

Personnel Policy Committee

Classified Meeting

Friday, January 10, 2020

9:00 a.m. – LRSD Student Center

Present:

Barbara Surratt (Child Nutrition)	Glenn Robinson (Maintenance)
Patricia Brown (Nurse)	Charaka Zeigler (Paraprofessionals)
Vickie Finney (Safety & Security)	Marilyn Hopson (Secretaries/General Support Staff)
Jean Ring (Administration Appt)	Ron Self (Administration Appt)
Jordan Eason (Administration Appt)	

Guest(s) Present:

Robert Robinson (HR)

Not Present:

Torrance Humphrey (Custodians) Barbara Turner (Transportation)

1. Organizational Meeting

- a. Opening statement was made by Mr. Robinson:
 - i. Passed out folders containing Information to organizing Committee
 - ii. Chair and Secretary need to be elected
 - iii. Ms. Turner will be retiring; her vacant position will be offered to the next highest vote from Transportation Category (Victor Miller)
 - iv. Mr. Robinson will contact Mr. Miller about serving as Transportation representative
- b. Training
 - i. January 30, 2020 from 8:30-11:30, LRSD Tech Center, 7701 Scott Hamilton
 - ii. Mr. Poore has invited an attorney from Fort Smith with experience with other PPCs to be Facilitator
- c. Mr. Robinson exited Meeting

2. Election of Officers

- a. Jordan Eason nominated as Chair (moved by Jean Ring; unanimous vote of Committee)
- b. Marilyn Hopson nominated as Secretary (moved by Ron Self; seconded by Glenn Robinson; unanimous vote by Committee)
- c. It was noted that Chair will be the “voice” of the Committee at the CAB (Community Advisory Board)

3. Committee Meetings

- a. Monthly Every 1st Wednesday at 9:00 am
- b. Rotating location (next meeting will be February 5th at LRSD Student Center)
- c. Agenda items for Monthly meetings need to be submitted prior to date of Meeting
 - i. Chairman will work closely with Secretary to get Agenda to Committee for review prior to Monthly Meetings
- d. Updated contact information will be emailed by Secretary to Committee

4. Review of Personnel Policy

- a. Chairman Eason will provide a hard copy of the Personnel Policies to be used as working copy when the Committee meets
- b. Ron Self stated that we function as a “recommending” body; CAB does not have to approve any changes and/or recommendations presented by Chair to CAB
- c. Before exiting, Mr. Robinson suggested that Chair reach out to PCCSD or NLRSD to see how policies were reviewed

5. Review of Calendar

- a. Chairman Eason will check with HR to get a copy of Calendar for Committee to review
- b. Calendar is usually set by ADE (Arkansas Department of Education) and reviewed by the Committee

Next Meeting:

February 5, 2020, LRSD Student Center, 9:00 a.m.