

**MINUTES**  
**ARKANSAS SCHOOL FOR MATHEMATICS, SCIENCES, AND THE ARTS**  
**BOARD OF VISITORS REGULAR MEETING**  
**February 7, 2012**  
**5:00 p.m.**

The Arkansas School for Mathematics, Sciences, and the Arts (ASMSA) Board of Visitors met in the Boardroom on the first floor at 200 Whittington Avenue, Hot Springs, Arkansas.

Prior to the meeting, the Board members arrived and attended some of the classes that were in session. They also lunched with some of the students prior to the start of the Board meeting.

**I. CALL TO ORDER**

Mrs. Lynne Dardenne, Chairman, convened the Board of Visitors regular meeting into open session at 5:02 p.m. and welcomed all of the Board members.

**II. ESTABLISH QUORUM**

**Members Present**

Lynne Dardenne, Ph.D., Chair  
 Mr. Luther Lowe, Vice-Chair  
 Mrs. Karen Garcia  
 Mrs. Leigh Merry  
 Mrs. Julie Mullenix

**Members Absent**

**Ex-Officio Members Present**

Ms. Marta Gwyn Collier, designee for John Ahlen, Ph.D., President, Arkansas Science and Technology Authority  
 Ms. Mary Kathryn Stein, designee for Tom Kimbrell, Ph.D., Commissioner, Arkansas Department of Education  
 Ms. Joy Pennington, designee for Ms. Cathie Matthews, Director, Department of Arkansas Heritage  
 Ms. Annie Wang, President, Student Government Association  
 Ms. Sandra Gilmore, President, ASMSA Parents' Association and Ms. Martha Carlson, Vice President, ASMSA Parents' Association

**Ex-Officio Members Absent**

Mr. Shane Broadway, Interim Director  
 Arkansas Department of Higher Education

**Administrative Members Present**

Janet Hugo, Ph.D., Director  
 Janice Sullivan, Ph.D., Dean of Academic Affairs  
 Mr. William Currier, Dean of Students  
 Mrs. JaNan Abernathy, Director of Finance  
 Mrs. Lorraine Munroe, Administrative Assistant

**Administrative Members Absent**

Mr. Chris Robbins, Dean of Distance Education and Information Technology  
 Mr. Greg Reed, Director, Institutional Advancement

Dr. Hugo welcomed, Ms. Stein, the ex-officio replacement for Krystal Nail, Arkansas Department of Education. Ms. Stein stated that she is the Program Coordinator for the Office of Gifted and Talented.

### **III. APPROVAL OF MINUTES**

A motion was made by Mrs. Mullenix and seconded by Mr. Lowe to approve the minutes of September 13, 2011. Motion passed unanimously.

### **IV. CONSENT AGENDA**

Director's Comments – Dr. Hugo

Dr. Hugo reported that the dining hall, kitchen and all of the offices will be finished out in the new building. The only area lacking completion is the Library.

Dr. Hugo stated that she has received notification from the Department of Career Education that they approved ten of ASMSA's computer courses for weighted credit.

Dr. Hugo reported that the Walmart Family Foundation has given ASMSA's Distance Education program a \$250,000 RUS grant that is contingent upon receiving matching funds. This grant is for rural schools to receive distance education classes.

Dr. Hugo reported that she was looking for an incentive for people to get more involved in a wellness program. Dr. Hugo stated that employees have been given three, 30-minute time slots from work to exercise and have received an overwhelming response from the employees partaking in this opportunity to get healthy.

Dr. Hugo reported that ASMSA is hosting the UA System Board of Trustees meeting on May 24. During the time that the UA Board members are on campus, Dr. Hugo stated that the new building will be dedicated.

Dr. Hugo informed the Board that graduation will be held on May 26 and that ASMSA is now a polling site.

Dr. Hugo also stated that Sherece West will be on campus on February 14, and Martha Carlson and Mike Brown are coming from Blue Cross/Blue Shield to talk about the Blue and You Grant program on February 24.

