



## Van Buren School District Classified PPC Meeting

October 28, 2024

Phone: 479-474-7942 / Fax: 479-471-3146

### Agenda

- Policy Review 8.1, 8.2, 8.2.1, 8.2.2, 8.4, 8.5, 8.6, and 8.6.1

### Attendance:

Karen Allen, Representing Administration

Michelle Rotter, Representing Paraprofessionals

Ana Flores, Representing Administrative Assistants

Rachel Bond, Representing Other Job Classifications

Todd Myers, Representing Transportation

Chelsea Wells, Representing Food Service

Brian Johnson, Representing Program Directors

Lori Trentham, Representing Employee Administrators

Bradley Barnett, Representing Maintenance, Operation or Custodial

### Absent:

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**Meeting Opened** - Called to order by Brian Johnson at 1:30pm

### Review and Discussion of Policies:

- **8.1 – Personnel Policy Committee:** Discussed the possible update by Arkansas School Board Association that in the event there is only one nominee in a given category for PPC, an election is not necessary. The VBSD committee election process will not be affected but the update can be added to the policy for clarification and transparency purposes.
- **8.2 - Classified Salary Schedule:** No suggested changes
- **8.2.1 - Classified Salary Schedule 2024-2025:** No suggested changes
- **8.2.2 - Classified Personnel Evaluations:** Discussed the possible addition of clarifying the term “periodically”. A new evaluation form was added onto Powerschool last school year. New employees are evaluated with this form upon the first year of employment. Former employees will be on a rotation per directors/principals discretion remaining consistent among all in the department/building. A draft will be presented in the following November meeting.
- **8.4 - Drug Testing:** No suggested changes

- **8.5 - Sick Leave:** Discussed further clarification of “a physician statement documenting the illness is required for employees after the fourth (4th) consecutive day of absence” - revisions will be reviewed in the next meeting to specify that a doctor’s note is needed ON the fourth consecutive day of absence.
- **8.6 - Sick Leave Bank:** No suggested changes
- **8.6.1 - Leave of Absence:** No suggested changes

**Adjourn @ 2:32p.m.** Brian Johnson called for the meeting to be adjourned and Michelle Rotter seconded the motion. All others approved.

**Next PPC meeting November 18th @ 1:30pm Administration Building.**  
**Next policies to review will be 8.7 through 8.18**