND CORRECT COPY OF THE CERTIFICATE. ON FILE IN THE ARKANSAS DEPARTMENT OF HEALTH.

MAR 16 98

*Henry C. Robinson, Jr.*  
 Henry C. Robinson, Jr.  
 State Registrar

WARNING:

A REPRODUCTION OF THIS DOCUMENT RENDERS IT VOID AND INVALID. DO NOT ACCEPT UNLESS EMBOSSED SEAL OF THE ARKANSAS DEPARTMENT OF HEALTH IS PRESENT. IT IS ILLEGAL TO ALTER OR COUNTERFEIT THIS DOCUMENT.

399110

Caron Hill

CONWAY PUBLIC SCHOOLS  
New Employee/Promotion/Transfer/Change Form

POSITION <u>Major Club Advisor</u>	REQUESTED BY/APPROVALS	Date <u>2/24/21</u>
Location <u>Caron Hill High School</u>	Principal <u>Donna Lynn</u>	
Reason <u>previous teacher resigned</u>	Director <u>Kevin Hankland</u>	
	Personnel	
	Assist. Superintendent	
	Superintendent	

PAY RATE INFORMATION	CONTRACT INFORMATION
Pay Code <input type="checkbox"/> 100 <input type="checkbox"/> Other	FTE _____ Contract Days _____
Class Code _____	Total Contract \$ _____
Start Date _____	Contract Type: <input type="checkbox"/> Renewable <input type="checkbox"/> Specified Length
End Date _____	<input type="checkbox"/> New Position <input type="checkbox"/> Replacement
Salary Schedule _____	<input type="checkbox"/> Transferred ( <input type="checkbox"/> Approval on File)
Range _____	<input type="checkbox"/> Resignation ( <input type="checkbox"/> Letter on File)
Step _____	<input type="checkbox"/> Retired ( <input type="checkbox"/> Letter on File)
Other Remarks _____	<input type="checkbox"/> Extended Leave ( <input type="checkbox"/> Letter on File)
	List Name _____

EMPLOYEE INFORMATION	Licensure or Qualification Issues _____
SSN _____	Applicant's Acceptable Years of Experience _____
Last Name <u>Seiblott</u>	Degree Level/ Hours _____
First Name <u>Jesse</u>	Hire Date _____
Middle Name/Initial _____	School _____
Outstanding Qualities _____	Location Code _____
	Check Location _____
Special Circumstances <input type="checkbox"/> None <input type="checkbox"/> Other - Explain	EMPLOYEE TYPE (Check one)
	0 <input type="checkbox"/> Classified
	1 <input type="checkbox"/> Beginning Teacher (Pathwise Trained Mentor)
	2 <input type="checkbox"/> Transfer from another district
	3 <input type="checkbox"/> Did not teach last year but has taught in public schools
	4 <input type="checkbox"/> Taught in CPS last year

TRANSFER FROM	TRANSFER TO
School _____	School _____
Grade Level/Subject Change _____	Grade Level/Subject Change _____
Location Code _____	Location Code _____
Check Location _____	Check Location _____

BUDGET INFORMATION							
	Fund	Function	Location	Program	Subject	Object Code	Percentage
1							
2							
3							
4							

ADDITIONAL DUTY				
	Code	Description	FTE	Effective Date
1	430	9-12 major club	.0170	
2				
3	1293-1359-051-380-01			
4				

