



## 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 October 8, 2018, beginning at 5:30 PM at Pike Elementary School.

Board Members Present: Ms. Susan McFerran, Ms. Yvonne Keaton-Martin, Mr. Greg Magness and Mr. Wade Gilkey. Ms. Jeannie Cole and Mr. Bill Hanesworth were absent.  
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, Mr. Martin Mahan, Assistant Superintendent 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 APPROVAL OF A PROFESSIONAL LEARNING COMMUNITIES (PLC) SERVICE PROVIDER**

Dr. Owen reported that request for proposals (RFP) applications have been received by two Professional Learning Communities (PLC) Vendors – Learning Forward and Solution Tree. Each proposal was evaluated by a team of five central office administrators using a scoring rubric that was designed to accurately assess each proposal and to determine which vendor was best positioned to meet the needs of selected campuses. After all score sheets were tabulated, the vendor receiving the highest score was Solution Tree. Additionally, Solution Tree also submitted the lowest bid of \$156,500.00. If approved, the district will use Title IV grant funds to pay for these services. The Arkansas Department of Education recently approved the district's request to use Title IV funds for this purpose.

The administration recommends that the Board approve Solution Tree as the vendor selected to work with additional campuses in the implementation of the Professional Learning Communities (PLC) process at the October 22 Board meeting.

### **CONSIDER SALE AND DISPOSAL OF FIXED ASSETS**

Mr. Warren reported that School Board Policy DN requires School Board authorization to sell or dispose of fixed assets of the District. Mr. Warren reported that the District recommends the sale or disposal of the three buses listed below at the October 22 Board meeting.

<b>Bus #</b>	<b>Year</b>	<b>VIN</b>
#9	1990	1GBL6P1F6LV109386
#22	1993	1HVBBPLL4PH524744
#23	1995	4DRGSAAN8SA066815

**CONSIDER SELECTION OF A VOTING REPRESENTATIVE FOR THE ASBA DELEGATE ASSEMBLY**

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 5, 2018 at the ASBA Annual Conference in Little Rock. All ASBA-member school boards are allotted one voting representative at that meeting.

Dr. Brubaker reported that ASBA requests that the Board choose the name of one board member who will serve as its delegate at this meeting. The link to select the voting representative states that “The representative should be a current board member who plans to attend the conference and not a member of the ASBA Board of Directors (these persons automatically serve as delegates.)”

Dr. Brubaker requested that board members select one of its members who will attend the conference on December 5 to serve as its voting delegate.

Ms. Keaton-Martin and Ms. McFerran suggested that Ms. Cole serve as the Fort Smith Public Schools Board representative. Board members will vote on this representative at the October 22 Board meeting.

**CONSIDER APPROVAL OF RESOLUTION REQUIRED BY ACT 1120 OF 2013**

Dr. Brubaker 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.

He reported that many of the affected employees were in part-time positions and moved to full time. 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 put them into the 5% category. The wording of the law raises some questions as to who should be included on this list, but the District has always taken the approach that everyone will be listed whose compensation increased by 5% or more regardless of the circumstance.

Dr. Brubaker reported that the administration recommends that the resolution be approved at its October board meeting.

**SUPERINTENDENT SCHOLARS PROGRAM PRESENTATION**

Dr. Owen and Dr. McDonald reported that in an effort to reach underrepresented students in Fort Smith Public Schools and underrepresented colleges, the district are looking to see what other districts are doing to meet the needs of students with National Merit Scholar potential. Currently, the PSAT is given in grade 10 to each sophomore at our high schools. The PSAT is a preliminary screener used to predict performance on the Scholastic Aptitude Test (SAT). Dr. McDonald reported that the District plans to identify the top seventy performers on the PSAT test given this month. These students and their parents will then be invited to a reception in March to be designated Superintendent Scholars. Students will also receive an invitation to participate in a PSAT Academy for four days in June. As a follow up to the June training, a six week window of preparation will be provided in the fall semester of their junior year. The goal is to provide testing tips and strategies needed to raise the scores of these students on the PSAT, thus qualifying them as National Merit Scholars.

### **ARCHITECTURAL DESIGN SERVICES RFQ PRESENTATION**

Dr. Morawski and Mr. James Adams of HPM reported on the RFQ process for architectural design services. Dr. Morawski reported that in Fall 2017, a Strategic Planning committee met and recommended district improvements, including facility needs, security and technology upgrades. On March 12, 2018, the Board called for a referendum on a 5.558 millage rate increase. This referendum was approved May 22, 2018, by voters in the Fort Smith Public Schools area. Following an RFQ process, the District hired HPM as the project manager/owner's representative on August 20, 2018. Fort Smith Public Schools released a Request for Qualifications (RFQ) for Architectural Design Services for the 2018 Millage Capital Projects on September 13, 2018. The response submission deadline is October 10, 2018. A "short list" of architect firms will be presented to the board on October 22.

There was no further business and the meeting adjourned at 6:15 p.m.