

**Minutes**  
**Arkansas Virtual Academy**  
**Board of Directors Meeting**  
**September 7, 2011**

**Board Members Present**

John Riggs  
Angela Driskill  
Kevin Smith  
Lepaine Sharp-McHenry

**Staff Present**

Scott Sides  
Lisa Williams  
Cheli Stafford

**Media Present**

None

**Guests Present**

Nickole Ellis

**Board Members Not Present**

Jerry Jones  
Robbie Wills

**Call to Order**

Vice-Chair, Ms. Lepaine Sharp-McHenry, called the board meeting to order at 4:13 p.m. Ms. McHenry then asked for a roll call and declared a quorum.

**MOTION:** by Mr. John Riggs to approve August 9, 2011 board meeting minutes. Dr. Angela Driskill seconded the motion. Motion carried.

**Action Items:**

***2011-2012 Budget:***

- Head of School, Scott Sides, explained to the Board the process involved in preparing the budget for Board review and approval.
- Mr. Sides explained the sources of revenue the school is to receive and what amounts will be carried over from 2010-2011.
- Ms. Cheli Stafford, Director of Operations, gave the Board an explanation of how the federal fund expenditure guidelines require allocated dollars to be expended within a 27-month period.
- Mr. Sides detailed the budgeted expenditures planned for the school year.
- Discussion occurred regarding the amount of Professional Development funding ARVA receives from the ADE each year along with the current carryover. In order to avoid losing these funds, Ms. Stafford stated that she would look into ways in which they can be expended in the coming months.

**MOTION:** by Mr. Riggs to approve 2011-2012 Budget as presented to the Board. Mr. Kevin Smith seconded the motion. Motion carried.

***Financial Audit Engagement:***

- Ms. Nickole Ellis with Thomas and Thomas LLP presented the 2011 Audit Engagement Letter to members of the ARVA Board. The letter detailed the work the company plans to do in accordance with Act 2201 of 2005. The field work for the audit will begin in October.

**MOTION:** by Mr. Riggs to accept the audit engagement letter as presented to the Board. Dr. Driskill seconded the motion. Motion carried.

**Board Chair's Report**

***Board Member Search:***

- Mr. Naccaman Williams, who was approached to serve the ARVA Board, was unable to commit due to a conflict created by ARVA's being a recipient of Walton funds. Ms. McHenry will contact Mr. Williams to inquire if there are any individuals who might have recently served the State Board of Education that might be interested in supporting ARVA through Board membership.

**Head of School's Report**

***Board Training:***

- Mr. Sides discussed the plan for board members to travel to K12, Inc. in Herndon, Virginia for board training specific to our unique school setting. He stated that he would follow up with everyone in one week to confirm schedules and make arrangements.

***Student Achievement Update:***

- Academic Administrator, Lisa Williams, discussed how teachers will be working with students to close achievement gaps.
- She stated that 85% of math/literacy progress would be achieved before testing.
- Hollie Gumm, Title I Math Coordinator, will begin setting up grade band calls to support teachers, find out who is struggling, and will have posted office hours for all students who need help.
- Scantron will continue to be used to access students, and parents want to continue the use of IXL as a learning tool.
- Math vocabulary terms will help kids with completing math assignments.
- ARVA will provide research-based professional development for teachers, learning coaches and students.
- Literacy will be addressed in a similar way with 85% or more of curriculum completed by testing and definitely the composition portions.
- Face-to-face sessions around the state will be held and will engage students in fun writing sessions at various sites during the year. These will be held at regular testing partner sites to help students become more comfortable with the facility's environment and location to help prepare them for their return at testing.
- Mr. Smith suggested that parents be surveyed to determine if a Little Rock metro or Northwest Arkansas location would be acceptable for the face-to-face student workshops since these areas have high student populations.

***STEM/New Tech Initiative***

- Project is in its early stages.
- Would allow flex in how students receive curriculum, utilizing both virtual and brick and mortar experiences.
- The initiative will implement technology with EAST; project based; teacher facilitated.
- The state will adopt schools over the next three years to participate in initiative.
- ARVA would like to provide this opportunity in regional areas and especially to high school students.
- Ms. McHenry suggested that a site to address the underserved versus the most populated regional areas would be of interest.

**MOTION:** by Mr. Riggs to adjourn at 5:17 PM. Dr. Driskill seconded the motion. Motion carried.