

AGENDA

EARLE SCHOOL DISTRICT

May 19, 2021

SPECIAL CALLED BOARD MEETING

The Commissioner of Education assumed authority over the Earle School district on November 6, 2017. The Commissioner of Education acts in lieu of a local school board until such time that a school board is reinstated.

Action Item

1. Recommendation to accept the SY 2021/22 Classified Salary Schedule
2. Recommendation to approve the sale of eight school buses that are at the end of their mechanical and safety use at a public auction

ACTION ITEMS

ACTION ITEM 1

Recommendation to accept the SY 2021/22 Classified Salary Schedule

Action Item #1

Recommendation to accept the SY 2021/22
Classified Salary Schedule for classified
staff

Background Information:

The SY 2021/22 Classified Salary Schedule
has been reviewed and recommended by
the PPC.

Attachment(s) Yes No

Proposed SY 2021/22 Classified Salary
Schedule Explanation

Fiscal Impact/Debt Request

Salary and benefits projected from state
and local funds is \$54,141.17 for new salary
schedule.

Superintendent's Recommendation:

It is recommended that the Commissioner
approve the SY 2021/22 Classified Salary
Schedule as presented.

Commissioner's Decision:

Approve Recommendation

Deny Recommendation

Return item for more information

Signature John Key Date 5/26/2021

EARLE SCHOOL DISTRICT/18-02-000

PROPOSED 2021-2022

CLASSIFIED SALARY SCHEDULE

Salary Schedule Based on 190 Contract Days

Salary will be adjusted for 210, 220, and 240 Contract Days

EXPERIENCE	NON-CLERICAL	NON-CLERICAL + AA DEGREE	CLERICAL	CLERICAL + AA DEGREE	BA/BS DEGREE
0	18240	21520	20020	24320	30320
1	18290	21570	20120	24420	30420
2	18340	21620	20220	24520	30520
3	18390	21670	20320	24620	30620
4	18440	21720	20420	24720	30720
5	18490	21770	20520	24820	30820
6	18540	21820	20620	24920	30920
7	18590	21870	20720	25020	31020
8	18640	21920	20820	25120	31120
9	18690	21970	20920	25220	31220
10	18740	22020	21020	25320	31320
11	18790	22070	21120	25420	31420
12	18840	22120	21220	25520	31520
13	18890	22170	21320	25620	31620
14	18940	22220	21420	25720	31720
15	18990	22270	21520	25820	31820
16	19040	22320	21620	25920	31920
17	19090	22370	21720	26020	32020
18	19140	22420	21820	26120	32120
19	19190	22470	21920	26220	32220
20	19240	22520	22020	26320	32320
Step Increase:	50	50	100	100	100

FOOD SERVICE SALARY SCHEDULE

HOURLY RATE

EXPERIENCE	MANAGER / LEAD COOK (8 HR/DAY)	EXPERIENCE	COOK (6 HR/DAY)
0-2	\$16.00	0-2	\$12.00
3-5	\$17.00	3-5	\$13.00
6-10	\$18.00	6+	\$14.00
10+	\$19.00		

TRANSPORTATION & SCHEDULED ROUTES

HOURLY/DAILY RATE	SCHEDULED ROUTE		ACTIVITY/OTHER
Bus Trip-Drive \$12.00/Hr	W. Memphis	\$12,078	Hughes Activity \$500/Season
Bus Trip-Standby \$12.00/Hr	Hughes	\$12,078	Other \$12.00/Hr
College Route \$35/Day	Standard	\$8,784	