Donna Lynn 2/24/21  
Principal/Supervisor's Signature Date

**UPDATED**

For Central Office Administrative Use Only

Date Received \_\_\_\_\_ DATE: 3-8-21

Director of Personnel \_\_\_\_\_ Date NAME: ATA

Superintendent of Schools \_\_\_\_\_ Date **PAYROLL DEPARTMENT**

**CONWAY PUBLIC SCHOOLS**  
**New Employee/Transfer/Change Form**

Job #1638

<b>POSITION</b> Construction Teacher		<b>REQUESTED BY/APPROVALS</b> Date 12/18/20	
Location Conway High School		Initiated By DONNA LYON	
Reason David Aaron Hill		Director Keisha Garland	
		Personnel Karen Lasker	
		Assist. Superintendent	
		Superintendent Gm	
<b>PAY RATE INFORMATION</b>		<b>CONTRACT INFORMATION</b>	
Pay Code <input type="checkbox"/> 100 <input type="checkbox"/> Other 100 Update Start		FTE 1.0 8 Contract Days 190	
Class Code 2017		Total Contract \$ 17196.21 18,051.02	
Start Date February 01 2021 1/26/21		Contract Type: <input checked="" type="checkbox"/> Renewable <input type="checkbox"/> Specified Length	
End Date May 28 2021		<input type="checkbox"/> New Position <input checked="" type="checkbox"/> Replacement	
Salary Schedule A&J		<input type="checkbox"/> Transferred ( <input type="checkbox"/> Approval on File)	
Range 1		<input checked="" type="checkbox"/> Resignation ( <input checked="" type="checkbox"/> Letter on File)	
Step 1		<input type="checkbox"/> Retired ( <input type="checkbox"/> Letter on File)	
Other Remarks		<input type="checkbox"/> Extended Leave ( <input type="checkbox"/> Letter on File)	
80 days		List Name David Aaron Hill	
<b>EMPLOYEE INFORMATION</b>		Licensure or Qualification Issues Will need technical	
SSN		Applicant's Acceptable Years of Experience 0	
Last Name Sublett		Degree Level/ Hours Diploma + Work Exp	
First Name Jesse		Hire Date February 09 2021	
Middle Name/Initial		School Conway High School	
Outstanding Qualities		Location Code 006	
He works well with others. He makes		Check Location 006	
personal connections with students. He		<b>EMPLOYEE TYPE (Check one)</b>	
is detail oriented.		0 <input type="checkbox"/> Classified	
Special Circumstances <input type="checkbox"/> None <input type="checkbox"/> Other - Explain		1 <input checked="" type="checkbox"/> Beginning Teacher (Pathwise Trained Mentor)	
		2 <input type="checkbox"/> Transfer from another district	
		3 <input type="checkbox"/> Did not teach last year but has taught in public schools	
		4 <input type="checkbox"/> Taught in CPS last year	
<b>TRANSFER FROM</b>		<b>TRANSFER TO</b>	
School		School	
Grade Level/Subject Change		Grade Level/Subject Change	
Location Code		Location Code	
Check Location		Check Location	
<b>BUDGET INFORMATION</b>			
Budget Code		Object Code	Percentage
1	1000-1140-051-000-00	61110	100
2			
3	1298-1359-051-380-00		
4			
<b>ADDITIONAL DUTY</b>			
	Code	Description	FTE
1			
2			
3			
4			
Keisha Garland		January 22 2021	
Principal/Supervisor's Signature		Date	
For Central Office Administrative Use Only			
Date Received			
Karen Lasker		January 22 2021	
Director of Personnel		Date	
gm		January 22 2021	
Superintendent of Schools		Date	