Dean Sullivan added that February 29 has been scheduled as an ASMSA wellness day.

Mr. Lowe inquired if anyone was measuring the results of the wellness program. Dr. Hugo reported that information is being kept on forms by individuals (students and employees) so that they can track their progress. Dr. Hugo reported that employees have individual goals that they are trying to attain.

Ms. Carlson also added that from the Parents' Association standpoint, she is pleased that the leadership at the school is emphasizing health and wellness because the students look up to the administrators as role models.

1. Financial Report – JaNan Abernathy

There were no questions pertaining to the Financial Report.

2. Residential Affairs Report – William Currier

Dean Currier reviewed his report. Dean Currier stated that the food service director had met with the students who are vegetarians to come up with a wider variety of choices.

3. Academic Affairs Board Report – Dr. Sullivan

Dean Sullivan reviewed her report with the Board.

Dean Sullivan reported that Librarian, Taylor Harris, died of cancer and there will be several events that will be held in his honor. Dean Sullivan stated that a section of the Library is dedicated to cancer awareness and research. Dean Sullivan reported that Regina Beard, Library Assistant, has been appointed as Interim Head Librarian.

Ms. Garcia asked how student admissions compared to last year. Mr. Kratochvil, Admissions Coordinator who was in the audience, stated that the school is on track with the same amount of students, if not more, than last year. Mr. Kratochvil reported that students from around the state that are below the tenth grade, who are in our student database system and who have expressed an interest in ASMSA and have filled out an interest card, have received an invitation to the school's open house.

Ms. Garcia also stated that the Sister City Foundation is presently taking applications for teachers to go to the Sister City Japan in June.

Mr. Lowe inquired as to the reasons why some students have left ASMSA. Dean Currier stated that there were several reasons – some wanted to go home to their home school, some weren't a good fit, some were home sick. Dean Currier reported that the students did not leave for academic reasons but for personal reasons. Dean Currier stated that there is a Peer Mentoring Program in place when a student's grades start to fall as well as attending teacher tutoring.

How does the ACT, or the applicants that are coming in, compare with the ACT score of the junior class that came in this year? Mr. Kratochvil stated that the applicants coming in have an average ACT score of 24 and 3.78 GPA which is right along the lines for the past three to five years.

Dean Currier stated that the research that was done with Texas A&M shows that GPA is the best indicator of student success rather than the ACT score. Dean Currier stated that students may have a higher ACT score but they do not necessary apply themselves as hard as they could.

4. Office of Distance Education and Information Technology – Chris Robbins

Mr. Robbins was not present at the meeting.

Ms. Mullenix asked if the expenses for Distance Education was negative or positive. Dr. Hugo reported that expenses were negative. Dr. Hugo stated that she had met with the Higher Education Subcommittee in recent days. Dr. Hugo reported that the Department of Education (ADE) has changed how Distance Education is overseen. She stated that the ADE has created a distance education consortium concept; that is, any school district pays \$2,500 that allows them to have as many or few students to participate in distance education classes as the district wants. Not all school districts

participate in the program. Dr. Hugo reported that the Department of Education increased ASMSA's grant allotment from \$823,000 to \$1.25 million this year but ASMSA can no longer charge tuition. Dr. Hugo stated that ASMSA's Distance Education Program has grown from four teachers when it was instituted in 1998 to thirty-two. However, Dr. Hugo said that the budget has not increased to absorb the increase in growth. Dr. Hugo stated that the Department of Education is supposed to send an additional \$200,000 which brings ASMSA to \$1.450 million. Dr. Hugo reported that the program costs approximately \$2 million a year to run so the remainder is absorbed in the regular budget every year. Dr. Hugo stated the shortfall is taken out of the Maintenance and Operations budget and will continue to do that. Dr. Hugo stated that she advised the Higher Education Sub-Committee that there is not enough money to cover the program and ASMSA is legislated to provide the program. Dr. Hugo said that it needs to be funded at a higher level. Dr. Hugo stated that financial help is received from out-of-state schools that are being taught through tuition money.

