

Meeting Packet

Special Board Meeting

Tuesday, August 2, 2016

05:30 PM



NORTH LITTLE ROCK SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT

AGENDA

Special Board Meeting

Tuesday, August 2, 2016 05:30 PM

I. CALL TO ORDER

Luke King, President

II. ROLL CALL OF MEMBERS

Sandi Campbell, Vice President

Luke King, President

Darrell Montgomery, Member

Tracy Steele, Secretary

Scott Teague, Member

Taniesha Richardson-Wiley, Member

Dorothy Williams, Disbursing Officer

III. ACTION ITEMS - NEW BUSINESS

1. Employment of Personnel

[Employment of Personnel - August 2 2016.docx \(p. 3\)](#)

2. Conversion Charter Application Approval

3. Business Office Items

[Business Office Items - August 2 2016.pdf \(p. 5\)](#)

4. MOU - North Little Rock School District and Pike View Early Childhood Center and North Fellowship

Presenter: Heather Rhodes-Newburn

[MOU - NLRSD and Pike View Early Childhood Center and Fellowship North.pdf \(p. 7\)](#)

IV. INFORMATION ITEM

1. Middle School Update

2. Strategic Planning

V. ADJOURNMENT

NORTH LITTLE ROCK SCHOOL DISTRICT

Board Agenda –August 2, 2016

LICENSED PERSONNEL RESIGNATIONS, RETIREMENTS & TERMINATIONS

Shanita Adams	---	Social Studies Teacher, NLRMS Effective 7/21/2016
Barbara Flint	---	Fourth Grade Teacher, Seventh Street Elementary Effective 7/22/2016
Sheresa Houser	---	Special Education Teacher, NLR Academy Effective 7/22/2016
Tiffany Massery	---	Special Education Teacher, Meadow Park Elementary Effective 7/27/2016

NEW LICENSED PERSONNEL INFORMATION

Name:	Katie Allender
Proposed Assignment:	Third Grade Teacher, Ridgeroad Elementary
Licensure:	5 Yr., ECH P-4
Teaching Experience:	North Little Rock School District

Name:	Charlotte Anderson
Proposed Assignment:	Fifth Grade Teacher, Glenview Elementary
Licensure:	Provisional, Middle School 4-8

Name:	Monica Buck
Proposed Assignment:	101 Teacher, North Little Rock High School
Licensure:	Provisional, English Lang. Arts 7-12
Experience:	Arkansas Tech University, Russellville, Arkansas

NEW LICENSED PERSONNEL INFORMATION
(Cont'd.)

Name:	Angelyn Bunch
Proposed Assignment:	Science Teacher, North Little Rock Middle School
Licensure:	5 Yr., Middle School Science/Math 4-8
Teaching Experience:	Childcare Network, Benton, Arkansas
Name:	John Gilliam
Proposed Assignment:	Science Teacher, North Little Rock Academy
Licensure:	5 Yr., Life/Earth Science 7-12; Approval Chemistry and Phys. Science
Teaching Experience:	Pulaski County Special School District
Name:	Lillian Hancock
Proposed Assignment:	Fifth Grade Teacher, Seventh Street Elementary
Licensure:	5 Yr., Middle School Math/Science 4-8
Student Teaching Exp.:	Lonoke School District
Name:	Brandi Hanson
Proposed Assignment:	Science Teacher, North Little Rock Middle School
Licensure:	5 Yr., Life Science 7-12
Teaching Experience:	Little Rock School District
Name:	DeLynn Hearn
Proposed Assignment:	Science Teacher, North Little Rock Middle School
Licensure:	5 Yr., MS Math 5-8; Gen. Science 7-12; MS Science 5-8; Phys/Earth Science 7-12 & Life/Earth Science 7-12
Teaching Experience:	Little Rock School District
Name:	Michael Holmes
Proposed Assignment:	English Teacher, North Little Rock Middle School
Licensure:	5 Yr., MidChLangArts/SS/Sci/Math 4-8; Tech Permit 7-12; Career Automation & Robotics 7-12; Design & Modeling 7-8; Career Magic of Electrons 7-8; Career Sci. & Technology 7-8
Experience:	Pulaski County Special School District
Name:	Hannah Lowery
Proposed Assignment:	Fourth Grade Teacher, Glenview Elementary
Licensure:	Middle School English/Social Studies 4-8
Experience:	White County Central Elementary
Name:	Ashley Rich
Proposed Assignment:	Science Teacher, North Little Rock Middle School
Licensure:	Provisional, Middle School Science 4-8
Student Teaching Exp.:	Jacksonville Lighthouse Academy

**NORTH LITTLE ROCK SCHOOL DISTRICT
BUSINESS OFFICE ITEMS (> \$10,000) FOR BOARD APPROVAL
August 2, 2016**

ITEM: Handwriting Without Tears
ITEM DESCRIPTION: Handwriting Without Tears
COMPETITIVE BID: Sole Source
BID NAME: NA
SOURCE OF FUNDING: Operating
LOCATION: North Little Rock Elementary Schools (Grades K-2)

Handwriting Without Tears **\$20,729.40*******

ITEM: Pre-K and K Assessments & Reports Workshop
ITEM DESCRIPTION: 1200 Pre-K and K Assessments & 1 Reports Workshop
COMPETITIVE BID: NA
BID NAME: NA
SOURCE OF FUNDING: NSLA
LOCATION: Pre-K and K classes

Northwest Evaluation Association **\$22,459.50*******

ITEM: Emergency Repair of Water Main at NLRMS
ITEM DESCRIPTION: Emergency Repair of Water Main at NLRMS
COMPETITIVE BID: NA - Emergency
BID NAME: NA
SOURCE OF FUNDING: Operating
LOCATION: North Little Rock Middle School

Harrell Mechanical Contractors, Inc. **\$11,290.00*******

ITEM: 32 Dell Laptops for the High School
ITEM DESCRIPTION: 32 Dell Laptops for the High School
COMPETITIVE BID: Yes
BID NAME: TIPS/TAPS # 2062515
SOURCE OF FUNDING: Title I
LOCATION: High School

White River Services **\$34,415.87*******

* Did not meet specifications
** Part of all or no bid
*** Quality not recommended
**** Limited Coverage
***** Recommended
***** Recommended Pending Contract Negotiation

ITEM: Credit Recovery Lab Course Software & Training
ITEM DESCRIPTION: Credit Recovery Lab Course Software & Training
COMPETITIVE BID: NA
BID NAME: NA
SOURCE OF FUNDING: Title I
LOCATION: High School

Apex Learning

\$88,450.00*****

ITEM: 5 Dell Laptops for the Technology Department
ITEM DESCRIPTION: 5 Dell Laptops for the Technology Department
COMPETITIVE BID: Yes
BID NAME: Tips/Taps # 2062515
SOURCE OF FUNDING: Operation
LOCATION: Technology Department

White River Services

\$12,727.05*****

ITEM: Bus Tires
ITEM DESCRIPTION: Bus Tires
COMPETITIVE BID: Yes
BID NAME: 2016 NLR Trans Sum Tire Bid
SOURCE OF FUNDING: Operating
LOCATION: Transportation

Southern Tire Mart

\$13,931.57*****

* Did not meet specifications
** Part of all or no bid
*** Quality not recommended
**** Limited Coverage
***** Recommended
***** Recommended Pending Contract Negotiation

MEMORANDUM OF UNDERSTANDING
for
Pike View Early Childhood Center Community Garden
within the
North Little Rock School District

This agreement, entered into as of the _____ day of _____, 2016, is by and between the North Little Rock School District (NLRSD), Pike View Early Childhood Center (PVECC), and Fellowship North.

The purpose of the Memorandum of Understanding (MOU) is to guide and direct the parties, respecting their affiliation, cooperation, working relationships, and respective responsibilities and authorities, inclusive of anticipated future arrangements in furtherance thereof.

In consideration of the mutual commitments herein contained, and other good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows

I) Purpose of the Pike View Community Garden

Make North Little Rock a healthier and more connected community by working to support, encourage, and perpetuate sustainable food systems and economic development:

Provide Pike View Early Childhood Center with a living, breathing classroom; a place for play and inquiry-based learning, safe risk taking, the building of relationships, and deeper understanding of diversity;

Provide Fellowship North Good Eats Program the opportunity for hands-on learning about plants, gardening, nutrition, and environment;

Provide the surrounding neighborhood with a community garden and green space to serve as a hub of community activity and shared learning.

To cooperate with other charitable organizations, community partners and organizations, school districts and other educational programs and/or initiatives, foundations and government entities through grants and otherwise which are working to cultivate communities that are conducive to developing and supporting sustainable agricultural programs.

II) Intellectual Property

NLRSD, PVECC, and Fellowship North shall own, solely and exclusively, the copyright and all copyrights to any written, digital, or otherwise copyrightable materials developed before and/or outside this MOU. Use of a partner organization's logo, slogan. Or other branding materials, copyrighted or not copyrighted, to promote the business and activities of another organization is prohibited unless advance written approval is provide for each use.

NLRSD, PVECC and Fellowship North shall jointly own, solely and exclusively, the copyright and all copyrights to any written, digital, or otherwise copyrightable materials developed under this MOU.

The Pike View Community Farm logo and other identifying marks, slogans, or branding may be used individually without any reference to NLRSD, PVECC, or Fellowship North. When branding images are used for NLRSD, PVECC, or Fellowship North on the above referenced signage, the branding images of equal size of the other two parties must also be used.

Pike View Community Garden shall be entitled to use the name, logo, other identifying marks, slogans, or branding of NLRSD, PVECC, and Fellowship North in the promotion of its business and activities.

III) Pike View Community Garden Governance

All corporate powers of the Pike View Community Garden shall be vested in and exercised by the Garden's Board of Directors comprised of staff from PVECC and Fellowship North.

The Board of Directors shall provide overall policies and procedures for the management of the Garden.

The Board of Directors shall be supported by an Advisory Board comprised of parents, church members, community members and other stakeholders. The NLRSD Superintendent, Elementary School Executive Director, Child Nutrition Director, Coordinated School Health Coordinator, NLRHS STARS Teacher/Facilitator, Maintenance Supervisor, Director of Finance and Purchasing, and Pastor of Fellowship North shall have permanent seats on the PV Community Garden Advisory Board.

IV) Fellowship North's Relationship and Responsibilities to the Pike View Community Garden

Fellowship North is dedicated to supporting the NLRSD and PVECC in the development and ongoing management of the Garden in a manner consistent with the long term academic, health and other priorities of the NLRSD. Fellowship North shall not engage in any activities, programs, or services that are in conflict with or inconsistent with the policies, mission and goals of the NLRSD and the NLRSD EC program.

Fellowship North works directly with PVECC staff assisting with the incubation, development and advancement of the Garden.

Fellowship North shall collaborate with PVECC, the NLRSD and other stakeholders to develop academic year and summer youth programs supporting and supported by the Garden.

Fellowship North shall work in conjunction with The Garden's Board, PVECC and the NLRSD to create and participate in public awareness strategies and activities and advocacy

efforts to assist with the identification, cultivation, and solicitation of prospects for new site developments, new partnerships, and/or private gifts.

Fellowship North shall serve as and be held accountable as a fiduciary for any and all Garden assets entrusted into its supervision. Fellowship North is responsible for providing a monthly report to the Garden Board of Directors, NLRSD CFO, and NLRSD Director of Financing/Purchasing detailing any resources received, managed, or distributed on behalf of the Garden.

V) The North Little Rock School District's Relationship and Responsibilities to the Pike View Community Garden

NLRSD shall create an environment that encourages the appropriate autonomy and sustainability of the Garden.

NLRSD is responsible for communicating the district strategic plans and funding to the Garden's Board of Directors.

NLRSD shall provide in-kind support for the general operations of the Garden including the services of a administrative support, office and meeting space, technology equipment and support, utilities and phone service, unused land, and other support and services as NLRSD may deem appropriate. This support shall be recognized as an "in-kind" contribution in the Garden's annual audit.

NLRSD shall provide a comprehensive list of all services, resources, and equipment available to the Garden. Additionally, NLRSD will provide appropriate processes and key contact for requesting available services, resources, and equipment.

NLRSD shall assign the necessary leadership, support duties and functions of the Garden to appropriate staff members in connection with this agreement including but not limited to NLRSD Superintendent, Deputy Superintendent, Elementary School Executive Director, Social Worker, Coordinated School Health Coordinator, Safety Coordinator, Director of Finance and Purchasing, Chief Financial Officer, Executive Director of Student Services, Maintenance Supervisor, and others who shall have the authority to support the Garden and its activities, while representing the authority of the NLRSD.

NLRSD shall establish and guide the Garden Board of Directors in enforcing Safety and Security policies and procedures that honor the autonomy of the Garden while keeping student safety a top priority.

NLRSD shall be responsible for ensuring educational program objectives align with curriculum standards, State requirements, and that all classroom protocols and expectations are adhered to by teachers and children while in the garden.

NLRSD leadership shall work in conjunction with the Garden Board of Directors, participating in public awareness activities and advocacy efforts to assist with the identification, cultivation, and solicitation of prospects for private gifts.

