

**Revised AGENDA
BOARD OF EDUCATION
SPECIAL BOE MTG (MICROSOFT TEAMS)
September 24, 2025**

CALL TO ORDER.....Chairman Magness

BOARD BUSINESS

*Minutes of 09/02/25

**ARKANSAS CORRECTIONAL SCHOOL
SUPERINTENDENT**.....Tracy Dowell

Public Comments

*New Hire-Landra R. Cooper, Administrative Assistant for the Central Office

* *New Hire- Hannah Strange, Teacher at ECACCC*

*Authorization of Electronic Transfer of Funds

*General Education Provisions Act

*2024-2025 Expenditures

*2025-2026 Projected Budget

ADJOURN

*Requires Board vote

MINUTES
BOARD OF EDUCATION
September 2, 2025

BOARD MEMBERS PRESENT: Benny Magness, Chairman
Dubs Byers, Vice-Chair
Lee Watson, Member
Alonza Jiles, Member
Brandon Tollett, Secretary
Lona McCastlain, Member
Grant Hodges, Member

DRAFT

Chairman Magness called the meeting to order at 12:33 p.m.

MINUTES

Mrs. McCastlain moved,
Pastor Jiles seconded, and the motion carried to approve the minutes of 8/1/2025 -see attachment #1.

Mrs. McCastlain moved,
Pastor Jiles seconded, and the motion carried to approve the New Hire-Muriel Richardson at SWACC.- see attachment #2.

The meeting adjourned at 12:44 p.m.

Benny Magness
Chairman

William "Dubs" Byers
Vice-Chair

Lee Watson
Member

Alonza Jiles
Member

Brandon Tollett
Secretary

Lona McCastlain
Member

Grant Hodges
Member



Arkansas Correctional School District

8000 Correction Circle

Pine Bluff, AR 71603

(870) 267-6725

Tracy Dowell, Ed.S, Superintendent

Micheal Stewart, M.Ed., Deputy Superintendent

Charlotte Nichols, Director of Finance

MEMORANDUM

TO: Board of Education
FROM: Tracy Dowell, Superintendent
RE: September 24, 2025 Revised Board Agenda
Date: September 19, 2025

New Business:

New Hires:

Landra R. Cooper, Administrative Assistant for the Central Office

Hannah Strange, Teacher, East Central Arkansas Community Correction Center

Request for Approval - Authorization of Electronic Transfer of Funds

Request for Approval – General Education Provisions Act

Request for Approval – 2024-2025 Expenditures and 2025-2026 Projected Budget

3



September 19, 2025

Hannah Strange, Teacher
[Redacted]
[Redacted]

Subject: Release From 25-26 SY Contract

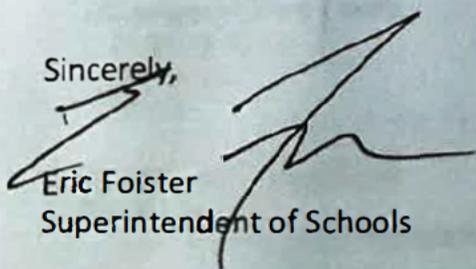
Dear Mrs. Strange,

This letter is to acknowledge the receipt of your resignation letter dated Monday, September 8, 2025. We accept your decision to resign from your position as the 4th Grade Literacy Teacher at Faulk Elementary.

We understand that you have decided to pursue another opportunity that aligns better with your personal life. While we are saddened by your departure, we respect your decision and wish you all the best in your future endeavors.

Please contact Human Resources to confirm your last day and to complete all required documents. You must also complete an exit checklist with your Principal.

Sincerely,


Eric Foister
Superintendent of Schools

3a



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Charlotte Nichols, Director of Finance

Micheal Stewart, M.Ed., Deputy Superintendent

Arkansas Correctional School District is requesting approval of the authorization of electronic transfer of funds per Board of Education Policy 7.20. This authorization is to be retroactive to July 1, 2025. It relates to A.C.A. 6-13-701(e) concerning the powers and duties of school district treasurers and Commissioner's Memo COM-12-036 relating to the written authorization by both the Disbursing Officer of the Board of Directors and the Superintendent. This authorization is for the normal, recurring purchases by the district that occur for materials and supplies, equipment, purchased services, utility bills, pre-approved credit card charges, payroll and taxes, use taxes, retirement, employee reimbursements, insurances (such as FSA/HAS/life), and any other items or services purchased by the district during the normal course of business. Individually signed authorizations are still required for transactions that do not occur on a regular basis.

This authorization is based on premise that the district will initiate the EFT's and will control the timing and the amount of the funds transfer.

Disbursing Officer

Date

Superintendent

Date



2025-2026

**Assurances and GEPA Statement
Programs Under ESSA & IDEA**

SECTION 4: APPROVAL AND SIGNATURE

Recommendation: This form requires annual review and signatures. If the LEA's superintendent changes at any point during the school year, this form should be reviewed, signed, and uploaded in Indistar again.

BOARD APPROVAL AND SUPERINTENDENT SIGNATURE

The School Board of Arkansas Correctional School District approved and recorded in its minutes the set of assurances stated above at a meeting held on _____ and further authorized the Superintendent to sign such assurances as required by Section 8306 and to submit a budget to the Arkansas Department of Education as required. By signing my name in the space provided, I hereby certify that all assurances have been read and are understood.

Please sign and date:

Michael Stewart
LEA Superintendent Name

Michael Stewart
LEA Superintendent Signature

Date: ___/___/___

LEA Board President Name

LEA Board President Signature

Date: ___/___/___

ARKANSAS CORRECTIONAL SCHOOL

2025-2026 PROJECTED REVENUE BUDGET

DESCRIPTION	2025-2026 BUDGETED REVENUE
State Foundation Funding	8,702,425.00
Transfer from Building Fund	1,600,000.00
Previous Year Carryover	1,173,138.62
TOTAL	11,475,563.62

DESCRIPTION	2025-2026 BUDGETED REVENUE
Total Title I Grant	121,902.56

DESCRIPTION	2025-2026 BUDGETED REVENUE
Total Carl Perkins Grant	22,248.11

DESCRIPTION	2025-2026 BUDGETED REVENUE
Title VI-B Grant	30,346.06
FY25 Carryover	5,727.09
Total Title VI-B Grant	36,073.15

Total Federal Budgeted Revenue 2025-2026

	174,496.73
VI-B FY25 Carryover	5727.09
Total Available Federal Funds	180,223.82

6

	A	B	C	D
1	ARKANSAS CORRECTIONAL SCHOOL			
2	2025-2026 PROJECTED BUDGET			
3	DESCRIPTION	2024-2025 BUDGETED	2024-2025 ACTUAL EXPEND.	2025-2026 BUDGETED
4	SALARY			
5	Certified Teacher Salary	4,968,737.11	4,792,315.86	5,144,407.73
6	Classified Salary	2,018,161.82	1,859,661.41	1,861,353.22
7				
8	EMPLOYEE BENEFITS			
9	Certified Benefits	497,036.36	438,800.70	475,273.04
10	Classified Benefits	204,900.34	181,656.84	188,019.63
11				
12	PROFESSIONAL DEVELOPMENT			
13	Certified Professional Dev.	122,400.00	31,745.48	87,000.00
14	Classified Professional Dev.	45,000.00	6,821.00	24,800.00
15	Certified Travel	32,300.00	9,272.94	28,300.00
16	Classified Travel	8,000.00	1,600.27	5,000.00
17				
18	TECHNOLOGY			
19	Computers, Smartboards, Etc.	167,000.00	86,706.56	279,200.00
20	Software	169,000.00	209,231.09	263,000.00
21	Technology Repair & Maint.	18,000.00	28,292.00	39,000.00
22	Purchase Prof/Tech. Services	26,000.00	460.00	26,000.00
23	Technology Supplies	5,000.00	7,298.99	7,600.00
24	Copier Rental	32,000.00	24,025.01	25,100.00
25	Software Maint. & Support	25,000.00	0.00	50,000.00
26				
27	CURRICULUM & TESTING			
28	Testing	300,000.00	146,505.34	261,000.00
29	Textbooks	25,000.00	25,282.83	25,500.00
30	Psychological Testing	3,000.00	827.76	3,000.00
31	WRAT Testing Supplies	50,000.00	32,793.08	55,000.00
32				
33	CAREER TECH			
34	Equipment & Tools	420,000.00	16,734.55	115,600.00
35	Supplies	235,500.00	116,711.46	204,500.00
36	Testing	47,000.00	16,692.58	57,300.00
37	Non-Tech Repair & Maintenance	4,500.00	469.72	4,500.00
38	Security & Copier Rental	10,800.00	7,866.89	11,000.00
39	Textbooks	37,000.00	12,499.92	48,000.00
40	Vehicle	3,000.00	922.75	7,000.00

