

**Minutes**  
**Arkansas Virtual Academy**  
**Regular Meeting Board of Directors**  
**July 16, 2013**

**Board Members Present**

Lepaine Sharp-McHenry

John Riggs IV

Angela Driskill

Cary Hiatt

Jess Askew III

Gary McHenry

**Media Present**

none

**Staff Present**

Scott Sides

Lisa Williams

Cheli Stafford

**Guests Present**

none

**Call to Order**

Chair, Ms. Lepaine Sharp-McHenry, called the board meeting to order at 4:05 p.m. Ms. Sharp-McHenry then asked for a roll call and declared a quorum.

**MOTION:** by Mr. John Riggs to approve the minutes from the 05/21/13 meeting as written. Mr. Gary McHenry seconded the motion. Motion carried.

**Board Chair's Report:**

***Board Retreat***

- After some research, the Board selected Dr. Brian Carpenter to provide a professional development retreat. The dates of this retreat are Sept 13-14, 2013. It will be held at the ARVA administration office.
- The cost for this professional development will be paid through Walton Board funds.
- Mr. Scott Sides, Head of School, will continue to work with Dr. Carpenter on an agenda and timeline.

**Action Agenda Items:**

***Board Officers***

- Due to the resignation of Chair, Lepaine Sharp-McHenry, the Board is required to elect a new board chair. Generally, officers are not to be elected annually per the by-laws.
- Nominations for Board Chair were then requested. Dr. Driskill nominated Mr. John Riggs IV. This nomination was seconded by Ms. Sharp-McHenry.
- Mr. Gary McHenry recommended nominations close, and Mr. Jess Askew seconded. With no other nominations for consideration, Mr. Riggs was asked if he would accept the position of Board Chair.
- Upon his reply of commitment to the position, Board members voted and approved Mr. John Riggs IV as Board Chair.
- Ms. Sharp-McHenry turned the meeting over to Mr. Riggs.

- Ms. Sharp-McHenry then nominated Dr. Angela Driskill to fill the vacated position of Vice-Chair, and Mr. Askew seconded the nomination.
- Mr. McHenry recommended nominations close. With no other nominations for consideration, Board members voted and approved Dr. Angela Driskill as Vice-Chair.
- Mr. Askew nominated Ms. Cary Hiatt for Board Secretary/Treasurer. Mr. McHenry seconded this nomination. It was recommended that nominations close.
- The Board voted and approved Ms. Cary Hiatt as the Secretary/Treasurer. Ms. Hiatt will become a check signer.

### ***Returning Teacher Salaries***

- Head of School, Mr. Scott Sides, presented the basis for the proposed increases in returning teacher salaries.
- He described adjustments given the contribution each has made to the school, and the recent hiring of non-experienced virtual teachers at similar rates of teachers who have been at ARVA for one or more years.
- Board members discussed the proposition of a salary increase being needed because of experience, expertise and education. The Board questioned various teacher salaries in the proposal to determine the validity of requests.

**MOTION:** by Ms. Sharp-McHenry to approve the salaries as presented. Mr. Askew seconded the motion. Motion carried.

### ***Personnel Policies***

- Mr. Sides presented the 2013-2014 Personnel Policy updates to the Board for approval. A new policy regarding communications with families was highlighted for discussion. While members of the Board believe the use of emerging technology is important, our teachers must also be cautious of how and when it is utilized.
- Discussion continued around official communication through other means, such as, secure KMail, while texting could be ideal in other situations. Several Board members would like ARVA's returning teachers to review and share their thoughts on this particular policy.
- Board members were in agreement that no students would be texted by their teachers in a K-8 environment. The Board suggested the school should have a disclaimer around texting in the student/parent handbook as well as personnel policy.
- Mr. Riggs asked ARVA administration to take input from the Board and returning teachers to update the policy for future review and approval.
- Admin will work on policy and send to the Board for approval through survey.

**MOTION:** by Mr. Askew to approve all policies as presented with the exception of the Communication with Families policy. Mr. McHenry seconded the motion. Motion carried.

**MOTION:** by Mr. McHenry to approve the 2013/2014 school calendar. Ms. Sharp-McHenry seconded the motion. Motion carried.

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

### ***Expansion of K-8***

- Mr. Sides reported to the Board that the school is fully staffed with the exception of special education department needs. A number of students are still insufficient and could convert.
- It is believed that ARVA will be looking for 1.0 to 1.5 lead teachers. Mr. Sides shared the description of this position. The school administration team will continue to review potential teacher candidates in preparation for future positions as the student population grows.
- There was a short discussion of other administrative positions and how they will be prioritized.
- Mr. Sides stated that discussion would begin to take place in September around waivers possibly needed as ARVA transitions to high school.

### ***FY13 Budget Review***

- Mr. Sides shared the year-to-date financials with the Board.
- There were no questions or discussions regarding the financial position of the school.

With no further business to discuss, the meeting adjourned at 5:30 PM.