**Arkansas Correctional School District Classified Personnel Policy Meeting October 19, 2023—12:30 p.m.**

**Members Present:** Jeff Fowler, Mark Andrews, Victoria Harmon, Lee Hutchison, Donald Kendrick, and Burt VanHorn

Jeff Fowler called the meeting to order.

**Discussion of Policy:** Mr. Fowler directed the committee to ACSD’s classified employee policy on the district’s website. Each member is to look over the policy and suggest any needed updates or changes during the next committee meeting.

**New Business:** Mr. Fowler nominated Lee Hutchison to be the committee chair. Mark Andrews seconded the motion. Motion carried.

Mr. Fowler then nominated Victoria Harmon to be committee secretary. Burt Van Horn seconded the motion. Motion carried.

The meeting adjourned at 12:40 p.m.