

## RECORDS AND PROCEEDINGS

**A regular meeting of the Board of Education of the Pulaski County Special School District was held at 925 East Dixon Road on January 19, 2011.**

**Opening**  
1/19/11

Mr. Bill Vasquez called the meeting to order at 6:05 p.m.

Present: Mr. Tim Clark, Mrs. Gloria Lawrence, Mrs. Sandra Sawyer, Mr. Tom Stuthard, Mrs. Mildred Tatum, Mr. Bill Vasquez, Ms. Gwen Williams, and Superintendent Charles Hopson

Blake Battles, representing Robinson High School, served as the student board member.

Mr. Vasquez led the Pledge of Allegiance.

**Special Recognition**  
1/19/11

Bobby Lester  
Crystal Apple  
Award

Dr. Hopson introduced Mr. Bobby Lester, his former superintendent and originator of the Good Apple Award. Dr. Hopson stated that Mr. Lester originally began honoring employees in the district with the Good Apple Award for their good work, in an effort to make them feel valued and recognized. In his visit to Mr. Lester he told Dr. Hopson that he would be glad to accept such an honor in the continuance of those efforts. The award is now presented with a \$100 monetary award. In the future, Dr. Hopson will be personally presenting the award at the recipients' worksite.

Mr. Clark presented Mrs. Jackie Griffin, Route Supervisor at Oak Grove Transportation Department, the Bobby Lester Crystal Apple Award. Mrs. Griffin received this award because she is credited as having been a faithful and dedicated servant of the patrons and students of the Pulaski County Special School District (PCSSD) for more than 20 years. Her outstanding technical ability, exemplary job performance, and relentless pursuit of excellence culminated in her recognition by the Arkansas Association of School Business Officials as having fulfilled the requirements to become a Certified School Business Official in 2004, a distinction held by only a handful of PCSSD employees.

Booker T.  
Washington  
Profile in  
Excellence  
Award

Dr. Hopson introduced the new Booker T. Washington Profile in Excellence Award. He stated that it is an award presented to those employees who perform common tasks in an uncommon way. He said the award is intended to profile and celebrate excellence in the district's employees. It includes a \$300 monetary award and will be presented quarterly.

Dr. Hopson presented Cheri Dunlap, fifth grade teacher at Arnold Drive Elementary School, the Booker T. Washington Profile in Excellence Award. Mrs. Dunlap received this award because she was credited by her school's principal, Julie Davenport, for "being a phenomenal teacher, and one of the reasons the school was recently awarded the nation's Blue Ribbon Award." Last year her student's benchmark scores in math were 100 percent proficient or advanced, with 20 percent scoring proficient and 80 percent advanced. In literacy, 92 percent were proficient or advanced, with 48 percent scoring proficient and 44 percent scoring advanced.

Proclamation A proclamation, read by Dr. Hopson, was presented declaring the month of January Arkansas School Board Member Appreciation Month.

**Minutes**

1/19/11

Ms. Gwen Williams moved, seconded by Mr. Stuthard, approval of the minutes for the December 14 regular board meeting and the December 20 special board meeting. The motion carried.

**Reports**

1/19/11

Mr. Vasquez informed everyone that some "Reports" of the agenda that resulted from the legislative audit findings were addressed at the board workshop on the previous night. He said any remaining items would be addressed during the regular board meeting tonight.

Evaluation of  
Acquisition &  
Personnel

Mr. Vasquez stated that Mr. Paul Brewer, Executive Director of Human Resources, has set in place measures to assure proper procedures are followed for hire and payment of employees pending board approval. He stated that employees hired prior to a board meeting will be hired in as temporary personnel then made permanent, with all necessary paperwork, after board approval has been acquired.

Vehicle Purchase  
for Supt Hopson

Mrs. Anita Farver, CFO, reported that all processes for purchase of the vehicle for Superintendent Hopson were in place at the time of the purchase. Mr. Vasquez stated that a scenario similar to the hiring of new employees had occurred involving processes being put in place prior to board approval, but all have been addressed and corrective action taken.

Status of District  
Expenditures of  
Legislative Audit

Mrs. Anita Farver, CFO, stated that all issues regarding district expenditures are in line with budget projections in regard to the findings of the legislative audit.

Status of  
Inventory of  
Buses/Monthly  
Inventory Cntrl  
System

Mr. Derek Scott, Executive Director of Operations, stated that his department is in the process of modernizing the process for inventory of the buses. He stated that all buses are in compliance with insurance and inspection requirements, and Warehouse items are being set up on an inventory control system.

DREAM--Overflow  
of Students from  
Clinton

Rodney Matheney, Deputy Superintendent for Academic Accountability, was not in attendance due to schedule conflicts.

