Minutes of Imboden Area Charter School

The regular June Board Meeting was held at 6:00 PM on June 27, 2019 at Imboden Area Charter School, 605 West Third Street, Imboden, Arkansas.

Board members present were Tonya Phillips, Jean Ann Dugger, Scott Rorex, and George Morris. School Director Judy Warren was also present.

President Tonya Phillips Presiding:

School Director Judy Warren’s report:

* Summer cleaning is progressing. Despite advertising weekly for a month for summer cleaning, no one applied. Charles Warren, Judy Warren’s husband, again agreed to complete the outside tasks, and two contract people came forward and were hired to clean the inside of the building. Mrs. Warren said her husband wanted to clarify that he is retired and did not want to do the work, but did it as a favor to his wife, so the job would get done.

Motion made by Scott Rorex and seconded by George Morris to approve hiring Charles Warren, to complete outside summer tasks after no other workers applied for the position. Motion passed 4 to 0.

Motion made by Jean Ann Dugger and seconded by Tonya Phillips to enter into Executive Session regarding evaluation of school director. Motion passed 4 to 0.

Begin Executive Session at 6:15 PM

End Executive Session at 6:30 PM

Director evaluation was presented to Judy Warren.

School Director Judy Warren’s report continues:

* Recommend issuing contracts to Natalie Kingery for 2nd-3rd grade teacher and Special Education Supervisor; Belinda Hollis for Assistant Director, Elizabeth Scales for Payroll Clerk, and Megan Carey for 6th-8th grade teacher, Allison Hick for School Nurse, Lisa Lewallen for Administrative Assistant, and Judy Warren, mentor to the Director from July 1st through October 31st.

Motion made by George Morris and seconded by Tonya Phillips for issuing contacts as recommended. Motion passed 4 to 0.

School Director Judy Warren’s report continues:

* Recommend the Board appoint Natalie Kingery as the person responsible for implementing the Surrogate Parent Program.

Motion made by Jean Ann Dugger and seconded by Tonya Phillips appoint Natalie Kingery as the person responsible for implementing the Surrogate Parent Program. Motion passed 4 to 0.

* Encourages the Board to establish a time and procedure for the transition of financial responsibilities from Judy Warren to Matthew Wells

Motion by Tonya Phillips and seconded by Scott Rorex to appoint Matthew Wells as the Ex Officio Financial Secretary for IACS Board at the end of October; authorize Judy Warren to work with First Integrity Bank to add his name as a signer for the school’s bank account while removing her own name; and authorize Matthew Wells to possess a credit card in the school’s name while removing Judy Warren’s name from the credit card. Motion passed 4 to 0.

School Director Judy Warren’s report continues:

* 2017-18 Audit was presented for review and questions

Motion made by Scott Rorex and seconded by Jean Ann Dugger to approve the 2017-18 Audit. Motion passed 4 to 0.

School Director Judy Warren’s report continues:

* Present policies for review:
  + 1.9, 1.11, 1.12, 1.19, 1.21, 1.22
  + 2.1
  + 3.1, 3.2, 3.4, 3.6, 3.12, 3.19, 3.25, 3.28F, 3.29, 3.34, 3.38, 3.40, 3.42, 3.45, 3.48, 3.49, 3.50, 3.51, 3.52, 3.54, 3.54F
  + 4.1, 4.2, 4.3, 4.4, 4.5, 4.7, 4.13, 4.14, 4.15, 4.17, 4.18, 4.19, 4.21, 4.22, 4.24, 4.26, 4.28, 4.29, 4.29F, 4.30, 4.31, 4.32, 4.34, 4.35, 4.35F, 4.35F2, 4.35F4, 4.32F5, 4.38, 4.39, 4.41, 4.42, 4.43, 4.45, 4.45.1, 4.47, 4.51, 4.52, 4.54, 4.55, 4.56, 4.56.1, 4.57
  + 5.2, 5.3, 5.4, 5.11, 5.12, 5.15, 5.16, 5.18, 5.20, 5.21, 5.22, 5.26, 5.27, 5.28, 5.29
  + 6.1, 6.4, 6.7, 6.10, 6.11, 6.12
  + 7.2, 7.5, 7.6, 7.10, 7.14, 7.15, 7.16, 7.17, 7.17.1, 7.19, 7.20, 7.22, 7.23, 7.24
  + 8.1, 8.3, 8.13, 8.19, 8.22F, 8.24, 8.25, 8.26, 8.33, 8.34, 8.35, 8.37, 8.40, 8.41

Motion made by George Morris and seconded by Tonya Phillips to approve all policy revisions as presented. Motion passed 4 to 0.

Consent Agenda:

Motion made by Jean Ann Dugger and seconded by George Morris to approve consent agenda. Motion passed 4 to 0.

Meeting adjourned at 9:30 pm.

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Scott Rorex, Secretary Date