

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

The Caswell County Board of Education met in regular session on Monday, June 14, 2021 at 9:00 a.m. in the Administration Building of Caswell County Schools. Members present: Chairman Wayne Owen, Vice Chair Gladys Garland, Trudy Blackwell, and Tracy Stanley. Donna Hudson, Mel Battle, and Vennie Beggarly were absent. Others present include Superintendent Dr. Sandra Carter. Connie Kimrey recorded the minutes. Meeting was livestreamed via Zoom.

I. A. CALL TO ORDER

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

I. B. APPROVAL OF MINUTES

Gladys Garland moved, seconded by Tracy Stanley, to approve the minutes of the May 24, 2021 regular meeting as presented. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

Dr. Carter recommended approval of agenda as presented. Tracy Stanley moved, seconded by Gladys Garland, to approve the agenda as presented. The motion carried unanimously.

I. D. ANNOUNCEMENTS

Dr. Carter congratulated the 2021 graduating seniors and shared that the graduation was very nice and gave thanks to Principal Lance Stokes for planning and conducting a beautiful graduation ceremony.

Dr. Carter also recognized and congratulated the following employees:

- Robert Thomas = Teacher of the Year (NL Dillard Middle School)
- Alfreda Corbett = Classified Employee of the Year (NL Dillard Middle School)
- Bailey Gray = Beginning Teacher of the Year (Bartlett Yancey Sr. High School)

I. E. PUBLIC COMMENTS

None at this time.

II. UNFINISHED BUSINESS

Policy # 205 - Board of Education Meetings & Procedures

Policy # 206 = Board of Education Meetings Remote Participation

Policy # 605 - Curriculum & Instruction - Graduation Requirements

Policy # 607 - Curriculum & Instruction - Class Rank

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

Gladys Garland moved, seconded by Tracy Stanley, to remove Policies # 205, 206, 605, and 607 from the table. The motion carried unanimously.

Dr. Carter recommended approval of second reading for Policies # 205, 206, 605, and 607 as presented. Tracy Stanley moved, seconded by Trudy Blackwell, to approve Policies # 205, 206, 605, and 607 as presented. The motion carried unanimously.

Policy # 205 = Board of Education Meetings and Procedures

The Board, as a corporate body, may transact business only at official meetings of the Board. An individual Board member has no authority to act absent the delegation of authority by the Board at an official meeting.

As defined by law, an official meeting of the Board includes any meeting, assembly or gathering together at time or place or the simultaneous communication by conference telephone or other electronic means of a majority of the members of a public body for the purpose of conducting hearings, participating in deliberations, or voting upon or otherwise transacting the public business of the public body. However, a social meeting or other informal assembly or gathering together of the members of a public body does not constitute an official meeting unless called or held to evade the spirit and purposes of the open meetings law.

The regular meetings of the Caswell County Board of Public Education will be on the second and fourth Mondays of each calendar month. The first meeting of the month will be held in the morning and an evening meeting scheduled on the second meeting of the month (effective June 2018).

The Board Chairman has authority to cancel meeting due to emergency situations. Prior to decision to cancel a meeting, the Board Chairman will make reasonable effort to seek Board members input. If a meeting is cancelled, the board will plan on a 48-hour timeframe as a standard to base rescheduling of meetings if needed and advise the Chairman if they are unable to meet. Polling may be necessary to confirm a quorum.

In case of an emergency, the date of a regular Board meeting can be changed by the Chairman provided that every member is notified of the change. Additional meetings may be held at the request of the majority of the Board, the Chairman, or the Superintendent. If additional meetings are held, or if the regular meeting date is changed, the Superintendent will notify the public and the media.

All official Board meetings shall be open to the public. The Board meetings will operate with the following principles as guides:

- The Board shall act as a body.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

- The Board should proceed in the most efficient manner possible.
- The Board shall act by at least a majority of a quorum of its members.
- All members should have an equal opportunity to participate in decision-making.
- The Board's action should result from a decision on the merits rather than a manipulation of the procedural rules.

Executive sessions of the Board shall be closed to the public; however, the Board will report to the public the general proceedings of the executive sessions. Executive sessions shall be held in accordance with North Carolina General Statutes.

A. TYPES OF MEETINGS

While the Board is determined to operate efficiently, it also is mindful of the importance of thoughtful planning and discussion prior to taking formal action. Regular meetings will be held at a predetermined time and place to conduct the business of the Board. In addition, the Board may hold emergency meetings, work sessions, retreats, public hearings or other special meetings as it deems necessary to act in a timely manner and provide its members and executive staff with the opportunity to have an exchange of ideas and receive input from other staff, parents, students and the community.

B. REGULAR MEETINGS

The superintendent shall keep on file the schedule of regular meetings with the predetermined time and place. The schedule will be revised only in accordance with legal requirements for notice.

C. EMERGENCY MEETINGS

An emergency meeting may be called in order to address generally unexpected circumstances that require immediate consideration by the Board. The Chairperson, or the Vice-Chairperson, if the Chairperson is unable or unwilling to act, will call an emergency meeting when (a) two members so request; or (b) the Chairperson determines that the meeting is necessary.

D. SPECIAL MEETINGS

1. Retreats and Workshops

Retreats and workshops are special meetings that may be scheduled in order to give the Board more time to deliberate or evaluate issues. The Chairperson, or the Vice-Chairperson, if the Chairperson is unable or unwilling to act, will call a retreat or workshop upon a majority vote of the Board.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

2. Public Hearings

Public hearings required by law or deemed advisable by the Board will be organized by a special order and adopted by a majority vote, setting forth the subject, date, place and time of the hearing as well as any rules regarding participation, such as the length of time for each speaker. The purpose of the meeting is to gather information and hear opinions from the community. Generally, Board members will respond only to seek clarification. At the appointed time, the Chairperson or designee will call the hearing to order and preside over it. When the allotted time expires or when no one wishes to speak, the Chairperson or designee will declare the hearing ended.

3. Other Special Meetings

Other special meetings may be scheduled in between regular meetings. The Chairperson, or the vice-Chairperson, if the Chairperson is unable or unwilling to act, will call a special meeting to address a particular item or topic when (a) two members so request; or (b) the Chairperson determines that the meeting is necessary.

E. OPEN MEETINGS LAW COMPLIANCE

The Board will comply with the open meetings law, including notices of meetings.
(Legal References: G.S. 143-318.9, -318.14)

I. Place of Meetings

Meetings of the Board will be held in the Board Room of the Central Office except when the Board determines the public can be served best by holding the meetings elsewhere. When such a determination is made, the meeting will be held at some other appropriate place with the school district as determined by the Board, provided that prior public notice of least forty-eight (48) hours is given, except for emergency meetings.

II. Agenda

The Superintendent, as secretary to the Board, shall prepare a proposed agenda for each Board meeting. The proposed agenda shall be mailed to each member of the Board, the media, and other individuals three days before the date of such meeting.

Items may be added to the proposed agenda at the beginning of each meeting by the Superintendent. The second item of business for each Board meeting shall be adoption of the agenda.

The agenda for Board meetings shall be prepared by the administration staff at the direction of the Superintendent. Any Board member may submit an item to be placed on the agenda of a regular or special meeting of the Board by submitting the item in writing to the Superintendent's office no later than five o'clock of the afternoon five days prior to the meeting at which consideration is desired.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

It is the usual practice of the Board for the agenda to be in writing; however, the absence of a written agenda or the absence of any particular item on a written agenda shall not affect the validity of action taken by the Board.

III. Voting Method

Voting shall be a show of hands on all matters before the Board, except in election of Board members and Board officers. In case of a division, the minutes shall record the vote of each member voting and the abstention of any members present but not voting.

Voting for the election of Board members and Board officers is done by a written ballot unless there is only one nominee. If ballots are utilized, they must be signed and immediately available for public inspection. The results of any voting by written ballot must be recorded in the minutes and the minutes must show how each member voted.

A Board member must vote on all issues unless the member has a conflict of interest or is unable to remain impartial in a judicial matter before the Board. If a Board member recuses himself or herself from a vote, the member will state the reason before the vote is taken and the reason will be recorded in the minutes.

If a Board member is participating remotely (ref. Policy 206) the vote will be taken by voice.

A board member considered present through remote participation will be permitted to vote on any action item at the meeting except:

- a. any item for which the member was not participating remotely during the entire discussion and deliberation of the matter preceding the vote; and
- b. any item that was being discussed when an interruption to the electronic communication occurred, if the board's discussion was not suspended during the interruption. A brief loss of simultaneous communication, such as a few seconds, will not disqualify the member from voting on the matter under discussion.