Status of Before  
& After School  
Programs

Mr. Vasquez stated that the board has various concerns regarding a court-ordered agreement, established through the Office of Desegregation, between DREAM and the district to provide services for the before and after school program at Harris. Dr. Brenda Bowles, Assistant Superintendent for Equity & Pupil Services, addressed the board in Dr. June Elliot's absence regarding those concerns. Dr. Bowles began by explaining that some eligibility requirements for various programs contributed to the lack of provision of some services to one program versus the provision of the same services to another program.

She stated that some processes that had been put in place to address individual school needs would have also contributed to some services possibly being deemed as inequitable.

Ms. Williams stated that DREAM has not only provided meals and additional services that should have been provided by the district, but that the program manager has used DREAM profits in many instances to meet the needs of the students. She recommended that DREAM be cleared of the balance owed the district as stated in the legislative audit findings.

After further discussion, Mr. Vasquez asked that Dr. Hopson have his staff revisit the contract with DREAM and 21<sup>st</sup> Century to submit an account of the provisions of the contract and provide feedback at the February board meeting. Dr. Hopson stated he would follow-up with staff to provide an accounting document per the board's request, and continue further research of the DREAM program to provide feedback either via email or as soon as possible.

Suspension of  
the Rules

Ms. Williams motioned, seconded by Mrs. Lawrence for approval to suspend the rules. The motion carried.

Ms. Williams motioned, seconded by Mrs. Lawrence to entertain a motion to ask administration to suspend DREAM payments until further investigation of the program, and also provide feedback regarding investigation of the inequities between the DREAM program and other ABC programs.

**Old Business**  
1/19/11

Revision of  
Pacific Ed  
Group Contracts

Dr. Hopson withdrew this item and stated that efforts are being discussed to streamline costs and some provisions of the contracts.

**Public Comments**  
1/19/11

Larry Daniels, a teacher, addressed the board to express his concerns regarding the time allotted for students to spend in preparation for the state exams. He suggested that snow day makeup time take place before the benchmark exams to assure better performance. Mr. Vasquez asked what would prevent use of snow days for snow day makeup. Ms. Marty Nix, President of PACT, addressed the question and stated that the days are added on in the same manner that they have been for the past 20 years and that days were added for staff development. After further discussion, Dr. Hopson stated that he would present the question to Cabinet staff and discussion with Ms. Nix to provide feedback.

PACT

Ms. Nix President of PACT, wished everyone a Happy New Year and asked that everyone keep Monty McMahan's family in their prayers. She stated Mr. McMahan was a dedicated educator, father, and PACT member and would be truly missed.

Ms. Nix recognized and congratulated Cheri Dunlap, recipient of the Booker T. Washington Profile in Excellence award, on behalf of PACT and thanked her for all she does for the students and the district.

Ms. Nix welcomed Ms. Kirk Williams, PCSSD teacher and PACT member, back into the classroom from Iraq and thanked her for her service. Ms. Nix stated that she and Ms. Brenda Robinson, PACT vice president and a teacher at Landmark, attended an EPA National Symposium on indoor air quality. She stated that she had learned so much about the effects of air quality on the teachers and students, and would like the district to consider an indoor air quality management program for the classroom. She said the focus would be on simple things that affect the air quality in the classroom, such as room temperature, changing air filters, or items that collect dust and trigger asthma. She said she would like to talk to Mr. Derek Scott, Executive Director for Operations, and work with the district in improving the indoor air quality of every classroom in the district.

Ms. Nix also expressed concerns regarding the instructor facilitator surveys and stated she has shared information with Dr. Hopson but would like to talk to the accountability or instructional staff to discuss ways to resolve issues involving the evaluation process. She said the current process is not a good process, and it should not focus on evaluating instructional facilitators.

Ms. Nix reported that teachers are getting a little more of the copy paper. She extended congratulations on behalf of PACT to representatives-Jim Nichols, Tracy Steele, Darren Williams and Linda Poindexter-Chesterfield on their recent elections. She thanked everyone for their time and attention.

PASS

Emery Chesterfield, President of PASS, thanked the board for the job they are doing and extended his appreciation to Mr. Paul Brewer, Executive Director for Human Resources.

Joshua and Knight  
Intervenors,  
PCSSD Equity/  
Pupil Services

No representative from ODM, Joshua and Knight Intervenors, or PCSSD Equity and Pupil Services expressed a desire to address the board.

### **New Business**

1/19/11

Mr. Clark asked that Item 20 of the Addendum New Business agenda items be moved to the front since he and Mrs. Sawyer had other engagements.