**EARLE SCHOOL DISTRICT
CLASSIFIED ADDITIONAL RESPONSIBILITY SCHEDULE
PROPOSED 2021- 2022**

RANGE	POSITION	CONTRACTED DAYS	AMOUNT
01	BUSINESS MANAGER	240	\$40,000.00
02	BUSINESS MANAGER - AA DEGREE	240	\$42,500.00
03	BUSINESS MANAGER - BA DEGREE	240	\$45,000.00
04	ASST BUSINESS MANAGER (A/P) WITH 0-2 YR	240	\$32,500.00
04	ASST BUSINESS MANAGER (A/P) WITH 3-5 YR	240	\$34,000.00
04	ASST BUSINESS MANAGER (A/P) WITH 6+ YR	240	\$35,000.00
05	ASST BUSINESS MANAGER (A/P) - AA DEGREE WITH 0-2 YR	240	\$35,000.00
05	ASST BUSINESS MANAGER (A/P) - AA DEGREE WITH 3-5 YR	240	\$36,500.00
05	ASST BUSINESS MANAGER (A/P) - AA DEGREE WITH 6+ YR	240	\$37,500.00
06	ASST BUSINESS MANAGER (A/P) - BA DEGREE WITH 0-2 YR	240	\$37,500.00
06	ASST BUSINESS MANAGER (A/P) - BA DEGREE WITH 3-5 YR	240	\$39,000.00
06	ASST BUSINESS MANAGER (A/P) - BA DEGREE WITH 6+ YR	240	\$40,000.00
07	ASST BUSINESS MANAGER (HR) WITH 0-2 YR	240	\$32,500.00
07	ASST BUSINESS MANAGER (HR) WITH 3-5 YR	240	\$34,000.00
07	ASST BUSINESS MANAGER (HR) WITH 6+ YR	240	\$35,000.00
08	ASST BUSINESS MANAGER (HR) - AA DEGREE WITH 0-2 YR	240	\$35,000.00
08	ASST BUSINESS MANAGER (HR) - AA DEGREE WITH 3-5 YR	240	\$36,500.00
08	ASST BUSINESS MANAGER (HR) - AA DEGREE WITH 6+ YR	240	\$37,500.00
09	ASST BUSINESS MANAGER (HR) - BA DEGREE WITH 0-2 YR	240	\$37,500.00
09	ASST BUSINESS MANAGER (HR) - BA DEGREE WITH 3-5 YR	240	\$39,000.00
09	ASST BUSINESS MANAGER (HR) - BA DEGREE WITH 6+ YR	240	\$40,000.00
10	TRANSPORTATION DIRECTOR	240	\$40,000.00
11	TRANSPORTATION DIRECTOR - AA DEGREE	240	\$42,500.00
12	TRANSPORTATION DIRECTOR - BA DEGREE	240	\$45,000.00
01	SUPERVISOR MAINTENANCE/GROUNDS/CUSTODIAN	240	\$48,000.00
01	CHILD NUTRITION DIRECTOR	240	\$36,000.00
01	SUPERVISOR HVAC	120	\$20,000.00
01	LPN	190	\$34,000.00
01	RN (UPDATE)	190	\$45,600.00
	RENTAL OF FACILITIES MONITOR	PER EVENT	\$75.00
	RENTAL OF FACILITIES MONITOR - CHILD NUTRITION	PER EVENT	\$90.00
	CELLPHONE	MONTHLY	\$75.00
	ISS SUPERVISOR (REMOVE)	STIPEND	\$5,000.00
	SP. NEEDS PARA (REMOVE)	STIPEND	\$7,500.00
	SUPERVISOR HVAC (REMOVE)	240	\$40,000.00

ACTION ITEM 2

Recommendation to approve the sale of eight school buses that are at the end of their mechanical and safety use at a public auction

Action Item #2

Recommendation to approve the sale of eight school buses that are at the end of their mechanical and safety use at a public auction

Background Information:

Earle School District owns eight buses that are at the end of their mechanical and safety use, and are properly defined as surplus commodities according to district policy 7.13.

Attachment(s) Yes No

Memo from Dennis Russell, ESD
Transportation Director

Copy of Earle School District Policy 7.13

Fiscal Impact/Debt Request

Savings of \$4,328.00 per year

Superintendent's Recommendation:

It is recommended that the Commissioner approve the sale of eight buses that are at the end of their mechanical and safety use at a public auction.

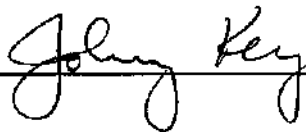
Commissioner's Decision:

Approve Recommendation

Deny Recommendation

Return item for more information

Signature



Date

5/26/2021

VIN of non-working buses

1GDL7TIP6TJ508487
1T88R4B26Y1076924
1BABKCPHX1F095501
1GBL7TICXYJ524477
1BAKGCKH05F221136
1BAKGCKH45F221141
1BABKCKH66F234005
1BAKGCKH18F233491

7.13—MANAGEMENT AND DISPOSAL OF DISTRICT PROPERTY

Definitions

For the purposes of this policy, the following definitions apply:

“Commodities” are all supplies, goods, material, computers, software, machinery and other equipment purchased on behalf of the district having a useful life of more than one (1) year and an acquisition cost of one thousand dollars (\$1,000) or more per unit.

“Fair market value” means the amount a reasonable buyer would be willing to pay for a particular piece of property based on an objective set of criteria, which may include, but are not limited to: any improvements or damage to the property; the demand for similar property; the selling price for the property by the producer of the property or re-sale outlets; and the value of the property as determined by an independent appraiser.

