

Minutes of Committee Meeting

The Board of Education Fort Smith Public Schools

A Committee Meeting of the Board of Education of Fort Smith Public Schools was held Monday, October 9, 2017, beginning at 5:30 PM in the Service Center, Bldg B.

Board members present were Ms. Susan McFerran, Ms. Talicia Richardson, Mr. Bill Hanesworth, Ms. Jeannie Cole, Ms. Yvonne Keaton-Martin, Mr. Wade Gilkey and Mr. Greg Magness. Administrators present were Dr. Doug Brubaker, Superintendent, Mr. Martin Mahan, Executive Director of Human Resources, Mr. Charles Warren, Chief Financial Officer, Mr. Darian Layes, Executive Director of Student Services, Mr. Dennis Siebenmorgen, Director of Buildings and Grounds, and Ms. Nadine Brooks, Secretary to the Superintendent.

Ms. McFerran welcomed new board member Greg Magness and congratulated Mr. Magness and Ms. Cole on their election and re-election to the Board.

Mr. Bill Hanesworth made a motion, seconded by Ms. Jeannie Cole, to meet as a Committee of the Whole. The vote passed 7/0.

PROPERTIES – FAIRVIEW CANOPY

Ms. Richardson reported that bids were received for canopy design for Fairview Elementary School. She reported that three companies submitted bids – Turn Key Construction Management, Wear Construction Management, and Wohali. Wear Construction Management submitted the lowest bid at \$168,697. Other bids received were \$170,397 from Turn Key Construction Management and \$192,873 from Wohali.

Architect Michael Johnson, Architecture Plus was in attendance to answer questions about the project. Mr. Johnson advised Board members that the low bid was past the 30 day timeline and could change slightly.

Dr. Brubaker recommended acceptance of the low bid from Wear Construction Management noting that if Wear Construction included additional cost to the bid, the Board would be advised and could reevaluate the bid at the October 23 Board meeting.

Ms. Richardson made a motion, seconded by Ms. Yvonne Keaton-Martin, to accept the low bid of \$168,697 from Wear Construction Management for a bus canopy at Fairview Elementary School. The vote passed 7/0.

PERSONNEL – ACT 1120 5% INCREASE

Mr. Mahan reported that Act 1120 of 2013 (A.C.A. 6-13-635) requires a resolution by the School Board whenever an employee's compensation is increased by 5% or more over the previous year. This resolution is presented to the auditor as part of the annual audit review.

Mr. Mahan reviewed the list of those employees. Examples include some who were part-time positions and were hired for full-time positions during the year. Others assumed extra duties which carry a stipend. Some simply advanced on the salary schedule based on education and experience while others got new jobs within the district with greater responsibility and higher pay. Departing employees receive severance pay as provided by policy which sometimes puts them into the 5% category. Mr. Mahan stated that the District reports everyone whose compensation increased by 5% is included.

The administration recommended that the resolution be referred for approval by the full Board for its October meeting.

Mr. Hanesworth made a motion, seconded by Ms. Keaton-Martin to waive the reading of the resolution. The vote passed 7/0.

Ms. Keaton-Martin made a motion, seconded by Mr. Hanesworth, to present the accompanying resolution for approval to the Board of Education as required by Act 1120 of 2013 (A.C.A. 6-13-635). The vote passed 7/0.

SCHOOL BOARD ELECTION 2017 RESULTS

Dr. Brubaker reported that the School Board election results were certified by the Sebastian County Board of Election Commissioners on September 27, 2017. A copy of the signed original certification is presented with the election results.

Dr. Brubaker reported that the administration recommends that the Board acknowledge receipt of the certification of the election.

Mr. Hanesworth made a motion, seconded by Ms. Richardson, to acknowledge receipt of the certification of the September 2017 School Board Election. The vote passed 6/0 with Mr. Magness abstaining.

ELECTION OF SCHOOL BOARD OFFICERS

Dr. Brubaker reported that Arkansas Code §6-13-618 (2016) indicates that election of officers is to take place " at the first regular meeting following the later of the certification of the results

of the annual school election or the certification of the results of a runoff election, the board of directors of each school district shall organize by electing:

- (1) One (1) of their number as president;
- (2) One (1) of their number as vice president; and
- (3) A secretary who may be, but need not be, a member of the board of directors"

Dr. Brubaker stated that discussion about the election of officers should be conducted at a public meeting of the Board in compliance with the Arkansas FOIA. The administration recommends that the Board elect its officers using one of two options.

