

EXECUTIVE SUMMARY

Topic: Personnel and Policy Committees for Certified/Classified Employees

Short Summary:

Little Rock School District as all other Arkansas school districts is required to establish a Personnel and Policy Committee in compliance with Arkansas school laws. Once established, the PPC will meet to discuss personnel policies and may discuss other important topics such as compensation, benefits, and calendar.

Background:

On October 11, 2019, the Arkansas State Board of Education granted a waiver and directed Little Rock School District to coordinate an election of Personnel and Policy Committees for both certified and classified employee groups respectively via a third party election supervision. LRSD herein recommends the American Arbitration Association (AAA) for contractual election services to this end: Nomination Round and Election of Officers via online voting.

Experienced AAA election experts provide impartial, accurate, cost-effective, and timely election administration to public and private organizations from ballot preparation to tabulation and results certification. The AAA oversees approximately 250 elections per year.

Evaluation:

AAA results are difficult to overturn. In fact, numerous judges before whom the AAA has appeared in election-related matters have accepted the services of the AAA as evidence of fair and well-run elections. Because the AAA is not for profit and neutral, organizations can avoid any perception of conflict, bias, or personal interest. With a long tradition of 90 plus years of security, transparency, compliance, and accountability throughout the elections process, the AAA will not administer any election unless acceptable standards of fairness have been fully established.

Recommendation:

- **Action Steps for Board of Education**
 - **Consider if community or staff needs to see this.**

Authorization to execute LRSD/AAA Contract is requested. The Superintendent of Schools will sign the contract upon Board approval.

Action Steps to be taken:

LRSD's Administration will provide assistance with the election, but will not interfere with the implementation or election process. Note the following steps:

Stage One – Execute LRSD/AAA Contract, PPC Communication Plan to all employees, and Press Release via media networks.

Stage Two – Election Process and Results Announced including Administrative Appointees by the Superintendent Schools

Stage Three – PPC Initial Organizational Meeting, training, and next steps determined by each PPC via separate meetings: newly elected Certified PPC and Classified PPC respectively.

Strategic Plan Alignment:

This recommendation is in compliance with Arkansas school laws.

Key Points:

Certified PPC fully functioning by January 1, 2020
Classified PPC fully functioning by January 1, 2020

Key Players:

Teachers employed under a teaching contract requiring a valid teacher’s license and classified employees.

Fiscal Impact

LRSD will assume cost of the PPC Election within procurement guidelines for professional services as determined by the State of Arkansas. The LRSD/AAA Contract will not violate bidding requirements or any other procurement procedural guidelines.

Critical questions for Board to consider:

There are no critical questions warranting Board’s attention. However, the PPC implementation framework is attached for certified and classified employee groups respectively including the contract referenced herein.

REFERENCES: (AAA excellent track record for 90 plus years, dating back to approval of the United States’ Federal Arbitration Act of 1926.)

Date submitted: October 16, 2019 **Submitted by:** Robert Robinson, Executive Director - HR