

Minutes  
State Board of Education  
March 14, 2005

The State Board of Education met on Monday, March 14, 2005, in the Auditorium of the State Education Building. JoNell Caldwell, Chairman, called the meeting to order at 9:00 a.m.

The following Board members were present: JoNell Caldwell, Chairman; Dr. Jeanna Westmoreland, Vice-Chairman; Sherry Burrow; Shelby Hillman; Randy Lawson; Dianne Tatum; and Dr. Naccaman Williams.

The following Board members were absent: Dr. Calvin King and MaryJane Rebick.

Director's Report

Dr. Ken James reported to the Board that he is working to meet the recommendations of Act 64 of 2003. He outlined a proposed reorganization of the Department in keeping with the recommendations and with the priority to increase the focus of the Department on the process of teaching and learning. Dr. James stated the key to full implementation of the recommendations is legislative authorization to allow the Department to hire highly qualified staff in a timely manner and be able to pay a competitive salary. Dr. James expressed optimism of the acceptance of the Legislature to approve his conceptualization of the organizational structure and the future of the Department.

Discussion of Scholastic Audits for Schools in Year 3, Year 4 and Year 5 of School Improvement

Janinne Riggs was recognized to make this presentation. Ms. Riggs reported to the Board that No Child Left Behind (NCLB) legislation requires states to provide guidance and leadership in restructuring schools that continually fail to meet school improvement expectations. She noted that at present there are five schools that have reached advanced stages of school improvement status. Ms. Riggs reported that a number of states are adopting a school improvement audit process that requires an in-depth review of school performance based on research-based criteria. She stated that each of these five schools will be part of a pilot study during the 2005-2006 school year and will undergo the scholastic audit process with assistance from regional service cooperatives and other leading educators. She noted that training for staff and others to learn to use the scholastic audit process will begin during the week of March 21. She observed that during next year revisions to the process will be considered to assure that the audit reflects Arkansas goals, not those of another state.

Ms. Caldwell asked if the pilot would be limited to those identified five schools. Ms. Riggs responded that five is comparable to the number that other states are working with in their initial stages of implementation. She emphasized that the study is intense and requires at least a week on site to do the review and prepare recommendation. She also suggested that other schools could be added on a case-by-case basis.

Dr. Williams asked to confirm that all schools in the pilot would be in Year 3 or higher of school improvement. Ms. Riggs stated that was correct. She also noted that NCLB provides a menu of sanctions and this is one of the first options identified.

Dr. James stated that when he was superintendent in Kentucky, a school in his district was included in an initial pilot of the scholastic audit. He confirmed it is a lot of work; it focuses on data, is intense and provides reliable and accurate results. He also highlighted one of the requirements of the audit is public reporting at a local board meeting, which is a good format for initial school improvement discussions.

Dr. Williams inquired as to who would be managing the audit process. Ms. Riggs confirmed that the Department would be taking the lead, but a number of other groups and individuals would be invited to participate.

#### Presentation and Discussion – Announcement of School Districts for Potential Designation as Fiscal Distress

Patricia Martin was recognized to make this report. Ms. Martin stated that this is the first part of several steps in identification of districts in fiscal distress. She reported that staff in her office had reviewed all districts and identified those that met the criteria for fiscal distress. She noted that the districts have been contacted and have thirty (30) days to respond and provide additional information that might change the documentation. She also stated that districts may appeal to the Board to hear arguments for why the district should not be identified for fiscal distress and noted that any such appeals would be presented to the Board at its April meeting.

Districts identified include:

- Altheimer Unified School District
- Dierks School District
- Dollarway School District
- Eudora School District
- Flippin School District
- Helena-West Helena School District
- Lead Hill School District
- Midland School District

- Pulaski County Special School District
- Waldo School District
- Western Yell County School District

Dr. Williams inquired as to what seemed to be the major issue with the identified districts. Ms. Martin responded that the major problem was consistent declining balances, which can be explained with planned construction or other planned improvement initiatives.

Discussion of Rule and Policy Regarding Waivers to School Districts for Teachers Teaching Out-of-Field for Longer than Thirty (30) Consecutive Days, Act 1623 of 2001.

Dr. Charity Smith was recognized to make this report. Dr. Smith summarized the Rule as adopted by the Board. She also noted that accidents, major illnesses and other events cause some teachers to be away from the classroom for an extended period of time and too often there is not a qualified substitute to assume the teaching responsibilities. Dr. Smith noted that any substitute teacher that fills a position for more than 30 days must have at least a Bachelor's degree, but may not be licensed for the subject(s) they are assigned to teach.

Ms. Hillman asked for confirmation of the fact that all that have applied for waivers have at least a Bachelor's degree. Dr. Smith affirmed. Ms. Hillman further asked about a teacher listed as having an early childhood license, but was on the list for waiver approval. Her question was why was this teacher applying for a waiver. Dr. Smith responded that it may have been that the licensure is just being approved and it has not had time to clear and be posted on the electronic data base.

Diane Tatum observed that there is a large gap between the number of teachers holding a license in Arkansas and the number holding positions in classrooms. Dr. Smith suggested that there are many who are retired; some who have a license, but are not working; others who maintain an Arkansas license, but live out of state; and some teach in private schools and colleges.

Dr. Williams asked for clarification on Highly Qualified status for special education teachers – if they are teaching in high school, are they required to have content certification. Dr. James asked Marcia Harding to respond. Subject area competence will be required when the Special Education teacher is the Primary instructor. However, she observed that these teachers may demonstrate qualifications based on the ARHOUSSE definitions as previously approved by the Board.

## Arkansas Better Chance Presentation

Paul Lazenby was recognized for this presentation. Mr. Lazenby reviewed the proposed application form and called particular attention to a shortened version for continuation proposals. He reported on a proposal for substitute teachers of more than 10 days that requires those substitutes to have a minimum of 12 content hours in early childhood education and expressed a preference for substitutes that have an associate's degree. Mr. Lazenby commented about the recommendations for staff salaries and the need for proposals to pay salaries within core quality guidelines and there are incentives to pull salaries to fall within the published guidelines. He stated that school district based proposals are required to have superintendent or school board signatures on the budget.

Mr. Lazenby noted that the ABC programs must be totally free to students, thus districts are required to balance the cost of reduced price meals or provide meals for students who may not qualify for free or reduced price lunches. He stated that in response to district obligations, the ABC grant would now allow grant expenditures to cover meals for ALL students.

Dr. Williams inquired about the full payment for 80% enrollment. Mr. Lazenby responded that enrollment and attendance are monitored and that a program gets full funding when at least 80% of the slots are full.

Dr. Williams also asked about licensure for teachers. Mr. Lazenby responded that the grant encourages P-4 or K-6 licensed teachers and that funds would be available to support fully licensed teachers. Ms. Hillman inquired as to the length of time staff have to meet the licensure status. Mr. Lazenby responded that a project may support a teacher up to two years while they are meeting licensure requirements.

## **CONSENT AGENDA**

Ms. Hillman moved approval of the Consent Agenda. Dr. Westmoreland seconded the motion. The motion was adopted unanimously.

- Approval of Minutes from February 14, 2005
- Commitment to Principles of Desegregation Settlement Agreement: Report on the Execution of the Implementation Plan
- Newly Employed, Promotions and Separations
- Report of Waivers to School Districts for Teachers Teaching Out-of-Field for Longer than Thirty (30) Consecutive Days – Act 1623 of 2001

## **ACTION AGENDA**

### Consideration of Policy Revision for Granting Local Districts up to Five Additional Professional Development Days

Janinne Riggs was recognized to present this item. Ms. Riggs stated that in recent years the Board had adopted a policy that allowed school districts to request a waiver of the requirement for the number of student instructional days that would allow up to a five day reduction and those days would be used for professional development. She also stated that the Department recommended continuation of that policy for the current year because of the numerous annexations and consolidations. However, with the additional days approved by the General Assembly all districts are now required to have a minimum of 10 days professional development. She stated that the Department is recommending that the Board reconsider the approval of additional waiver days. Ms. Riggs reported that the professional associations were contacted and concur in this recommendation. She also stated that the Department is preparing guidance on a description of quality professional development.

Mr. Lawson moved that the policy allowing additional waiver days be rescinded. Ms. Tatum seconded the motion. The motion was adopted unanimously.

### Review of Conversion Charter School Application from Emmet High School in Blevins School District

Jim Boardman was recognized to introduce this item. Mr. Boardman stated that additional information expected before the mailing of the Agenda Book had been received and was distributed at the beginning of the session. Mr. Boardman also recognized Mr. Donnie Davis, superintendent of Blevins School District and Dr. Gene Ross, assistant superintendent and proposed director of the charter school at Emmet. Mr. Davis noted that this proposal had been submitted from the former Emmet School District which was annexed to Blevins in July of 2004. He stated his endorsement of the proposal and affirmed the support of the new Board on behalf of the charter. Mr. Davis also noted that the annexation agreement included a provision for the Emmet campus to resubmit the charter proposal and there was agreement that the two communities would continue to have individual identities.

Mr. Ross stated that it was his intention to seek the charter status for the Emmet High School to better serve the students, not just to maintain the school on that campus. He stated that the developers have continued dialogue with Ed Vision in Minnesota, which was providing technical assistance to the proposal. Mr. Ross emphasized that Ed Vision provides resources so that students engage in project-based learning, which he stated was viewed as a motivational device.

Ms. Hillman noted that the repeated tenet of this proposal was to have hands-on projects and to change the curriculum to an agriculture-based content. Her question was did the developers consider doing this program without applying for

a charter school grant. Dr. Ross responded yes, but the charter provides waivers for standards, which he indicated were necessary for the school to be possible. Dr. Ross further noted that the strength of project-based learning would be to utilize the talent and content knowledge of community resources, which would not have licensure. Also, he indicated that waiver for paying of the state salary scale was important for these non-licensed staff. Ms. Hillman asked if there was a possibility of Blevins students being transported to Emmet. Mr. Davis indicated that was an option based on the choice of individual students.

Ms. Burrow asked about the feasibility of the pass/fail grade system as proposed. Particularly, she asked about students having a GPA, which is requested for students who go to a college or university. Dr. Ross responded that the schools would have to find a way to make this work, but he did not have a solution at this point. He noted that a portfolio might be one option.

Ms. Burrow asked about the availability of special education services where needed. Dr. Ross responded that there was a half-time special education teacher on staff who had just completed licensure requirements.

Mr. Lawson noted the option available to Blevins students, but asked if other schools in the area could send students. Dr. Ross indicated that such an invitation had not been discussed. Mr. Davis added that any transfer of students would have to fall within the racial balance as required by desegregation orders. Mr. Lawson also asked specifically if this concept can work with such a small number of students. Dr. Ross responded yes.

Dr. Westmoreland inquired about the changes in this proposal when compared to the one submitted a year ago. Dr. Ross responded that last year the proposal was for K-12, this year it is 7-12; also, he stated that last year there was no contingency plan for students who did not want to engage in project-based learning, this year any such students can go to Blevins.

Dr. Williams asked for a brief summary of the two districts. Mr. Davis responded with location of area, the relative size of the communities, and the proximity of communities being about 19 miles apart.

Ms. Burrow asked how could the project-based learning content assure that students were taught the required frameworks and content standards. Dr. Ross responded that Ed Vision was a content-based program that had been successful in other states and he was sure of its viability for Arkansas that the project-based learning would allow for further opportunities to include skills, and Ed Vision would provide professional development for Arkansas teachers, which should help assure full coverage of the content.

Ms. Caldwell directed a question to Mr. Boardman concerning the required timeline required for review and approval by the Board. She emphasized that

additional information, specifically a response from the school to staff questions, was just provided today and that there was not adequate time for Board members to understand this additional information. Scott Smith suggested that there is not specific timeline adopted in the current rules for conversion charters, but the request for proposals stated that a determination would be made by March 31.

Dr. Williams stated that he was familiar with the Ed Vision, but lacks information about their specific curriculum. Ms. Hillman stated that she sympathized with farmers and their need for technology training. She inquired who or how would the subject for the projects be determined? Dr. Ross responded that would be determined by the teacher and the student. Dr. Williams asked if there was support from the Blevins District to provide transportation between the two campuses. Mr. Davis stated that there is already an overlap in the transportation system and that could be worked out.

Dr. Westmoreland asked about the number of students who might have elected to transfer this year. Mr. Davis responded that almost none occurred.

Ms. Hillman moved that consideration of this proposal be deferred to provide additional time for Board members to review the new documents and that further information be made available such as the comment from Dr. Williams concerning additional support on the content (curriculum) of project learning lessons and a request from Ms. Burrow for additional information on the pass/fail grading system. The motion also included a condition for the chairman to determine when the proposal would be reconsidered. The motion was seconded by Ms. Burrow. The motion was adopted unanimously.

#### Review of Application for Renewal of the Open Enrollment Charter KIPP Delta College Preparatory School in Helena, AR

Jim Boardman was recognized to introduce this item. Mr. Boardman stated that the KIPP Academy had almost completed the initial three years of operation. He also stated that within three years it was difficult to start a program, get data and evaluate the school and have the continuation proposal ready to roll in less than three years. He noted that performance data from this school is promising. He also reported that the school has expressed the intent of expanding its grades to include high school.