A2000

CONWAY PUBLIC SCHOOLS  
New Employee/Transfer/Change Form

Job #1638

<b>POSITION</b> Construction Teacher Location Conway High School Reason David Aaron Hill		<b>REQUESTED BY/APPROVALS</b> Date 12/18/20 Initiated By DONNA LYON Director Keisha Garland Personnel _____ Assist. Superintendent _____ Superintendent Gm																										
<b>PAY RATE INFORMATION</b> Pay Code <input checked="" type="checkbox"/> 100 <input type="checkbox"/> Other Class Code _____ Start Date February 01 2021 End Date May 28 2021 Salary Schedule A&J Range 1 Step 1 Other Remarks _____		<b>CONTRACT INFORMATION</b> FTE 1.0 Total Contract \$ 17,196.21 Contract Type: <input checked="" type="checkbox"/> Renewable <input type="checkbox"/> Specified Length <input type="checkbox"/> New Position <input checked="" type="checkbox"/> Replacement <input type="checkbox"/> Transferred ( <input type="checkbox"/> Approval on File) <input checked="" type="checkbox"/> Resignation ( <input checked="" type="checkbox"/> Letter on File) <input type="checkbox"/> Retired ( <input type="checkbox"/> Letter on File) <input type="checkbox"/> Extended Leave ( <input type="checkbox"/> Letter on File) List Name David Aaron Hill																										
<b>EMPLOYEE INFORMATION</b> SSN _____ Last Name Sublett First Name Jesse Middle Name/Initial _____ Outstanding Qualities He works well with others. He makes personal connections with students. He is detail oriented. Special Circumstances <input type="checkbox"/> None <input type="checkbox"/> Other - Explain _____		Licensure or Qualification Issues Will need technical Applicant's Acceptable Years of Experience 0 Degree Level/ Hours Diploma + Work Exp Hire Date February 09 2021 School Conway High School Location Code 006 Check Location 006 <b>EMPLOYEE TYPE (Check one)</b> 0 <input type="checkbox"/> Classified 1 <input checked="" type="checkbox"/> Beginning Teacher (Pathwise Trained Mentor) 2 <input type="checkbox"/> Transfer from another district 3 <input type="checkbox"/> Did not teach last year but has taught in public schools 4 <input type="checkbox"/> Taught in CPS last year																										
<b>TRANSFER FROM</b> School _____ Grade Level/Subject Change _____ Location Code _____ Check Location _____		<b>TRANSFER TO</b> School _____ Grade Level/Subject Change _____ Location Code _____ Check Location _____																										
<b>BUDGET INFORMATION</b> <table border="1"> <thead> <tr> <th></th> <th>Budget Code</th> <th>Object Code</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1000-1140-051-000-00</td> <td>61110</td> <td>100</td> </tr> <tr> <td>2</td> <td></td> <td></td> <td></td> </tr> <tr> <td>3</td> <td></td> <td></td> <td></td> </tr> <tr> <td>4</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Budget Code	Object Code	Percentage	1	1000-1140-051-000-00	61110	100	2				3				4								
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Keisha Garland Principal /Supervisor's Signature _____ Date _____																												
<b>For Central Office Administrative Use Only</b>																												
Date Received _____																												
Director of Personnel _____ Date _____																												
Superintendent of Schools _____ Date _____																												

CONWAY PUBLIC SCHOOLS  
OFFICE OF THE SUPERINTENDENT  
Greg Murry, Ed.D.

LETTER OF INTENT

January 20, 2021

Jesse S. Sublett

Dear Mr. Sublett:

The purpose of this letter is to acknowledge that you have been selected for recommendation to the Conway School Board for hiring for the 2020-2021 school year for the position of Construction Teacher. Your hiring for this position is subject to approval by the Conway School Board of Education.

If you are approved for hire, your start date will be <sup>Jan 21, 2021 (AP)</sup> ~~Monday, February 1, 2021~~. The contract will be for 80/190 days issued on the 2020-2021 Conway Public Schools Licensed Salary Schedule A&J. The salary calculation is based on a no degree and zero (0) years of experience. The estimated salary is \$17,196 and is subject to verification of experience and training.

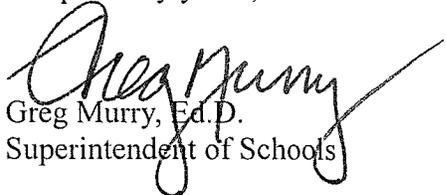
- This is a one semester contract contingent upon provisions and requirements set forth by Arkansas Department of Education and outlined under Specialty Provisional permits.

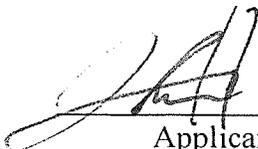
When applicable, the district will provide fringe benefits to include options for major medical coverage, hospital confinement insurance, dental insurance, vision insurance, life insurance and other benefit options. For details, refer to the district's website ([www.conwayschools.org](http://www.conwayschools.org)).

This recommendation is contingent upon receipt of your signature below verifying that if you are approved by the Conway School Board, you will accept a contract as described above, including the monetary amount, the length of contract, and you agree to participate in all required professional development training.

