

EARLE SCHOOL DISTRICT

Agenda

Board Meeting

Wednesday, November 29, 2017

Earle School District

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Earle School District Parent Center/Boardroom

On November 6, 2017, the Arkansas Department of Education relegated the Earle School District Board of Directors to an advisory capacity and assumed full control of the District. Mr. Johnny Key, Commissioner of the Arkansas Department of Education assumed all authority of the board of directors. Additionally, on 11-6-2017, Commissioner Key appointed Dr. Richard Wilde as superintendent of the Earle School District and he currently serves in that role.

- I. Call to Order
- II. Consent Agenda
 1. Minutes
- III. Reports
 1. Principals Report
 - i. Secondary – *Attachment*
 - ii. Elementary – No November Report
 2. Students' Voice Report (Student Council) – No Report
 3. Technology Report – *Attachment*
 4. Parent/Community Involvement Report
 - i. Advisory Committee's Report/ Minutes – *Attachment*
 5. Activities Director's Report – *No Report for November*
 6. School Improvement Report – *Attachment*
 7. Annual Report to the Public– *Corrective Plan*
 8. Financial Report- *Attachment*
 9. Superintendent's Report – *Attachment*
 10. Food Service Report- No November Report Corrective Action Plan
- IV. Action Items
 1. Personnel – (*Attachment of recommendations*).
- V. Other Actions – (*Attachment of recommendations*).

Attachment of Recommendations

IV. Action – Personnel

1. Recommend to accept the resignation of Jacob Schultz, 7th and 8th grade ELA teacher, effective 11-17-2017. (attachment)
2. Recommend to accept the resignation of Rickey Nicks for the purpose of retirement effective 11/06/2017.
3. Recommend the appointment of Albert Coleman as Activities director for the remainder of the 2017-18 school year, effective 11-6-2017. Salary is a pro-rated share of a \$10,000 stipend.
4. Recommend the re-assignment of Latrice McClinton from classroom teacher to Library Media Specialist, effective 8-7-17 – contract 210 days and requiring submission of an ALP.
5. Recommend the re-assignment of Natasha Clay from Library Media Specialist to Instructional Facilitator, effective 7-3-17 – contract to change from 220 days to 240 days.
6. Recommend additional duty assignment for Alisha Beard as Food Services Coordinator and Liaison to Aramark Food Services. Supplemental stipend TBD.
7. Recommend additional duty assignment for Jessica Jefferson as Cheerleader Sponsor, effective 8-7-2017 for \$3,500.
8. Sick Leave payout at retirement: Current policy permits the accumulation and carry forward of 90 days of sick leave. In discussion with the chair of the local PPC, there was no discussion pertaining to the discontinuance of the practice of sick leave payout that was not included in a recent adoption of the ASBA recommended policies. We have two individuals that believe they were delaying the sick leave payout until January of 2018. It is recommended that up to 90 days of sick leave payout be permitted for individuals retiring at the end of school year 2016-2017. This amount would be at the substitute rate for the respective position.

V. Other Actions

1. Recommend the approval of resolution to petition the Arkansas State Board of Education for waiver pursuant to Act 1240 of 2015. (Presented by Crowley's Ridge Cooperative) - *Attachment*
2. Recommend approval of contract with Dawn Stewart, MS, BCBA, to provide student behavior consultation and support, effective 8/7/2017, at the rate of \$125 per hour and a minimum of four (4) hours per month.
3. Recommend that December 1, 2017 be the make-up day for the student day canceled on November 3, 2017.
4. Recommend approval of out of state travel for senior trip to Atlanta, GA. Trip will occur prior to graduation, but on non-senior student contact days.
5. Advisory Monthly Meetings Recommendation: Recommend to Establish the Earle School District Advisory Committee on the third Saturday of Each Month at 5:00 PM. This would be posted to the local website.

