

RECORDS AND PROCEEDINGS
Pocahontas Public Schools
Special Board Meeting
September 28, 2021

Board Members Present: Jim Toney, President; Karen Baltz, Vice President; Judy McClain, Secretary; Dr. Michael Davis and Gary Cole

Others Present: Lesa Grooms, Superintendent

Item 1: Call to Order

The meeting was called to order at 6:00 pm in the junior high library. All board members were present.

NEW BUSINESS

Item 2: Minority Teacher & Administrator Recruitment Plan

On a motion by Judy McClain, seconded by Gary Cole, the board voted 5-0 to approve 2021-2022 Minority Teacher & Administrator Recruitment Plan as presented.

Item 3: FY21 Annual Financial Report/FY22 Budget and Legal Balance Reports

On a motion by Gary Cole, seconded by Judy McClain, the board voted 5-0 to approve FY21 Annual Financial Report and the FY22 Budget and Legal Balance Reports as presented.

Item 4: ADE Assurances for Programs Under the ESEA Act of 1965 Amended 2001

On a motion by Gary Cole, seconded by Mike Davis, the board voted 5-0 to authorize Superintendent Grooms to sign and submit the ADE Assurances for Programs Statement to the Arkansas Department of Education

Item 5: COVID Leave Policy Amendment

On a motion by Judy McClain, seconded by Karen Baltz, the board voted 5-0 to approve the amendment to the COVID Leave Policy. (See attached)

Item 6: Legal Transfers

On a motion by Mike Davis, seconded by Gary Cole, the board voted 5-0 to approve the following legal transfers:

Name	Age	Grade	From	To
Benjimen Harston	12	7	Greene Co Tech	Pocahontas
Elizabeth Isreal	9	4	Greene Co Tech	Pocahontas

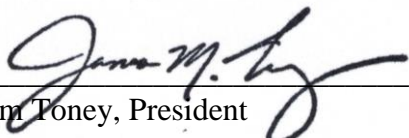
Sophia Isreal	6	1	Greene Co Tech	Pocahontas
Wyatt Burnett	12	7	Pocahontas	Maynard

Item 7: Resignation

On a motion by Mike Davis, seconded by Gary Cole, the board voted 5-0 to approve the following resignation:

- Evelin Gold – Migrant Tutor

ADJOURNED



Jim Toney, President



Judy McClain, Secretary



**ARKANSAS DIVISION OF ELEMENTARY AND SECONDARY EDUCATION
MINORITY TEACHER AND ADMINISTRATOR RECRUITMENT**

Pursuant to Ark. Code Ann. § 6-17-1901, et seq., school districts and charter schools with more than five percent (5%) African-American or other minority students must prepare and submit annually a Minority Teacher and Administrator Recruitment Plan to the Equity Assistance Center. Plans must include, but not limited to the following:

- Place emphasis on recruitment of African-Americans and other members of minorities for teacher and administrator positions and emphasis on encouraging minority students to pursue a career in education
- Set forth a goal of developing equity in employee composition that reflects racial and ethnic diversity and is at least equal to the percentage of minorities of the district or charter school
- Describe recruitment goals of minority teachers and administrators for the next school year and for the next ten (10) school years
- List steps taken and measures that will be used to meet recruitment goals including how minority students are encouraged to pursue a career in education
- List progress made in recruiting minority teachers and administrators
- Describe reasons for not meeting established recruitment goals, if needed
- List the number and percentage of members of racial minorities who were employed as teachers or administrators in each of the last five (5) years
- List the racial composition of the student body and residents of the district or charter

INSTRUCTIONS: Complete this signature page, attach it to the recruitment plan, and send electronically in portable document format (PDF) to ADE.equityassistance@ade.arkansas.gov on or before October 15.

SCHOOL DISTRICT/CHARTER SCHOOL: Pocahontas School District	ADDRESS: 2300 N. Park, Pocahontas	COUNTY: Randolph
	TELEPHONE NUMBER: 870-892-4573	

Pursuant to A.C.A. § 6-17-1902, an employee must be designated to coordinate recruitment plan implementation.