Your employment with Conway Public Schools is contingent upon you passing the three [3] required background checks (Arkansas State Police, National/FBI and the Arkansas Child Maltreatment Central Registry) and receipt of a valid Arkansas teaching license.

Respectfully yours,

  
Greg Murry, Ed.D.  
Superintendent of Schools

  
\_\_\_\_\_  
Applicant's Signature

1 21 2021  
Date

Background Check

New Search

Phonetic Search: off Last Name: Sublett First Name: Jesse Middle Name: S

ID	Names/Corporation	Case Description	Party Type	Filing Date	Judge
3823927	JESSE SUBLETT Aliases: ,SUBLETT, JESSE SAMUEL	Case: CWC-18-605 STATE V JESSE SAMUEL SUBLETT Status:CLOSED	DEFENDANT	01-FEB-18	DIVISION 1 Faulkner to Registrar Vol
3823927	JESSE SUBLETT Aliases: ,SUBLETT, JESSE SAMUEL	Case: PCCR-11-2847 STATE V JESSE SUBLETT SUBLETT Status:	DEFENDANT	16-MAY-11	DISTRICT JUDGE OF ? PULASKI COUNTY
3823927	JESSE SUBLETT Aliases: ,SUBLETT, JESSE SAMUEL	Case: CWS-11-2079 STATE V JESSE SAMUEL SUBLETT Status:TRIAL	DEFENDANT	10-MAY-11	FAULKNER COUNTY, DISTRICT JUDGE OF Violat
3823927	JESSE SUBLETT Aliases: ,SUBLETT, JESSE SAMUEL	Case: PCTR-11-4829 STATE V JESSE SUBLETT SUBLETT Status:	DEFENDANT	26-MAR-11	DISTRICT JUDGE OF ? PULASKI COUNTY
3823927	JESSE SUBLETT Aliases: ,SUBLETT, JESSE SAMUEL	Case: CWS-10-5118 STATE V JESSE SAMUEL SUBLETT Status:TRIAL	DEFENDANT	26-OCT-10	FAULKNER COUNTY, DISTRICT JUDGE OF Traffic Violat
3823927	JESSE SUBLETT Aliases: ,SUBLETT, JESSE SAMUEL	Case: CWC-10-384 STATE V JESSE SAMUEL SUBLETT Status:HEARING	DEFENDANT	04-FEB-10	FAULKNER COUNTY, DISTRICT JUDGE OF DWT
3823927	JESSE SUBLETT Aliases: ,SUBLETT, JESSE SAMUEL	Case: CWC-09-1042 STATE V JESSE SAMUEL SUBLETT Status:HEARING	DEFENDANT	21-FEB-09	FAULKNER COUNTY, DISTRICT JUDGE OF No. 320 License No. 320
3823927	JESSE SUBLETT Aliases: ,SUBLETT, JESSE SAMUEL	Case: CWC-07-2412 STATE V JESSE SAMUEL SUBLETT Status:HEARING	DEFENDANT	10-AUG-07	FAULKNER COUNTY, DISTRICT JUDGE OF Traffic Violat
3823927	JESSE SUBLETT Aliases: ,SUBLETT, JESSE SAMUEL	Case: CWTR-06-5290 STATE V JESSE SAMUEL SUBLETT Status:TRIAL	DEFENDANT	04-DEC-06	FAULKNER COUNTY, DISTRICT JUDGE OF Traffic No pr Shower
3823927	JESSE SUBLETT Aliases: ,SUBLETT, JESSE SAMUEL	Case: CW05-C-4757 CITY V JESSE SUBLETT SUBLETT Status:OPEN	DEFENDANT	25-APR-05	FAULKNER COUNTY, DISTRICT JUDGE OF Carole Drive

Page: 1 Records: 1 - 10

Reckless, young + drunk - Family harmed me around. Ran from cops on a motorcycle.

Defendant Faulkner County - Took the punishment Top seatbelt security clearance!