VI) Pike View Community Garden Board

The activities, business and property of the Garden shall be controlled and managed by the Board of Directors. The Board shall not engage in any activities, programs, and services that are in conflict with or inconsistent with the policies, mission, and goals of the NLRSD or the Arkansas State Board of Education.

The Board is responsible for the performance and oversight of all aspects of the Garden's operation.

The Board is responsible for establishing standards, regulations, and policies for the operation of the Garden in accordance with the established objectives, goals, and policies of the NLRSD.

The Board is responsible for control and management of all assets of the Garden including the prudent management of all gifts consistent with the donors' intent. The Board may not abdicate its fiduciary responsibility for the management of its funds for benefit of the Garden.

The Board shall not enter into any property agreement nor shall the Board enter into any legally binding contract without advance written approval from the NLRSD Superintendent or Administrative Director of Elementary Education.

The Board is responsible for planning and executing a comprehensive fundraising and donor acquisition program in support of the mission of the Garden

The Board shall solicit, receive, hold, and invest funds, administer property, and make expenditures to support the programs, activities, vision, and mission of the Garden. The Garden shall not engage in activities contrary to this objectives. In addition, the acts, deeds, functions, and activities of the Garden shall in no way conflict with the authority of the NLRSD. Nor shall the Garden solicit or accept any gifts for any use specified by a donor that is inconsistent with the mission, goals, and objectives of the NLRSD.

The Board shall not accept any gift, donation, or grant which creates a future liability for the NLRSD without advanced written approval of the NLRSD Superintendent or Deputy Superintendent.

The Board shall use generally accepted accounting principles in its financial record-keeping/reporting and will engage an independent accountant to conduct an audit of the Garden's financial statements, including a management letter and audit opinion, every three years with a financial review conducted the other two years. The final report and audit, financial reviews, and any other financial reports shall be delivered to the Chief Financial Officer and the Director of Finance/Purchasing.

The Board will establish disbursement and spending policies and procedures that adhere to NLRSD policy and guidelines and any applicable federal and state laws. A monthly balance sheet shall be provided to the NLRSD CFO and Director of Finance/Purchasing.

VII) Early Childhood Center Relationship and Responsibilities to the Pike View Community Garden

PVECC administration shall facilitate the collaboration of interested stakeholders in developing a long term vision for the Garden, oversee the day to day management of production from the Garden, create strategic planning initiatives, and work with the NLRSD, Fellowship North, and other community organizations to develop existing and new sites.

PVECC administration shall assist the Board in establishing and executing a financial plan to underwrite a portion of the Garden's programs and activities.

PVECC administration shall assist the Board in the planning and execution of a comprehensive fundraising and donor acquisition program in support of the Garden.

PVECC administration along with Fellowship North staff shall manage social media campaigns, print and digital marketing materials, public relations, activities, and events to increase community awareness, interest, and support the Garden.

PVECC administration shall assist the Board in developing avenues of distribution for produce and other goods harvest from the Garden.

VIII) Other Terms of the Memorandum of Understanding

This agreement has a term of one year. The Memorandum of Understanding shall be renewed by all parties and submitted together with the audit, financial review, and/or annual report. Parties may, upon 90 days prior written notice to the other, terminate this agreement. Notwithstanding the foregoing, parties may terminate this MOU in the event the other party defaults in the performance of its obligations and fails to cure the default within a reasonable time after receiving written show cause notice.

Whenever a director, officer, or advisor has a financial or personal interest in any matter coming before the Board, the affected person shall a) fully disclose the nature of interest and b) withdraw from discussion lobbying, and voting on the matter. Any transaction or vote involving a potential conflict of interest shall be approved only when a majority of disinterested directors determine that it is in the best interest of the Garden to do so. The minutes of meetings at which such votes are taking shall record such disclosure, abstention and rationale for approval.

The Pike View Community Garden follows equal opportunity policy as it applies to internal promotion, training, opportunities for advancement, terminations, outside vendors, members, and customers, service clients, use of contractors and consultants and dealings with the general public. In the event that the Garden is dissolved or ceases to exist, in accordance with federal and state laws, all monies and items of value received by or held by the Garden must be transferred to another non-profit that is similar in mission. Assets may be transferred to a merging partner that fits the same description. Assets may be transferred to a merger partner that fits the same description.

This Memorandum is subject to the approval of and ratification by the District's Board of Directors.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed

by their duly authorized officers as of the day and date first written above.



NLRSD Superintendent

NLRSD School Board President

Pike View ECC Administrator

Fellowship North Pastor

NLRSD Chief Financial Officer