“Real property” is land and whatever is erected or affixed to land, such as structures or buildings.

“Surplus commodities” are those commodities that are no longer needed, obsolete, irreparable, or worn out.

“Surplus real property” is real property that is not presently needed or foreseen to be needed by the District, and that has been authorized for sale as surplus real property by vote of the School Board. Surplus real property may include unused or underutilized facilities.

“Trash” are those items that would otherwise belong to another category of goods or property defined in this policy, but which, due to the property’s age or an act of God, have less value than it would cost to repair the item. Examples could include, but are not limited to, fire damage, vehicle accidents, extreme age, and/or decline in value of the item.

“Unused or underutilized facility” means a school facility or other real property that:

- As a whole or in a significant portion, is not being used for a public educational, academic, extracurricular, or administrative purpose and the nonuse or underutilization threatens the integrity or purpose of the school facility or other real property as a public education facility; and
- Is not subject to either a lease to a third party for fair market value or an executed offer to purchase by a third party for fair market value as of July 30, 2017.

General Policy

The District’s purchases of commodities shall be in accordance with Policy 7.5—PURCHASES AND PROCUREMENT and, to the extent applicable, the procurement requirements of any granting source of funding used to purchase the commodity. The Superintendent shall develop procedures governing the use, management, and dispersal of commodities. At a minimum, the procedures will cover the following topics:

- labeling all commodities;
- establishing adequate controls to account for their location, custody, and security;
- annually auditing the inventory of commodities and updating a listing of such commodities to reconcile the audit with the district’s inventory records. The audit will be documented and account for any transfer and/or disposal of a commodity.

- Disposing of surplus commodities and surplus real property, whether purchased in whole or in part with federal grant funds or with local funds.

The disposal of school property must be for the benefit of the school district and consistent with good business principles.

Disposal of Surplus Commodities

The Board of Directors recognizes that commodities sometimes become of no use to the District and thus meet this policy's definition of surplus commodities.

The Superintendent or designee(s) will determine the objective fair market value (FMV) of surplus commodities. The District will strive to dispose of surplus commodities at or near their FMV.

The Superintendent may declare surplus any commodity with an FMV of less than one thousand dollars (\$1,000). Surplus commodities with an FMV of less than one thousand dollars (\$1,000) will be periodically sold by the most efficient, cost effective means that is likely to result in sales at or near FMV.

The Superintendent may submit a list of surplus commodities deemed to have a FMV of one thousand dollars (\$1,000) or greater to the Board of Directors for authorization to sell such surplus commodities. Once the Board of Directors has authorized the sale of such surplus commodities, the Superintendent or designee(s) may sell that surplus commodity as the need arises. Items with a FMV of one thousand dollars (\$1,000) or greater will be sold by the most efficient, cost effective means that is likely to result in sales at or near FMV. If the Superintendent chooses to dispose of the surplus items by bid, the Superintendent or designee may set a minimum or reserve price on any item, and may reject all bids. The Superintendent or designee is authorized to accept the high bid provided the high bid is at or near FMV without further Board action unless the high bid comes under the jurisdiction of Arkansas ethics legislation, in which case the provisions of A.C.A. §§ 6-24-101-107 would apply.

If attempts at public sales fail to produce any interested buyers or bidders, such remaining unsold commodities may then, at the discretion of the Superintendent, be disposed of as scrap or junk or be donated to appropriate charitable or education related entities. Computer or technology equipment will be cleansed of data prior to disposal.

Disposal of Surplus Real Property

The Board of Directors recognizes that real property it owns sometimes becomes no longer of use to the District and thus meets this policy's definition of surplus real property.

By February 1 of each year, the District shall submit a report to the Division of Public School Academic Facilities and Transportation (Division) that identifies all unused or underutilized school facilities in the District and the unused or underutilized school facilities, if any, that are designated in the District's facilities master plan to be re-used, renovated, or demolished as part of a specific committed project or planned new construction project.

If the Division classifies a District facility or District real property as being unused or underutilized, the District may appeal the Divisions determination to the Commission for Public School Academic Facilities and Transportation (Commission).

The District shall make unused or underutilized public school facilities available for lease for no more than FMV to any open-enrollment public charter school (charter) located within the District's geographic boundaries that makes a request under the charter's statutory right of access unless the District makes an affirmative showing by a preponderance of the evidence to the Commission that:

1. The school facility, or the property to which the school facility is attached, will be needed by the District to accommodate future growth of the District; or
2. Use of the school facility or other real property by a charter would have a materially negative impact on the overall educational environment of an educational campus located within five hundred feet (500') of the school facility or other real property sought to be leased by the charter.