COORDINATOR NAME/TITLE: Lesa Grooms, Superintendent	COORDINATOR TELEPHONE NUMBER/EMAIL: 870-892-4573, lesa.grooms@pocahontaspsd.com
---	---

The signatures below certify that the district is in compliance with Ark. Code Ann. § 6-17-1901, et seq. and Standard 2-A for Accreditation of Arkansas Public Schools:

Name of Superintendent or Chief Academic Officer: Lesa Grooms
(Please Print)

Signatures: 9/28/2021
Superintendent Date

Select this box if District/Charter minority student composition is 5% or less & do not proceed further.

9/28/2021
Board President Date

9/28/2021
Board Secretary Date

1. Data

- racial composition of the teachers and administrators

Race	Administrator	Percentage	Teachers	Percentage
White	10	100.00%	151	99%
Hispanic	0	0.00%	0	0.00%
African American	0	0.00%	1	>1%
Pacific Islander	0	0.00%	0	0.00%
Native American Indian	0	0.00%	1	>1%
Two or More Races	0	0.00%	0	0.00%
Asian	0	0.00%	0	0.00%
Female	3	30.00%	129	84%
Male	7	70.00%	24	16%

- racial composition of teachers and administrators hired the past five (5) years

Race	Administrator	Percentage	Teachers	Percentage
White	2	100.00%	68	99.00%
Hispanic	0	0.00%	0	0.00%
African American	0	0.00%	1	1.00%
Pacific Islander	0	0.00%	0	0.00%
Native American Indian	0	0.00%	0	0.00%
Two or More Races	0	0.00%	0	0.00%
Asian	0	0.00%	0	0.00%
Female	0	0.00%	54	78.00%
Male	2	100.00%	15	22.00%

- racial composition of the present student body

Race	Number	Percent
White	1569	78.49%
Hispanic	65	3.25%
African American	15	0.75%
Pacific Islander	260	13.01%
Native American Indian	8	0.40%
Two or More Races	68	3.40%
Asian	14	0.70%
Female	947	47.37%
Male	1052	52.63%

2. Analysis and summary of data collected

This is the tenth year that the district's racial demographics require a Minority Recruitment Plan. The district's percentage of minority students has grown with the addition of approximately 261 ELL students over the past five (5) years. The district

will continue to monitor this situation closely as it relates to the minority recruitment plan. The demographic make-up of the district regarding male/female student population is fairly balanced. However, the district is heavily weighted toward female teachers, particularly in the elementary grades.

3. Short-term goals

- 1. Strongly consider any male applicants for elementary positions.**
- 2. We have 2 ESL tutors on staff who are Marshallese. We also hired 2 ESL teachers for the 2020-2021 school year.**

4. Long-term goals (10 years)

- 1. Continue to monitor the percentage of ELL children in the district and consider strongly any applicants that would be fluent in both English and those languages reflected in our ELL students as we strive to hire the best applicants available.**

5. Improvements needed to increase recruitment

- 1. Attend job fairs, and**
- 2. Communicate with higher education entities to locate potential candidates. (District administrators)**

6. Objectives, strategies, and activities used in recruiting administrators

- 1. The district will continue to identify potential administrators within its teaching core and encourage those individuals to consider this option.**
- 2. The district will consider the feasibility of developing an “administrator” development program whereby those individuals who have started on their administrative degrees will be given opportunities to work as “substitute” administrators on days when the regular administrators are off campus.**
- 3. The district will continue to utilize the traditional marketing tools, i.e. job opening notifications, to attract future administrators.**
- 4. The district will communicate with the higher education entities in the state as to potential applicants when administrative positions become available.**

7. Objectives, strategies, and activities for encouraging students to pursue a career in education.

- 1. The district will utilize its College & Career Coach to educate and encourage students to consider teaching as a future profession.**
- 2. The high school principal has begun a teacher cadet program in the high school whereby students have opportunities to shadow district staff in both**

elementary and secondary teaching situations as well as serve as tutors in classroom settings both elementary and secondary.

- 8. Action plan, including procedures for implementing, monitoring progress, and evaluating**

The district's superintendent will be responsible for ensuring the implementation, future monitoring and evaluation of the plan.