### **New Business Addendums**

Naming of North  
Wing at  
Pine Forest  
Elementary

Mr. Clark moved, seconded by Mrs. Tatum, to approve naming of the North Wing at Pine Forest Elementary School after Mrs. Janie Naylor. The motion carried.

Mrs. Tatum moved, seconded by Mr. Clark to approve New Business items 1-6. Those items included:

1. New Computer Rollout
2. New Phone System (VOIP)
3. New Business Procedure for Issuance of Manual Checks
4. New Procedure for State Checks
5. New Distribution of Accounts Payable Checks
6. Education Jobs Fund Plan for PCSSD

The motion carried.

2010-2011 Raises for Certified Administrators Mr. Vasquez moved, seconded by Mrs. Tatum, to approve the superintendent's recommendation to extend a 2% increase in salary to Certified Administrators, Confidential and Classified Support Staff employees not covered by a collective bargaining agreement. The motion carried.

Superintendent to Attend Nat'l Conference on Education Item 8 of the New Business agenda was withdrawn from the agenda.

Vision Consultants Attending 2011 Assistive Industry Assoc Conference Mrs. Sawyer moved, seconded by Mr. Clark, to approve recommendation for out of state travel for Luanne Blaylock and Jo Ellen Croft to attend the Assistive Technology Industry Association conference in Orlando, FL on January 25-30, 2011. The motion carried.

Special Ed Coord to Attend Non-Violent Crisis Intervention Conference Mrs. Sawyer moved, seconded by Mr. Clark to approve recommendation for out of state travel for Carolyn Norful and Brenda Hiegel to attend the Nonviolent Crisis Intervention Conference on February 7-11, 2011 in Memphis, TN. The motion failed.

Federal Programs Dir/Staff Dev Coord Attending Title I Conference The motion failed for lack of a motion and a second.

Superintendent/Cabinet Member Attending PEG Conference Mr. Clark moved, seconded by Mrs. Sawyer, to approve recommendation for the superintendent, cabinet member and four principals to attend the Pacific Education Group, Inc., 2011 Courageous Conversation Mini-Summit on February 4-5, 2011 in St. Paul, MN. A roll call vote was requested.

Roll Call Vote

Yes: Sawyer, Clark, Tatum, Williams  
No: Lawrence, Vasquez, Stuthard

The motion carried.

A lengthy discussion followed regarding concerns of prioritizing out of state travel requests due to a board decision to suspend all out of state travel without prior approval. After recommendation by Mrs. Tatum to approve/disapprove all travel agenda items as a group, Mrs. Sawyer recommended that each travel item be reviewed individually. Mrs. Sawyer stated that in the board's efforts to trim expenses involved with out of state travel, she did not want to restrict travel to the extent that it resulted in crippling the district's ability to provide the necessary training and education that our students need to be successful.

CFO attending  
Nat'l Assoc. of  
Prog. Admin.  
Conference

Mrs. Sawyer moved, seconded by Mrs. Tatum, to approve travel to attend the National Association of Federal Education Program Administrators conference. The motion carried.

Principal to Attend  
Nat'l Assoc of  
Secondary School  
Principals

Mrs. Tatum moved, seconded by Mrs. Sawyer, to approve Dr. Kirk Freeman's attendance at the National Association of Secondary School Principals, February 24-27, 2011, in San Francisco, CA with the stipulation that Dr. Freeman present feedback to the board after his attendance at the conference. A roll call vote was requested.

#### Roll Call Vote

Yes: Williams, Tatum, Clark, Sawyer

No: Stuthard, Vasquez, Lawrence

The motion carried.

Vacation Days  
for Exec Dir of  
Operations

Mrs. Tatum moved, seconded by Mr. Clark, to approve the superintendent's recommendation that the Executive Director of Operations be allowed to accrue 1-3/4 days of vacation per month (21 days a year). Mr. Vasquez called for discussion and Mr. Stuthard presented board policy addressing vacation accrual for district employees. Mr. Vasquez recommended that board policy be brought back to address cabinet level salaries and benefits. Mrs. Tatum withdrew the previous motion with the understanding that Dr. Hopson would bring back policy to the board as soon as possible to address all cabinet level employees. Mr. Vasquez moved, seconded by Mrs. Tatum, to amend her motion and table items 14 and 17 to bring back a policy to address all cabinet level employees. The motion carried.

#### **New Business** **Addendums**

Salary Adjustment  
Chief Technology  
Officer

Item tabled for policy to address cabinet level salary schedules.

Salary Adjustment  
Director of  
Athletics

Item tabled for policy to address cabinet level salary schedules.

