



Department of Transformation and Shared Services

Governor Sarah Huckabee Sanders

Secretary Joseph Wood

Director Kay Barnhill

July 19, 2023

The Honorable Breanne Davis, Co-Chairperson
 The Honorable Mark Berry, Co-Chairperson
 Uniform Personnel Classification and
 Compensation Plan Subcommittee
 Arkansas Legislative Council
 State Capitol Building, Room 315
 Little Rock, Arkansas 72201

Dear Senator Davis and Representative Berry:

The Office of Personnel Management (OPM) submits a request from the Arkansas Department of Education (ADE) to establish a new title of ADE Deputy Secretary of Education, grade SE04.

JUSTIFICATION

The Arkansas Department of Education needs an additional classification in order to assist with working with the Governor's Education Plan inclusive of implementing the Arkansas LEARNS (Literacy, Empowerment, Accountability, Readiness, Networking and School Safety) Act 237 of the 94th General Assembly. The position's responsibilities include leading their department with a future focused vision and commitment to continuously enhance educational opportunities, working with elementary and secondary education personnel, as well as collaborating with legislators, school district personnel, and community members. It is additionally responsible for developing, and subsequently implementing, statewide policies pertaining to education operations.

The Office of Personnel Management has reviewed these requests and **recommends** the approval of the new classification ADE Deputy Secretary of Education, grade SE04.

Your consideration of this request is greatly appreciated.

Kay Barnhill
 STATE PERSONNEL DIRECTOR

7/7/23
 DATE

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Division of Elementary and Secondary Education

Transforming Arkansas to lead the nation in student-focused education

Jacob Oliva
Secretary

May 5, 2023

Dr. Ivy Pfeffer
Deputy
Commissioner

Kay Barnhill
State Personnel Administrator
501 Woodlane, Suite 205
Little Rock, AR 72201

Stacy Smith
Deputy
Commissioner

RE: Pool Position Request

Ms. Barnhill:

**State Board of
Education**

The Arkansas Department of Education (ADE) respectfully requests to utilize the Surrender Pool maintained by the Office of Personnel Management to surrender one Deputy Commissioner of Education position grade SE03 to obtain the requested classification of ADE Deputy Secretary of Education, grade SE04. Below is the position being surrendered, and the requested position along with the request for a newly established title.

Ouida Newton
Poyen
Chair

Position Surrendered

Dr. Sarah Moore
Stuttgart
Vice Chair

Class Code	Title	Grade	Salary Range
U027U	Deputy Commissioner of Education	SE03	\$134,406 - \$167,000

Classification Requested

Dr. Fitz Hill
Little Rock

Class Code	Title	Grade	Salary Range
NEW	ADE Deputy Secretary of Education	SE04	\$149,862 - \$181,000

Kathy McFetridge
Springdale

This position is crucial to meeting the requirements of the Arkansas LEARNS Act 237. The responsibilities of the new position will align closely with and directly support the Executive Order 2308 to prioritize this initiative and will be used for the new directions and alignment of the ADE.

Steve Sutton
Marion

The ADE Deputy Secretary of Education will assist in leading the ADE with a learner-centered, future-focused vision and commitment to continuously improve early learning and K-12 education. This position is also crucial in working with the Division of Elementary and Secondary Education (DESE) team members, legislators, community members, school district personnel, and educators on finance, legislation, and other education issues.

Adrienne Woods
Rogers

Furthermore, the position of ADE Deputy Secretary of Education will require significant discretion, and substantial involvement in the development, interpretation, and implementation of ADE and state policies. This position will frequently provide guidance on high-level issues for the agency's Executive Team.

Randy Henderson
Blytheville

Thank you for your consideration of this request.

Lisa Hunter
White Hall

Sincerely,

Teletha Leonard
Human Resources Director

Jeff Wood
Little Rock



Department of Transformation and Shared Services
 Office of Personnel Management
 Request for Pool Position

Business Area	Department Name / Agency Name	Date
0500	Arkansas Department of Education-DESE	05/08/2023

Position(s) to be Surrendered

Position/Item Number	Classification Title	Pay Grade	Class Code
22083059	Deputy Commissioner	SE03	U027U

Classification(s) Requested

Classification Title	Pay Grade	Class Code
Deputy Secretary of Education	SE04	New

I hereby certify that:

- A. The position requested is critical to the operation of this Agency and a detailed justification for this request is attached. (Justification should be detailed and not less than one typed page in length.)
- B. Sufficient funds are available to fund this position at the requested grade.
- C. This is a full-time position that will not be used for any other purpose than that which is outlined in the attached narrative.
- D. The position to be surrendered is the highest grade position available and the loss of this position will not adversely affect the operation of this Agency.
- E. No current employee will be displaced by this action.

05/08/2023

HR Administrator's Signature

Date

Julieha Leonard

Department Secretary's Signature

Date