6. Commissioner review and action in lieu of local school board. Recommend that the Commissioner here reports and take action on behalf of the Earle School District every fourth Wednesday of the month. Dates will be posted to the website.
7. Currently, the Earle School District Personnel Policy Book is moot on the practice of using electronic transfer of funds from the district. While a policy is being developed, it is recommended that the ADE Fiscal Unit be authorized to use Electronic Transfer of Funds to assist the district in addressing current fiscal financial needs.
8. Stipend Schedule. Recommend that the Classified Stipend Schedule be adjusted to discontinue the Food Service Director stipend of \$12,500.
9. Stipend Schedule. Commencing with School Year 2017-2018, the district has elected to contract for food services. Despite the contracting for services, the district is still required to continue oversight of the food services program. Recommend that the Classified Stipend Schedule be adjusted to add a stipend of \$4,000 for a supplemental assignment of Child Nutrition Director. This supplemental duty will be to provide the
10. Sale of Bonds. The Earle school district has passed a millage for construction, approved by the Crittenden Quorum Court, and has secured approval from the Arkansas Department of Education, Division of Public School Academic Facilities and Transportation, to proceed with the development and construction of a new elementary school. Recommend that the district proceed with the sale of bonds.

VI. Adjournment

VI. Action Item Number IV: Personnel #1

Subject: Resignation

Prepared By: Dr. Richard Wilde, Superintendent

Rationale: Jacob Schultz has submitted a resignation effective 11/17/17. He had indicated to school administration that he was pursuing an opportunity outside the district.

Cost: Included in the 2017-2018 budget.

Funding Source: N/A

Recommendation: I recommend approval of Mr. Schultz' resignation.

Recommended By: Richard W. Wilde
Superintendent

Approved By: Johnny Key
Commissioner
Arkansas Department of Education

Action Item Number IV: Personnel #2

Subject: Resignation

Prepared By: Dr. Richard Wilde, Superintendent

Rationale: Rickey Nicks has submitted a resignation effective 11/6/2017. He cited personal reasons for terminating his employment with the district.

Cost: Included in the 2017-2018 budget.

Funding Source: N/A

Recommendation: I recommend approval of Mr. Nicks' resignation.

Recommended By: Richard Wilde
Superintendent

Approved By: Johnny Key
Commissioner
Arkansas Department of Education

Action Item Number IV: Personnel #3

Subject: Appointment of Activities/Athletic Director

Prepared By: Dr. Richard Wilde, Superintendent

Rationale: This is a replacement for the duties related to activities and athletics vacated by Mr. Nicks on 11/6/2017. This would be a pro-rated stipend based on the remaining days of the 2017-2018 school year.

Cost: As budgeted

Funding Source: General Fund

Recommendation: I recommend the appointment of Albert Coleman as Activities/Athletic Director for the remainder of the 2017-2018 school year.

Recommended By: Richard Wilde
Superintendent

Approved By: John Key
Commissioner
Arkansas Department of Education

No Attachment

Action Item Number IV: Personnel #4

Subject: Reassignment of Latrice McClinton as Library Media Specialist from classroom teacher, effective 8/7/17.

Prepared By: Dr. Richard Wilde, Superintendent

Rationale: Ms. McClinton has been serving in the capacity of the media specialist starting on 8/7/17. The documentation of this re-assignment is not complete and the revised contract has not been issued. This action is needed to complete the reassignment and to issue a contract.

Cost: Included in the 2017-2018 budget.

Funding Source: N/A

Recommendation: I recommend the re-assignment of Latrice McClinton as Library Media Specialist for the remainder of the 2017-18 school year.

Recommended By: *Richard W. Wilde*
Superintendent

Approved By: *Johnny Key*
Commissioner
Arkansas Department of Education

No attachment

Action Item Number IV: Personnel #5

Subject: Personnel Reassignment


Prepared By: Dr. Richard Wilde, Superintendent

Rationale: Natasha Clay was transferred to the position of Instructional Facilitator on 7/3/17. Her salary and work reflect this reassignment; however, the contract has not been modified. Approval of this action will permit us to issue an appropriate contract.

