

**Minutes**  
**Arkansas Virtual Academy**  
**Board of Directors Meeting**  
**December 13, 2011**

**Board Members Present**

Jerry Jones  
John Riggs  
Lepaine Sharp-McHenry  
Kevin Smith  
Robbie Wills

**Staff Present**

Scott Sides  
Lisa Williams  
Cheli Stafford

**Media Present**

None

**Guests Present**

None

**Board Members Not Present**

Angela Driskill

**Call to Order**

Chair, Mr. Jerry Jones, called the board meeting to order at 4:03 p.m. Mr. Jones then asked for a roll call and declared a quorum.

<p><b>MOTION:</b> by Mr. John Riggs to approve the September 7, 2011 board meeting minutes. Mr. Kevin Smith seconded the motion. Motion carried.</p>
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**Action Items:**

***2011-2012 ACSIP Plans Review:***

- Head of School, Scott Sides, shared the District, K-6 and 7-8 ACSIP plans with members of the Board.
- District priorities described: Admin Support, School Safety, Wellness, and Parental Involvement. On the subject of Homeless, the Board asked how we determine our Homeless population given the setting of our school and how we serve these students. Ms. Cheli Stafford, Director of Operations, gave a brief response to this inquiry and as requested, will bring more facts to the Board at the next meeting.
- K-6 priorities described: Literacy Improvement, Student Wellness, Math Improvement, Science Improvement and Parental Improvement. Some discussion occurred regarding there being no funds allocated for science improvement. Ms. Lisa Williams, Academic Administrator, explained that our students are achieving beyond expectations for science. Although we are not allocating funds, we are conducting activities to continue strengthening in the area of science. One planned activity is a virtual science fair.
- 7-8 priorities described: Math Improvement, Literacy Improvement, Student Wellness, Parental Involvement, and Science Improvement. There was some discussion about the use of calculators instead of a computer-based method for calculating. Calculators are allowed and needed during state testing whereas computers, in general, are not at this time. Using calculators during the school year helps students become more familiar with them when testing occurs, and it will be necessary for students to know how to use them for Algebra I and after they leave ARVA.
- Ms. Lepaine McHenry asked how anyone would know if the goals have been met or where we are in the process. Ms. Williams stated that there are committees in place for each ACSIP goal

and the chairs of those committees own their part of the plan. Agendas and minutes are produced for each committee meeting to show progress, and billing statements would be available to show purchases made.

**MOTION:** by Mr. Riggs to approve all 2011-2012 ACSIP plans. Ms. McHenry seconded the motion. Motion carried.

***Charter Renewal:***

- Mr. Sides described what will be captured in the State Board of Education presentation. At this time, some direction is needed from the Board to continue the application process.
- Deadline to submit will be February 6, 2012.
- After much discussion, the Board advised Mr. Sides to prepare a charter renewal with no student growth and tenure of five years.
- Mr. Sides will prepare the charter renewal and send to the Board with mark ups.

**MOTION:** by Mr. Riggs to approve the Board's decision regarding charter renewal. Mr. Smith seconded. Motion carried.

***Request for Proposal Policy:***

- Mr. Riggs presented the Board with a new policy which stated how the RFP process would be handled when the school needs to conduct a vendor search through a request for proposal.
- The basis of the policy is to determine how the Board will announce the request to the public and how those requests will be handled.

**MOTION:** by Mr. Riggs to approve the Request for Proposal policy. Ms. McHenry seconded. Motion carried.

**Board Chair's Report**

***Request for Proposal***

- Mr. Jones asked Mr. Riggs to take the lead on this discussion.
- Mr. Riggs reviewed the current RFP, discussed its content and purpose, how it will be handled and the timeline. He stated that there was one change that he wished to make in light of the charter renewal staying with grades K-8.

**MOTION:** by Mr. Riggs to approve the Request for Proposal to be issued with stated changes. Mr. Robbie Wills seconded. Motion carried.

***Board Member Search:***

- Mr. Jones stated that the search for another board member continues. There were a few names suggested for follow up. The Board wishes to add a parent to the group, and the ARVA admin team stated that it will continue to try and fulfill this request.

## **Head of School's Report**

### ***Budget Review:***

- Mr. Sides reviewed for the Board the revenue and expenditures through Period 5 of the current fiscal year.
- There were no questions after receiving this information.

### ***Board Training:***

- Mr. Sides reminded the Board that everyone should have six hours of annual board training by December 31, 2011. Some discussion occurred on how this could be achieved including online courses.

**MOTION:** by Ms. McHenry to adjourn at 5:45 PM. Mr. Jones seconded the motion. Motion carried.