

Arrow Academy School Board
Minutes of Regular Board Meeting
Wednesday, October 18, 2023 at 4:00 PM
Save Our Streets Ministries Workshop
1730 Groesbeck, Bryan, TX 77803

Item 1: Call to Order

The board meeting was called to order by David Shellenberger at 4:07 PM.

Item 2: Establishment of Quorum

David Shellenberger, Sam Smith, and Carmen Maxwell were the board members present. Jim Christensen, Curt Mackey, Audrey Sanders, Rico Sedeno, Trudy Stansbury, Jessica Lambert, and Tara Branch were the staff members present.

Item 3: Public Comments

No discussion needed.

Item 4: Consent agenda

- a. Approval of Minutes of Meeting held August 23, 2023
- b. New Hires, Terminations, & Resignations

The floor was opened for questions or concerns regarding the items listed in the consent agenda. A motion was presented by Sam Smith and seconded by Carmen Maxwell to approve the consent agenda. The motion passed unanimously.

Item 5: Instruction/Curriculum Operations

a. EB Program Evaluation

Audrey Sanders shared the 2022-2023 Emergent Bilingual (EB)- Bilingual/ESL Program Evaluation with the Board. She explained that in addition to the ESL program, Arrow Academy offers Emergent Bilingual students an Alternative Language Program using a Sheltered Instructional approach.

b. Bilingual/ESL Waiver

Dr. Audrey Sanders, Superintendent, presented the Bilingual/ESL Waiver to the board. This waiver is to request permission from TEA to allow teachers who are not certified in ESL to be waived for the year, while working to become ESL certified. A motion was presented by David Shellenberger and seconded by Carmen Maxwell to approve the Bilingual/ESL Waiver. The motion passed unanimously.

Item 6: Operations Report

a. Annual Statement of Disclosure and Compliance

2023-2024 Annual Statement of Disclosure and Compliance forms were handed out to fill in and sign, along with the annual Conflict of Interest forms. The Annual Statement of Disclosure and Compliance forms will be submitted in the annual Governance Report to TEA.

Item 7: Policy and Procedures

No discussion needed.

Item 8: Finances

a. Check Registers & Top Vendors

Mr. Curt Mackey, CFO, presented the check registers and top vendor reports to the board. The Check Registers show a detailed history of each transaction that has been processed by Arrow Academy for the period indicated.

The Top Vendors report shows the top 25 vendors for the period indicated. New expenses were addressed along with larger expenses. The floor was opened for discussion.

b. Monthly Financial Report

Mr. Curt Mackey also presented each of the Monthly Financial Statements to the board along with explanations for Arrow's financial position compared to the current budget. He also presented the Monthly Graphs which highlight the latest enrollment and attendance data for the district. The floor was opened for discussion. A motion was presented by Sam Smith and seconded by Carmen Maxwell to approve the Check Registers, Top Vendors, Monthly Financial Reports, and Monthly graphs. The motion passed unanimously.

c. Approval of 2023-2024 Amended Budget

Curt Mackey presented the 2023-2024 Amended Budget and explained updates. The amended budget highlights changes to revenue and expenses based on the updated average daily attendance (ADA) and enrollment. The floor was opened for discussion. A motion was presented by David Shellenberger and seconded by Carmen Maxwell to approve the 2023-2024 Amended Budget. The motion passed unanimously.

d. Approval of 2022-2023 Audit Engagement Letter

Curt Mackey presented the 2022-2023 Audit Engagement Letter to the board. The Audit Engagement letter informed the board of the purpose of the audit, terms, and cost of the audit. The floor was opened for discussion. A motion was presented by Carmen Maxwell and seconded by Sam Smith to approve the 2022-2023 Audit Engagement Letter. The motion passed unanimously.

Item 9: Personnel

No discussion needed.

Item 10: Executive Session pertaining to personnel Government code section 551.074

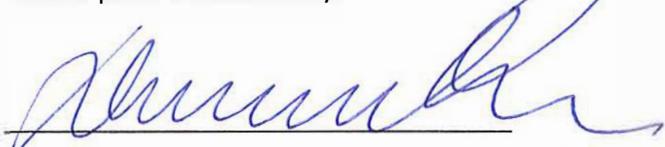
No discussion needed.

Item 11: Schedule next board meeting

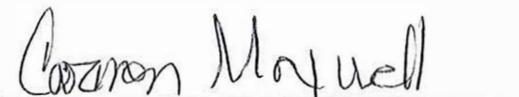
a. Wednesday, November 15, 2023

Item 12: Adjourn meeting

A motion was presented by Sam Smith and seconded by Carmen Maxwell to adjourn the board meeting at 4:58 PM. The motion passed unanimously.



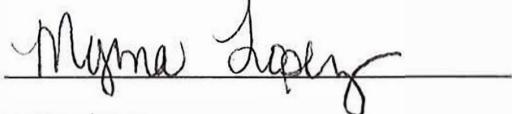
David Shellenberger



Carmen Maxwell



Tony Bloom



Myrna Lopez



Sam Smith