



**Classified Personnel Policy
Committee**
North Little Rock School District
April 11, 2023
Agenda and Minutes

Time: 4:30

Place: North Little Rock High School Media Center and [Zoom Link](#)

Members Attendance: (X indicates a present member) Called to order at

Chair: Donald Williams williamsdo@nlrsd.org	X	Vice Chair: Jamesetta Ballard General ballardj@nlrsd.org	X	Secretary: Heidi Cherry Paraprofessionals cherryh@nlrsd.org	X
Chuck Brown Transportation brownc@nlrsd.org	X	Dain Carver Maintenance carverd@nlrsd.org			
Haward Finks Administration appointed finksh@nlrsd.org	X	Jacob Smith Administration appointed smithja@nlrsd.org	X	Dr. Leann Stoll Administration appointed stolll@nlrsd.org	
		Guests:			
		Mr. Brian Brown			

Topic/Item: Quorum Called at	Time allocated (minutes)	Topic Leader
Item #1: Update on Classified Personnel and CDL training, Update on full day policy development		Jacob Smith
Item #1 Notes: Mr. Smith has conferred with Mrs. Coleman who plans to send out an memo with information about possible weeks in May or June for CDL training to be offered to all employees free of charge. It would include information about the job fair on May 1st, 2023.		
Item #2: New Policy for Classified Personnel to be included on stipend setting committees and allowed to fill stipend positions. Stipends will not be sent for consideration until the CPPC has approved them.		Heidi Cherry
Item #2 Notes: It was suggested that we put the current Stipend policy into our policies. The discussion involved not wanting to lock the committee into something that might not be an issue in the future.		
Item #3: New Policy that Classified Personnel shall develop school year calendars in conjunction with LPPC. Otherwise, CPPC will develop calendars and meet with LPPC to discuss before voting. Start of calendar development will be determined by HR and both		Heidi Cherry

committees will be notified as such. (LPPC has already started developing calendars) Modify Policy 8.33		
<p>Item #3 Notes: We discussed that we, by law, have 10 days to review any proposed calendar. Heidi Cherry pointed out that policy 8.33 no longer reflects the current calendar development process. It was discussed that the committee would like to have a greater degree of input in the calendar development. There was some disagreement about whether there was the same degree of input if the committee waited until the end of the process and used our 10 days versus being involved in the process from the beginning. Since the LPPC is currently working on the calendars, the committee wants to make sure that the LPPC does not move to the teacher survey step before the CPPC is involved.</p> <p>The CPPC does not wish for a four day calendar to be developed. The CPPC will draw up a document that explains the various reasons for this desire. There was some disagreement about whether the calendar was geared more toward the licensed staff vs. the classified staff.</p> <p>It was discussed that the committee would reach out to the LPPC to see if there could be a joint collaboration.</p>		
Item #4: Discussed the two interpreter policy with Mrs. Alvaredo to determine interest. Interpreters will be paid by stipend.		Heidi Cherry
<p>Item #4 Notes: Mr. Smith indicated that it would be dependent on Dr. Saint-Louis in terms of hiring another employee. It was indicated that it would not involve hiring another employee but to see if there was already another employee fluent in Spanish and have available time during the days. This may not be a possibility, but it is going to be considered further. There is concern over Mrs. Alvaredo having to interrupt her job whenever she is needed. Also, she will be starting school 2-3 months late due to having a baby this summer. That time period is one of the most needed for a translator due to school starting, new students starting, and records being updated or input.</p>		
Item #5: To visit the policy of tuition reimbursement, receive clarity on the current process. CPPC Tuition , LPPC Tuition		Jacob Smith
<p>Item #5 Notes: Mr. Smith gave the committee a summary of how the tuition reimbursement currently works for the Licensed staff. He suggested that it be more expansive in the educational areas that could be pursued. The tuition could be used for trade workers to increase their knowledge or get/upgrade a license, nutrition staff to pursue advanced meal development and nutrition, etc. The current policy requires working toward an educational objective or area of high need as defined by the Dept. of Education and NLRSD. The policy currently requires a one year commitment versus a one semester commitment for Licensed staff. The subject was tabled due to the need for more information.</p>		
Item #6: Info on Non-Renewal of Contract, Deadline for Contract dissemination, June 1st mentioned for classified?		Jacob Smith
<p>Item #6 Notes: Some members of the committee were not aware that a Classified contract can be sent out at the first of June while Licensed is sent around the first of May. Human Resources tries not to let the difference in time be that great. This issue was tabled due to the fact that District finances were still in development stages.</p>		
Item #7: Set meeting time during the day		
<p>Item #7 Notes: A survey will be sent out to try to determine a good time that all members could meet during the workday to allow for better discussions due to not trying to minimize the meetings as much as possible to allow members to get home.</p>		