IV. Procedure for Making a Formal Presentation to the Board

Any person or group desiring to make a formal presentation to the Board, or to address the Board relative to a specific matter, shall file with the Superintendent at least five (5) days prior to a meeting, a written request to be placed on the agenda. This procedure does not prohibit the Chairman from having a public comment session at a Board meeting. The request shall contain the following information:

- A. Name and address of the person making the request.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

- B. The organization or group, if any, represented.
- C. Content of the information to be presented. If written material is to be passed out, a copy of the material shall accompany the request.

The Superintendent shall have the authority, with the consent of the Board Chairman, to deny requests for inclusion on the agenda, where the item sought to be included:

- Is repetitious;
- Personally attacks an individual;
- Is harassing in nature;
- Is determined by the Superintendent to be improper or inadvisable for any reason.

The Board may, by majority vote, consent to hear a presentation where the appeal to speak is made immediately prior to or during the course of a regular or special meeting.

The Board Chairman shall have the authority to terminate any presentation.

V. PUBLIC COMMENTS

During each regularly scheduled Board meeting, a time will be set aside for citizens to address the Board through public comment. A sign-up sheet will be available for any individual or group to indicate their desire to address the Board. Total time allotted not to exceed 15 minutes. Those wishing to speak must sign up before the meeting, giving full name and address, and topic. Each person will be allowed no more than 3 minutes. Spokesperson representing a group of 8 or more people present will be given 5 minutes. The Board will hear comments, but no action will be taken unless the item is already on the agenda. Concerns of sufficient interest may be placed on the agenda for future meetings. Concerns covered by laws requiring confidentiality may NOT be addressed in open meeting.

Board members will not respond to individuals who address the Board except to request clarification of points made by the presenter.

Except in cases of emergency, information received during presentations will not be acted upon at the time it is received. It will take unanimous vote of the Board members present to take action on a presentation considered to be of an unusual or emergency nature at the time it is presented.

Disruptions by any person or persons of a public meeting will be subject to action in accordance with G.S.143-318.17.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

VI. Presiding Officer

The Board will elect a Chairperson and a Vice-Chairperson to serve for a term of one year or until his or her successor is elected and qualified by taking the oath of office prescribed in Article VI, Sec. 7 of the North Carolina Constitution. An organizational meeting for the election and qualification of officers will be held at the regularly scheduled December meeting of the Board and as often thereafter as the Board determines appropriate. The officers will be elected in the following order: Chairperson, Vice-Chairperson.

If necessary, at any meeting held to elect officers, the Superintendent will serve as Chairperson of the Board for the purpose of conducting the election of the Chairperson.

Vacancies in Office - All vacancies in the membership of the Boards of Education whose members are elected pursuant to the provisions of subsection (a) of this section by death, resignation, or other causes shall be filled by appointment by the remaining members of the Board, of a person to serve until the next election of members of such Board, at which time the remaining unexpired term of the office in which the vacancy occurs shall be filled by election.

Legal References: G.S. 115C-37(d),-41

If the Chairman or Vice-Chairman resigns from office, the position shall be filled at the next meeting. The individual elected must have the vote of an absolute majority of the Board. The Superintendent shall preside at the Board meeting during the election of officers.

The officers of the Board will perform all duties and exercise the authority imposed or conferred upon them by the statutes of the State of North Carolina and by the State Board of Education.

A. DUTIES OF THE CHAIRPERSON

1. The Chairperson has the following duties:

- a. preside at all meetings of the Board;
- b. preserve order at all times;
- c. appoint committee members and Chairpersons;
- d. serve as ex-officio member of all committees;
- e. call special meetings;
- f. sign official system documents; and
- g. to determine and relay duties and expectations of Vice Chair including recommended attendance at **additional** meetings **as well as** regular scheduled Board meetings.

The Chairperson will perform all duties required of the office by law and execute all documents on behalf of the Board.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

2. In order to address the Board, a member must be recognized by the Chairperson. The Chairperson has the following powers:
 - a. to rule motions in or out of order, including the right to rule out of order any motions patently offered for obstructive or dilatory purposes;
 - b. to determine whether a speaker has gone beyond reasonable standards of courtesy in his or her remarks;
 - c. to entertain and rule on questions of parliamentary procedure;
 - d. to call a brief recess at any time; and
 - e. to adjourn in an emergency.
3. The Chairperson will have a vote on all matters for which a motion is made and will serve as spokesperson of the Board for communication the Board's position to the public.
4. To exercise those powers conferred on the Chairman by the General Statutes of North Carolina.

B. DUTIES OF THE VICE-CHAIRPERSON

In the absence of the Chairperson, the Vice-Chairperson of the Board will:

1. assume all the rights and responsibilities of the Chairperson; and
2. attend additional meetings, as available and as requested by the Board Chairperson, and will perform other duties assigned by the Chairperson.

C. DUTIES OF THE CHAIRPERSON PRO TEMPORE

In the absence of both the Chairperson and Vice-Chairperson, the Board may elect a Chairperson pro tempore for that meeting only, and the appointment of such temporary officer will be noted in the minutes. While so serving, a Chairperson pro tempore performs the regular duties of the Chairperson.

DUTIES OF THE SUPERINTENDENT, AS SECRETARY TO THE BOARD

As secretary to the Board, the Superintendent shall:

1. record all proceedings of the Board;
2. issue all notices and orders that may be made by the Board;
3. ensure that the minutes of the meetings of the Board are promptly and accurately recorded in the minutes book, which must be kept in the office of the Superintendent and be open to the public inspection during regular business hours;
4. manage all correspondence on behalf of the Board, unless the Board directs otherwise;

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

5. prepare and distribute copies of the agenda as required by law and Board policy;
6. maintain Board members' manuals of policies and administrative regulations in current status;
7. advise the Board of policies previously adopted that affect items on the agenda requiring policy considerations;
8. in the absence of the Chairperson and Vice-Chairperson, call the Board meeting to order and conduct the election of a Chairperson pro tempore; and
9. perform other duties as required by state law or Board policy.

Legal References: G.S. 115C-41(a),-276(b)

VII. Presiding Officer when the Chairman is in Active Debate

The Chairman shall preside at Board meetings unless he becomes actively engaged in debate on a particular proposal, in which case he may designate the Vice-Chairman to preside over the debate. The Chairman shall resume the duty to preside as soon as action on the matter is concluded.

VIII. Public Hearings

Public hearings required by law or deemed advisable by the Board shall be organized by a special motion, which is adopted by a majority vote that sets forth the subject, date, place and time of the hearing, as well as any rules regarding the length of time of each speaker, etc. At the appointed time, the Chairman or his designee shall call the hearing to order and then preside over it. When the allotted time expires or when no one wishes to speak who has not already done so, the Chairman or his designee shall declare the hearing ended.

IX. Reference to Robert's Rules of Order

To the extent not provided for in these rules, and to the extent that the reference does not conflict with the spirit of these rules, the Board shall refer to Robert's Rules of Order, Revised, for unresolved procedural questions.

X. Policy Revision

It is the policy of the Caswell County Board of Public Education that no policies of the Caswell County Board of Public Education shall be rescinded or amended without an affirmative vote of the majority of the members constituting the Caswell County Board of Public Education. Further, a vote shall not be taken on any motion or resolution, which would constitute action hereunder, unless the Board has been informed of this proposed action at its last regular or special meeting. This limitation may be waived only by an affirmative vote of all members then constituting the Caswell County Board of Public Education.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

The operation of any section or sections of Board policies not established by law or contract may be suspended temporarily by a majority vote of Board members present at a Board meeting held in compliance with law and Board policy.

Legal References: G.S. 115C-36

Policy # 206 = Board of Education Meetings Remote Participation

The board acknowledges that attendance at board meetings is essential for its members to perform their official duties and to add to the diversity of thought and opinion in the board's deliberations. The board strongly encourages its members to be physically present for all board meetings. The board recognizes, however, that extenuating circumstances may occasionally prevent a member from being physically present at a meeting. It further recognizes that advances in technology, such as audio and video conferencing, have made it possible for members to communicate and deliberate with each other from remote locations. Therefore, to promote full participation of board members while ensuring access and transparency for the public as required by the Open Meetings Law, [G.S. 143-318.9](#) *et seq.*, the board authorizes remote participation in board meetings subject to the following procedures and requirements.

A. Authorized Circumstances for Remote Participation

1. The board authorizes remote participation consistent with the requirements of this policy in any meeting of the board that is not a hearing as described in policy 205, Board of Education Meetings and Procedures, or other quasi-judicial proceeding.
2. A member may attend a meeting and participate in board deliberations and decisions by remote participation if the member is prevented from physically attending the meeting due to:
 - a. personal illness or disability;
 - b. out-of-town travel;
 - c. unexpected lack of child-care;
 - d. family member illness or emergency;
 - e. weather conditions;
 - f. military service;
 - g. employment obligations; or
 - h. a scheduling conflict.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

Remote participation is not to be used solely for a board member's convenience or to avoid attending a particular meeting in person.