Cost: As budgeted

Funding Source: Title I

Recommendation: I recommend the re-assignment of Natasha Clay from Library Media Specialist to the position of Instructional Facilitator. This contract will be for 240 days commensurate with the salary scale.

Recommended By: 
Superintendent

Approved By: 
Commissioner
Arkansas Department of Education

No attachment

Action Item Number IV: Personnel #6

Subject: Additional Duty for Alisha Beard


Prepared By: Dr. Richard Wilde, Superintendent

Rationale: Mrs. Beard was additionally assigned duties as Child Nutrition Coordinator and Liaison to Aramark Food Services, effective 8-7-17. Recommended stipend of \$4,000 be added to her contract (*see Action 9 under Other Actions*).

Cost: \$4,000.

Funding Source: Food Services

Recommendation: I recommend Alisha Beard be given the additional assignment of being Child Nutrition Coordinator and Liaison to Aramark Food services with a supplemental stipend TBD.

Recommended By: 

Superintendent

Approved By: 

Commissioner
Arkansas Department of Education

Action Item Number IV: Personnel #7

Subject: Additional Duty for Jessica Jefferson

Prepared By: Dr. Richard Wilde, Superintendent

Rationale: Mrs. Jefferson has been serving as head cheer coach, effective 8-7-17.
Recommend that a stipend of \$3,500 be added to her existing contract.
This is consistent with current activities stipend schedule.

Cost: \$3,500.

Funding Source: As budgeted

Recommendation: I recommend that Jessica Jefferson be appointed cheer leader sponsor,
effective 8/7/17, with a stipend of \$3,500, for school year 2017-2018.

Recommended By: Richard W. Wilde
Superintendent

Approved By: John Key
Commissioner
Arkansas Department of Education

Other Actions

Action Item Number V: Other Actions #1

Subject: 1240 Waiver request to modify school calendar.

Prepared By: Dr. Richard Wilde, Superintendent

Rationale: The Earle School District desires to have the ability to balance the number of instructional days in each semester by having the ability to utilize an extra week to comply with State submission deadlines. This request is being submitted to the Arkansas State Board of Education as a cooperative request from the districts within the Crowley's Ridge Cooperative.

Cost: N/A

Funding Source: N/A

Recommendation: I recommend the approval of the resolution to petition the Arkansas State Board of Education for waiver pursuant to Act 1240 of 2015.

Recommended By: 

Superintendent

Approved By: 

Commissioner
Arkansas Department of Education

RESOLUTION OF THE EARLE SCHOOL DISTRICT
BOARD OF DIRECTORS

WHEREAS, the Earle School District is a public school district located in Northeast Arkansas;
and

WHEREAS, the Earle School District desires to have the ability to balance the number of instructional days in each semester more easily; have an extra week to comply with state submission deadlines for items such as free and reduced lunch forms; maximize instructional funding; provide more instructional days before the administration of state standardized testing; and complete the school year in May instead of June, if inclement weather days are taken; and

WHEREAS, Act 1240 of 2015, codified at Ark. Code Ann. §6-15-103, allows a public school district to petition the State Board of Education for all or some of the waivers granted to an open-enrollment public charter school that draws students from the public school district; and

WHEREAS, Arkansas Virtual Academy is an open-enrollment public charter school that draws students from the Earle School District; and

WHEREAS, the Arkansas State Board of Education granted Arkansas Virtual Academy a series of waivers, including a waiver of Ark. Code Ann. §6-10-106.

NOW THEREFORE LET IT BE RESOLVED BY THE EARLE SCHOOL DISTRICT BOARD OF DIRECTORS, THAT:

1. Pursuant to Act 1240 of 2015, codified at Ark. Code Ann. §6-15-103, the Earle School District Board of Directors hereby requests the following waiver from the Arkansas State Board of Education:

a. Ark. Code Ann. §6-10-106.

2. The Earle School District wishes to petition the Arkansas State Board of Education to grant it the waiver listed in Section 1. of this Resolution.

3. The Earle School District Board of Directors voted to approve this Resolution on _____, 2017, during an open, regularly scheduled meeting and further authorized its Superintendent to take such actions necessary to submit a copy of this Resolution along with supporting documentation to the Arkansas State Board of Education.

By: Johnny Ky - Commissioner, acting with authority of board of
_____, Board President directors.

By: _____
_____, Board Secretary

Other Actions

Action Item Number V: Other Actions #2

Subject: Student Behavior Consultant

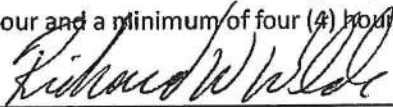
Prepared By: Dr. Richard Wilde, Superintendent

Rationale: The Earle School District has a student IEP that calls for behavior support and coaching. Ms. Stewart has been providing these services since the start of school year 2016-2017. The approval of this request will permit the district to engage in a contract for services.

Cost: \$500 per month

Funding Source: As budgeted

Recommendation: I recommend the approval of contracting Dawn Stewart, MS, BCBA, to provide behavior consultation and support, effective 8/7/17, at the rate of \$125 per hour and a minimum of four (4) hours per month.

Recommended By: 

Superintendent

Approved By: 

Commissioner
Arkansas Department of Education

IV. Other Actions

Action Item Number V: Other Actions #3

Subject: Student make-up day and modification of the calendar

Prepared By: Dr. Richard Wilde, Superintendent

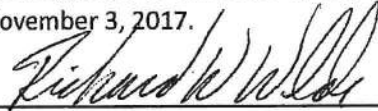
Rationale: School was canceled on November 3, 2017. This cancellation was due to the number of staff requesting to attend professional development and a lack of available substitutes regionally. December 1st is the scheduled non-student contact day because of parent/teacher conferences.

Cost: N/A

Funding Source: N/A

Recommendation: I recommend that December 1, 2017, a scheduled non-contact day be designated as the make-up day for the missed student day of November 3, 2017.

Recommended By:



Superintendent

Approved By:



Commissioner

Arkansas Department of Education

IV. Other Actions

Action Item Number V: Other Actions #4

Subject: Request for out of state travel related to student senior trip

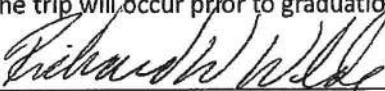
Prepared By: Dr. Richard Wilde, Superintendent

Rationale: Historically, students of the Earle School District have participated in fund-raising activities that permit them to plan and attend a major overnight field trip, occurring on non-contact days for students. This year's senior class is requesting permission to travel to Atlanta, GA and to utilize the funds within the senior activity funds.

Cost: TBD

Funding Source: Student Activity Fund

Recommendation: I recommend the approval of out of state travel for the senior trip to Atlanta, GA. The trip will occur prior to graduation, but on non-contact school days.

Recommended By: 
Superintendent

Approved By: 
Commissioner
Arkansas Department of Education

IV. Other Actions

Action Item Number V: Other Actions #5

Subject: Advisory Monthly Meetings

Prepared By: Dr. Richard Wilde, Superintendent

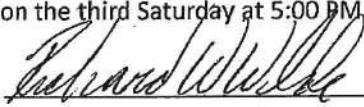
Rationale: The Commissioner of Education has designated an advisory to work with the State-appointed superintendent and to function as a liaison between the district, administration and the community. The committee members prefer to meet on the third Saturday of each month at 5:00 PM. This meeting would be posted to the website and announced to the public to encourage community participation.

Cost: TBD

Funding Source: TBD

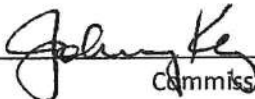
Recommendation: I recommend that the Commissioner-appointed advisory meet monthly on the third Saturday at 5:00 PM.