The terms of a lease executed between the District and a charter shall provide that the lease shall be cancelled and be of no effect if the charter:

- a. Fails to use the facility or other real property for direct student instruction or administrative purposes within two (2) years of the effective date of the lease;
- b. Closes, has its charter revoked, or has its charter application denied by the charter authorizer; or
- c. Initially uses the facility or other real property, but then leaves the facility or other real property unused for more than one hundred eighty (180) days.

If requested or agreed to by the charter, The District may sell the unused or underutilized facility or other real property to the charter for FMV.

If the District decides to sell, lease, or otherwise transfer ownership of a District facility, a charter⁶ located within the District's geographic boundaries shall have a right of first refusal to purchase or lease the facility for FMV. The charter's right of first refusal shall continue for two (2) years after the date the District last used the school facility or other real property as an academic facility.

If the District decides to sell or lease a District facility or other real property that has been identified by the Division as an unused or underutilized school facility to a third party that is not a charter, then the District may not sell or lease the facility until the later of:

- Two (2) years after the date the facility or other real property is identified by the division as an unused or underutilized public school facility, so long as no charter has claimed a right of access or a right of first refusal; or
- Three (3) years from the date the District facility or other real property has been identified by the division as an unused or underutilized public school facility if the District designated the facility or other real property to be reused, renovated, or demolished as part of a specific committed project or planned new construction project in the District's facilities master plan.

The District may petition the division for a waiver of the time restrictions for the sale or lease of a District's unused or underutilized facility. The petition shall include a statement that the District believes that no charter would be interested in leasing or purchasing the unused or underutilized school facility. If the District receives a waiver, the District may immediately sell, lease, or otherwise dispose of the unused or underutilized facility. The District may appeal the denial by the Division of a waiver to the Commission.

The Superintendent may submit a request to the Board of Directors for authorization to sell surplus real property. Once the Board of Directors has authorized the sale of such surplus real property, the Superintendent or designated individual(s) may sell that surplus real property as the need arises and this policy allows. The Superintendent or designee(s) shall be responsible for getting a determination of the objective FMV of surplus real property⁵. The district will strive to dispose of surplus items at or near their FMV. The real property may be listed for sale with a real estate broker, and the Superintendent or designated individual may contract on behalf of the district to pay the usual and customary sales commission for such transactions, upon sale of the property.

If the Superintendent chooses to dispose of the surplus items by bid, the Superintendent or designee(s) may set a minimum or reserve price on any item, and may reject all bids. The Superintendent or designee is authorized to accept the high bid provided the high bid is at or near FMV without further Board action unless the high bid comes under the jurisdiction of Arkansas ethics legislation, in which case the provisions of A.C.A. §§ 6-24-101–107 would apply.

If attempts at public sales fail to produce any interested buyers or bidders, such remaining unsold real property may then, if agreed to by the Superintendent and Board of Directors, be donated to appropriate education related entities, not-for-profit organizations, the county, city, or incorporated town in accordance with the provisions of state law.

Items obtained with federal funds shall be handled in accordance with applicable federal regulations, if any.

The District may not make a part of the disposal of District real property a covenant that prohibits the sale or lease of former District facilities or other real property to a charter that is located within the District's geographic boundaries.

Disposal of Surplus Real Property After Consolidation

Except as otherwise prohibited by this policy, real property of a consolidated school district that is no longer being used for educational purposes and has not been sold, preserved, leased, or donated two (2) years after the effective date of consolidation shall be made available for use by a publicly supported institution of higher education, a technical institute, a community college, a not-for-profit organization, a county, a city, or incorporated town by the Board of Directors for the following purposes:

- Having the real property preserved, improved, upgraded, rehabilitated, or enlarged by the donee;
- Holding of classes by statutorily authorized education related entities; or
- Providing community programs and beneficial educational services, social enrichment programs, or after-school programs.

Trash

Trash, as defined in this policy, may be disposed of in the most cost efficient or effective method available to the district.

Legal References: A.C.A. § 6-13-111
 A.C.A. § 6-13-620
 A.C.A. § 6-21-108
 A.C.A. § 6-21-110

A.C.A. § 6-21-803
A.C.A. § 6-21-806
A.C.A. § 6-21-815
A.C.A. § 6-21-816
A.C.A. § 6-24-101-107
2 C.F.R. § 200.311
2 C.F.R. § 200.313

Date Adopted: 6/27/18
Last Revised: