

CASWELL COUNTY BOARD OF EDUCATION MINUTES

April 27, 2020

The Caswell County Board of Education met in regular session on Monday, April 27, 2020, at 9:00a.m. in the Administration Building of Caswell County Schools. Members present: Chairman Gladys Garland, Vice Chair Wayne Owen, Donna Hudson, Ross Gwynn, Tracy Stanley, Vennie Beggarly, and Mel Battle. Others present include Superintendent Dr. Sandra Carter, and Board Attorney Ron Bradsher. Also present during parts of the meeting were Kimberly Mims, Brian Bradsher and David Useche. Chief Finance Officer Amy Chandler and Assistant Superintendent Andy Tyrrell virtually attended the meeting. Dr. Sandra Carter recorded the minutes. (*Note: Others may have been present but did not sign the roster or names were not legible*).

I. A. CALL TO ORDER

The meeting was called to order by Chairman Garland. A moment of silence was observed followed by the Pledge of Allegiance.

I. B. APPROVAL OF MINUTES

Wayne Owen moved, seconded by Donna Hudson, to approve the minutes of the March 23, 2020 regular meeting. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

Vennie Beggarly moved, seconded by Wayne Owen, to approve the agenda as presented. The motion carried unanimously.

I. D. ANNOUNCEMENTS

Dr. Carter shared the two CCS employees completed their doctorate over Spring Break. Congratulations to Dr. Hillary Dodson and Dr. Shana LeGrant for their hard work in achieving this level of education.

Dr. Carter also shared that Governor Cooper has now closed school facilities with remote learning continuing until the end of the school year. As more information becomes available with guidelines and restrictions from the state level, she will share with staff and the Board.

Mr. Lance Stokes, principal at BYSHS, is working with a Senior Committee to create special memories for the graduating class at BYSHS. He has designated May as “Senior Month” at BYSHS with activities and recognitions planned throughout the month.

I. E. PUBLIC COMMENTS

None at this time.

II. UNFINISHED BUSINESS

None at this time.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

April 27, 2020

III. NEW BUSINESS

1. Consent Agenda

Dr. Carter recommended approval of the revised consent agenda. Mel Battle moved, seconded by Wayne Owen, to approve the consent agenda as presented. The motion carried unanimously.

a. Student Transfer Requests – School Year 2020/2021

- i. Gutierrez, Felix Oscar, Caswell to Rockingham (1st)
- ii. Gutierrez, Rosa Alina, Caswell to Rockingham (7th)
- iii. Vernon, Sarah Michelle, Caswell to Alamance-Burlington (6th)
- iv. Vernon, Colin Rice, Caswell to Alamance-Burlington (10th)
- v. Jones, Rachel, Caswell to Rockingham (11th)
- vi. Jones, Grace, Caswell to Rockingham (9th)
- vii. Jones, Samuel, Caswell to Rockingham (9th)
- viii. Jones, Christian, Caswell to Rockingham (6th)
- ix. Walker, Emily Rae, Caswell to Alamance-Burlington (12th)

b. LINQ Renewal - one-year subscription \$19,995.00

c. Temporary Waiver of Curriculum & Instruction Board Policies (due to COVID-19)

2. Purchase of Student Chromebook Devices

Dr. Carter recommended the purchase of 1,000 chromebooks to be paid through the State Textbook Fund at a total cost of \$344,540.00. The current five-year license on these chromebooks expires this school year. Additional chromebooks are needed in the near future and Dr. Carter will come back to the Board if the State provides funding opportunities. It was shared that the chromebooks will be ordered immediately; however, there could be a backlog due to COVID-19 and the high demand. Mel Battle moved, seconded by Vennie Beggarly to purchase 1,000 chromebooks to be paid from the textbook fund. The motion carried unanimously.

3. Policy 501 – Financial Planning & Budget Process

Dr. Carter shared that Policy 501 would need amending due to the April Board vote to increase the superintendent's spending threshold for board approved expenditures and budget allocations to \$10,000. This change is indicated in Policy 501 draft for first read. However, Dr. Carter, also recommended the Board review the section for finalizing the budget as it related to public input. Dr. Carter has posted a copy of the proposed budget on the district website and asked for input to share with the Board. There has been no feedback; however, it was suggested that Policy 501 be changed to address this procedure, as well. After discussion as to prior years, Tracy Stanley made the motion to

CASWELL COUNTY BOARD OF EDUCATION MINUTES

April 27, 2020

accept Policy 501 for first read. Donna Hudson seconded the motion, which carried unanimously. Dr. Carter was instructed to make necessary changes and bring the Policy back to the Board at the next meeting.

