

Apr 2, 2025

BSD Classified PPC Agenda/Minutes

Members Present: Jacob Mitzner, Jamie Kinsey, Landra Kennedy, Susan Flint, Deeann Goseland

Administration Present: Tanya Sharp, Aaron Nickles, Michael Veliquette, Debbie Jones

2024-2025 [Classified Personnel Policies](#)

- Click Policies at the top, right-hand corner of the page.
- Click on section 6 - Classified Personnel
- Policy 6.0 Classified Personnel Policy Committee

Agenda

1. 26-27 calendar discussion (calendar meeting 3/31/25)
 - a. Draft B and Draft C have been sent to the staff for a final vote. Results will be presented to the Board at the April BOE meeting.
2. The SSC Scholarship
 - a. Winners were notified before Spring Break.
3. Periodic Market Review - Classified Staff
 - a. We will assess where salaries stand for Instructional Assistants, Bus Shop, TRPS, and Adv Club/CCES at the May 7 PPC meeting.

Questions/Information for the Group:

1. I have a staff member asking about longevity for employees who have reached the maximum step tiers. Is there any possibility for the district to provide additional compensation for them?
 - a. There won't be changes in the step scale. The district recognizes longevity through teacher retirement and the option to T-DROP starting at 28 years. Retirement representatives will be available on April 10 from 4:30 p.m. - 5:30 p.m. at the BHS North Lecture Hall.
> [AR Teacher Retirement System \(ARTRS\)](#), 501-682-1417, info@artrs.gov.

2. Classified staff get 1 step on the pay scale for an associate's degree and 2 steps for any degree higher than an associate's degree. Will classified staff get to count other degrees for step advancement based on the new licensed policy?
 - a. No. This policy is an incentive to continue education. Licensed staff require a degree for employment, whereas a degree is not a requirement for classified positions. A degree would also count in place of the ParaPro exam.
 - b. "Policy 3.1 - Licensed Salary Schedule - This policy was updated to accept advanced degrees regardless of licensure area and relevance to an employee's current teaching position.
3. Should staff be provided with 5 bereavement days for close family members such as parents, spouse, children, siblings? If we have to classify the students' attendance correctly, why should staff use "sick days" to cover bereavement?
 - a. Sick days are allowed to be used for bereavement to better estimate budgets in regard to absences. The district allots a certain number of sick days to each employee, and it's up to the employee to use them responsibly. It is recommended that an employee accumulate these days year to year so unused days are available in the event of an unexpected absence (such as a death or surgery).
4. With all the discussion about sick day usage and not saving your sick days, I'd like to open the discussion regarding the pay scale for selling sick days back. It really is not beneficial to those who save sick days to sell them back at 10 years if they are getting paid out as a long term sub. For most that is a pay decrease by up to, if not over, 50%.
 - a. Policy 6.6.2 - Purchase of Unused Sick Days states the "days will be purchased at the current long-term substitute rate paid to substitutes who have less than a Bachelor Degree." Tanya will discuss the rate with Dr. Schwanhausser to address the fact that degrees are recognized in pay. This policy is not required by law and is something the district chooses to offer its employees.
5. Dr. Jones shared information about working to create legislation for more mental and behavioral health options for students who harm staff. There is a bill in place that would require DHS and the Arkansas Department of Education to work together. Amendments are currently being discussed.

Our next meeting will be on **May 7, 2025**, at 11:00 a.m. Please send any agenda items or questions no later than Wednesday, April 30, 2025. Thanks!

Legal Reference:

[Ark. Code Ann. § 6-17-203](#), [Ark. Code Ann. § 6-17-205](#) and [Arkansas Code Title 6- Education](#)