Dr. Hugo reported that two grants were being worked on for capital. One specifically targeting the Library expense, and the other hopefully to receive money to assist with the renovation of Cedar Street.

#### 5. Institutional Advancement – Greg Reed

Mr. Reed was not present due to attending a conference for professionals in educational settings.

Mr. Lowe inquired as to when the alumni relations plan will be ready. Dr. Hugo stated that contact information on the alums is being received slowly. Mr. Lowe stated that there is a contact list of 1,200 alums that is on Facebook and said that by accessing it, it may be a way to build off of the list. Dr. Hugo reported that constant work is being done to reach out to find the alums. Dr. Hugo stated that Stephanie Rizzo and Mia Anderson have put alumni contact information forms on the school website.

#### 6. Parents' Association – Ms. Sandra Gilmore and Ms. Martha Carlson

Ms. Gilmore reviewed her report and the accomplishments of the Parents' Association to date. Ms. Gilmore reported that Ms. Martha Carlson will be the new incoming president of the Parents' Association next year. Ms. Carlson stated that one of the goals that she has is to be supportive to the parents, to calm and inform the parents and let them know that they have a support system to go to.

Dr. Hugo reported that the Parents' Association has been tremendous this past year. She stated that for the first time in her eleven years at the school the Parents' Association is helping to make a difference in terms of retention.

#### 7. Student Government Association – Ms. Annie Wang

Ms. Wang reviewed her report with the Board. Ms. Wang stated that in December the SGA had a lollipop fundraiser selling lollipops at \$.50 each. Ms. Wang also reported that the SGA was selling Valentines - \$.25 each for a card, \$.75 to add a balloon and \$.25 for candy and an option to add a cupid for \$5.00.

Ms. Wang also reported that the SGA was planning a Mardi-Gras/Masquerade dance and students can either purchase masks or decorate masks themselves to wear to the dance.

The SGA is still working on finding funds for a cost-effective senior trip.

A motion was made by Ms. Karen Garcia and seconded by Mr. Luther Lowe to accept the Consent Agenda. Motion passed unanimously.

**V. OLD BUSINESS**

Dr. Dardenne stated that the search for the position of a new Director was closed on February 15, 2012 by the Search Committee. Dr. Dardenne stated that the Search Committee will be meeting in the near future to review the applicants for the position.

**VI. NEW BUSINESS**

Dr. Dardenne stated that since the former Secretary, Ms. Branch, has rotated off the Board of Advisors, a new Secretary needed to be elected. Mr. Luther Lowe nominated Ms. Karen Garcia as Secretary. A motion was made by Dr. Dardenne to nominate Ms. Karen Garcia as Secretary. Motion passed unanimously.

Mr. Lowe had inquired as to what time the University of Arkansas Trustees Meeting would start on May 24<sup>th</sup> (the meeting is being held at ASMSA). Dr. Hugo stated that the agenda would not be received until approximately one week before the meeting. Dr. Hugo also stated that she did not know exactly what time the dedication of the new Residence Building would be during the day on the 24th.

Dr. Hugo stated that she would like to give information reports to the Board about different areas of the school. Dr. Hugo asked Mr. Abijah Kratochvil, Admissions Coordinator who was present in the audience, to give a presentation to the Board to explain his function and that of the Admissions Department. Mr. Kratochvil then proceeded to explain to the Board his role as Admissions Coordinator and the work his department does in recruiting students.

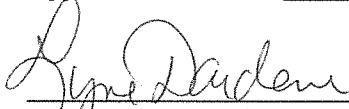
**VII. AUDIENCE WITH INDIVIDUALS OR GROUPS**

No request or comment from an individual or group.

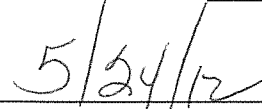
**VIII. ADJOURNMENT**

The meeting ended at 6:32 p.m.

Approved as written \_\_\_\_\_

  
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Mrs. Lynne Dardenne, Chair

Approved as amended \_\_\_\_\_

  
\_\_\_\_\_  
(Date)