3. Acceptable means of remote participation include telephone-, Internet-, or satellite-enabled audio or video conferencing, or any other technology that enables the remote participant and all persons present at the meeting location to be clearly audible to one another. Text messaging, instant messaging, email, and web chat without audio are not acceptable means of remote participation.
4. No board member may participate remotely more than three times during a calendar year; however, in justifiable circumstances, the board may, by two-thirds vote, agree to waive this limitation.

B. Conditions and Requirements for Remote Participation

1. A board member participating in a meeting remotely shall use his or her best efforts to participate in all or as much of the meeting as circumstances permit and not merely for the closed session portion of the meeting or a limited number of agenda items.
2. A board member participating remotely will be considered present at the meeting for purposes of establishing a meeting quorum and will be entitled to participate in open session deliberations at the meeting if:
 - a. the member is able to hear other members of the board and any members of the public present at the meeting who are recognized by the board during public comment;
 - b. all persons present at the meeting location are able to hear the board member who is participating remotely; and
 - c. when video technology is used, the remote participant is visible to all persons present at the meeting location.
3. A board member may participate remotely in a closed session of the board provided the member provides assurance to the board that no other person is able to hear, see, or otherwise participate in the closed session from the remote location.
4. A board member considered present through remote participation will be permitted to vote on any action item at the meeting except:
 - a. any item for which the member was not participating remotely during the entire discussion and deliberation of the matter preceding the vote; and
 - b. any item that was being discussed when an interruption to the electronic communication occurred, if the board's discussion was not suspended during the

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

interruption. A brief loss of simultaneous communication, such as a few seconds, will not disqualify the member from voting on the matter under discussion.

C. Procedure for Remote Participation

1. A member of the board who desires to participate in a meeting remotely shall notify the board chair and the superintendent at least four hours in advance of the meeting so that necessary arrangements can be made.
2. The chair or designee at the meeting location shall initiate contact with the member prior to the start of the meeting to secure participation.
3. The chair shall announce the remote participant and the means of remote participation at the beginning of the meeting.
4. The meeting chair may decide how to address technical difficulties that arise when utilizing remote participation, but whenever possible, the chair should suspend discussion while reasonable efforts are made to correct any problem that interferes with a remote participant's ability to hear or be heard clearly by all persons present at the meeting location. If, however, the technical difficulties distract from or impede the orderly progress of the meeting, a majority of the members physically present may vote to end the remote participation.
5. A member participating remotely shall notify the chair if leaving the meeting before it is adjourned or rejoining the meeting after a period of absence.
6. All votes taken will be by voice vote.
7. Participation by electronic communication will be noted in the official board minutes. Any interruption to or discontinuation of the member's participation will also be noted in the minutes.
8. Any costs associated with remote participation other than normal telephone or Internet connection shall be borne by the remote participant.

The superintendent is directed to provide the technology sufficient to implement this policy in accordance with all applicable laws.

Legal References: [G.S. ch. 143, art. 33C](#)

Cross References: Board Meetings (policy [2300](#)), Compliance with the Open Meetings Law (policy [2320](#)), Closed Sessions (policy [2321](#)), Board Meeting News Coverage (policy [2325](#)), Quorum (policy [2341](#)), Hearings Before the Board (policy [2500](#))

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

Policy # 605 – Curriculum & Instruction – Graduation Requirements

The board recognizes the importance of setting rigorous graduation requirements to help ensure that students are receiving an education that will prepare them to be productive members of society.

In order to graduate from high school, students must meet the following requirements:

1. successful completion of all course unit requirements as described in Section A; and
2. successful completion of cardiopulmonary resuscitation instruction; and
3. successful completion of all other requirements mandated by the board, as provided in this policy.

The principal shall ensure that students and parents are aware of all graduation requirements. School counseling program staff shall assist students in selecting their high school courses to ensure that students are taking all of the required units and selecting electives consistent with their post-graduation plans. For students who have transferred to the school system during high school or who, for other reasons, have completed course work outside of the school system, the principal shall determine what course work will be applied as credit toward graduation. The principal shall consider the requirements of the Interstate Compact on Educational Opportunity for Military Children (G.S. 115C-407.5) and the requirements of subsection C.3 of this policy in determining the graduation requirements for children of military families.

A. COURSE UNITS REQUIRED

All students must fulfill the course unit requirements of the Future-Ready Core Course of Study, unless they are approved for the Future-Ready Occupational Course of Study. The tables below list the course unit requirements for the Future-Ready Core Course of Study and the Future-Ready Occupational of Study based on the student's year of entry into night grade for the first time.

In accordance with State Board of Education requirements, students may earn high school credit for college courses completed. In addition, students may earn credit for certain high school courses in the Future-Ready Core Course of Study completed while in middle school, as authorized by the State Board of Education. Students also have the opportunity to meet course unit requirements without completing the regular period of classroom instruction by demonstrating mastery of the course material in accordance with State Board of Education requirements.

All awards of high school course credit must be consistent with State Board of Education requirements. Any inconsistency between board policy and State Board graduation requirements will be resolved by following the State Board requirements. While the board endeavors to keep its policy up to date with current State Board of Education graduation requirements, students should verify current requirements with their school counselors when planning course schedules or making other decisions based on graduation requirements.

CASWELL COUNTY BOARD OF EDUCATION MINUTES
June 14, 2021

1. Future-Ready Core Course of Study Credits Required for Students Entering Ninth Grade for the First Time before 2020-2021.

Courses Required*	State Requirements	Local Requirements
English	4 courses <ul style="list-style-type: none"> • sequential (English I, II, III, and IV) 	4
Mathematics	4 courses <ul style="list-style-type: none"> • NC Math 1, 2, and 3 and a fourth math course aligned with the student's post-high school plans** <p>(A principal may exempt a student from this math sequence. Exempt students will be required to pass NC Math 1 and 2 and two other application-based math courses or selected CTE courses, as identified on the NC DPI math options chart.)***</p>	4
Science	3 courses <ul style="list-style-type: none"> • physical science course, • Biology, and • earth/environmental science) 	3
Social Studies	4 courses, including: <p>(A) a founding principles course which shall be either:</p> <ol style="list-style-type: none"> 1. American History: <ol style="list-style-type: none"> a. Founding Principles b. Civics and Economics 2. Founding Principals of the United States of America and North Carolina: <ol style="list-style-type: none"> a. Civic Literacy[†] and <p>(B) two American history courses which shall be either:</p> <ol style="list-style-type: none"> 1. American History I and American History II, 2. American History I or II and another Social Studies course <p>(C) World History</p>	4
Health/PE	1 course	1
Electives	6 courses <p>Two electives must be any combination of:</p> <ul style="list-style-type: none"> • Career and Technical Education, • Arts Education, or • World Language; <p>Four electives must be from one of the following:</p> <ul style="list-style-type: none"> • Career and Technical Education • Arts Education <p>any other subject area or cross-disciplinary course. A four-course concentration is recommended.)[±]</p>	11
Total Credits	22 courses	27

CASWELL COUNTY BOARD OF EDUCATION MINUTES
June 14, 2021

* Certain International Baccalaureate (IB), Advanced Placement (AP), and Cambridge International Examination (CIE) courses will satisfy specific graduation requirements. See SBE Policy GRAD-008.

** Students who are learning disabled in math may have other options for meeting the four mathematics credits requirement. See DPI memo of August 24, 2016 available at <http://bit.ly/DPIMemo>, and the math options chart linked below.

*** Students seeking to complete minimum course requirements for UNC universities must complete four mathematics courses, including a fourth math course with Math 3 as a prerequisite. The math options chart is available at <https://sites.google.com/dpi.nc.gov/k-12-mathematics/resources/hs-mathematics/math-options-charts?authuser=0>.

† The founding principles courses, American History: Founding Principles, Civics and Economics and Founding Principles of the United States of America and North Carolina: Civic Literacy, must follow the North Carolina Standard Course of Study (NCSCOS) in its entirety and may not be satisfied by any other courses. See SBE Policy GRAD-004.

± Students seeking to complete minimum course requirements for UNC universities must complete two credits of a single world language.

