

Members Present - Rebecca Cross, Tanya Sharp, Beth Colbert, Jacob Mitzner, Landra Kennedy, Marie Cowgur, Niki Nichols, Paul Wallace, Susan Flint, Aaron Nickles

2023-2024 [Classified Personnel Policies](#)

- Click Policies at the top, right hand corner of the page.
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Agenda/**Minutes:**

1. Calendar Discussion

Certified PPC voted on Jan. 12 for the current calendar that moved 2 PD days from Feb. and April to make up snow days, leaving the students with 2 snow days that still need to be made up in June. That was voted on by the BOE in January.

On January 24th the state offered a waiver to change the type of calendar that the districts use due to the increasing amount of snow days used so far. There are 4 types of calendars: Traditional (what we currently have), Alternative (instructional hours), 4 day a week, and year-round. This allowed BPS to look at the instructional hour calendar designation. Instructional hours are based on the bell schedules of all 4 levels of schools: elementary/middle/junior high/high school. The instructional minutes based on current schedules for all levels are elementary-390/middle-380/jr high-375/sr high-364. You divide those minutes by 60 to get the total hours students attend school. The district has to choose the lowest minutes which is 364, divided by 60 gives us 6.07 instructional hours per/day. 6 hours is the minimum hours that the state requires in a school day. If we move to an Alternative calendar we would use 6.07/hours a day from the start of school to February 16th and then 6.25 hours/day beginning February 19th until the end of the school year. The 6.25 is because the high school looked at the bell schedule and shaved 1 minute off of passing time and took lunch from 38 to 30 minutes. This would give us 6.25 hrs/day. With an instructional hours calendar, we must show 1,068 instructional hours with an additional 30 hours for inclement weather for a total of 1,098 hours. The 1,068 hours is the

minimum number of hours. We will always want to show 178 student days in our calendars which will get us to our 1,098 without increasing time to the current schedule. Currently the students last day is scheduled for 5/29/24 (5/30/24 now with the 2/12 snow day).

Teachers and Staff - contract days are used for teachers and staff for the school year, not hours. If a teacher has a 192 day contract this would make their last day 6/7/24, unless the 12 hours of PD (missed due to snow) were made up after school or in ways arranged with their principals, they can use 6/5/24 as their last day. The 2 PD days that were made snow make up days have to be made up along with the extra 2 snow days that are not embedded in the calendar which is the reason for the June days.

This is also true for any staff that operates on a different contract, 183 days contracts have 2 of the days made up on Feb and April, but the other 2 days will need to be made up, thus making the last day 5/30/24. If you are required to do PD as part of your contract you are required to make those PD days up. Finance and HR are working on the new working day calendars for the current school year and should have that out by the end of February.

All of these changes for this school year will be presented to the Certified PPC committee and voted on, it will then be voted on by the Classified PPC committee and then presented to the BOE at the February meeting.

2024/25 calendar - The state has allowed the districts to apply for a waiver to start the school year earlier, this would provide a larger number of student days before the chance of inclement weather. Dr. Jones has applied for this and the CO-OP of schools that we are part of is applying as well. If approved, the start date for teachers would be moved up a week to 8/5/24 and students' start date would be moved to 8/14/24. The district will look at changing to an instructional hours calendar for the 24/25 school year as well. 1 of the PD days that are currently in the spring will be moved to the beginning of the year to maximize the number of student days for the kids, which is what the state requires. If we use the 6.25 instructional hours per/day this would give us 7 extra student days in the calendar to be used in case of inclement weather, which would let the students out the day after Memorial Day and the teachers out 2 days later in May. There will be a calendar meeting to work on this and then the 25/26 calendar will follow.

So to recap, an instructional hour calendar will be presented and voted on for the current school year, due to the number of inclement weather days used. An instructional hour calendar may replace the calendar for the 24/25 school year

and following that the 25/26 calendar will be looked at by the calendar committee. All of these dates for this school year are contingent on no more inclement weather days.

2. [Questions from groups](#) - all questions were answered about the calendar that were brought up. For voting we had a better turnout this time we voted. If you are unable to find a computer to vote on at your school there are loaners available for you to do so.
3. SSC Scholarships- Sent out on 5 or 6th and Due back on Feb.23 We will vote at our March meeting.

4. Policy Review:

- a. **Policy 3.28 - Licensed Personnel Computer Technology Use Policy**

Policy 6.23 - Classified Personnel Computer Technology Use Policy

The PPC voted on to approve the change of the wording in these policies from Computer use to Technology as asked for by the state.

Salary Reviews: Technology and Office Assistants are the categories that will be reviewed this year. We will discuss at the April meeting.

There has not been any discussion or anything brought forward about increases for staff for next year at this point.

Scheduled PPC meetings for the year in case needed for room purposes (Admin 148). These can be changed/deleted, etc..

- a. Nov. 1st- 11:00 am
- b. Dec. 6th- 11:00 am
- c. Jan. 17th- 11:00 am
- d. Feb. 7th- 11:00 am
- e. March 6th- 11:00 am
- f. April 3rd- 11:00 am
- g. May 1st- 11:00 am

Questions and Information for the Group:
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Our next meeting will be on March 6, 2024 at 11:00 a.m.. Please send any agenda items or questions no later than Friday, March 1, 2024. Thanks!

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