



APPROVED 12/18/2017

**Arkansas Connections Academy, Inc. (ARCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
Monday, November 13, 2017 at 9:00 a.m.**

Held at the following location and via teleconference:

Arkansas Connections Academy
1009 Beau Terre Drive, Building O
Bentonville, AR 72712

I. Call to Order and Roll Call

Mr. Beck called the meeting to order at 9:07 a.m. when all participants were able to hear each other. The school was open to the public to attend the meeting. Mr. Beck conducted a Roll Call.

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

Guests: Darla Gardner, School Leader (in person); Bryce Adams, Mindy Whisman, Jennifer Dukek, and Kristin DeGross, Pearson Online & Blended Learning (POBL) staff (via phone).

II. Public Comment

There were no public comments at this time.

III. Acceptance of Board Member Resignation, Stacey Clayton

Mr. Beck reviewed Ms. Clayton's resignation letter with the Board. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, the resignation of Stacey Clayton from the Arkansas Connections Academy Board, as presented, is hereby accepted effective immediately.

The motion passed unanimously.

IV. Routine Business

a. Approval of Agenda

Mr. Beck asked the Board Members whether there were any changes necessary to the Agenda that has been posted in accordance with Arkansas open meeting law. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the November 13, 2017 Arkansas Connections Academy, Inc. Board Meeting, as presented, is hereby approved.

The motion passed unanimously.

V. Oral Reports

a. School Leader Report

Ms. Gardner reviewed with the Board the Monthly School Report, as included in the Board package in detail.

i. Update on Student Intervention Efforts – Tier 1 and Tier 2

Ms. Gardner updated the Board on Student Intervention Efforts. She advised the Board of school staff members' increased awareness of critical educational components and benchmarks, as well as Pearson Online & Blended Learning's (POBL) useful tools for tracking student progress. Ms. Gardner further discussed the relation these efforts have to the school's annual success in goals completion.

ii. Annual Report

Ms. Gardner reviewed with the Board the school's Annual Report. She discussed several items of note within the report, and advised that the document would be available on the school's website.

State Relations Update

At the Board's request, this item was moved up on the agenda. Mr. Adams provided the Board with an update on recent legislative activities which may impact the school. He further reviewed recent and upcoming meetings with the Arkansas Public School Resource Center (APSRC) and Arkansas Department of Education (ADE) in regards to the school's reporting procedures. Mr. Adams advised that all recent reports had been filed by the required due dates, and were found to be without error.

[Ms. Walden Ford left the meeting at 9:28 a.m.]

b. Financial Report

Ms. Whisman reviewed the financial report included in the Board Meeting materials. She highlighted key aspects in the school's revenue and expense reports, as well as the current forecast.

Ms. Whisman further advised of the October billing procedures from POBL to reflect FTE funding disbursements, which are based on July enrollment figures.

i. Audit Update

Ms. Whisman reviewed the current progress of the financial audit, and advised as to the expected date for an audit report to be available for Board review.

VI. 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. Ms. Gardner provided a brief clarification for Consent Item (d) Approval of Health and Wellness Policy. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the October 16, 2017 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Connections Education Invoice(s) for October; and
- d. Approval of Health and Wellness Policy; are hereby approved.

The motion passed unanimously.

VII. Action Items

No Action Items were necessary for discussion at this time.

VIII. Information Items

a. Future Funded Enrollment Growth

Ms. Gardner reviewed with the Board a proposed Funded Enrollment Target for the 2018-2019 school year of 1,200 students. She reminded Board members that the target is a major driver for school budget planning, including outreach, staffing and many other initiatives. Ms. Gardner further advised that the proposed enrollment target will be presented for approval during the upcoming January Board meeting, if Board members indicate their support of the number. She reviewed the predicted growth for the school based on many factors, including trends in enrollment, students currently in the pipeline and outreach efforts. The Board expressed their support of the proposed number.

b. State Relations Update

This item was discussed earlier in the meeting.

c. Partner School Leadership Team (PSLT) Update

i. School Leader Review Process Reminder

Ms. Dukek presented this item to the Board. She outlined the annual school leader review process with the Board, including feedback from the Board through a survey. Ms. Dukek further advised the Board that Ms. Gardner's mid-year review will be discussed during the January meeting and the final review will take place during the Board's Annual Meeting in June. She also reiterated the importance of Board member participation in the review process.

d. Board Recruitment Update

Mr. Beck provided the Board with an update regarding ongoing Board member recruitment.

e. Association for Educational Communications and Technology (AECT) Conference Feedback

Mr. Beck provided the Board with feedback on his recent attendance at the Association for Educational Communications and Technology (AECT) Conference. Ms. Hartwell congratulated Mr. Beck on the award presented to him for exemplary leadership in online education.

IX. Adjournment and Confirmation of Next Meeting Date – December 18, 2017 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 December 18, 2017 at 9:00 a.m. At 9:46 a.m. the Board made and seconded the following motion:

RESOLVED, that the adjournment of the Arkansas Connections Academy, Inc. November 13, 2017 Board meeting, is hereby approved.

The motion was approved unanimously.