# Jesse S Sublett

[REDACTED]  
Conway, AR 72032  
[REDACTED]

## Contents:

1. Online Application

[REDACTED]

[REDACTED]

[REDACTED]

Prepared for: Andria Pulver  
Conway Public Schools  
Jan 8, 2021 2:33 PM

## Conway Public Schools Online Application

Sublett, Jesse - AppNo: 4747

Date Submitted: 12/25/2020

### Experience Continued

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Department of Defense Maintenance		3600 Camp Robinson rd North Little Rock, AR 72118 5012124218		Gary Adams 5012125801	
<b>Date From - Date To:</b>	04/2016 - 05/2020 (Total Yrs: 4)	<b>Full or Part Time:</b>	Full	<b>Last Annual Salary:</b>	45,000
<b>Reason for Leaving:</b>	Medical Retirement				
<b>May we contact this employer?</b>	Yes				
<b>Responsibilities/Accomplishments at this Position</b>	Maintenance of wheeled vehicles. Also help on special construction projects.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Army Staff Sergeant		3600 Camp Robinson rd North Little Rock, AR 72118 5012124218		Jacob Thurber SFC 5012586140	
<b>Date From - Date To:</b>	08/2007 - 09/2019 (Total Yrs: 12)	<b>Full or Part Time:</b>	Full	<b>Last Annual Salary:</b>	30,000
<b>Reason for Leaving:</b>	Medical retirement				
<b>May we contact this employer?</b>	Yes				
<b>Responsibilities/Accomplishments at this Position</b>	I was a supervisor over multiple projects and areas of construction and demolition jobs. I had to instruct soldiers from basic level task to advanced level task. I had to adapt to each soldiers learning needs and taught them how to adapt to any environment they might be placed in.				

### Student Teaching

Student Teaching/Internship

School District	
Location	
School Phone #	
School Year	
Date Completed (mm/yyyy)	
Length of Experience	
Grade Level(s)/Subject Area(s) Taught	
Name and Phone of Cooperating Teacher or Field Supervisor	
Name and Phone of Add'l Cooperating Teacher or Field Supervisor	
Name and Phone of University Supervisor	
Academic Grade Received	

Additional Student Teaching/Internship

## Conway Public Schools Online Application

Sublett, Jesse - AppNo: 4747

Date Submitted: 12/25/2020

### Licensure

Do you hold National Board for Professional Teaching Standards certification? **No**

Do you hold or anticipate a 5 year or lifetime Arkansas standard license? **No**

\* Have you applied for a 5 year or lifetime Arkansas standard license? **No**

\* List the date you applied for licensure:

\* Have you received a deficiency statement? **No**

If pending, date test taken

\* Have you passed the Basic Skills Exam? **No**

\* Have you passed the Content Area Exam? **No**

Do you hold a current out-of-state license?

State	Type	License Number	Expiration Date	Current?
AR	DL	917086898	02/04/26	Yes

List your out-of-state certified teaching/administration fields:

### Highly Qualified Teacher

\* Have you previously obtained Highly Qualified status from a school district? **No**

If Yes, what type of school district considered you Highly Qualified?

No information entered on Highly Qualified Teacher Subject(s)/Method(s).

# Conway Public Schools Online Application

Sublett, Jesse - AppNo: 4747

Date Submitted: 12/25/2020

## Professional References cont.

	Reference 3 of 3	
Name:	LTC Thomas Speck	
School/Org:	Conway High School	
Current Position:	JROTC	
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:		
Email:	Speckt@conwayschools.net	
Relationship to Candidate:	Friend	
Years Known:	13	

## Referrals

How did you hear about employment with us?

District Employee

## Additional Information

List any additional information which will help in determining your professional qualifications for a position.

I can start as soon as you need me to.

## Disclosures

### Contract Status

\* Are you currently under contract?

No

If Yes, which district?

If Yes, when does it expire?

When may your present employer be contacted?

### Professional Status

\* Have you obtained tenure status in any other School District?

No

If Yes, where?

When?

\* Have you ever been denied tenure?

