

# CASWELL COUNTY BOARD OF EDUCATION MINUTES

April 8, 2019

## Work Session Minutes

The Caswell County Board of Education met in a work session on Monday, April 8, beginning at 1:10 p.m. in the Caswell County Schools Administration Building of Caswell County Schools. Members present: Chairman Gladys Garland, Tracy Stanley, Mel Battle, Wayne Owen, and Vennie Beggarly. Vice Chair Donna Hudson and Ross Gwynn were absent. Others present include Superintendent Dr. Sandra Carter. Connie Kimrey recorded the minutes.

### CALL TO ORDER

The meeting was called to order at 1:10 p.m. Vennie Beggarly moved, seconded by Wayne Owen to call the meeting to order. The motion carried unanimously.

Chairman Gladys Garland reviewed the agenda.

- Procedure for Rescheduling Board of Education Meetings

A draft copy of procedures was shared with board members. Mel Battle shared that the draft references if a meeting is cancelled and questioned what procedures are for a delay in the instance of a student delay. After discussion it was agreed that if inclement weather creates a student delay on the day of a board meeting that the board will follow the same schedule.

- Civic Center Usage/Rental (during BYHS construction)

Discussion took place regarding rental of the large auditorium at the Civic Center. A handout was shared showing plans for modular units and space that will be used at the Civic Center. Board members shared concerns with not renting the large auditorium. It was shared that word has spread that the Civic Center will not be available and this has caused some concerns within the community.

It was agreed to continue to rent the large auditorium out. Information will be shared on the website as well as included in the Caswell Messenger to inform the public that the large auditorium will still be available for rental during construction.

- Child Nutrition Breakdown

Follow-up from previous work session regarding numbers and annual leave for child nutrition employees was discussed. Child Nutrition Manager, Kim Mims, shared information and review of days missed due to inclement weather as well as the amount of time made up and excused. Due to extended days this created a gap of days that child nutrition employees were out and days were not made up. Concerns were discussed as to employees taking annual leave. Kim Mims reviewed in detail the cost associated with how much would be needed to pay for annual leave days.

Upon lengthy review, Mel Battle asked if Kim Mims could have a budget showing different scenarios based on what it would cost the system for the board to review. Kim Mims indicated she could do that but would need to close out the year first. Kim Mims also shared information on the free and reduced lunch program and excessive charges related to student meal accounts.

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- Memorandum of Understanding (MOU) w/ Commissioners

Discussion took place regarding the MOU. Dr. Carter shared that the RFQ is in a holding pattern until April 19, 2019, when it is due.

- Policy # 330 - Parent/Booster and/or Support Organizations

Dr. Carter shared she is gathering information from all schools and will bring back to the board to share information.

- Code of Conduct

Dr. Carter asked board members to review the Code of Conduct and share any information they feel needs to be changed or tweaked.

- Communications

- Vennie Beggarly questioned the role of the School Resource Officer and if we've received anything from the Sheriff's office. Dr. Carter stated we have not received anything yet.
- Attorney Ron Bradsher shared and reviewed a draft copy of a warranty deed. Upon discussion it was agreed that the deed needs to be shared with the commissioners and a meeting needs to be planned once they've had time to review. Discussion needs to be had regarding the warranty deed, timeframe for modular units to create the least amount of disruption and architect. County Manager will make a recommendation to the Board of County Commissioners once the bids are received for an architect. Dr. Carter asked board members to share any comments or changes to the warranty deed by April 12, 2019. Attorney Bradsher will participate in a call to the insurance carrier with Finance Director and Dr. Carter to assure all insurance concerns are met. Attorney Bradsher also noted that the county will need to review their insurance policy.

ADJOURN

Wayne Owen moved, seconded by Vennie Beggarly to adjourn the meeting at 3:00 p.m. The motion carried unanimously.

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Gladys Garland  
Chairman

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Dr. Sandra Carter  
Superintendent