Scott Shirey, school director, was recognized to respond to questions from Board members. Mr. Shirey did state that for the Academy and for all the students, academic achievement is paramount in everything that they do. He confirmed that the Academy would be drafting a formal plan to expand to include Grades 9 – 12.

Ms. Tatum asked about the apparent decline in student enrollment over the previous years. Mr. Shirey responded that there are high expectations for students and the work is intense, thus some students have convinced their parents that the Academy is not the right place for them. He also noted that the enrollment has stabilized this year.

Ms. Hillman asked about strategies for seeking students for enrollment and if he (Mr. Shirey) was still knocking on doors. She also inquired about the facility's capacity to expand to high school. Mr. Shirey indicated that parent contact continues to be an integral part of the outreach of KIPP. He stated that the current facility would be adequate in the short term; however, if much expansion occurs, additional space will be required.

Mr. Lawson moved renewal of the charter for three years. Ms. Hillman seconded the motion. The motion was adopted unanimously.

#### Review of Application for Renewal of the Blytheville Charter School and ALC

Jim Boardman was recognized to present this item. Mr. Boardman stated that this charter has been operational for four (4) years – the initial three-year award and a one-year extension that was granted last year. He noted that this charter serves as an alternative learning program for the Blytheville district and thus serves students who cannot or will not be successful in the regular school program, thus the students generally exhibit low academic performance.

Ann Lewis, principal, was introduced to summarize the school's status and respond to questions from Board members. Ms. Lewis confirmed that many of the students are enrolled as a result of court placement, expulsion from their regular school, discipline problems and other adverse situations. She stated that academics are not the first need of many of these students and as a result moving these students into proficient is problematic. She did observe that there is evidence to support some improvement – generally from below basic to basic, but that is progress for these students. She stated that all students are meeting goals, but they are not always academic goals – they are learning and they are making life changes. Ms. Lewis stated that this year 16 students will graduate from high school, all of which would have been a drop out if it were not for the services provided through this program. She stated that there are other students who will earn a GED and will move on into further education at the community college.

Ms. Burrow asked about the difference between ALC services and the charter school. Ms. Lewis stated that when student first enter, they enter through the ALC service, which is into an isolation room; then, when they are able to move into a less restricted environment, the students may enter the charter program. Ms. Lewis stated that there is a maximum of 15 students in any charter classroom. Ms. Burrow asked about special education services. Ms. Lewis

responded that students are not placed in the school because of a disability, all are placed because of environmental issues.

Ms. Burrow moved approval for a three-year continuation. Mr. Lawson seconded the motion. The motion was adopted unanimously.

Review of Renewal Application for Renewal of the Academic Charter of Excellence Conversion Charter School in Osceola School District

Jim Boardman was recognized to present this item. Mr. Boardman reported that this school has experienced high demand from enrollment from local students; it has met its projected academic gains and appears to function well within the Osceola School District. He did note that originally the school intended to participate in the Teacher Advancement Program (TAP) but decided not to pursue that project.

Sally Bennett, assistant superintendent of the Osceola School District, was recognized to respond to questions from Board members. Ms. Bennett stated that the school originally was designed to include only grades 5-8, but on community request, grade 4 was added. She indicated that community support is seeking expansion to include grades 1-8. Ms. Bennett reported that enrollment is open to all students in the community and that patrons have a choice. She reported that parent participation in school activities is good, but they want to work on improving in that area. Ms. Bennett stated that the curriculum in English has been linked to a Pre-Advanced Placement program and that concept will be expanded to mathematics.

Ms. Burrow commended the school for its improved test performance and 97% attendance. She questioned the comparison of student demographics of 74% minority population in the district and 54% minority in the charter school. She observed that the school does not mirror the district. Ms. Bennett responded that the school is open to all on a choice basis and that no one has been denied enrollment.

Ms. Caldwell asked why the school decided not to participate in the TAP program. Ms. Bennett responded that she has only been at the school this year and that decision was made before she came and she did not have the information to provide an answer.

Dr. Williams asked if attendance was zoned or open across the district. Ms. Bennett responded it was district wide. Dr. Williams also asked about the facility. Ms. Bennett responded that it was a former middle school facility in the district.

Dr. Westmoreland moved approval of a three-year extension. Dr. Williams seconded the motion. Dr. Williams expressed concern that this school not be viewed as a haven for white flight. The motion was adopted unanimously.