Members may make motions from the floor for slates of officers and vote to make a recommendation to the Board for one of those slates of officers during its October 9 committee meeting. The recommended slate could then be acted upon during its October 23 regularly scheduled Board meeting.

Meeting as a board on October 23, members of the Board may make motions from the floor for slates of officers to be elected at that meeting.

Dr. Brubaker stated that counsel recommended voting on each officer's position individually. Members discussed in detail the roles of being an officer. Ms. Richardson suggested waiting until after Mr. Magness had an opportunity to attend the Arkansas School Boards Association's New Board Members Institute to be held on October 17 and present a slate at the October 23 Board of Education meeting. Ms. Cole requested that consideration be given to rotating officers annually? Board members agreed to vote on slate of officers at the October 23 Board Meeting.

ARKANSAS SCHOOL BOARDS ASSOCIATION (ASBA) DELEGATE REPRESENTATIVE

Dr. Brubaker reported that the Arkansas School Boards Association Delegate Assembly, which is the policy making body of ASBA, will meet at 4:45 PM, Wednesday, December 6, 2017 at the ASBA Annual Conference in Little Rock. All ASBA-member school boards are allotted one voting representative at that meeting.

ASBA requests that the Board choose the name of one board member who will serve as its delegate. The administration recommends that the Board select one of its members who will attend the conference on December 6 to serve as its voting delegate.

Ms. Richardson made a motion, seconded by Mr. Hanesworth to designate the president as the voting representative at the ASBA Annual Conference in Little Rock. The vote passed 7/0.

DESIGNATION OF BOARD DISBURSING OFFICER

Dr. Brubaker reported that Act 671 of 2003 requires that at the first regular meeting following the annual school election, the Board of Education of each school district must designate one of its members who shall serve as the primary board disbursing officer of the District. In addition, the Board may designate one or more of its members as an alternate board disbursing officer in the absence of the designated primary board officer. The President and Vice-President have traditionally been designated as the primary and alternate board disbursing officers, respectively.

The administration recommends that the Board designate a Primary Board Disbursing Officer and Alternate Board Disbursing Officer and adopt the attached resolution at the regular October Board meeting on October 23, 2017.

Ms. Cole made a motion, seconded by Mr. Magness, to waive the reading of the resolution. The vote passed 7/0.

Mr. Hanesworth made a motion, seconded by Ms. Keaton Martin, to nominate the president as Primary Board Disbursing Officer and the vice-president as Alternate Board Disbursing Officer to serve until the next annual election. The vote passed 7/0.

Ms. Cole made a motion, seconded by Ms. Richardson, to adopt the resolution to designate the president as Primary Board Disbursing Officer and the vice-president as Alternate Disbursing Officer until the next annual election. The vote passed 7/0.

Ms. McFerran reported that Belle Point had invited board members to an open house on October 11 from 2 to 4 to view the new greenhouse. Ms. Cole reported that the FSPS Foundation had provided the funding for the greenhouse.

Ms. McFerran reported that the Chamber of Commerce Annual luncheon was October 12 and board members were invited to attend.

Ms. Richardson reported that a skatepark was to be launched at a community event on Friday, October 13.

Ms. Richardson asked that the District monitor why students move between schools.

Dr. Brubaker invited board members to attend breakfasts being served at elementary schools throughout the semester.

Committee Meeting

October 9, 2017

Page 5

Dr. Brubaker reported that he attended First Friday Breakfast and was happy to see Vision 2023 being discussed.

Dr. Brubaker reported that he met with Dr. Monica Riley, Interim Executive Director of School of Education and Dr. Ron Darbeau, Dean of the College of Science, Technology, Engineering and Mathematics from UAFS and was looking forward to the partnership with staff and students between the two campuses.

Mr. Hanesworth invited board members to attend neighborhood night out at the convention center on Monday, October 16 from 4 to 8 p.m.

Mr. Hanesworth reported on attending the National Blue Ribbon School Assembly on Friday and how uplifting it was.

There was no further business and the meeting adjourned at 6:10 p.m.