2. Future-Ready Core Course of Study Credits Required for Students Entering Ninth Grade for the First Time in 2020-2021

Courses Required*	State Requirements	Local Requirements
English	4 courses <ul style="list-style-type: none"> • sequential (English I, II, III, and IV) 	4
Mathematics	4 courses <ul style="list-style-type: none"> • NC Math 1, 2, and 3 and a fourth math course aligned with the student's post-high school plans** (A principal may exempt a student from this math sequence. Exempt students will be required to pass NC Math 1 and 2 and two other application-based math courses or selected CTE courses, as identified on the NC DPI math options chart.)***	4
Science	3 courses <ul style="list-style-type: none"> • physical science course, • Biology, and • earth/environmental science) 	3
Social Studies	4 courses, including: <ol style="list-style-type: none"> (A) a founding principles course which shall be either: <ol style="list-style-type: none"> 1. American History: <ol style="list-style-type: none"> a. Founding Principles b. Civics and Economics 2. Founding Principals of the United States of America and North Carolina: <ol style="list-style-type: none"> a. Civic Literacy † and (B) an American history course which shall be either: <ol style="list-style-type: none"> 1. American History 2. American History II 3. American History 	4

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

	(C) World History [±] (D) Economics and Personal Finance [^]	
Health/P.E.	1 course	1
Electives	6 courses Two electives must be any combination of: <ul style="list-style-type: none"> • Career and Technical Education, • Arts Education, or • World Language Four electives must be from one of the following: <ul style="list-style-type: none"> • Career and Technical Education • Arts Education • Any other subject area or cross-disciplinary courses. A four-course concentration is recommended.) ‡ 	11
Total Credits	22 courses	27

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*** Students seeking to complete minimum course requirements for UNC universities must complete four mathematics courses, including a fourth math course with Math 3 as a prerequisite. The math options chart is available at <https://sites.google.com/dpi.nc.gov/k-12-mathematics/resources/hs-mathematics/math-options-charts?authuser=0>.

† The founding principles courses, American History: Founding Principles, Civics and Economics and Founding Principles of the United States of America and North Carolina: Civic Literacy must follow the North Carolina Standard Course of Study (NCSCOS) in its entirety and may not be satisfied by any other courses. See SBE Policy GRAD-004.

± It is strongly recommended that students take World History in the first year of their high school Social Studies course sequence due to the nature of the adoption of the new Social Studies Standard Course of Study effective in 2021-2022.

^ This course must, at a minimum, include the standards established by the second edition of the Voluntary National Content Standards in Economics and the 2013 National Standards for Financial Literacy, as developed by the Council for Economic Education.

‡ Students seeking to complete minimum course requirements for UNC universities must complete two credits of a single world language.

3. Future-Ready Core Course of Study Credits Required for Students Entering Ninth Grade for the First Time in 2021-2022

Courses Required*	State Requirements	Local Requirements
English	4 courses <ul style="list-style-type: none"> • sequential (English I, II, III, and IV) 	4

CASWELL COUNTY BOARD OF EDUCATION MINUTES
June 14, 2021

Mathematics	4 courses <ul style="list-style-type: none"> • NC Math 1, 2, and 3 and a fourth math course aligned with the student’s post-high school plans** (A principal may exempt a student from this math sequence. Exempt students will be required to pass NC Math 1 and 2 and two other application-based math courses or selected CTE courses, as identified on the NC DPI math options chart.)***	4
Science	3 courses <ul style="list-style-type: none"> • physical science course, • Biology, and • earth/environmental science) 	3
Social Studies	4 courses, including: <p>(A) Founding Principals of the United States of America and North Carolina:</p> <p style="padding-left: 40px;">a. Civic Literacy[†] and</p> <p>(B) Economics and Personal Finance;[‡] and</p> <p>(C) American History; and</p> <p>(D) World History)</p>	4
Health/PE	1 course <ul style="list-style-type: none"> • Students are required to successfully complete CPR instruction to meet Healthful Living Essential Standards as a requirement for high school graduation.) • Accommodations/alternative assessments for students identified by ADA or IDEA will be provided. 	1
Electives	6 courses <p>Two electives must be any combination of:</p> <ul style="list-style-type: none"> • Career and Technical Education, • Arts Education, or • World Language <p>Four electives must be from one of the following:</p> <ul style="list-style-type: none"> • Career and Technical Education • Arts Education • Any other subject area or cross-disciplinary courses. A four-course concentration is recommended.)‡ 	11
Total Credits	22 courses	27

* Certain International Baccalaureate (IB), Advanced Placement (AP), and Cambridge International Examination (CIE) courses will satisfy specific graduation requirements. See SBE Policy GRAD-008.

** Students who are learning disabled in math may have other options for meeting the four mathematics credits requirement. See DPI memo of August 24, 2016 available at <http://bit.ly/DPIMemo>, and the math options chart linked below.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

*** Students seeking to complete minimum course requirements for UNC universities must complete four mathematics courses, including a fourth math course with Math 3 as a prerequisite. The math options chart is available at <https://sites.google.com/dpi.nc.gov/k-12-mathematics/resources/hs-mathematics/math-options-charts?authuser=0>.

† This course must follow the North Carolina Standard Course of Study (NCSCOS) in its entirety and may not be satisfied by any other courses. See SBE Policy GRAD-004.

± This course must, at a minimum, include the standards established by the second edition of the Voluntary National Content Standards in Economics and the 2013 National Standards for Financial Literacy, as developed by the Council for Economic Education.

‡ Students seeking to complete minimum course requirements for UNC universities must complete two credits of a single world language.

4. Future-Ready Occupational Course of Study Credits Required for Students entering Ninth Grade prior to 2020-2021 (only available to certain students with disabilities who have an IEP)

Courses Required*	State Requirements	Local Requirements
English	4 courses (including English I, II, III, and IV)	4
Mathematics	3 courses: <ul style="list-style-type: none"> • Introduction to Math • NC Math 1 • Financial Management 	3
Science	2 courses: <ul style="list-style-type: none"> • Applied Science • Biology 	2
Social Studies	2 courses: <ul style="list-style-type: none"> (A) American History <ul style="list-style-type: none"> • Founding Principles • Civics and Economics or • Founding Principles of the United States of America and North Carolina: Civic Literacy; and (B) American History I or American History II or American History)** 	2
Health/P.E.	1 course <ul style="list-style-type: none"> • Students are required to successfully complete CPR instruction to meet Healthful Living Essential Standards as a requirement for high school graduation.) Accommodations/alternative assessments for students identified by ADA or IDEA will be provided.	1
Career/Technical	Career/Technical	4

CASWELL COUNTY BOARD OF EDUCATION MINUTES
June 14, 2021

Occupational Preparation	6 courses: (A) Occupational Preparation I or Employment Preparation I: Science; (B) Occupational Preparation II or Employment Preparation II: Citizenship IA and Employment Preparation II: Citizenship IB; (C) Occupational Preparation III or Employment Preparation III: Citizenship IIA and Employment Preparation III: Citizenship IIB; and (D) Occupational Preparation IV or Employment Preparation IV: Math)	6
Work Hours	600***	600
Electives	0	5
Other Requirements	Completion of IEP objectives Career Portfolio	Completion of IEP objectives Career Portfolio
Total Credits	22 courses	27

* Applicable only to students entering the ninth grade for the first time prior to 2017-18.

** Applicable only to students entering the ninth grade for the first time between 2017-2018 and 2019-2020.

*** The work hours must include: (1) 150 hours of school-based training with work activities and experiences that align with the student's post-school goals; (2) 225 hours of community-based training; and (3) 225 hours of paid employment or 225 hours of unpaid vocational training, unpaid internship, paid employment at community rehabilitation facilities, and volunteer and/or community services hours, for a total of 600 required work hours.

5. Future-Ready Occupational Course of Study Credits Required for Students Entering Ninth Grade for the First Time in 2020-2021 (only available to certain students with disabilities who have an IEP)

Courses Required*	State Requirements	Local Requirements
English	4 courses (including English I, II, III, and IV)	4
Mathematics	3 courses: <ul style="list-style-type: none"> • Introduction to Math • NC Math 1 • Financial Management 	3
Science	2 courses: <ul style="list-style-type: none"> • Applied Science • Biology 	2

CASWELL COUNTY BOARD OF EDUCATION MINUTES
June 14, 2021

Social Studies	2 courses: (A) including founding principle courses which shall be either: 1. American History <ul style="list-style-type: none"> • Founding Principles • Civics and Economics or • Founding Principles of the United States of America and North Carolina: Civic Literacy; and 2. Economics and Personal Finance)	2
Health/P.E.	1 course	1
Career/Technical	4 courses <ul style="list-style-type: none"> • Career/Technical Education electives 	4
Occupational Preparation	6 courses (A) Occupational Preparation I or Employment Preparation I: Science; (B) Occupational Preparation II or Employment Preparation II: Citizenship IA and Employment Preparation II: Citizenship IB; (C) Occupational Preparation III or Employment Preparation III: Citizenship IIA and Employment Preparation III: Citizenship IIB; and Occupational Preparation IV or Employment Preparation IV: Math	6
Work Hours*	600	600
Electives	0	5
Other Requirements	<ul style="list-style-type: none"> • Completion of IEP objectives • Career Portfolio 	Completion of IEP objectives Career Portfolio
Total Credits	22 courses	27