## Review of Application for Renewal of the Open Enrollment Imboden Area Charter School in Imboden

Jim Boardman was recognized to present this item. Mr. Boardman stated that this charter has experienced continually declining enrollment and as a result it has been difficult to observe student performance growth over time.

Judy Warren, principal, was recognized to respond to questions. Ms. Warren stated that 95% of the students enter well below expected grade level performance. She noted that each student is tested with a norm-referenced test to assist in placement within the learning program. She described a program of mastery-learning that is in place and much emphasis is given to hands-on activities. She stated that the school sees growth based on the norm-referenced test, but not on the criterion-referenced tests. Ms. Warren observed that enrollment is difficult to manage because of the mobility of the students' families. She stated that many of the families being served seem to be running from something in search of a better program for their children and they continue to search. She stated that the benchmark tests were not a fair measure of the content they choose to teach or their teaching philosophy. She stated they prefer to measure progress based on a norm grade equivalent score.

Dr. Williams inquired about the ability of the school to function with so few students, and asked about potential for growth. Ms. Warren was not optimistic about an increase in student population. Dr. Williams also stated that there should be a way for each student to show performance on the Benchmark. Ms. Warren noted that many of the students are so low when they enter, the Benchmark does not show they are making much progress.

Mr. Lawson expressed concern for the low number of student enrolled and he also expressed concern for the lack of opportunity to observe growth and progress over time, not just one score. Ms. Warren responded that the schools used STAR assessment at least six times during the year and thus they are able to monitor student performance over time.

Dr. Westmoreland asked for more information about the STAR assessment and whether it was aligned with the Arkansas Frameworks. Ms. Warren stated that the math aligned closely. Dr. Westmoreland asked if much of the difference focused on constructed response items as opposed to multiple choice options. Ms. Warren noted that daily writing exercises and problem solving strategies are not assessed by STAR. Dr. Westmoreland asked how those items were assessed. Ms. Warren indicated that the school was keeping student work and it would be compared over time. Dr. Westmoreland asked how the student's work was being evaluated over time. Ms. Warren indicated it has been difficult to work with open response items and track individual progress.

Ms. Tatum stated it was important to be able to assess growth. She also asked about the area from which students attended and how far they traveled. Ms. Warren responded that the longest distance any student traveled was approximately 25 miles. Ms. Tatum asked how they advertised and how they informed parents of the schools availability. Ms. Warren indicated that the school has tried many different options, but the most effective is word of mouth. She did say that they were considering purchasing advertising time on a Jonesboro television station.

Dr. Williams stated that the school must use the Benchmark as a tool for assessment. Scott Smith also observed that the Arkansas Comprehensive Testing Assessment and Accountability (ACTAAP) Rules must be followed and they cannot be waived.

Marcia Harding was recognized to report on special education funding and services made available to students attending this school. Ms. Harding confirmed that last year the school did submit a budget request in January and the Department disbursed funds in March. She noted that budgets are routinely due in October and that she personally contacted the school about the budget process and applying for funds, which has not been done for this year. Ms. Harding stated that it is her information that currently there are 11 students enrolled that are eligible to receive special education funding. Ms. Warren responded that they do have eligible students and that the school has not taken full advantage of those resources. Ms. Warren stated that she did have the proposed budgeted amount, but she was waiting for a local board meeting to approve the special education budget.

Ms. Hillman moved to table consideration of this proposal until the next Board meeting so that the Board may have access to additional information. Ms. Tatum seconded the motion. Board members identified the following for additional information.

- Full budget report including funds such as special education funds that have not been requested
- Information of waivers requested
- Information about the STAR assessment
- Enrollment projections for 2005-2006
- Other items identified by Department shown as lacking.

The motion to table was adopted unanimously.

Mr. Lawson expressed concern for the procedure used in reviewing with charter school waivers. He suggested more focused dialogue between the applicant and the Department before these items were brought to the Board for consideration.

Dr. Williams asked about the status of the Charter School position in the Department. Dr. James responded that the position was still advertised due to

applicants dropping out and the delay in getting confirmation of recommendations for employment.

### Consideration for Public Comment of Amendments to Arkansas High Objective Uniform State Standard of Evaluation ARHOUSSE

Frank Servedio was recognized to present this item. Dr. Servedio noted that previously the Board adopted the ARHOUSSE rule that outlined the criteria for establishing the highly qualified status of veteran teachers. He reported that since that time, the U.S. Department of Education conducted a site visit with focus on the Title II programs covered under No Child Left Behind (NCLB) and new information concerning additional options has become available. Dr. Servedio outlined proposed revisions that will provide additional flexibility for Arkansas teachers, specifically in the area of early childhood education by recognizing additional tests and options for experience/participation points.

