

State of Arkansas
94th General Assembly
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As Engrossed: S4/3/23
A Bill

SENATE BILL 514

By: Senators Irvin, J. English
By: Representative G. Hodges

For An Act To Be Entitled

AN ACT CONCERNING THE PERSONNEL POLICIES FOR CLASSIFIED SCHOOL EMPLOYEES; TO AMEND VARIOUS PROVISIONS OF THE LAW THAT RELATE TO TOPICS COVERED BY, THE COMPOSITION OF, AND THE MEETING REQUIREMENTS FOR A SCHOOL DISTRICT'S COMMITTEE ON PERSONNEL POLICIES FOR CLASSIFIED EMPLOYEES; AND FOR OTHER PURPOSES.

Subtitle

TO AMEND VARIOUS PROVISIONS OF THE LAW THAT RELATE TO TOPICS COVERED BY, THE COMPOSITION OF, AND THE MEETING REQUIREMENTS FOR A SCHOOL DISTRICT'S COMMITTEE ON PERSONNEL POLICIES FOR CLASSIFIED EMPLOYEES.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:

SECTION 1. Arkansas Code § 6-17-2301 is amended to read as follows:
6-17-2301. Requirement.

(a) Each school district in the State of Arkansas shall have a set of written personnel policies, including the salary schedule for classified employees.

~~(b) For the purposes of this subchapter, there shall be five (5) classifications of classified employees as provided in § 6-17-2303.~~

~~(c)~~ Personnel policies of concern to the classified personnel policies



committee shall include, ~~but are not limited to,~~ without limitation the following terms and conditions of employment:

- (1) Salary schedule, fringe benefits, and other compensation issues;
- (2) Annual school calendar, including work days and holidays;
- (3) Evaluation procedures;
- (4) Leave;
- (5) Grievance procedures;
- (6) Termination, nonrenewal, or suspension;
- (7) Reduction in force; ~~and~~
- (8) Assignments; and
- (9) Bylaws, rules, and procedures related to the classified personnel policies committee.

~~(d)(1)(A)(c)(1)(A)~~ A school district shall not receive in any year any additional state funding from the Public School Fund until the school district has posted on the school district's website, in accordance with § 6-11-129, its current personnel policies for classified employees, including any salary schedules as required by this subchapter.

(B) The school district shall maintain in a central records location a written copy of the policies signed by the president of the school district's board of directors.

(2) By September 15 of each year, a school district shall provide the Division of Elementary and Secondary Education with the website address at which its current personnel policies for classified employees, including the salary schedule, may be found.

~~(e)(d)~~ The division shall notify any school district that has not posted its policies on the school district website or provided the division with the website address in accordance with this section.

SECTION 2. Arkansas Code § 6-17-2303 is amended to read as follows:
6-17-2303. Committee for each school district.

(a)(1) *Each school district shall have a committee on personnel policies for classified employees, which ~~consists~~ shall consist of at least one (1) nonmanagement classified representative from each of the following five (5) classifications:*

- (A) *Maintenance, operation, and custodians;*

- (B) Transportation;
- (C) Food service;
- (D) Secretary and clerk; and
- (E) Aides and paraprofessionals.

(2) All other job classifications of classified employees not identified in the five (5) classifications under subdivision (a)(1) of this section may be grouped together and added as an at-large classification and shall have at least one (1) nonmanagement classified representative on the committee on classified personnel policies.

(3) However, a school district that outsources any one (1) of the five (5) classifications under subdivision (a)(1) of this section may fill the position representing a job classification that is outsourced with a nonmanagement classified representative who is employed in a position not identified by one (1) of the five (5) classifications under subdivision (a)(1) of this section.

(b)(1) There shall be no more than three (3) classified employee administrators on the committee, one (1) of whom may be the superintendent of schools.

(2) The classified employee administrators on the committee shall be appointed by the school district board of directors or its designee.

(c) ~~The~~ A nonmanagement classified employee member of the committee shall be elected by a ~~majority of all~~ vote of nonmanagement classified employees ~~voting by secret ballot~~ according to rules and procedures established in a school district's written personnel policy.

~~(d) The election shall be conducted solely and exclusively by the nonmanagement classified employees, including distribution of ballots to all nonmanagement classified employees.~~

~~(e)(d)(1)~~ The An election under this section shall be conducted by ~~mid-October~~ annually no later than October 15.

(2) If the nonmanagement classified employee members of a school district's committee on personnel policies for classified employees fail to conduct an election by October 15 as required under subdivision (d)(1) of this section, the school district board of directors may appoint a nonmanagement classified employee in order to fill any vacancy on the school district's committee on personnel policies for classified employees.

~~(f)(e)~~ There shall be no additional monetary compensation for service

on the committee.

(f) All meetings of a committee on personnel policies for classified employees shall be audio recorded and made publicly available to ensure transparency.

SECTION 3. Arkansas Code § 6-17-2304(b)(2), concerning changes or additions to classified personnel policies, is amended to read as follows:

~~(2)(A)~~ Any change or addition to the classified personnel policies may take effect before the next fiscal year only if the change or addition is approved by a majority of the committee on personnel policies for classified employees employed by the school district voting by secret ballot.

~~(B) The voting and counting of ballots shall be conducted by the classified personnel policy committee.~~

SECTION 4. Arkansas Code § 6-17-2305(a) and (b), concerning organizational meetings and minutes of a school district's committee on personnel policies for classified employees, is amended to read as follows:

(a) The school district's committee on personnel policies for classified employees shall organize itself in ~~October~~ the first quarter of each school year, elect a chair and secretary, and develop a calendar of meetings throughout the year to review the school district's personnel policies to:

(1) Determine whether additional policies or amendments to existing policies are needed;

(2) Review any policies or changes to policies proposed by the board of directors; and

(3) Propose additional policies or amendments to existing personnel policies to the board of directors.

(b) Minutes of the committee meetings shall be promptly ~~reported and distributed to members of the board of directors and posted in the work sites of the school district, including administrative offices~~ placed on the school district's website.

/s/ Irvin

APPROVED: 4/12/23