* The work hours must include: (1) 150 hours of school-based training with work activities and experiences that align with the student's post-school goals; (2) 225 hours of community-based training; and (3) 225 hours of paid employment or 225 hours of unpaid vocational training, unpaid internship, paid employment at community rehabilitation facilities, and volunteer and/or community services hours, for a total of 600 required work hours.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

6. Future-Ready Occupational Course of Study Credits Required for Students Entering Ninth Grade for the First Time in 2021-2022 (only available to certain students with disabilities who have an IEP)

Courses Required*	State Requirements	Local Requirements
English	4 courses (including English I, II, III, and IV)	4
Mathematics	4 courses <ul style="list-style-type: none"> • Introduction to Math • NC Math I • Financial Management, and • Employment Preparation IV: Math (to include 150 work hours) 	4
Science	3 courses <ul style="list-style-type: none"> • Applied Science • Biology, and • Employment Preparation I: Science (to include 150 work hours)) 	3
Social Studies	4 courses <ul style="list-style-type: none"> • Founding Principles of the United States of America and North Carolina: Civic Literacy • Economics and Personal Finance • Employment Preparation II: Citizenship IA (to include 75 work hours) • Employment Preparation II: Citizenship IB (to include 75 work hours) 	4
Health/P.E.	1 course	1
Career/Technical	4 courses <ul style="list-style-type: none"> • Career/Technical Education electives 	4
Additional Employment Preparation*	2 courses <ul style="list-style-type: none"> • Employment Preparation III: Citizenship IIA (to include 75 work hours) • Employment Preparation III: Citizenship IIB (to include 75 work hours) 	2
Electives	0 courses	5
Other Requirements	<ul style="list-style-type: none"> • Completion of IEP objectives • Career Portfolio 	Completion of IEP objectives Career Portfolio

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

Total Credits	22 courses	27
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* The work hours included in Employment Preparation I, II, III, and IV are as follows: (1) 150 hours of school-based training with work activities and experiences that align with the student’s post-school goals; (2) 225 hours of community-based training; and (3) 225 hours of paid employment or 225 hours of unpaid vocational training, unpaid internship, paid employment at community rehabilitation facilities, and volunteer and/or community services hours, for a total of 600 required work hours.

B. HIGH SCHOOL END-OF-COURSE AND OTHER TESTING

High school students must take all end-of-course (EOC) tests, and Career and Technical Education (CTE) State Assessments required by the State Board of Education and pursuant to Testing and Assessment Program policy.

C. SPECIAL CIRCUMSTANCES

The board adopts the following policies with regard to graduation.

1. **Latin Honor Graduates**
Latin Honor graduates will be designated by principals on the basis of criteria established by the superintendent. Recognition of Latin Honor graduates may be included in graduation programs.
2. **Students with Disabilities**
Graduation requirements must be applied to students with disabilities to the extent required by state and federal law and State Board policy.
3. **Children of Military Families**
In order to facilitate the on-time graduation of children of military families, the board adopts the following policy provisions for students to whom the Interstate Compact on Educational Opportunity for Military Children applies.
 - a. **Waiver Requirements**
Specific course work required for graduation will be waived if similar coursework has been satisfactorily completed in another school system. If a waiver is not granted, school administrators shall provide the student with reasonable justification for the denial. If a waiver is not granted to a student who would qualify to graduate from the sending school, the superintendent or designee shall provide the student with an alternative means of acquiring the required course work so that the student may graduate on time.
 - b. **Testing Requirements for Graduation**
The superintendent shall accept the following in lieu of any local testing requirements for graduation: (1) the end-of-course exams required for

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

graduation from the sending state; (2) national norm-referenced achievement tests; or (3) alternative testing. If these alternatives are not feasible for a student who has transferred in his or her senior year, subsection c below will apply.

c. Transfers During Senior Year

If a child of a military family who has transferred at the beginning of or during his or her senior year is ineligible to graduate from the school system after all of the alternatives listed above have been considered and the student meets the graduation requirements at his or her sending school, then school officials from the school system shall collaborate with the sending school system to ensure that the student will receive a diploma from the sending board of education.

4. Early Graduation

Graduation prior to that of one's class may be permitted on the basis of criteria approved by the board upon recommendation by the superintendent. A student who has completed all the requirements for graduation by the first semester of their senior year may choose to graduate at the end of the first semester with the approval of the Caswell County Board of Education. This request must be made by completing an application for early graduation that is verified for eligibility by the school and signed by the principal. Approval of the request must be acted upon by the Board no later than the second meeting in January. Students who are given permission to graduate at the end of the first semester will give up all privileges as a high school student during the second semester. The student may participate in graduation exercises at the end of the school year and attend the prom.

5. Graduation Certificates

Graduation certificates will be awarded to eligible students in accordance with the standards set forth in State Board policy.

6. Diploma Endorsements

Students have the opportunity to earn one or more of the following diploma endorsements identifying a particular area of focused study: (1) Career Endorsement, (2) College Endorsement (two options), (3) North Carolina Academic Scholars Endorsement, and/or (4) Global Languages Endorsement. No endorsement is required to receive a diploma.

7. Weighted Grades

Caswell County Public Schools will follow the State mandated grading scale, and all courses on a student's high school transcript will be weighted according to the State scale. Basic courses carry the following grade point: A-4, B-3, C-2, and D-1. For students entering high school in 2015-16 and after honors classes will receive one half (.5) additional quality point. Advanced Placement classes will receive one (1) additional quality point.

8. Summer School Credits

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

Permission must be granted in writing by the high school principal before a student can take and receive credit for summer school work. Students may take only courses previously failed. The courses must be taught in an approved summer school program recognized by the North Carolina Department of Public Instruction.

9. Transfer Students

Transfer students will be evaluated individually based on State requirements, information from sending schools, and local requirements.

10. Early College Enrollment

A student may enroll in a class taught at a college or university while, at the same time, being enrolled in the Caswell County Public Schools provided the following conditions are met:

1. The student must have above average grades based upon the average of all semester grades received in high school.
2. The student must have a conference with and the written communication of:
 - a. The guidance counselor at the school in which he is enrolled;
 - b. A Board employee who teaches in the subject area in which the student will enroll at the college or university; and
 - c. The principal of the school in which the student is enrolled.
3. The parent/legal guardian/legal custodian of the student must give permission for the concurrent enrollment. Enrollment in the college or university is the responsibility of the student and the Registrar. The student must also meet any other requirements established by the Superintendent.

11. Presidential Academic Fitness Awards

The Presidential Academic Fitness Awards were established in 1983 to recognize individual academic achievements of students upon graduation. High school student must have attained a "B+" average in Grades 9-12; placed 80th percentile or better on a nationally recognized standardized achievement test battery (such as the SAT); and completed a prescribed course of study including English, mathematics, science, social studies, foreign languages, and computer science.

12. Academic Honors

Caswell County Public Schools place great value on academic success and try in every way to recognize those students who work hard and do well in their classes. The following are several of the ways in which successful students are honored:

Honor Rolls

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

Each school has two (2) Honor Rolls determined at the end of each of the four (4) grading periods. The "A" Honor Roll includes all students who have all "A's". The "B or Better" Honor Roll includes all students who have all "A's" and "B's".

Junior Marshals

Grade Point Averages are calculated after the first semester for juniors to qualify as Junior Marshals. Junior Marshals will be identified as the top ten (10) students with the highest averages.

North Carolina Scholars Program

To qualify for recognition as a North Carolina Scholar, a student must maintain an overall four-year (4-year) Grade Point Average of 3.5 on a four-point (4-point) scale; complete graduation requirements for Caswell County Public Schools; and complete specific courses as defined by the North Carolina Scholars Program.

13. Career Technical Education Credit

Students participating in high school career technical cooperative education will earn one (1) elective credit based upon the number of hours and time spent in the workplace. Awarding of this credit is contingent upon the student successfully passing the related classroom component of the career technical cooperative education class. All other requirements for Work-based Learning adopted by the State Board of Education.

14. Alternative Program

Students assigned to the Alternative Program will be allowed to walk at graduation. However, there is an exception for those students that the alternative program coordinator, high school principal, and the superintendent consider to be too disruptive to the school environment, pose a danger to students or faculty, or have had multiple discipline infractions during their assigned time to the Alternative Program. As a result, these students will not be able to participate in the graduation ceremony.

15. Minimum Credit Diploma Requirements

In extreme or emergency situations the principal may, at his/her discretion, submit a student for consideration for the Minimum Credit High School Diploma Program by having the student enrolled in the Career Academy Program of Bartlett Yancey High School. This program would allow an approved student to receive their diploma with the state minimum 22 basic credits. The school counseling department should complete the referral form and submit it to the review panel. This panel will be convened by the high school principal, the secondary education director, a member of the student services department, and a central office supervisor. This panel will make a recommendation to the Board of Education, who will make the final decision.