No

If Yes, explain:

\* Have you ever had a teaching certificate or teaching license revoked or suspended?

No

## Conway Public Schools Online Application

Sublett, Jesse - AppNo: 4747

Date Submitted: 12/25/2020

### Veterans Preference

Conway Public Schools provides, in pertinent part, that applicants having a valid claim of Veteran's Preference be granted preference in the selection process. This provision does not guarantee that applicants having valid claim be interviewed or hired. All claims are verified by the district through review form DD214.

\* Do you wish to claim veteran's preference?

Yes

If yes, which preference are you claiming?

Disabled Veteran

NOTE: If you elect to use veteran's preference, you are required to include proper documentation (a copy of discharge document - Form DD214) establishing your right to claim the preference. You will be asked to upload a copy of your DD214 in this online application. If you are unable to furnish an electronic copy of your DD214, please provide a copy to the District's HR office on or before the posting deadline.

*Made DD214 form*

## Conway Public Schools Online Application

Sublett, Jesse - AppNo: 4747

Date Submitted: 12/25/2020

I, Jesse Sublett, agree to all of the terms above.

I agree

# Conway High School

Member of North Central Association of Colleges and Secondary Schools

Conway



Arkansas

This Certifies That

Jesse Samuel Sublett

has satisfactorily completed the Course of Study prescribed by the Board of Education for the High School Department and is therefore entitled to this

## Diploma

Given at Conway, Arkansas, this twenty-fourth day of May, 2007.

*Dr. Tony Zidella*

President of Board

*Floyd D. Balentine Jr.*

Secretary of Board

*James Simon*

Superintendent

*John Tyler*

Principal

# Jesse Sublett

## Construction Teacher

### Contact

[REDACTED]  
Conway, AR 72032  
[REDACTED]  
[REDACTED]

### Objective

To become the construction teacher at Conway High School.

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### Experience

*01/2020 - Present*

Owner • Sublett's Craftsmen

*04/2016 – 05/2020*

Staff Sergeant • Maintenance • Department of Defense

*08/2007 – 09/2019*

Staff Sergeant • US Army

I was a supervisor over multiple projects and areas of construction and demolition jobs. I had to instruct soldiers from basic level tasks to advanced level tasks. I had to adapt to each soldier's learning needs, and taught them how to adapt to any environment they might be placed in. Also maintained wheeled vehicles.

---

### References

James Stiefvater [REDACTED] stiefvaterj@conwayschools.net  
Kurt Underwood kurt@jnktactical.com  
LTC Thomas Speck speckt@conwayschools.net

Openings as of 12/18/2020***High School Teacher - Construction*****JobID: 1638****Position Type:**

High School Teaching

0

[Email To A Friend](#)[Print Version](#)**Date Posted:**

12/18/2020

**Location:**

Conway High School

**Job Description**  
**Teacher**  
**Conway Public School District**

**Qualifications:**

- A. Teaching license in the appropriate area, grade, or content area.
- B. Strong interpersonal skills.
- C. Ability to work collaboratively with others in grade level, school, and district teams.

**Reports to:**

Principal

**Supervises:**

Not applicable

**Terms of Employment**

The contract length will be 190 days.

**Evaluation:**

Based on local district policy and Department of Education guidelines; performed by the building level principal who is assisted by the assistant principal in regard to evaluations.

**Job Goal:**

The classroom teacher will endeavor to teach and educate students according to standards for the state of Arkansas as promulgated by the Arkansas Department of Education or other accrediting body. Furthermore, the teacher will teach the adopted curriculum developed and implemented by Conway Public Schools working always to provide the richest educational experience possible. He or she will also strive to teach and educate students according to the educational needs, abilities and attainment potential of individual students entrusted to his/her care by the school district.

