Minutes of Imboden Area Charter School

The regular March and April Meetings were rescheduled and held was held at 6:00 PM, April 26, 2016 at Imboden Area Charter School, 605 West Third Street, Imboden, Arkansas.

Board members present were Mary Buchman, Tonya Phillips, and Scott Rorex. School Director Judy Warren and assistant director Matthew Wells were also present.

President Mary Buchman Presiding:

School Director Judy Warren’s report:

* Accreditation review has been completed with one issue identified associated with Counselor working in 3rd year of ALP
* Audit has been completed with only finding related to segregation of duties typical for organizations with small number of personnel to share duties.
* Charter Renewal completed with 5 years approved by State Board of Education
* Reviewed proposed calendar for the 2016/17 school year

Motion made by Mary Buchman and seconded by Tonya Phillips to approve 2016-17 calendar. Motion passed 3 to 0.

* Accepted the resignation of Lisa Lewallen from the Board of Directors as of April 1, 2016 due to her accepting the job of Administrative Assistant at IACS

School Director Judy Warren’s report continued:

* Board Openings –discussed options for recruiting new board members
* Recommended filling the vice-president position on the Board of Directors

Mary Buchman nominated Tonya Phillips to assume the position of Vice-President, Scott Rorex seconded the nomination. Nomination approved 3 to 0.

School Director Judy Warren’s report continued:

* Annual Corporation Meeting scheduled for May 10th
* Report regarding recent school trip to Arkansas State University Earth Day Program
* Recommend accepting resignation of Crystal Hawkins, Administrative Assistant due to serious health condition of her child

Motion made by Mary Buchman and seconded by Tonya Phillips to accept resignation of Crystal Hawkins. Motion passed 3 to 0.

School Director Judy Warren’s report continued:

* Recommended contract for Lisa Lewallen for position of Administrative Assistant/Bookkeeper beginning April 4, 2016 and continuing until the end of the fiscal year.

Motion made by Mary Buchman and seconded by Tonya Phillips to approve contract with Lisa Lewallen as presented. Motion passed 3 to 0.

School Director Judy Warren’s report continued:

* Joan Mitchell, K-1 teacher, was seriously injured with spinal cord and head injuries at the end of February. It appears that she will be paralyzed and will not be returning. Mr. McLeod has been substituting in her classroom.
* Recommended contract for Pamela Martin for K-1 teacher beginning March 7, 2016 and for the remainder of the school year

Motion made by Mary Buchman and seconded by Scott Rorex to approve contract with Pamela Martin as presented. Motion passed 3 to 0.

School Director Judy Warren’s report continued:

* Recommended contracts to be approved for the 2016-17 school year – Matthew Wells, 6-8 grade teacher; Belinda Hollis, 4-5 grade teacher; Marti Little, 2-3 grade teacher; Misty Hamrick, special education; James McLeod, Counselor; Betty Gregory, Nurse; and Bobby Matthews, bus driver

Motion made by Mary Buchman and seconded by Scott Rorex to approve 2016-17 contracts as presented. Motion passed 3 to 0.

School Director Judy Warren’s report continued:

* Proposed policy revisions to the following Certified Policies – 3.6, 3.8, 3.9, 3.11, 3.13, 3.19, 3.31, 3.38, 3.44, 3.48, 3.52

Motion made by Mary Buchman and seconded by Tonya Phillips to approve changes to Certified Policies as presented. Motion passed 3 to 0.

School Director Judy Warren’s report continued:

* Proposed policy revisions to the following Classified Policies – 8.5, 8.6, 8.7, 8.11, 8.13, 8.26, 8.28, 8.36, 8.40, 8.41

Motion made by Scott Rorex and seconded by Tonya Phillips to approve policy revision to Classified Policies as presented. Motion passed 3 to 0.

Consent Agenda:

Motion made by Mary Bachman and seconded by Tonya Phillips to approve consent agenda. Motion passed 3 to 0.

Meeting adjourned at 6:55 pm.

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Scott Rorex, Secretary Date