Mr. Lawson inquired about Praxis tests that were not identified on the ARHOUSSE document. He noted that his question was related to a teacher's inquiry about the highly qualified criteria and if additional tests could be considered. Dr. Servedio responded that the test in question was not currently administered, but additional research would have to be done to determine the content covered by that test. Mr. Lawson suggested that the ARHOUSSE document should be worded to include "any other acceptable test," which would allow for any other tests that teachers may have taken.

Mr. Lawson also asked about the review or evaluation of college/university courses. Dr. Servedio noted that this will continue to be somewhat variable due to the differences that exist between the colleges and universities and the titles given courses. Dr. Westmoreland responded that frequently in her role at the University, she reviews transcripts and often has a difficult time in interpreting courses by title. Dr. Servedio stated that teachers/administrators should be able to determine if a course is content or pedagogy. He noted that if a course is directed toward how to teach, it is not counted. Dr. Westmoreland responded that over the years many universities have integrated both content and methods in some courses and it is difficult to evaluate from a title.

Ms. Riggs stated that the intent here is to put these proposed revisions out for public comment so many of these conversations can become part of the input from public hearings or comments. She also noted that some Praxis assessments are methods rather than content. Ms. Riggs also referred to a series of conference calls with local districts when the U.S. Department of Education Review Team was here. She stated that those calls, in part, sought responses from local administrators about the utility of the ARHOUSSE document: the response was positive and that it was not hard to understand. She observed that in one district, Cabot, it appears that only one teacher will not be identified as highly qualified under the current ARHOUSSE document. She

assured the Board that the discussion would be used as part of the public comment and debate on the proposed revisions.

Ms. Riggs suggested that the Board approve the proposed revisions as written and allow the suggestions made in this discussion be included in the public comment. She affirmed that the Board would have another opportunity to review the document before final approval. Dr. Westmoreland inquired about self-contained middle school teachers and how they would become highly qualified. Mr. Lawson also raised questions about the point system for K-6 licensed teachers who are teaching middle school and who may have taken the original National Teacher Exam (NTE) exam. Specifically can such a teacher count the elementary NTE as 50 points? Ms. Riggs responded that there is a question and answer document that can be revised to cover such issues. Mr. Lawson expressed the opinion of a need to amend the proposed Rule before it is sent for public comment.

Ms. Hillman moved approval of the proposed revisions to the Rule be adopted for public comment. Dr. Williams seconded the motion. The motion was adopted unanimously.

Request for Approval for Public Comment of the Proposed Rules Governing the Nutrition and Physical Activity Standards in Arkansas Public Schools as Required by Act 1220

Dr. Bobbie Davis was recognized to present this item. Dr. Davis reported that this proposed rule is the result of many sessions to frame the document in keeping with the work of the Advisory Committee and the intent of Act 1220. She noted that public hearings will be conducted and a final draft will be returned to the Board for review at the May meeting.

Ms. Caldwell noted a recent newspaper article from Tennessee, which is addressing many of the same concerns expressed in this Rule. She also observed that Arkansas is a leader on this issue.

Mr. Lawson moved adoption of the proposed Rules for public comment. Dr. Westmoreland seconded the motion. The motion was adopted unanimously.

Request for Final Approval of the Arkansas Department of Education Proposed Rules Governing the Certification and Continuing Professional Development of Child Nutrition Directors, Managers, and Workers

Wanda Shockey was recognized to present this item. Ms. Shockey reported that minor revisions were made in response to public comment. Ms. Hillman noted that one concern expressed to her was the hours of training and the need for a clear definition of what constituted staff development. Specifically, she asked if staff development days meant additional contract days. Ms. Shockey responded

that there were many ways to provide staff development during the work day and additional days would not be required. She stated that her staff is prepared to suggest ways that schools can better utilize time during the work day, rather than adding additional days.

Ms. Hillman moved adoption of the Rule as revised. Ms. Tatum seconded the motion. The motion was adopted unanimously.

Dr. Westmoreland moved adjournment. Ms. Hillman seconded the motion. The motion was adopted unanimously.

The meeting adjourned at 2:10 p.m.

The minutes were recorded and reported by Dr. Charles D. Watson.