	A	B	C	D
41				
42	DESCRIPTION	2024-2025 BUDGETED	2024-2025 ACTUAL EXPEND.	2025-2026 BUDGETED
43	SUPPLIES			
44	Supplies	120,000.00	101,489.48	207,110.00
45	Gradution Expenses	5,000.00	1,890.01	2,200.00
46	BUILDING			
47	Non-Tech Repair & Maintenance	2,000.00	8,636.46	15,000.00
48				
49	VEHICLES			
50	Vehicles	0.00	0.00	120,000.00
51	Non-Tech Repair & Maintenance	5,000.00	2,657.54	8,500.00
52	Gasoline	16,000.00	4,239.00	22,000.00
53				
54	INSURANCE			
55	Fleet Insurance	7,000.00	6,288.00	7,000.00
56	Property Insurance	20,000.00	19,262.56	22,000.00
57	Other Insurance	500.00	0.00	500.00
58				
59	LEGAL			
60	Legal Opinion & Research	20,000.00	2,345.00	20,000.00
61	Litigation	20,000.00	3,455.00	20,000.00
62				
63	UTILITIES			
64	Telephone	10,000.00	9,584.77	10,000.00
65	E-mail	94,000.00	35,705.70	93,500.00
66	Electricity	15,000.00	8,602.16	12,000.00
67				
68	OFFICE EXPENSES			
69	Postage	2,000.00	718.90	2,000.00
70	Dues & Fees	5,000.00	2,294.00	5,300.00
71	Printing & Binding	1,000.00	0.00	1,000.00
72	Advertising	1,000.00	0.00	1,000.00
73	Purchase Services	52,000.00	37,683.75	10,000.00
74	BUILDING FUND			
75	Tucker School	1,500,000.00	0.00	1,500,000.00
76	Central Office Bld. Maintenace	150,000.00	0.00	100,000.00
77				
78	Total	11,519,835.63	8,300,047.36	11,475,563.62
79				
80				
81				
82				

	A	B	C	D
83	ARKANSAS CORRECTIONAL SCHOOL			
84	2025-2026 FEDERAL Expenditure Budget			
85	Title I Grant Budget			
86	DESCRIPTION	2024-2025 PROJECTED BUDGETED	2024-2025 ACTUAL EXPENDITURES	2025-2026 PROJECTED BUDGET
87				
88	Certified Salary	0.00	0.00	17,010.99
89	Certified Benefits	0.00	0.00	3,583.02
90	Classified Salary	0.00	0.00	18,323.00
91	Classified Benefits	0.00	0.00	4,889.00
92	CTE Software Vouchers	0.00	0.00	78,096.55
93	TOTAL	67,836.59	67,836.59	121,902.56
94				
95	Carl Perkins 1% Grant			
96	DESCRIPTION	2024-2025 PROJECTED BUDGETED	2024-2025 ACTUAL EXPENDITURES	2025-2026 PROJECTED BUDGET
97	CTE Software Vouchers	12,230.20	12,230.20	22,248.11
98				
99				
100	Title VI-B Grant Budget			
101	DESCRIPTION	2024-2025 PROJECTED BUDGETED	2024-2025 ACTUAL EXPENDITURES	2025-2026 PROJECTED BUDGET
102	Certified Salary	19,269.06	19,269.06	23,024.28
103	Certified Benefits	5,727.09	0.00	4,812.29
104	Supplies	31.80	0.00	3,500.00
105	Testing	0.00	0.00	4,736.58
106	TOTAL	25,027.95	19,269.06	36,073.15
107				
108	Federal Budget Expenditure Totals	105,094.74	99,335.85	180,223.82
109				
110	Total Federal Budgeted Expenditures 2025-2026			180,223.82

9

ARKANSAS DEPARTMENT OF EDUCATION
ANNUAL FINANCIAL REPORT FOR 2024-2025
AND
BUDGET FOR 2025-2026

Arkansas Code Annotated §6-20-2202 states:

a)(1) The board of directors of each school district, open-enrollment public charter school, and education service cooperative annually shall prepare a budget of expenditures and receipts that shall be filed with the Department of Education by September 30 of each year under this subchapter.

(2) Each budget shall be approved by the board of directors of each school district, open-enrollment public charter school, and education service cooperative at a legally held meeting and shall be signed by the president of the board of directors and the ex officio financial secretary of each school district, open-enrollment public charter school, and education service cooperative. The budget shall contain the information and be prepared in an electronic format prescribed by the Department of Education governing financial accounting for Arkansas school districts, open-enrollment public charter schools, and education service cooperatives.

(b)(1)(A) Warrants or checks of a school district, open-enrollment public charter school, or education service cooperative issued after the date required by subsection (a) of this section shall be invalid unless a budget has been filed as required by this subchapter and in compliance with appropriate rules.

(B) The ex officio financial secretary of a school district, open-enrollment public charter school, or education service cooperative and his or her surety shall be liable for any warrants or checks countersigned after the date required by subsection (a) of this section if a budget has not been filed.

(2) After the Department of Education has met all deadlines for providing information to school districts, open-enrollment public charter schools, or education service cooperatives, distribution of all grants and aids from the state for which the school district, open-enrollment public charter school, or education service cooperative may be eligible shall be suspended until the requirements of this subchapter are met by the school districts, open-enrollment public charter schools, or education service cooperatives.

The Board of Directors School District, Open-enrollment Public Charter School, or Education Service Cooperative, in compliance with these requirements, approves the 2024-2025 Annual Financial Report due by August 31 in Cycle 9 and the 2025-2026 Budget due by September 30 in Cycle 1 on (date) 09/24/2025, 2025. (Date Board approved)

President of the Board Signature

Ex Officio Financial Secretary Signature (Supt)

There is no requirement to submit a copy of the form; however, it should be retained for documentation purposes.