

1 State of Arkansas  
2 94th General Assembly  
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4

As Engrossed: S4/3/23

# A Bill

SENATE BILL 514

5 By: Senators Irvin, J. English  
6 By: Representative G. Hodges  
7

## For An Act To Be Entitled

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

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19 TO AMEND VARIOUS PROVISIONS OF THE LAW  
20 THAT RELATE TO TOPICS COVERED BY, THE  
21 COMPOSITION OF, AND THE MEETING  
22 REQUIREMENTS FOR A SCHOOL DISTRICT'S  
23 COMMITTEE ON PERSONNEL POLICIES FOR  
24 CLASSIFIED EMPLOYEES.  
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27 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:  
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29 SECTION 1. Arkansas Code § 6-17-2301 is amended to read as follows:  
30 6-17-2301. Requirement.

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

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

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



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

3 (1) Salary schedule, fringe benefits, and other compensation  
 4 issues;

5 (2) Annual school calendar, including work days and holidays;

6 (3) Evaluation procedures;

7 (4) Leave;

8 (5) Grievance procedures;

9 (6) Termination, nonrenewal, or suspension;

10 (7) Reduction in force; ~~and~~

11 (8) Assignments; and

12 (9) Bylaws, rules, and procedures related to the classified  
 13 personnel policies committee.

14 ~~(d)(1)(A)(c)(1)(A)~~ A school district shall not receive in any year any  
 15 additional state funding from the Public School Fund until the school  
 16 district has posted on the school district's website, in accordance with § 6-  
 17 11-129, its current personnel policies for classified employees, including  
 18 any salary schedules as required by this subchapter.

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

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

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

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 30 SECTION 2. Arkansas Code § 6-17-2303 is amended to read as follows:  
 31 6-17-2303. Committee for each school district.

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

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

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

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

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

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

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

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

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

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

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

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

1 on the committee.

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

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

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

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

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

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

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

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

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

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

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/s/Irvin