Bequette &  
Billingsley  
on Retainer  
for 2010-2011

Mrs. Tatum moved, seconded by Mrs. Sawyer, to approve Bequette & Billingsley on Retainer as the legal firm for PCSDD for the 2010-2011 school year. Mr. Vasquez called for discussion. He asked where we stood on requests for proposals for legal counsel. Mr. Paul Brewer, Executive Director for Human Resources, stated there are currently four (4) candidates for interview on January 31<sup>st</sup>. He said he hoped to have a recommendation at the February board meeting. Dr. Hopson stated that during transition of the in-house counsel Bequette & Billingsley would provide counsel on an "as needed" basis. A roll call vote was requested.

Roll Call Vote

Yes: Lawrence, Sawyer, Clark, Tatum, Williams  
No: Vasquez, Stuthard

The motion carried.

Revision of Board  
Policy DB, Annual  
Budget Resolution

Mrs. Tatum moved, seconded by Mr. Vasquez, to approve revision of board policy DB, Annual Budget Resolution.  
The motion carried.

First Reading for  
Revision of  
Board Policy DB,  
Annual Budget

First reading. No action required.

Proposed Changes  
to Section 9 of  
Supt Contract

Ms. Williams moved, seconded by Mrs. Tatum, to approve revision of changes to Section 9 of the superintendent's contract regarding employee benefits (health/dental insurance and Arkansas Teacher Retirement) – Proposed Addendum 1. Mr. Vasquez called for discussion. Mrs. Sawyer stated that Mr. Vasquez's portrayal of Dr. Hopson's revised contract changes was unfair and disrespectful and asked that Mr. Jay Bequette clarify the documents. She said the message being conveyed to the public was not the right message. Mr. Bequette addressed the board and stated that the document was a slightly revised addendum that is identical to the information that had been previously submitted to the board with the exception of the amounts listed on page 3. Mr. Bequette said the addendum was drawn up to address any concerns identified by the legislative audit. Mrs. Farver informed the board that Dr. Hopson would be reimbursed overpayment in the amount of \$6,738, including benefit deductions that should have been paid by the district. A roll call vote was requested.

Roll Call Vote

Yes: Lawrence, Sawyer, Clark, Tatum, Williams  
No: Vasquez, Stuthard

The motion carried.

**Consent Agenda**

1/19/11

Mrs. Tatum moved, seconded by Mrs. Sawyer, to approve the consent agenda items 1-5. The motion carried.

Those items included:

- Expulsions
- Personnel—certified and support staff
- Bills for payment
- Financial Report

**Superintendent's  
Comments**

1/19/11

Dr. Hopson expressed his condolences to the Haley Bowie family, the Monty McMahan family and the Larry Scaife family. Dr. Hopson also wished Mr. Tim Clark a happy birthday on his upcoming birthday on February 11<sup>th</sup>.

**Board Member  
Comments**

1/19/11

Mrs. Lawrence stated she had an exciting time at College Station at the previous night's community meeting and said she was glad to be a part of this district. She said she is looking forward to building new buildings, working with our teachers, and everyone else involved.

Mrs. Sawyer informed everyone of her community meeting to be held on Thursday, January 20<sup>th</sup> at 6pm and everyone is welcome to attend.

Mrs. Tatum thanked all of the board members for their support at her community meeting at College Station. She stated that Mills quarterback will be honored at Embassy Suites on Friday night. She stated Mills High School would hold their Miss Teen pageant on the following Friday, January 21<sup>st</sup> at 7:00 pm and encouraged those whose schedule would permit to come out and join them.

Mr. Vasquez wished everyone Happy New Year and extended his prayers to all the families who had lost loved ones. He said the community meetings are great tools for face to face with the public they don't get to meet all the time. He said the buck stops here when it comes to meeting the student's needs. He stated that new schools do not make great students – great learning environments, customized and tailored to the learning needs of the students make great students.

Mr. Vasquez said we need to change our priorities to meet the needs of the students. He said the district needs to change. He stated that cutting 3% of the budget would get us halfway to building new schools and campuses by the end of the year, but you can't get it if everyone isn't willing to sharpen their knives.

**Board Member**  
**Comments (cont'd)**  
1/19/11

In closing, Mr. Vasquez stated that everyone could be a part of something great or be a boat anchor. He said if you're a part of this district today you need to decide what part you want to be.

Mr. Vasquez announced that community meetings will be held on January 24<sup>th</sup> at Jacksonville Community Center and January 31<sup>st</sup> at Jacksonville High School.

**Adjournment**  
1/19/11

Mr. Stuthard moved, seconded by Mr. Vasquez, to adjourn the meeting. The meeting adjourned at 10:40 pm.

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Board President

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Board Secretary