



# ARKANSAS VIRTUAL ACADEMY<sup>SM</sup>

**MINUTES**  
**Regular Meeting**  
**Board of Directors**  
**June 14, 2016**

**Board Members**

John Riggs  
Jess Askew  
Ann Clemmer  
Chad Gallagher  
Paige Gorman

**Guests**

John Kramer  
Sue Duffy

**Not Present**

Gary McHenry  
Cary Hiatt

**Staff**

Scott Sides  
Vanese Griffin  
Camber Thompson

**Call to Order**

Chair, Mr. John Riggs, called the Board meeting to order at 4:04 P.M. Mr. Riggs then asked for a roll call and declared a quorum.

The minutes from the March 2016 Board meeting were approved.

**MOTION:** A motion was made to accept the March Board meeting minutes as presented. The motion received a second and carried unanimously.

**Board Chair's Report**

John Riggs, Board Chair, wants to remind the board of the six hour board training requirement. You can carry over any additional hours from the previous year. He noted that there are three ways to receive board training hours: go to annual ASBA meeting, online learning from ASBA, and APSRC or K12 approved curriculum. Mr. Riggs also noted that Cary Hiatt will be resigning from the board in July. Additionally, ARVA is losing High School Principal Mitzi Bingaman. Mr. Riggs reminded everyone that election of officers will be in July.

**MOTION:** A motion was made to accept the Board Chair's Report. The motion received a second and carried unanimously.



## Action Agenda Items

### *Fiscal Year 2016-2017 Budget:*

Dr. Sides, Head of School introduced John Kramer and Sue Duffy who will be presenting the FY17 budget. Mr. Kramer noted that he met with Dr. Sides and John Riggs, Board Chair to discuss the proposed budget. Mr. Kramer began the discussion with the enrollment slide that profiles ARVA's current enrollment composition as of April 30, 2016. The enrollment sheet also provides a base scenario regarding FY17 enrollment. Next Mr. Kramer moved to the staffing page, which provides a profile of the current and proposed staffing levels. Mr. Kramer then reviewed the vendor and contract analysis summary, which provides a listing of vendors that ARVA utilizes. Mr. Kramer then reviewed the financial details of the budget. The proposed budget provides two scenarios based on enrollment.

Discussion: John Riggs, Board Chair asked Dr. Sides if you can enter the 12<sup>th</sup> grade without going through ARVA in 11<sup>th</sup> grade. Dr. Sides said yes a student can do that. Jess Askew asked what enrollment looked like this year vs previous years. Dr. Sides provided the board with enrollment metrics through our re-registration effort. ARVA received 85% re-registration prior to open enrollment. Jess Askew asked if we fluctuate between 1750 and 1900 students would ARVA have to add staff. Dr. Sides replied as long as we do not go over the 60:1 ratio in K-8. In High School ARVA has to hire additional teachers in order to deliver the 38 required courses. Jess Askew asked what the percentage is for teacher salary. Mr. Kramer said it is close to 20%. Jess Askew asked if K12 fees are about 68% of the budget. Mr. Kramer responded yes.

**MOTION:** A motion was made to accept the 2016-2017 Fiscal Year Budget. The motion received a second and carried unanimously.

### *Title I Application:*

Dr. Sides, Head of School presented the Title I budget summary. The deadline for submission has been moved up to June 24, 2016. The Arkansas Department of Education asked schools to budget based on this year's allotment. Dr. Sides reviewed the budget summaries for the district and each school.

Discussion: Paige Gorman stated there is a lot of concern from parents regarding college counseling efforts. Dr. Sides stated that there will be a second full-time counselor during the 2016-2017 school year.

### *Title IIA Application:*

Dr. Sides, Head of School presented the Title IIA budget summary. Title IIA submission is now consistent with Title I. The Arkansas Department of Education asked schools to budget based on this year's allotment. Dr. Sides noted there is not a limit on carryover for Title IIA. Dr. Sides reviewed the budget summaries for the district and each school.

Discussion: None

### *Title VIB Application Assurances:*

Dr. Sides, Head of School presented the Title VIB application assurances. Dr. Sides walked through the assurances that ARVA will meet all requirements.

Discussion: None

**MOTION:** A motion was made to accept the Title I Budget, Title IIA Budget and Title VIB application assurances. The motion received a second and carried unanimously.

### *Board Employee Bonus:*



Dr. Sides, Head of School presented information regarding 2015-2016 teacher bonus. ARVA has 65 board employees that are contracted through June 30, 2016. ARVA has \$94,000 budgeted for bonuses. Dr. Sides proposed that the board approve a bonus of \$1,175 for each of the 65 teachers. Taxes and Retirement will be an additional cost of \$16,535 and would bring the total to \$92,910.

Discussion: None

**MOTION:** A motion was made to accept the bonus for board employees. The motion received a second and carried unanimously.

*Certified Personnel Policy and Classified Personnel Policy*

Dr. Sides, Head of School presented the certified and classified employee policy changes. The major changes to the policies are as follows: updated the amount of annual leave, added language around summer leave, grievance procedure would be led by the Academic Administrator or Head of School, and reimbursements must be submitted within 60 days. Dr. Sides also noted that he would like to allow all certified personnel to qualify to submit an application for tuition reimbursement.

Discussion: Jess Askew noted that if all certified personnel will be eligible to submit for tuition reimbursement then the certified policy will need to be updated to reflect that change.

**MOTION:** A motion was made to accept the certified and classified personnel policy as presented with amendments made during the meeting. The motion received a second and carried unanimously.

**Head of School's Report**

*Arkansas Virtual Academy High School Schoolwide Title I Status:*

Dr. Sides let the board know that ARVA is approved for Title I status in high school schoolwide.

Discussion: None

*Student Re-Registration and Current Enrollment:*

Dr. Sides noted that we have discussed enrollment metrics during the budget discussion.

Discussion: Mr. John Riggs, Board Chair asked Dr. Sides to updated enrollment metrics at the next board meeting.

*Teacher Hiring for School Year 2016-2017:*

Dr. Sides presented how we are tracking new hires. Dr. Sides noted that ARVA is still in need of English teachers. He also noted that Hollie Gumm's salary would increase from \$48,000 to \$55,000.

Discussion: None

**Adjournment**

With no further business, the meeting adjourned at 6:10 P.M.