



APPROVED 6/20/2016
Arkansas Connections Academy, Inc. (ARCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING

Monday, May 16, 2016 at 10:00 a.m.

Held via teleconference and at

Courtyard Bentonville
1001 McClain Road
Bentonville, AR 72712

I. Call to Order

Mr. Beck called the meeting to order at 10:01 a.m. The meeting was open to the public. Mr. Beck conducted a Roll Call.

Board Members Present: Dennis Beck and Carla Hartwell (in person), and Virginia Walden Ford (via phone)

Guests: Bryce Adams, Melissa Nelson, Ken Helt, Aimee dePontbriand and Heather Woodward; Connections staff.

II. Routine Business

a. Approval of Agenda

b. Approval of Minutes from the April 18, 2016 Board Meeting

The Board expressed their intent to consider both Routine Business items together. Mr. Beck asked the Board Members whether there were any change necessary to the Agenda that has been posted in accordance with Arkansas open meeting law or the proposed minutes. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the May 16, 2016 Arkansas Connections Academy, Inc. Board Meeting, as presented, is hereby approved.

FURTHER RESOLVED, that the Minutes from the April 18, 2016 Board Meeting, as presented, are hereby approved.

The motion passed unanimously.

III. Oral Reports

a. Introduction of School Leader, Edwin Strickland

Mr. Beck introduced Dr. Edwin Strickland to the Board. The Board welcomed Dr. Strickland to the school and meeting.

i. Update on Enrollment

Dr. Strickland reviewed the school's current enrollment numbers with the Board, including those students who have applied and are currently in the enrollment process. He reviewed the stages of application for enrollment to the school, including the applicant stage, pre-approved and approved stages. He noted that there are currently 170 families in applicant stage, 167 in the pre-approved stage and 50 in the approved stage. Dr. Strickland noted some of the upcoming outreach efforts for student recruitment that will continue throughout the summer.

ii. Update on Staffing

Dr. Strickland provided the Board with an update on all staff offers and the current staff recruiting efforts and timeline. Ms. Woodward reviewed the staffing report included in the Board materials and reviewed the upcoming governance oversight and approval process.

b. Update on Facility

Ms. dePontbriand and Mr. Adams provided the Board with an update on the school facility location. The Board reviewed the process and timeline expected to receive all necessary permissions, noting the upcoming hearing on Wednesday. Mr. Beck reviewed the Board's recent visit to the site and was very complimentary of the facility.

IV. Consent Items

Mr. Beck asked the Board members whether there were any items from the Consent Items that they wished to have moved to Action Items for discussion. There being none, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Staffing Report;
- b. Approval of Revisions to the 2016-2017 School Year General School Handbook: Updates Associated with the Addition of a Family Connections Coordinator; and
- c. Approval of Revised 2016-2017 School Calendar; are hereby approved.

The motion passed unanimously.

V. Action Items

a. Approval of Employee Handbook

Ms. Nelson reviewed the Employee Handbook with the Board and noted the process that went into the development of the draft before the Board. Ms. Harwell confirmed her review of the handbook and her recommendation for the approval of the Employee Handbook. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Employee Handbook, as presented, is hereby approved.

The motion passed unanimously.

b. Approval of Lease and Cost Matrix

Ms. dePontbriand presented this item to the Board and noted that the lease was not available for the meeting as it is currently with outside counsel for review. Ms. dePontbriand reviewed the cost matrix with the Board. The Board confirmed their review of the document and asked questions concerning the document. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the cost matrix, as presented, is hereby approved.

The motion passed unanimously.

c. Approval of Board Designee to Finalize and Execute the Lease on Behalf of the Board

Mr. Adams presented this item to the Board. The Board nominated Virginia Walden Ford to be the Board Designee. Ms. Walden Ford confirmed her desire to serve in this capacity. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that Virginia Walden Ford as Board Designee to finalize and execute the lease on behalf of the Board, as discussed, is hereby approved.

The motion passed unanimously.

d. Approval of Board Designee to Review Furniture/Facility RFP Responses and to Work with Board Counsel and/or Connections to Select Vendor and to Negotiate, Finalize and Execute All Necessary Agreements with Selected Vendor

Mr. Adams presented this item to the Board. He reviewed the expenditure for the school's furniture and the RFP process and pay back process. Mr. Adams noted that several companies have been contacted to provide responses to the RFP. He noted that the school can expect there to be a 4-6 week ordering process. The Board nominated Carla Hartwell to be the Board Designee. Ms. Hartwell confirmed her desire to serve in this capacity. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that Carla Hartwell as Board Designee to review furniture/facility RFP responses and to work with Board Counsel and/or Connections to select vendor and to negotiate, finalize and execute all necessary agreements with selected vendor, as discussed, is hereby approved.

The motion passed unanimously.

VI. Information Item

a. Board Planning for the 2016-2017 School Year

Ms. Woodward discussed the planning for the 2016-2017 school year that Connections Academy has been working on with the school.

i. Proposed Meeting Schedule

The Board confirmed their support of maintaining the current meeting schedule for the upcoming school year. Ms. Woodward advised that the consideration of the Board meeting schedule for the 2016-2017 school year will be included on the June Annual Meeting agenda.

ii. Board Composition

Ms. Woodward discussed with the Board the current composition, including board member terms that would be up at this year's annual meeting, and encouraged Board members to discuss their intentions regarding terms and renewal with the Board Chair.

VII. Adjournment and Confirmation of Next Meeting Date – June 20, 2016 at 9:00 a.m.

Mr. Beck noted that the Board was at the end of its agenda and that the next meeting was scheduled to be held June 20, 2016 at 9:00 a.m. At 9:31 a.m. the Board made and seconded the following motion:

RESOLVED, that the adjournment of the Arkansas Connections Academy, Inc. May 16, 2016 Board meeting, is hereby approved.

The motion was approved unanimously.