The minimum credit diploma will be awarded only in extreme circumstances for students deemed at-risk, who are experiencing difficulty in meeting the specified local

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

requirement of 27 credits for graduation. Students must meet specific requirements to be approved for the program-

1. Students must have completed 3 semesters and be 16 years old before admission to the program.
2. Priority in admissions will be given to students who meet the following criteria: students considering dropping out or previous dropouts, older students, students with a history of chronic absences, students with significant social or emotional needs, students experiencing extremely difficult life circumstances, and students needing fewer credits to graduate.
3. The program curriculum will focus heavily on graduation requirements and career-oriented courses.
4. Students will be allowed to attend classes on a flexible schedule (at least 2 blocks/day) to allow for internships, necessary employment, and childcare issues.

The minimum credit diploma will require that the student receive the following:

1. A Personal Education Plan (PEP) that will be customized to an education program for better instructional delivery and academic success.
2. Services from Student Services (counselor, cdc,) and teachers to ensure educational counseling, mentoring, and social support.
3. A meeting with parents/guardians and the student to sign an agreement requiring that the student be involved in the process by exhibiting effort consistent with their ability level.
4. A minimum credit diploma that meets the North Carolina Graduation Requirements.

Credit recovery provides an additional learning opportunity for students who have previously been unsuccessful in mastering content or skills required to receive course credit. The term "credit recovery" refers to a block of instruction that is less than the entirety of the Standard Course of Study for that course. Credit recovery delivers a subset of the Standard Course of Study or blueprint of the original course in order to specifically address deficiencies in a student's mastery of the course and target specific components of a course necessary for completion.

I. FEATURES OF THE CREDIT RECOVERY PROGRAM

- A. The "credit" offered through the Credit Recovery Program is credit toward graduation requirements only and may not be recognized by outside groups, including postsecondary institutions. Course credit acquired through the Credit Recovery Program may not satisfy NCAA course eligibility requirements for student athletes. However, the North Carolina High School Athletic Association (NCHSAA) has acknowledged that there will be no adverse impact on a student's high school athletic

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

eligibility due to participation in credit recovery courses.

- B. Students should speak with their academic counselor about how participation in the Credit Recovery Program could impact their unique post-graduation plans, and whether retaking the entire course is a better option given their goals.
- C. Credit recovery courses will not impact the student's grade point average or replace a failing grade on the student's transcript. The original grade for the course will remain on the student's transcript.
- D. Students wishing to change their grade or raise their grade point average should repeat the full course for credit and not participate in the Credit Recovery Program.
- E. The length of credit recovery courses is dictated by the skills and knowledge the student needs to recover and not a fixed length of seat time.
- F. The number of credit recovery courses taken by a student prior to graduation shall not be limited.

II. ELIGIBILITY FOR PARTICIPATION

- A. Only students who fail a high school course may participate in the Credit Recovery Program.
- B. A student who, in the judgment of the building principal, uses the Credit Recovery Program to deliberately circumvent participation in the traditional class setting for a course is ineligible to participate in credit recovery for that course.
- C. Participating in the Credit Recovery Program is a privilege. The building principal has discretion to remove a student from a credit recovery course for conduct that is disruptive to the safe, orderly, and efficient administration of the program.

III. ADMISSION

- A. Before being admitted to the Credit Recovery Program and permitted to take a credit recovery course, a student must complete the Credit Recovery Program application and turn it in to the building principal along with written parental consent. The parental consent shall confirm that the parent or guardian has reviewed policy 605, Graduation Requirements.
- B. The building principal or designee shall confirm the student's eligibility to participate in credit recovery for the course.
- C. If the building principal determines that the student is eligible to participate in credit recovery for the course, then the building principal shall approve the application.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

IV. EVALUATION OF STUDENT DEFICIENCIES

- A. Upon a student being approved to participate in credit recovery for a course, the Credit Recovery Teacher and/or school counselor shall hold a conference with the student to discuss the program and expectations.
- B. The Credit Recovery Teacher, in coordination with the teacher of the course that the student failed, evaluates which course deficiencies caused the student to fail the course.
- C. Based on the above evaluation, the Credit Recovery Teacher shall identify the components or modules of the course that will be part of the credit recovery course. The content should be dictated by the deficiency demonstrated when the student attempted the course the first time and the results of the evaluation.

V. COURSEWORK STANDARDS

- A. The modules or components included in the credit recovery course shall align with the Standard Course of Study for the course and the student's deficiencies in the content of the original course.
- B. Credit recovery courses shall be taught or supervised by a teacher in compliance with all State Board certification and licensure requirements.
- C. To the extent that online credit recovery programs are utilized by a school, the online program must be approved by the superintendent or designee and require regular interaction with a teacher.

VI. Credit

- A. Credit recovery courses will be graded pass or fail.
- B. Students who took the associated EOC exam as part of the original course may, but are not required to, retake the associated EOC exam. If a student elects not to retake the EOC exam, the previous EOC exam score shall be included as 20% of the final pass/fail grade. If the student elects to retake the EOC exam, the new EOC exam score shall be included as 20% of the final pass/fail grade. Any EOC exam shall be administered within 30 days of completing the credit recovery course.
- C. A student participating in the Credit Recovery Program must demonstrate proficiency in each component or module included in the credit recovery course in order to receive course credit.
- D. Credit recovery courses must be completed within one semester or summer session unless, in the opinion of principal, extenuating circumstances make an Incomplete more appropriate for a student's effort than a failing grade. Upon completion of the credit recovery course, the Incomplete will be replaced with a grade of pass or fail for the semester in which the credit recovery course was begun.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

VII. Monitoring Program Quality

- A. The building principal shall monitor the Credit Recovery Program to ensure that no student receives course credit without demonstrating proficiency in the areas of deficiency that caused the student to fail the original course.
- B. The building principal or designee shall audit credit recovery courses with high enrollment.

Legal References: G.S. 115C-47, -81, -174.11, -276, -288, -407.5; State Board of Education Policies GCS-C-003, GCS-L-007, GCS-M-001, GCS-N-004, -010, CCRE-001

Legal References: G.S. 115C-12(40), -47, -81.25(c)(10)(c), -81.45(d), -81.65, -174.11, -276, -288, -407.5; 16 N.C.A.C. 6D .0309; State Board of Education Policies CCRE-001, GRAD-004, GRAD-007, GRAD-008, GRAD-010, TEST-003

Cross References: Goals and Objectives of the Educational Program (policy 3000), Dual Enrollment (policy 3101), Testing and Assessment Program (policy 3410), Student Promotion and Accountability (policy 3420), Citizenship and Character Education (policy 3530), Children of Military Families (policy 4050)

Policy # 607 – Curriculum & Instruction – Class Rank

Class rankings are one method of measuring academic performance. The board also recognizes other means of evaluating student achievement, including grade point average, courses completed, rigorousness of curriculum, results of tests and assessments.

The high school shall follow a consistent system of ranking students. The Superintendent shall establish means through which this shall be accomplished in compliance with regulations issued by the NC Department of Public Instruction.

Class rank is based on a weighted grade point average in accordance with NC guidelines. Such a system is intended to encourage students to take more challenging and rigorous courses in preparation for post-secondary education. Class rank will be completed at the end of each semester. All courses will be included in the class rank system in compliance with regulations issued by the NC Department of Public Instruction.

The top academic students for the graduation class would be recognized as Latin Honor Graduates.

The three levels of Latin Honors include:

- cum laude** (with praise)
- magna cum laude** (with great praise), and
- summa cum laude** (with highest praise)

- In order to receive the **cum laude** designation, a senior must have a GPA of 3.50 to 3.99.
- In order to receive the **magna cum laude** designation, a senior must have a GPA of 4.0 to 4.49.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

- In order to receive the **summa cum laude** designation, a senior must have a GPA of 4.50 or greater.

The Latin Honors system will maintain academic competition and recognize students deserving academic honors for achieving academic excellence.

III. NEW BUSINESS

1. Consent Agenda

Dr. Carter recommended approval of the consent agenda as presented. Gladys Garland moved, seconded by Trudy Blackwell, to approve the consent agenda as presented.

