

Minutes
Arkansas Virtual Academy
Board of Directors Meeting
June 21, 2011

Board Members Present

Lepaine Sharp-McHenry
John Riggs
Angela Driskill
Kevin Smith

Staff Present

Scott Sides
Lisa Williams

Media Present

None

Board Members Not Present

Jerry Jones
Robbie Wills

Call to Order

Vice-Chair, Ms. Lepaine Sharp-McHenry, called the board meeting to order at 4:20 p.m. Ms. McHenry then asked for a roll call and declared a quorum.

MOTION: by Dr. Angela Driskill to approve May 18 minutes; Motion carried.
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Action Items:

Policy Change Recommendations for Student/Family Handbook:

- Total number of days enrolled to be included in description of sufficient progress
- Failure to assist in a child's AIP could result in retention at year's end
- Upon entrance into ARVA, students will be assigned to their age-appropriate grade level.
- Students will show progress across all subjects each week unless a different educational plan has been put into place. Driskill suggested that student/teacher instructional time be replaced with student instructional time.
- Families must acquire and maintain internet service throughout the year. It was indicated that it will be important for school personnel to identify those who may need help with this requirement.
- Language was added indicating that sufficient progress would be determined by the total number of days enrolled and the number of lessons to be completed by the end of the school year. Driskill questioned whether a 6th day of attendance could be logged. It was explained that the state system would allow only five days of attendance to be logged.
- Conferences will only occur during the school day. Senator Riggs suggested that something should be added that allows for a non-traditional schedule. Senator Smith communicated that accommodations should be made to involve both parents when possible. Scott Sides suggested that language could reflect that conferences will generally be held during the school day, and Driskill suggested that the language indicate that conferences will generally be held during the school day unless there are extenuating circumstances.
- Language would be added indicating that supplemental activities would include other educational activities beyond the k¹² curriculum (not to include the k¹² curriculum).

Policy Change Recommendations for Certified Personnel Policies:

- Teacher Reimbursement: gas mileage reimbursement at \$.55; long distance cards be removed from policy and office supply expense reflect \$350 with prior approval.
- Language would be added explaining that the grievance procedures are a process through which employees can bring workplace problems to supervisors. Before the grievance process begins, the employee needs to address the problem with their immediate supervisor. The policy had begun with the statement, “if the problem has not been resolved to the satisfaction of the complainant”...the purpose of the added language was to frame and introduce the purpose and process of the policy.
- Language would be added indicating that effective July 1, 2011 the current growth model developed by ARVA teachers and administration will be implemented to guide teachers toward professional development and growth. This model will archive growth and development throughout the year, serve as an evaluation tool for teachers, and guide the goal-setting process.
- Language would be added indicating that annual leave time must be taken in half or full day increments. Language would be added indicating that if a teacher does not participate in TCC by Elluminate and phone call each week, one half (1/2) day of leave must be taken. Scheduled professional development days will be treated in this same manner. If the teacher does not attend the full day(s), leave must be taken for time missed. Sharp-McHenry indicated that TCC should be described fully to reflect teacher conference call, and also suggested that professional development should be described as internal professional development in the case that teachers might be attending applicable conferences and should, thus, not be asked to take annual leave or sick leave. Driskill indicated that all holidays for which teachers would not be expected to take annual leave or sick level should be listed.
- Time frames during which teachers would not be able to take annual leave were discussed. This section of the policy will be left in its current format, and any proposed changes will be developed for presentation on a later date.
- Teacher job description language was brought up-to-date. There were no disagreements, as the teacher job description revisions reflected what teachers were doing already. Sharp-McHenry indicated that TCC and internal professional development should be described similarly as was suggested previously.

MOTION: Motion was made to accept policy changes with discussed revisions. Motion carried.

Teacher Salary Increase and Bonus Pay

According to the United States Bureau of Labor Statistics, the all items 12 month increase in living costs was 3.6%. Teachers did not receive a raise last year. Because we had a surplus in operational revenues received compared to revenues expended, and because teachers received no increase the prior year, Sides proposed that a 2.5% raise be provided to teachers for fiscal year 2012 with a \$2000 bonus be paid to certified personnel from non-recurring revenues in accordance with our approved plan, but also in accordance with Commission Memo FIN-11-064.

Driskill questioned whether the percentage of increase was enough given the previous lack of increase. Smith suggested that with the bonus pay, he felt that the reward was deserved and prudent.

MOTION: Motion was made to provide 2.5% salary increase and provide an additional \$2000 bonus. Motion carried.

MOTION: Motion was made to adjourn. Motion carried.