	Actual FY 2020 - 2021	Budget FY 2021 - 2022
	-----	-----
FUND 1 - Teacher Salary		
Beginning Balance	\$0.00	\$0.00
Total Revenues	\$0.00	\$0.00
Total Expenditures	\$7,476,991.81	\$7,604,523.33
Total Transfers	\$7,476,991.81	\$7,604,523.33
	-----	-----
Ending Balance	\$0.00	\$0.00
FUND 2 - Operating		
Beginning Balance	\$3,515,027.79	\$3,539,883.28
Total Revenues	\$17,740,702.15	\$17,407,116.35
Total Expenditures	\$7,250,002.28	\$8,622,089.57
Total Transfers	-\$10,465,844.38	-\$9,025,130.83
	-----	-----
Ending Balance	\$3,539,883.28	\$3,299,779.23
FUND 3 - Building		
Beginning Balance	\$10,533,715.30	\$10,094,465.30
Total Revenues	\$2,873,258.24	\$1,384,337.60
Total Expenditures	\$5,525,892.31	\$2,372,366.37
Total Transfers	\$2,213,384.07	\$640,760.00
	-----	-----
Ending Balance	\$10,094,465.30	\$9,747,196.53
FUND 4 - Debt Service		
Beginning Balance	\$0.00	\$0.00
Total Revenues	\$0.00	\$0.00
Total Expenditures	\$775,468.50	\$779,847.50
Total Transfers	\$775,468.50	\$779,847.50
	-----	-----
Ending Balance	\$0.00	\$0.00

Actual FY 2020 - 2021 Budget FY 2021 - 2022

FUND 5 - Capital Outlay

Beginning Balance	\$0.00	\$0.00
Total Revenues	\$0.00	\$0.00
Total Expenditures	\$0.00	\$0.00
Total Transfers	\$0.00	\$0.00

Ending Balance	\$0.00	\$0.00
----------------	--------	--------

FUND 6 - Federal Grants

Beginning Balance	\$27,827.55	\$118,747.14
Total Revenues	\$3,007,502.33	\$6,321,366.08
Total Expenditures	\$2,916,582.74	\$6,284,309.58
Total Transfers	\$0.00	\$0.00

Ending Balance	\$118,747.14	\$155,803.64
----------------	--------------	--------------

FUND 7 - Activity

Beginning Balance	\$357,170.36	\$377,154.02
Total Revenues	\$215,437.05	\$0.00
Total Expenditures	\$195,453.39	\$0.00
Total Transfers	\$0.00	\$0.00

Ending Balance	\$377,154.02	\$377,154.02
----------------	--------------	--------------

FUND 8 - Food Service

Beginning Balance	\$334,550.24	\$473,527.54
Total Revenues	\$1,080,360.05	\$1,259,727.57
Total Expenditures	\$941,382.75	\$1,194,909.07
Total Transfers	\$0.00	\$0.00

Ending Balance	\$473,527.54	\$538,346.04
----------------	--------------	--------------

**Annual Financial Report (AFRB) Legal Balance
(Teacher Salary, Operating and Debt Service Funds)**

LEA: 6103000

COUNTY: RANDOLPH

DISTRICT: POCAHONTAS SCHOOL DISTRICT

SCHOOL:

SCHOOL YEAR: 2021 - 2022

PAGE: 1

RPT520 - SIS UNCERTIFIED

CYCLE: 1

RUN: 9/28/2021 11:21:37 AM

	Actual FY 2020 - 2021	Budget FY 2021 - 2022
	-----	-----
BEGINNING BALANCE	3,515,027.79	3,539,883.28
PLUS Total Operating & Debt Service Funds Revenues*	17,740,702.15	17,407,116.35
PLUS Operating & Debt Service Funds Transfers 'in' from other Funds	0.00	0.00
PLUS Operating & Debt Service Funds Other Revenue (Indirect Cost & Other)	0.00	0.00
LESS Teacher Salary Fund Expenditures	7,476,991.81	7,604,523.33
LESS Operating Fund Expenditures	7,250,002.28	8,622,089.57
LESS Operating Transfers 'Out' (To Funds 3,5,6,7,8)	2,213,384.07	640,760.00
LESS Total Debt Service Fund Expenditures	775,468.50	779,847.50
	-----	-----
LEGAL BALANCE	\$3,539,883.28	\$3,299,779.23
	=====	=====
*Accrued Revenue included in this total	\$6,202.85	\$0.00

Legal Balance includes restricted categorical balances as shown on the Categorical Fund Report. However, the categorical balances will be deducted from the Legal Balance reports for ADE and Legislature.