Consent Agenda

Requests for Transfer

Nines, Finley	Oakwood	to	North (1 st)
King, Ethan	Danville	to	Caswell (North = 4 th)*
Baker, Maci	Caswell	to	Alamance-Burlington (10 th)
Goots, Gavin	Caswell	to	Rockingham (9 th)
Goots, Guy	Caswell	to	Rockingham (12 th)
Herndon, Carley	Caswell	to	Alamance-Burlington (6 th)
Herndon, Hailey	Caswell	to	Alamance-Burlington (10 th)
Mathis, Natalie	Caswell	to	Alamance-Burlington (1 st)

Budget Amendment # 18

CASWELL COUNTY SCHOOLS										BUDGET AMENDMENT # 18	
Caswell County Board of Education made the following resolution:											
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2021.											
#	Account Code							Description	Debit	Credit	
1	1	3100	000	000	000	000	00	Allocations from State Public School Fund		668.00	
	1	5100	000	000	000	000	00	Regular Instructional Services	668.00		
2	1	6500	000	000	000	000	00	Operational Support Services		196,000.00	
	1	5200	000	000	000	000	00	Special Population Services	196,000.00		
3	1	3100	000	000	000	000	00	Allocations from State Public School Fund		15,095.00	
	1	5100	000	000	000	000	00	Regular Instructional Services	15,095.00		
									211,763.00	211,763.00	
Justification(s):											
1	Allotment Revision #58 - Sub Pay March & April 2021 (Increase in Revenue)										
2	Allotment Revision #60 - ABC Transfer from Transportation Allotment to EC Allotment (No Effect on Revenue)										
3	Allotment Revision #63 - Indian Gaming Textbook Revenue (Increase in Revenue)										
Funding Source: State											
Total appropriation in current budget:											\$ 19,311,143
Amount of increase/(decrease) of amendment:											\$ 15,763
Total appropriation in amended budget:											\$ 19,326,906

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

NC School Boards Trust & Errors & Omission/Gen. Liability Fund = Renewal

Funding Source: \$4,605 (Local Liability Insurance = 2.6613.801.371.810.000.00)

Insurance Renewals (listed below)

Funding Source: Insurance Budget = Local Funds

Surry Insurance Coverage:

Auto & Garage	\$40,105
Inland Marine	250
Workers Comp	37,975
Boiler & Machinery	5,874
Crime	1,322
Cyber Liability	7,118
Volunteer Accident	340
Total Surry Coverage recommended:	\$92,984

Young Group Insurance Coverage:

Student Accident:	\$9,405
Total Young Group Coverage recommended:	\$9,405

2. Stop Arm Cameras = REI

Chuck Hudson, Transportation Director, reviewed information regarding the purchase of stop arm cameras with REI quote as presented. He shared that quote from Pro-Vision was lower; however, the "read" cards are difficult to read and are misplaced easily due to the size. The flash drives with REI are more user friendly and can also be blocked off in thirty-minute sections if needed.

Upon no other questions or comments, Dr. Carter recommended approval of quote with REI for stop arm cameras as presented. Gladys Garland moved, seconded by Trudy Blackwell, to approve the purchase of stop arm cameras with REI as presented. The motion carried unanimously.

REI, 6534 L Street, Omaha, NE 68117

55 Stop Arm Cameras

Total: \$174,384.93

Funding Source: Transportation Equipment Funds (1.6550.056.461.000.000.00)

Mr. Hudson was asked to explain why the pilot program, as mentioned in a previous meeting, required money up front to participate. Mr. Hudson shared that the air purifiers would have

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

added units to the air conditioning units to purify the air in the front and back and would assist with allergies and impurities in the air; however, he was not sure why there was a fee to participate. Mr. Hudson was requested to see if he could look into this further and report back to the board his findings regarding the cost to participate in a pilot program.

IV. SUPERINTENDENT UPDATES

Dr. Carter shared summer school began last week and we are still in the process of inviting students. She expressed thanks to parents for being so patient and understanding as there was a quick turnaround with school ending and some issues with bus routes. Dr. Carter shared she will have a more thorough update at the next meeting. Board members asked if the number of participants and how many were invited can be shared at the next meeting.

V. REPORTS/UPDATES

None at this time.

VI. CLOSED SESSION

Gladys Garland 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 after a five-minute break. Tracy Stanley seconded the motion. The motion carried unanimously.

VII. OPEN SESSION

Tracy Stanley made a motion to return to open session. Gladys Garland seconded the motion. The motion carried unanimously.

VIII. PERSONNEL LISTING

Dr. Carter recommended approval of the personnel listing as presented. Gladys Garland, seconded by Tracy Stanley to approve the personnel listing as presented. The motion carried unanimously.

Retirement	
North Elementary	Sylvia Fuller, Child Nutrition Manager = Eff. 6/3/21
Central Office / Maintenance	Sherry McGowan, Office Support III = Eff. 10/1/21

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

Resignation	
Bartlett Yancey Sr. High School	Karen Godlock, Athletic Director/PE Teacher = Eff. 6/30/21
South Elementary	Kristen Henley, K-5 Teacher = Eff. 6/11/21 Shannon Wrenn, K-5 Teacher = Eff. 6/3/21
NL Dillard Middle School	Mark Hughes, 8 th Grade Math Teacher = Eff. 6/10/21
Oakwood Elementary	Chinetta Poteat, Child Nutrition Manager = Eff. 7/9/21
Transfer	
Bartlett Yancey Sr. High School	Julie Sladky, K-5 EC Teacher @ South to Adaptive Curr. EC Teacher = Eff. 8/13/21
Employment	
Central Office / EC Dept.	Morgan Brooks, School Psychologist/MTSS Coordinator = Eff. 8/13/21 (3-year grant funded position)
Central Office / Transportation Dept.	Debra Moore, Cost Clerk = Eff. TBD
Central Office / District Social Worker	Kathryn Murray, School Social Worker = Eff. 8/13/21 (3-year grant funded position)
Bartlett Yancey Sr. High School	Johnny Cressell, 9-12 Social Studies Teacher = Eff. 8/13/21 Christian Rengifo Daza, 9-12 Spanish Teacher = Eff. 8/13/21 Vincent Turner, Custodian/Bus Driver = Eff. 6/15/21
North/Oakwood/Stoney Creek	Alicia Gregory, K-5 PE Teacher - Split Position = North/Oakwood & Stoney Creek = Eff. 8/13/21
Substitute	
	Leslie Jenkins (District) = Eff. 8/13/21 Elizabeth Thomas (District) = Eff. 8/13/21
Summer Learning Program = Contracted Services	Silva Ray, Summer Program Only / Biology Teacher @ BYSHS = Eff. June 4, 2021 - August 5, 2021

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

A. Recommendation for Summer Certified

Leshia Adkins	Summer Program Teacher	North
Julie Allen	Summer Program Teacher	North
Steve Davis	Summer Program Teacher	North
Beth deAristizabal	Summer Program Teacher	North
Stacey Gammon	Summer Program Teacher	North
DeAnna Gardner	Summer Program Teacher	North
Gladys Graves	Summer Program Teacher	North
Sandra Jeffries	Summer Program Teacher	North
Sandi Newberry	Summer Program Teacher	North
Julie Parker	Summer Program Teacher	North
Melissa Parsons	Summer Program Teacher	North
Michelle Purnell	Summer Program Teacher	North
Karen Self	Summer Program Teacher	North
Kellie Smith	Summer Program Teacher	North
Courtney Smith	Summer Program Teacher	North
Laura Smith	Summer Program Teacher	North
Stephanie Streit	Summer Program Teacher	North
Julie Underwood	Summer Program Teacher	North
Amber Webster	Summer Program Teacher	North
Michelle Whitfield	Summer Program Teacher	North
Laura Allision-Haney	Summer Program Teacher	Oakwood
Ellen Amos	Summer Program Teacher	Oakwood
Amy Blackwood	Summer Program Teacher	Oakwood
Sue Cumbo	Summer Program Teacher	Oakwood
Julia Fair	Summer Program Teacher	Oakwood
Edith Farmer	Summer Program Adaptive Teacher	Oakwood

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

Beth Griffin	Summer Program Teacher	Oakwood
*Katherine Harris	Summer Program Teacher	Oakwood
Barbara Jane Hodges	Summer Program Teacher	Oakwood
Phyllis Howell	Summer Program Teacher	Oakwood
Brittany Lambert	Summer Program Teacher	Oakwood
Melissa Lawson	Summer Program Teacher	Oakwood
Rhonda McFalls	Summer Program Teacher	Oakwood
Sheletha Mims	Summer Program Teacher	Oakwood
Mindy Mitchell	Summer Program Teacher	Oakwood
Jessica Pollard-Ridge	Summer Program Teacher	Oakwood
Michelle Robinson	Summer Program Teacher	Oakwood
Laura Salcedo	Summer Program Teacher	Oakwood
Dale Stewart	Summer Program Teacher	Oakwood
Kathryn Thornton	Summer Program Adaptive Teacher	Oakwood
Kitty Wilmarth	Summer Program Teacher	Oakwood
Whitney Witty	Summer Program Teacher	Oakwood
Silas Baldwin	Summer Program Teacher	NLDMS
Michele Bouchard	Summer Program Teacher	NLDMS
Taylor Bradsher	Summer Program Teacher	NLDMS
Janice Castle	Summer Program Teacher	NLDMS
Tyler Coleman	Summer Program Teacher	NLDMS
Hilary Dodson	Summer Program Teacher	NLDMS
Carlos Flores	Summer Program Teacher	NLDMS
Danielle Flores	Summer Program Teacher	NLDMS
Franchesica Gantt	Principal	NLDMS
Clarence Garrett	Summer Program Teacher	NLDMS