4. 2020-2021 Budget to Commissioners

Dr. Carter shared the draft 2020-2021 Budget to Commissioners with the Board of Education. Amy Chandler joined the meeting virtually to answer any questions. In response to questions, it was relayed that the Civic Center large auditorium will continue to be available for rent during construction. The Civic Center offices and kitchen area will be utilized for BYSHS administration for the BYSHS main office during construction. The small auditorium is housing the media center. As a result, only the large auditorium will be available for rent. Ross Gwynn moved, seconded by Wayne Owen to approve the 2020-2021 Budget to Commissioners. It carried unanimously.

IV. REPORTS/UPDATES

None at this time.

V. SUPERINTENDENT UPDATES

BYSHS Construction Updates

Dr. Carter shared that Dewberry Davis is receiving a lot of calls and interest in the project. The Bid Opening date is scheduled for Tuesday, May 5th. We will know at that time if the bid alternates are included in the total bid package. Dr. Carter shared that the Board should be on standby to meet. If bids come in under the target amount, the proposed Construction Contractor could come before the Board for approval at the next meeting. If a recommendation is not ready for the next meeting, they may be asked to call a special meeting. Once the Board approves a Contractor, it will then go to the Commissioners for their approval. Due to the financing tight timeline, it should move fairly quickly.

Dr. Carter shared printed updates on the project from Bill Powell. She also shared the Board needed to consider when they prefer a groundbreaking ceremony for the BYSHS project. The COVID-19 pandemic will prevent gatherings now. It was discussed that a groundbreaking ceremony could be held later, even in the fall, while the project is underway.

Dr. Carter provided an update on the Stoney Creek Elementary School corridor project. She requested the Board of Education approve an invoice for Seven Oaks for the corridor project walls. Mr. Hatchett previously spoke with DPI regarding the purchasing laws and they informed him that we would remain within the purchasing guidelines and laws. Seven Oaks is a GSA approved vendor and if the project was bid out, they would be only qualified vendor for the project. Dr. Carter recommended the Board approve the

CASWELL COUNTY BOARD OF EDUCATION MINUTES

April 27, 2020

purchase of the invoice from Seven Oaks in the amount of \$46,855.88, paid from the previously approved project safety funds. Wayne Owen moved, seconded by Ross Gwynn. The motion carried unanimously.

Remote Learning & Feeding Program during Coronavirus

Dr. Carter shared that the previously approved funding for the Feeding Program staff for 1 ½ pay would end on April 30th. Since the governor extended the closure of school facilities until the end of the school year, the feeding program will continue. As discussed previously, staff working with the feeding site program is more exposed to COVID-19, even though we are taking every precaution possible. The feeding program staff was very appreciative to the Board for this recognition. Dr. Carter recommended that 1 ½ pay continue for the feeding program staff until the end of the school year, June 8th and to allocate \$40,000 from fund balance to cover this cost. Vennie Beggarly moved, seconded by Donna Hudson. The motion carried unanimously.

It was shared that the feeding program employees have safety items including gloves, which is a normal part of the feeding program, masks (they have received many donations) and this past week started taking daily remote temperature checks of the staff.

It was also shared that safety and access control is up and running; however, we are waiting on the Stoney Creek project to be completed to finalize it. There was also a concern that the high school athletic gate is often unlocked, which is concerning due to construction. Dr. Carter will follow-up with Mr. Stokes and Mr. Hatchett.

It was discussed that all Resolutions that come before the Board will be voted on in the near future.

VI. CLOSED SESSION

Mel Battle made a motion to go into closed session for the purpose of considering a personnel action that involves an officer or employee of this Board (NC General Statute 143-318.11(a)(6); and for the purpose of discussing information that is privileged, confidential or not a public record (NC General Statute 143-318.11(a)(1) and to confer with legal counsel. Donna Hudson seconded the motion. The motion carried unanimously.

VII. OPEN SESSION

Tracy Stanley made a motion to return to open session. Vennie Beggarly seconded the motion. The motion carried unanimously.

VIII. PERSONNEL

None at this time.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

April 27, 2020

IX. COMMUNICATIONS

Due to the upcoming Memorial Day holiday, Wayne Owen made the motion to cancel the May 25, 2020 scheduled Board meeting on this date. The motion was seconded by Donna Hudson and carried unanimously.

Questions were asked about upcoming Beta Induction plans. Dr. Carter responded that due to COVID-19, they will postpone until a later time.

Teacher Appreciation is next week. Dr. Carter shared that the Central Office plans to call the week of May 4-8 CCS Staff Appreciation Week and plans to recognize each school and central office employees on a designated day of the week.

The process of returning unused field trip funds to parents was discussed. Dr. Carter shared she would follow-up with principals and ask that they notify parents of the process and/or when to expect any refunds.

The process for sharing personnel exit interviews with Board members was discussed.

X. BOARD MEMBER OBSERVATIONS

None at this time.

XI. ADJOURN

Ross Gwynn made a motion to adjourn the meeting at 12:08 p.m., Vennie Beggarly seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on May 11, 2020 at 9:00 a.m. in the Caswell County Schools Administration Building.

Gladys Garland

Dr. Sandra Carter