RESOLUTION

Whereas, the Pocahontas School District Board of Directors met in a regular, open, and properly-called board meeting on September 20, 2021, at its regular location.

Whereas, on July 28, 2021, Governor Asa Hutchinson declared Arkansas to be in a state of a public health emergency due to a surge of cases of Delta variant of COVID-19 and our hospital I.C.U. beds are at capacity or near to capacity.

Whereas, on August 3, 2021, the Arkansas Legislature voted to approve the Governor's public health emergency.

~~Whereas, pursuant to Commissioner's Memo COM-21-061, districts may choose to continue to provide flexible leave options for employees who are unable to work from home.~~

Whereas, the District's administration has recommended for the District to provide up to eight (8) additional days of paid leave for its contracted employees who meet the following requirements:

1. The employee is ordered by the District, a medical professional, or the ADH quarantine or isolate due to COVID-19 for one of the following reasons:
 - The employee tested positive for COVID-19;
 - The employee experiences COVID-19 symptoms and seeks a medical diagnosis;
 - The employee is a probable close contact or close contact to an individual who tested positive for COVID-19; or
 - The employee needs to care for a dependent who is subject to quarantine or isolation.

~~2. The employee's job duties are not able to be performed remotely.~~

Whereas, after discussion, the Board recommends that it adopt the administration's recommendation.

THEREFORE BE IT RESOLVED:

1. This resolution shall be effective from August 1, 2021, until June 30, 2022, and only during such time as no other, federal or state, COVID-19 leave program is in effect for the benefit of contracted district employees. If a federal or state COVID-19 leave program is in effect for the benefit of contracted district employees, then the requirements of those programs, not this resolution, will govern. The district reserves the right to revoke this resolution at any time.

2. The District will provide up to an additional eight (8) days of paid leave for its contracted employees who meet the following requirements:

a. The employee is ordered by the District, a medical professional, or the Arkansas Department of Health (ADH) to quarantine or isolate due to COVID-19 for one of the following reasons:

i. The employee tested positive for COVID-19;

ii. The employee experiences COVID-19 symptoms and seeks a medical diagnosis;

iii. The employee is a probable close contact or close contact to an individual who tested positive for COVID-19; or

iv. The employee needs to care for a dependent who is subject to quarantine or isolation.

~~b. The employee's job duties are not able to be performed remotely.~~

3. This resolution provides a maximum, cumulative amount of eight (8) additional days of paid leave per employee, regardless of how many separate COVID-19-related occurrences occur.

4. Upon notification that an employee has received a quarantine or isolation order, the District shall review whether the employee has applicable leave remaining under this resolution.

5. All COVID leave must be supported by documentation BEFORE it will be granted.

6. If an employee has applicable leave under this resolution:

a. The District shall use available leave under this resolution prior to using other forms of District provided paid leave;

b. The District shall automatically switch the employee to another form of applicable District provided paid leave (sick, gratuity and/or personal leave), if

available, should the employee's quarantine or isolation order last longer than the employee's available leave under this resolution.

7. If an employee has no leave remaining under this resolution, then the District shall use another form of applicable District-provided paid leave (sick, gratuity and/or personal leave), if available.

8. An employee who receives COVID-19 Emergency Leave shall be paid the employee's full contracted daily rate of pay for up to eight (8) days. The eight (8) days of COVID-19 Emergency Leave may, but is not required to, run consecutively. An employee shall not have days charged against the number the employee is eligible for under this resolution for days when the employee is not expected to perform duties, such as holidays. The eight (8) days of paid leave provided under this resolution shall be used for eligible leave before other forms of District provided paid leave is used, including sick leave and personal leave.

9. An employee shall not be eligible to receive the eight (8) days of paid leave under this resolution due to the closure of the school or place of care of the employee's child or ward.

10. An employee's eligibility to receive paid leave under this resolution shall expire if/when a Federal or State COVID Leave becomes effective, the District revokes the resolution, or on June 30, 2022, whichever occurs first.

The Pocahontas School Board hereby adopts the above Resolution to provide for emergency COVID-19 paid leave.

DATED this September 20, 2021.

Board President

Board Secretary