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

Sonia Granado	Summer Program Teacher	NLDMS
Neter Gunn	Summer Program Teacher	NLDMS
Mark Hughes	Summer Program Teacher	NLDMS
LaNita Johnson	Summer Program Teacher	NLDMS
Jeffrey Joyce	Summer Program Teacehr	NLDMS
Darlene Lea	Summer Program Teacher	NLDMS
Brianna McCandies	Summer Program Adaptive Teacher	NLDMS
Ruth Miller	Summer Program Teacher	NLDMS
Amanda Minton	Summer Program Adaptive Teacher	NLDMS
Angela Ouzts	Summer Program Teacher	NLDMS
LaShawn Parker	Summer Program Teacher	NLDMS
Robert Thomas	Summer Program Teacher	NLDMS
Joshua Brumfield	Summer Program Teacher	BYSHS
Sarah Chandler	Summer Program Teacher	BYSHS
Todd Christensen	Summer Program Teacher	BYSHS
*Zenaida Daniel	Summer Program Teacher	BYSHS
Richard Franklin	Summer Program Teacher	BYSHS
Avery Gifford	Summer Program Teacher	BYSHS
Jolandria Graves	Summer Program Teacher	BYSHS
Deauti Harris	Summer Program Teacher	BYSHS
Stephanie Hollifield	Summer Program Teacher	BYSHS
Carshina Ingram	Summer Program Teacher	BYSHS
Troy Nevells	Summer Program Teacher	BYSHS
Chelsie Pierce	Summer Program Teacher	BYSHS
Taylor Shallenberger	Summer Program Teacher	BYSHS
Cynthia Smith	Summer Program Teacher	BYSHS

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

Syeda Smith-Williams	Summer Program Teacher	BYSHS
Angel Solomon	Summer Program Teacher	BYSHS
Lance Stokes	Summer Program Teacher	BYSHS
Chrislin Strickland	Summer Program Teacher	BYSHS
Matthew Trent	Summer Program Teacher	BYSHS
India Trice	Summer Program Teacher	BYSHS
Lauren Wilson	Summer Program Teacher	BYSHS
Karen Worlds	Summer Program Teacher	BYSHS
Calla Wilson	Summer Program Teacher	Oakwood/North/NLDMS
Kim Shelton	School Nurse	North
Amy Carter	School Nurse	Oakwood
Kim Miller	School Nurse	NLDMS
Mary Holderness	School Nurse	NLDMS
Basily Cotten	Summer Speech	
Michelle Neal	Summer Program DHH Teacher	

B. Recommendation for Summer Classified

Kim Brooks	Teacher Assistant	Oakwood
Rhonda Gordon	Teacher Assistant	North
Cassandra Graves	Teacher Assistant	Oakwood
Sharon Hamlett	Adaptive Teacher Assistant	Oakwood
Kimberly Jones	Adaptive Teacher Assistant	Oakwood
Sharon Jones	Teacher Assistant	Oakwood
Rita Lea	Teacher Assistant	North
Bushia Moore	Teacher Assistant	North
Rhonda Thompson	Teacher Assistant	Oakwood
Priscilla Trumpower	Teacher Assistant	Oakwood
*Randy Jones	Custodian	Oakwood

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

Kandi Butts	Data Manager	NLDMS
Marshall Hankins	Custodian	NLDMS
Melvin Henderson	Custodian	NLDMS
Angela Lipscomb	Adaptive Teacher Assistant	NLDMS
Darnce Mims	Custodian	NLDMS
Deborah Russell	Adaptive Teacher Assistant	NLDMS
Jackie Wade	Bookkeeper	NLDMS
Maria Willis	Adaptive Teacher Assistant	NLDMS
Annette Candy	Office Support	BYSHS
Asenith Enoch	Teacher Assistant/Substitute	BYSHS
Annette Gwynn	Custodian/Bus	BYSHS
*Gaye Poteat	Front Office	BYSHS
*Relisa Thomas	Front Office: Bookkeeper	BYSHS
*Lloyd Hunt	PE Enrichment (additional 7 hours)	BYSHS
*Morgan Mitchell	Office Support/Driver's Ed Coordinator	BYSHS
John Berdine	Bus Driver	BYSHS/NLD MS
Gwen Bowe	Bus Aide	BYSHS/NLD MS
Josephine Broadnax	Bus Aide	BYSHS/NLD MS
Sharon Carter	Bus Driver	BYSHS/NLD MS
Vicki Crowder	Bus Driver	BYSHS/NLD MS
Pam Dillard	Bus Driver	BYSHS/NLD MS
Levi Garland	Bus Driver	BYSHS/NLD MS
Karen Kennon	Bus Driver	BYSHS/NLD MS
Rick Lancaster	Bus Driver	BYSHS/NLD

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

		MS
Linda Royster	Bus Driver	BYSHS/NLD MS
Kim Scott	Bus Driver	BYSHS/NLD MS
Britnee Ames	Bus Driver	Oakwood
Nick Henderson	Bus Driver	Oakwood
Ocie Henderson	Bus Aide	Oakwood
Charlene Holman	Bus Aide	Oakwood
Opal Powell	Bus Driver	Oakwood
Felicia Randolph	Bus Aide	Oakwood
Kawanda Swanson	Bus Driver	Oakwood
Jo Ann Williams	Bus Driver	Oakwood
Kelly Dunlap	Bus Driver	North
Connie Gibbs	Bus Driver	North
Hollie Harris	Bus Driver	North
Mardgie Henderson	Bus Driver	North
Thressie Jones	CN	North
Elizabeth Holmes	CN	North
Genola Allen	CN	North
Gladys Lipscomb	CN	North
*Wanda Poteat	CN	North
Chinetta Poteat	CN	Oakwood
Patricia Price	CN	Oakwood
Elsie Price	CN	Oakwood
Charlene Holman	CN	Oakwood
Ocie Henderson	CN	Oakwood
Janice Totten	CN	NLDMS
David Chumley	CN	NLDMS

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

Ollie Graves	CN	NLDMS
Shirl Lea	CN	NLDMS

C. Recommendation for Summer Substitute

Kim Brooks	Summer Substitute Teacher	Oakwood
Steve Davis	Substitute Teacher	North
Asenith Enoch	Substitute Teacher	BYSHS
Rhonda Gordon	Substitute Teacher	North
Cassandra Graves	Substitute Teacher	Oakwood
Gladys Graves	Substitute Teacher	North
Tiffany Irvin	Substitute Teacher	District
Sandra Jeffries	Substitute Teacher	District
Joyce Jeffries	Substitute Teacher	District
Sharon Jones	Substitute Teacher	Oakwood
Rita Lea	Substitute Teacher	North
Angela Lipscomb	Substitute Teacher	NLDMS
Bushia Moore	Substitute Teacher	North
*Keith Smith	Substitute Teacher	BYSHS
Rhonda Thompson	Substitute Teacher	Oakwood
James Totten	Substitute Teacher	BYSHS/NLDMS
Priscilla Trumpower	Substitute Teacher	Oakwood
Julie Underwood	Substitute Teacher	District
*Leslie Lawson	Substitute Teacher	NLDMS
*Charity Freeman	Substitute Teacher	Oakwood

***Added**
(All others previously polled)
Contract Renewal 2021-2022

N. L. Dillard Middle School

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 14, 2021

1. Silas Baldwin (1-year Teacher Contract)
2. Allison Haran (1-year Teacher Contract)

IX. COMMUNICATIONS

- Master Board Training = July 28, 2021 @ 9:00 a.m.

X. BOARD MEMBER OBSERVATIONS

A board member shared that graduation was well executed and very pleased with how it went. Thanks were extended to Mr. Lance Stokes and his team on a job well done. It was also noted what an accomplishment it was for the students who received dual diplomas with an Associate's Degree from Piedmont Community College. Dr. Carter shared this program has been very well received and there are more students in line for this next year.

A board member shared that an article was recently in the paper about a student who graduated in 2011 and it was a very good write up and noted that students from Caswell County are successful.

XI. ADJOURN

Tracy Stanley made a motion to adjourn the meeting at 10:30 a.m., Gladys Garland seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on June 28, 2021 at 9:00 a.m. in the Caswell County Schools Administration Building.

Wayne Owen
Chairman

Dr. Sandra Carter
Superintendent