**Performance Responsibilities:**

1. Follows and maintains knowledge of all District policies and procedures.
2. Plan, prepare, and deliver lessons consistent to and aligned with district curricula.
3. Possess and deploy various instructional strategies in order to meet different learning styles as well as specific needs of students assigned to him or her.
4. Stay abreast of changes in standards, curriculum documents, resources, and trends in education.
5. Utilize and integrate appropriately student use of technology in the classroom.
6. Assess, record, and report the development, progress, attainment, and behavior of all students.
7. Embrace an attitude of being a continual learner, facilitator of learning, and a reflective practitioner.
8. Utilize effective classroom management techniques to provide a safe learning environment for all students.
9. Communicate regularly with parents and/or guardians about student progress, behavior, or needs.
10. Be an active participant in collaborative planning, intervention, conferences, meetings, and assistance teams both at the building and district levels when appropriate.
11. Use a variety of assessment tools to assess and gauge student progress, identify student needs, and extend learning.



CONWAY PUBLIC SCHOOLS  
ADMINISTRATION OFFICE

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MEMO

TO: Conway Public Schools Personnel

FROM: Dr. Karen Lasker  
Personnel Director

RE: Personnel Policies Manual

Please read the Conway School District Personnel Policies Manual on line ([www.conwayschools.org](http://www.conwayschools.org), Our District, School Board, Policies, Section 8-Classified Personnel), sign below, and **return this acknowledgement to the Administration Building within 10 days.**

I have read the Personnel Policies Manual and I agree to abide by the rules and policies stated therein.

Jesse Sublett  
Employee Name (Please Print)

1 25 2021  
Date

[Signature]  
Employee Signature

XXX-XX-\_\_\_\_\_  
Social Security Number

8.28 – DRUG FREE WORKPLACE POLICY ACKNOWLEDGEMENT

CERTIFICATION

I, hereby, certify that I have read the Conway School District's drug-free workplace policy on line ([www.conwayschools.org](http://www.conwayschools.org), Administration, School Board, Board Policies, Section 8 - Classified Personnel) and that I will abide by its terms as a condition of my employment with Conway School District.

Signature  \_\_\_\_\_

Date 1 25 2021 \_\_\_\_\_

Date Adopted: June 12, 2007

Last Revised:



CONWAY PUBLIC SCHOOLS  
ADMINISTRATION OFFICE

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MEMO

TO: Conway Public Schools Personnel

FROM: Dr. Karen Lasker  
Personnel Director

RE: Personnel Policies Manual

Please read the Conway School District Personnel Policies Manual on line ([www.conwayschools.org](http://www.conwayschools.org), Our District, School Board, Policies, Section 3-Licensed Personnel), sign below, and **return this acknowledgement to the Administration Building within 10 days.**

I have read the Personnel Policies Manual and I agree to abide by the rules and policies stated therein.

Jesse Sublett  
Employee Name (Please Print)

1 25 2021  
Date

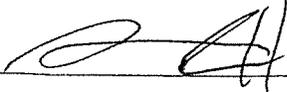
[Signature]  
Employee Signature

[Redacted]  
Social Security Number

### 3.30 – DRUG FREE WORKPLACE POLICY ACKNOWLEDGEMENT

#### CERTIFICATION

I, hereby, certify that I have read the Conway School District's drug-free workplace policy on line ([www.conwayschools.org](http://www.conwayschools.org), Administration, School Board, Board Policies, Section 3 - Licensed Personnel) and that I will abide by its terms as a condition of my employment with Conway School District.

Signature  \_\_\_\_\_

Date 1 25 2021 \_\_\_\_\_

Date Adopted: June 12, 2007

Last Revised:

# State of Arkansas

## EDUCATOR LICENSE

By virtue of the authority vested in the Arkansas State Board of Education, we hereby issue this Educator License to

**JESSE S SUBLETT**

This is to certify that person named hereon is licensed under the laws of Arkansas to teach or serve in the public schools in the capacity indicated.

**CID: 10151093**

Code	Area	Type	Grade Level	Valid From	Valid To
566	Technical Permit	Standard	7 - 12	4/14/2021	12/31/2025
570	Construction Technology	Standard	7 - PS	4/14/2021	12/31/2025



*Johnny Key*  
COMMISSIONER OF EDUCATION

*Melissa Jacks*  
MANAGER - EDUCATOR LICENSURE