

**Southwest Arkansas Education Cooperative Board's Minutes
August 22, 2023**

Schools Present: Blevins, Spring Hill Proxy - Peter Maggio, Prescott Proxy - Angie Bryant, Texarkana Proxy - Lea Metcalf-McDonald, Nevada, Genoa, Hope and Lafayette

School Not Present: Fouke

Co-op Staff Present: Monica Morris, Gina Perkins, Angie Gentry, Vicki Jewell, Shannon Puckett

Guests Present: Blevins- Autumn Reeder

The meeting was called to order by President Roy McCoy.

Debbie Huff made a motion to approve the minutes from June, seconded by Opal Anderson . The minutes were approved.

Debbie Huff made a motion to approve the financial and expenditure reports from June and July. Jonathan Crossley seconded the motion. Motion passed.

PERSONNEL SLATE FOR APPROVAL – Ms. Bailey recommends the hire of Jenny Smead as Assistant Bookkeeper, Julissa Valdez as HIPYP Home Visitor, and Kim Formby to be relocated as HIPYP Field Coordinator – all effective July 1, 2023. Jonathan Crossley made a motion to accept the personnel slate as presented. Peter Maggio seconded the motion.

PERKINS UPDATE – Shannon Puckett handed out Perkins folders for the 2023-24 year. They contain a budget and an MOU for each district. The packet also contains policies and procedures for the year. She noted that our districts need to ensure correct reporting of placement reports and completers. There is more information on the DCTE website, including reports and resources. The innovation start up grant and non-traditional grant windows are open. Please let Mrs. Puckett know if you need more information.

MENTORING UPDATE – Vicki Jewell shared the mentoring manual for the 2023-24 school year electronically, and hard copies will be printed and distributed. She listed some focus points for starting the new school year: ensuring that each novice teacher is assigned a “buddy teacher”, making sure novice teachers are reported correctly in APSCN, selecting a point of contact for each district, and making sure all novice teachers obtain ethics training within the required timeframe.

Mrs. Jewell also shared a spreadsheet with the group that contains tabs for each district and campus. It shows all novice teachers, and superintendents will have access. She noted that she would also like to meet with each district to create a personalized plan to ensure success with novice teachers.

TEACHER CENTER UPDATES – Monica Morris

LEARNING SERVICES – Cycle 2 will pull all teachers that are coded Science of Reading from APSCN. The Intensive Support Plan is required for those who have not received proficiency or awareness.

The Writing Revolution is creating another cohort. Training begins in September.

PUBLIC SCHOOL ACCOUNTABILITY – The final assessment calendar and LiveBinder are linked in the notes. Those links will continue to be shared through the year.

Other Information – “ Daunting but Doable” will be held for Principals at SWAEC on September 21st and 22nd. Nearby Co-ops are also hosting this training if districts need to split up their staff to avoid all principals being out of the building at once.

Arkansas Blue Cross Blue Shield is awarding \$2,500 to one campus in each county in Arkansas to create a Take Good Care Calming Room. Let Mrs. Morris know if you would like more information.

UPCOMING PROFESSIONAL DEVELOPMENT

- SPED Finance - August 31st
- ESOL Coordinators - September 12th
- School Board Training - September 14th
- Daunting but Doable - September 21-22

DIRECTOR UPDATE – Phoebe Bailey

PROXY FORMS - Proxy forms for the Southwest Co-op Board of Directors meetings were handed out. She asked that the superintendents please fill those forms out and turn them in as soon as possible.

23/24 BOARD MEETING SCHEDULE - Ms. Bailey shared the board meeting calendar for the current school year.

AAEA Legislative Committee - Notifications have been sent to the current committee members. Meetings should start soon.

STATE BOARD MEETING REPORT - Ms. Bailey shared a spreadsheet that was presented to the State Board of Education during a recent work session on AR Cooperatives. It shows a breakdown of each SWAEC fund and where the revenue comes from (federal, state, consortia, etc).

Other information - Ms. Bailey shared a breakdown of the current Public School Choice Act.

The Co-op is doing some restructuring and reorganizing of offices. SWAEC is also getting ready to request bids for some small renovations in order to create office space for new employees.

During a DESE zoom this morning, Secretary Oliva has asked Co-op Directors to help share his point of view on a few topics to alleviate any confusion on the status of AP studies in the state. She gave a brief overview of his requests.

There was a discussion about The Bailey Group and the grant timeline/requirements. Mrs. Morris stated that this is a grant to help coach administrators. Participation is optional, but the goal is to ensure they are using the materials that have been provided, and are getting the support they need to follow through.

With no further business, Peter Maggio made a motion to adjourn. Debbie Huff seconded the motion. The meeting was adjourned.