

Minutes
Arkansas Virtual Academy
Board of Directors Meeting
December 14, 2010

Board Members Present

Jerry Jones
John Riggs
Susan Allerheiligen
Angela Driskill
Lepaine Sharp-McHenry

Staff Present

Scott Sides
Lisa Williams
Cheli Stafford

Media Present

None

Others Present

Nickole Ellis

Board Members Not

Present

Kevin Smith

Call to Order

Board Chair, Jerry Jones, called the Board meeting to order at 2:02 p.m. Mr. Jones then asked for a roll call and declared a quorum.

Head of School, Scott Sides, provided Board members with minutes from the previous board meeting for review.

MOTION: by Senator Riggs and seconded by Ms. Allerheiligen to approve the August 25, 2010 ARVA Board Meeting minutes as written. Motion carried 5-0.

New Business:

Nickole Ellis, representing Thomas and Thomas, gave an update on the ongoing fiscal year 2010 ARVA audit. The audit is near completion and at this time, there are no findings. She will continue to work with ARVA to finalize. Ms. Ellis discussed a separate audit procedure required when more than \$500,000 in federal funds is expended in a given fiscal year. She stated that a new engagement letter outlining fees and procedures would be issued upon Board approval to continue. Depending on the audit test process, Ms. Ellis suggested that ARVA should still remain on budget for audit expense.

MOTION: by Senator Riggs and seconded by Ms. Allerheiligen to grant authority to Thomas and Thomas to conduct additional audit piece. Motion carried 5-0.

With her business concluded, Nickole Ellis left the meeting.

Head of School Report

Special Education Audit: Due to the absence of Donna Broyles, LEA SPED Supervisor, Mr. Sides discussed with the Board the support provided by Ms. Broyles and an update on the ongoing special education audit being conducted by the ADE. This is a 90-day routine SPED audit. In discussions with the ADE, there were three areas to address. 1) ARVA did find that the teacher/student ratio needed to be adjusted. Mr. Sides discussed bringing a part-time SPED employee to full-time status funded through ARRA IDEA. Employee has accepted this position. 2) Student folders were audited and recommendations were made regarding layout and type of folders used. 3) The General Program Checklist is a policy and procedure guidebook. It is important that this be available for review at any time. ARVA has made this easily accessible to those who are authorized.

There was no action required by the Board at this time, but Mr. Sides wanted to bring this audit to the Board's attention.

ACSIP Plan: Scott Sides explained there are actually three plans: one for the district, one for K – 6th grade and one for 7th – 8th grade; 50+ pages of document. There are two priorities of these plans: 1) Administrative support and goals to reach AYP/Student Achievement and 2) Parental Involvement. After discussion on how ARVA knows when a goal has been reached and how the success of the plan is tracked, Senator Riggs asked for acceptance of the ACSIP Plan by the Board.

MOTION: by Senator Riggs and seconded by Dr. Driskill to approve the 2010-2011 ACSIP Plan as presented. Motion carried 5-0.

Board Member Officer Election: Sides stated that Mr. Jerry Jones was elected Board Chair in 2007-2008 and that Ms. Sharp-McHenry and Senator Riggs were elected to their positions of board leadership in 2009-2010. Board needs to determine Board officers going forward should members wish to remain in said positions.

MOTION: by Dr. Driskill and seconded by Senator Riggs that all board officer positions remain the same. Motion carried 5-0.

Board Chair Updates – agenda order change due to schedule

Mr. Jones discussed the desire to grow the ARVA Board and introduced a name for Board review. He indicated that if it pleased the Board he would like to approach Representative Robbie Wills and request that he join the ARVA Board of Directors. Board members agreed. He recognized Susan Allerheiligen's service to ARVA as a Board member and involved parent. She will be moving in May and no longer able to serve ARVA in either capacity. She will be missed.

In addition, Mr. Jones discussed the need to request proposals for curriculum providers prior to our charter renewal in 2012, to solicit interest and explore choices available to ARVA. He asked for a committee to work through the RFP process. Senator Riggs volunteered to take over the process of proposals.

Finally, Mr. Jones reminded Board members that there would be meetings coming up with legislators as ARVA worked to increase the legislative cap placed on enrollment. ARVA has received 30-50 emails from families regarding their choice of ARVA and experiences so far. Jones wants to present this information to the Governor without identifying the families by name.

Head of School – continued

Budget: Mr. Sides discussed line-by-line the 2010-2011 budget year-to-date with Board members. He stated that ARVA has received an update from the ADE that Title I funding will be increased due to additional carryover. Also discussed was the news that ARVA would receive Ed Jobs funding totaling \$95,000. These funds must be spent in two years on salaries and bonuses.

Strategic Goals of ARVA: Lisa Williams, Academic Administrator

Parent training: Ms. Williams discussed travel around the state hosting “town hall” meetings with parents. She explained that the focus of these meetings was open response test questions. This purposeful training with parents was an attempt to increase awareness of the ACTAAP exam coming up this spring. Additionally, Ms. Williams shared the work sample procedures that are in place with families.

Internet Service Providers: ARVA continues to investigate ISP connections across the state and to determine how we can help families and ensure that our students have proper Internet access.

Annual Retention: Mr. Sides stated that retention continues to be a focus for ARVA. He shared virtual academy enrollment numbers and how ARVA is trending with K12, being mindful that December is a time for multiple withdrawals and that ARVA is seems to be trending well.

Role of Director of Parental Engagement: Mr. Sides shared a position description document which he indicated would be emailed to Board members. ARVA would like this new person in place by mid-January. The search will be for someone who is familiar with how a virtual school works.

Final Items:

ASBA: Discussed certificates that Board members should have received for attendance of board member training in 2010. Cheli Stafford to contact and follow up on certification whereabouts.

<p>MOTION: by Senator Riggs and seconded by Dr. Driskill to adjourn meeting as no further business need be discussed. Motion carried 5-0.</p>
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Meeting adjourned