Recommended By:



Superintendent

Approved By:



Commissioner

Arkansas Department of Education

No attachment

V. Other Actions

Action Item Number V: Other Actions #6

Subject: Commissioner review and action in lieu of local school board.

Prepared By: Dr. Richard Wilde, Superintendent

Rationale: The Commissioner has assumed authority over the Earle School District and will approve the actions in lieu of the local school board. In order to be transparent to the community, the agenda of recommended actions will be posted to the website and the fourth Wednesday of the month will be designated as the day for actions to be approved, denied, or postponed for further information. Any requests for special actions will be posted to the website and local media outlets notified in a manner similar to a special called meeting of a local school board.

Cost: N/A

Funding Source: N/A

Recommendation: It is recommended that the fourth Wednesday of each month be designated as the day for the Commissioner to approve, deny, or postpone actions recommended by the superintendent.

Recommended By: Richard W. Wilde
Superintendent

Approved By: John G. ...
Commissioner
Arkansas Department of Education

No attachment

VI. Other Actions

Action Item Number V: Other Actions #7

Subject: Electronic transfer of funds

Prepared By: Dr. Richard Wilde, Superintendent

Rationale: Currently, the Earle School District policy book is moot on the practice of electronic transfer of funds to pay bills or otherwise address financial needs of the district. Pending the development of policy, the district is requesting approval of the use of electronic transfer of funds.

Cost: N/A

Funding Source: N/A

Recommendation: It is recommended that the ADE Fiscal Unit be authorized to use electronic transfer of funds to assist the district in addressing current fiscal/financial needs.

Recommended By: 
Superintendent

Approved By: 
Commissioner
Arkansas Department of Education

No attachment

VII. Other Actions

Action Item Number V: Other Actions #8

Subject: Stipend Schedule Modification

Prepared By: Dr. Richard Wilde, Superintendent

Rationale: The current stipend schedule identifies a food services director supplement. Given that the district has contracted food services, the identified position is vacant.

Cost: N/A

Funding Source: N/A

Recommendation: It is recommended that the classified stipend schedule be adjusted to discontinue the food service director's stipend of \$12,500.

Recommended By: Richard Wilde
Superintendent

Approved By: John K.
Commissioner
Arkansas Department of Education

VIII. Other Actions

Action Item Number V: Other Actions 9

Subject: Stipend schedule adjustment to include Child Nutrition Coordinator

Prepared By: Dr. Richard Wilde, Superintendent

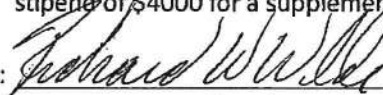
Rationale: Starting in school year 2017-2018, the district elected to contract with Aramark for food services. The district maintains responsibility to verify that the meals served meet the criteria established by the National School Lunch Program. Further, the district must maintain control and ordering of available commodities. These duties do not necessitate a full-time employee.

Cost: \$4000

Funding Source: Food Services

Recommendation: It is recommended that the classified stipend schedule be adjusted to add a stipend of \$4000 for a supplemental assignment of Child Nutrition Coordinator.

Recommended By:



Superintendent

Approved By:



Commissioner

Arkansas Department of Education

X. Other Actions

Action Item Number V: Other Actions #10

Subject: Sale of Bonds


Prepared By: Dr. Richard Wilde, Superintendent

Rationale: The Earle School District has passed a millage for construction of a new elementary school. The Crittenden County Quorum Court has approved the millage and the Arkansas Department of Education Division of Public School Academic Facilities and Transportation has reviewed and established the district's eligibility for partnership in the project.

Cost: TBD

Funding Source: TBD

Recommendation: It is recommended that the district proceed with the sale of bonds related to the construction of the elementary school consistent with the voter-approved millage increase.

Recommended By: 
Superintendent

Approved By: 
Commissioner
Arkansas Department of Education

No attachment