

**Board of Education**

Minutes of Work Session  
 The Board of Education

A Work Session of the Board of Education of Fort Smith Public Schools was held November 12, 2018, beginning at 5:30 PM at Orr Elementary School.

Board Members Present: Ms. Susan McFerran, Ms. Yvonne Keaton-Martin, Mr. Greg Magness, Mr. Wade Gilkey, Ms. Jeannie Cole and Mr. Bill Hanesworth. Administrators and Staff Present: Dr. Doug Brubaker, Superintendent, Dr. Terry Morawski, Deputy Superintendent, Mr. Charles Warren, Chief Financial Officer, Dr. Barry Owen, Chief Academic Officer, Ms. Zena Featherston Marshall, Executive Director of Communication and Community Partnerships, Ms. Sherri Penix, Supervisor of Human Resources and Campus Support, Mr. Darian Layes, Executive Director of Student Services, Dr. Ginni McDonald, Director of Secondary Education, and Ms. Nadine Brooks, Secretary to the Superintendent.

Ms. McFerran, president, called the meeting to order at 5:30 p.m.

**CONSIDER ADOPTING FINANCIAL POLICY CHANGES FOR FIRST READING**

**Presenter: Charles Warren**

Dr. Brubaker reported that Mr. Warren, Chief Financial Officer, and Mr. Ney, FSPS Attorney, have been revising current financial policy changes to the structure and language used in the model policies provided by Arkansas School Board Association (ASBA). Dr. Brubaker yielded to Mr. Warren.

Mr. Warren reported that during the review of the current policies in comparison to ASBA model policies, a number of current policies were outdated and not necessary. Additional policies that previously were not addressed will be introduced for approval. The new policies will have specific references to Arkansas statutes in the policies and can be quickly updated as statutes change through the subscription to the ASBA model policies.

The following table shows the transition of current policies to the new policies.

<b>Current Section</b>	<b>Title</b>	<b>Proposed Section</b>
DA	Fiscal Management Goals	n/a
DBH	Budget Adoption	7.2
DFA	Revenues from Investments	n/a
DFB	Revenues from School-Owned Real Estate	n/a

DFBA	Sale of Real Property	7.13
DG	Depository of Funds	n/a
DIC	Financial Reports and Statements	7.2
DIDA	Inventory of Fixed Assets	7.13
DIF	Financial Records	7.15
DIG	Imprest Account	7.7.1
DJA	Purchasing Authority	7.5
DJAA	Electronic Transfer of Funds	7.20
DJC	Bidding Requirements	7.5
DJFAA	Procedure for Requisitioning	n/a
DN	School Properties Disposal Procedure	7.13

Mr. Warren reported that the ASBA model policies included policies that the administration is still reviewing to determine if the policy is necessary and appropriate. The following table provides an explanation of the sections labeled as “Reserved”:

Proposed Section	Title	Explanation of Reserved Designation
7.4	Grants and Special Funding	Closer review of policy is necessary
7.16	Information Technology Security	Closer review of policy is necessary
7.21	Naming School Facilities	Not considered necessary at this time
7.22	Private Sponsorship of Extracurricular Events	Closer review of policy is necessary
7.23	Healthcare Coverage and the Affordable Care Act	Not considered necessary – Procedures preferred over policy

Mr. Warren reported that the administration is currently working on procedures to support the new language in the revised policies. Therefore, the policies are requested to be effective July 1, 2019.

The administration’s recommendation is that on November 26, the board approve on first reading changes to Financial Policies, Section 7 – Business and Financial Management, as presented to be effective July 1, 2019.

**PRESENTATION: LEGAL UPDATE**

**Presenter: Mr. Marshall Ney**

FSPS Attorney Marshall Ney presented a certified staff legal update to board members. Mr. Ney reported that currently the District recognizes the Fort Smith Education Association (FSEA) formerly the Fort Smith Classroom Teacher’s Association (FSCTA) for the purpose of negotiating personnel policies, salaries, and education matters of mutual concern under a written policy agreement. The current agreement was approved in 1987 but goes back to the 70s. Mr. Ney added that to the best of his knowledge there is only one other district that works in this manner in state. The rest of the state’s district work through a teacher organized personnel policy committee.

Mr. Ney referenced a letter dated November 6, 2018 from Arkansas State Teachers Association (ASTA) raising concern that the FSEA's membership had fallen below 50% and that teachers are under-represented in the development of policies. ASTA requested that the District move away from the collective bargaining and operate through a personnel policy committee.

Mr. Ney stated that AR Code § 6-17-203 states, "(a) Each school district shall have a committee on personnel policies which shall consist of no fewer than five (5) classroom teachers and no more than three (3) administrators, one (1) of which may be the superintendent.(b) (1) The classroom teacher members of each school district's committee on personnel policies shall be elected by a majority of the classroom teachers voting by secret ballot. (2) The election shall be solely and exclusively conducted by the classroom teachers, including the distribution of ballots to all classroom teachers."

Mr. Ney reported that the FSPS and FSEA has operated on the PPC exception which must meet two requirements. 1. A district chooses to officially recognize an organization and 2. The organization represents the majority of the teachers.

Mr. Ney referenced FSEA membership from 07-08 through 18-19 through payroll deductions indicated a steady decline with none of those years reaching 51%. Mr. Ney reported that he had reached out to the FSEA President to provide any paid memberships outside of payroll deductions. After discussion, Mr. Ney's recommendation to the Board is that the District should be in compliance with the statute. Mrs. McFerran asked that the administration work with counsel to research the issue and return with recommendations at the November 26 regular board meeting.

#### **PRESENTATION: REVIEW OF THE VISION 2023 STAFFING REPORT**

**Presenter: Ms. Sherri Penix**

Ms. Penix, Supervisor of Human Resources, presented a review of the 2023 Staffing Report. Ms. Penix reported on the Minority Recruitment Committee that has been developed. The committee will provide input on recruitment strategies. A leadership development program was established in 2017-18. The 2017-18 program concentrated on current assistant principals who had aspirations of becoming a principal. The 2018-19 leadership development program is focused on teachers who have aspirations of becoming district leaders.

#### **PRESENTATION: 1:1 STUDENT COMPUTER UPDATE**

**Presenter: Dr. Samantha Hall**

Dr. Hall presented an overview of the work that is being conducted by the 1:1 Implementation Task Force. This task force committee consists of district administrators, building administrators, teachers, parents and students. The goal of the taskforce is to provide the seamless deployment of 1:1 computers to students. Additionally, the taskforce is continuing to refine the skills needed by teachers to utilize this resource to its full potential.

#### **PRESENTATION: ALTERNATIVE METHODS OF INSTRUCTION (AMI)**

**Presenters: Dr. Barry Owen and Dr. Mary Ann Johns**

Dr. Owen and Dr. Johns presented an overview of the District's AMI plan. Dr. Owen reported that the district has received notification from the Arkansas Department of Education that the

District's Alternative Methods of Instruction (AMI) plan has been approved. Dr. Owen reported that this plan allows the District to develop contingencies in response to the threat of inclement weather. Dr. Owen noted that meteorologists are able to predict with a higher degree of accuracy the probability of winter weather. When those predictions are made, districts who are approved to utilize their AMI are able to assign student work ahead of time, thus eliminating the need to make up missed days at the end of the school year.

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