

Norfolk School District
Classified PPC Committee

Agenda

Date: January 26, 2024

Time: 2:00 PM

Location: Elementary Office

Committee Members Present:

Sarah Terrill

Nicole Lindsey

Phillip Paul

Toni Jones

Karen Greve

Curtis Meinzer

Guests: None

Agenda:

- 1) Select Chairperson & Secretary
- 2) Discuss Personnel Policy Law
- 3) Classified Personnel Handbook
- 4) Schedule Future Meetings
- 5) Committee Communications
- 6) Certified Committee Attendance

Minutes:

- 1) Discussed that the future selection of the Classified Committee Chairperson and the Committee Secretary would take place in October.
- 2) Committee selected Sarah Terrill as Committee Chairperson & Curtis Meinzer as the Committee Secretary.
- 3) Copy of Classified Handbook & State Law governing Classified Personnel distributed to all members.
- 4) Handbook review will be divided into 6 sections for review by committee members. Curtis Meinzer would divide and Email out.
- 5) Committee members were advised that the school email system would be the primary avenue for communications and to regularly monitor their email accounts for PPC correspondence.
- 6) February 12th is the next Licensed Staff PPC meeting. Sarah stated she would attend to monitor any changes made in the Licensed Staff Handbook to see if it would apply to the Classified Handbook.
- 7) Discussed the survey being sent out by Karen Jones concerning the makeup of snow days.
- 8) Meeting adjourned at 2:20 PM.