

# CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 28, 2021

The Caswell County Board of Education met in regular session on Monday, June 28, 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, Mel Battle, and Vennie Beggarly. Donna Hudson and Tracy Stanley were absent. Others present include Superintendent Dr. Sandra Carter, Andrew Tyrrell, Amy Chandler, Carol Boaz and Board Attorney Ron Bradsher. 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**

Mel Battle moved, seconded by Gladys Garland, to approve the minutes of the June 14, 2021 regular meeting as presented. The motion carried unanimously.

## **I. C. APPROVAL OF AGENDA**

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

## **I. D. ANNOUNCEMENTS**

Dr. Carter congratulated the Transportation department noting they recently received a very positive report from the Department of Public Instruction transportation consultant site visit. The consultant stated that Caswell County has some of the best scores the consultant has seen ranking second in the Central District (which includes 30 LEA's). The consultant also stated that he had never known Caswell to be in the top 10 prior to this year.

## **I. E. PUBLIC COMMENTS**

None at this time.

## **II. UNFINISHED BUSINESS**

None at this time.

## **III. NEW BUSINESS**

1. Consent Agenda

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

Request for Transfer

Stokes, Cameron                      Guilford                      to                      Caswell (9<sup>th</sup>)\*

\*Tuition is waived

Budget Amendments # 19, #20, and # 21

CASWELL COUNTY SCHOOLS										BUDGET AMENDMENT # 19	
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	00	Allocations from State Public School Fund			260,200.00	
	1	5100	000	000	000	00	Regular Instructional Services	150,000.00			
	1	5200	000	000	000	00	Special Population Services	25,100.00			
	1	5300	000	000	000	00	Alternative Programs and Services	10,100.00			
	1	5400	000	000	000	00	School Leadership Services	5,600.00			
	1	5800	000	000	000	00	School-Based Support Services	19,700.00			
	1	6100	000	000	000	00	Support and Development Services	2,500.00			
	1	6200	000	000	000	00	Special Population Support and Development Services	3,100.00			
	1	6400	000	000	000	00	Technology Support Services	3,000.00			
	1	6500	000	000	000	00	Operational Support Services	21,500.00			
	1	6600	000	000	000	00	Financial and Human Resource Services	5,200.00			
	1	6700	000	000	000	00	Accountability Services	2,600.00			
	1	6900	000	000	000	00	Policy, Leadership and Public Relation Services	5,900.00			
	1	7200	000	000	000	00	Nutrition Services	5,900.00			
2	1	3100	000	000	000	00	Allocations from State Public School Fund			1,294.00	
	1	5100	000	000	000	00	Regular Instructional Services	1,294.00			
2	1	5100	000	000	000	00	Regular Instructional Services			115,000.00	
	1	5200	000	000	000	00	Special Population Services	115,000.00			
								<b>376,494.00</b>	<b>376,494.00</b>		
<b>Justification(s):</b>											
1	Align Budget for Longevity, Annual Leave Payout, Bonus Leave Payout and Teacher Bonus paid by the State (Increase in Revenue)										
2	Align Budget for Highly Qualified Supplement (Increase in Revenue)										
3	Align Budget for Exception Children Expenses (No Effect on Revenue)										
Funding Source: State											
								Total appropriation in current budget:	<b>\$ 19,326,906</b>		
								Amount of increase/(decrease) of amendment:	<b>\$ 261,494</b>		
								Total appropriation in amended budget:	<b>\$ 19,588,400</b>		

CASWELL COUNTY SCHOOLS										BUDGET AMENDMENT # 20	
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	2	6500	000	000	000	00	Operational Support Services			575.00	
	2	8100	000	000	000	00	Payments to Other Governmental Units (Charter Schools)	575.00			
								<b>575.00</b>	<b>575.00</b>		
<b>Justification(s):</b>											
1	Align Budget-Actual expenditures for charter schools exceeded adopted budget										
Funding Source: Local											
								Total appropriation in current budget:	<b>\$ 3,227,750</b>		
								Amount of increase/(decrease) of amendment:	<b>\$ 0</b>		
								Total appropriation in amended budget:	<b>\$ 3,227,750</b>		

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CASWELL COUNTY SCHOOLS							BUDGET AMENDMENT # 21			
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	3	5100	000	000	000	000	00	Regular Instructional Services	32,828.00	
	3	5300	000	000	000	000	00	Alternative Programs and Services		9,166.00
	3	5800	000	000	000	000	00	School Based Support Services		24,266.00
	3	6600	000	000	000	000	00	Financial and Human Resource Services	604.00	
									<b>33,432.00</b>	<b>33,432.00</b>
<b>Justification(s):</b>										
1	Align Budget to Actual for various federal program budgets - approved DPI plans.									
Funding Source: Federal										
Total appropriation in current budget:										<b>\$ 6,419,448</b>
Amount of increase/decrease of amendment:										<b>\$ 0</b>
Total appropriation in amended budget:										<b>\$ 6,419,448</b>

Interim Spending Resolution

In accordance with NCGS 115C-434, a resolution is required to permit expenditure of all funds between July 1 and the adoption of budgets by the Board of Education. This will allow for the paying of salaries and usual operating expenses of the school system until such time as the Budget Resolution can be adopted. This request is to authorize expenditures at the same level as previously approved for the 2020-2021 school year. Recommending a resolution at this spending level early in the fiscal year should not cause problems if additional cuts are required.

**RESOLUTION:** Be it, therefore, resolved that the Caswell County Board of Education authorizes an appropriation of funds at the same level as 2020-2021 for the purpose of paying salaries and usual and ordinary expenses for the period of July 1, 2021 until adoption of the Budget Resolution for 2021-2022.

\_\_\_\_\_  
Wayne Owen, Chairperson

\_\_\_\_\_  
Dr. Sandra Carter, Superintendent

Piedmont Triad Education Consortium (PTEC) Invoice  
PTEC Membership Dues for 2021-2022 = \$16,200.00  
Funding Source: Federal Title II Memberships (3.5110.103.361.000.000.00)

Code of Conduct 2021-2022  
(Only changes from the previous year were included for approval)

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The Caswell County Code of Student Conduct was reviewed and the following are the proposed revisions (Red Strikethrough – deletions Yellow Highlight – additions):

- Page 4 to take textbooks and Chromebooks home for the duration of the suspension:
- Page 5 (c) ~~Notwithstanding the provisions of G.S. §115C-111, a local board of education Has no duty to continue to provide a child with special needs, expelled pursuant to this subsection, with any special education or related services during the period of expulsion.~~
- Page 7 3. to take textbooks and Chromebooks home for the duration of the suspension.
- Page 10 I. June 28, 2021
- Page 63 ~~COVID-19 Vaccine Information: There is currently no vaccine to prevent COVID-19. Vaccine information: Approved vaccines are available for persons 12 and older.~~
- Page 63 Annual Notices 2021 - 2022
- Page 72 T. Testing Information Update Name
- Page 73 X. Local Education Agency Report Card Update Name
- Page 76 **Cost for unreturned and/or damaged devices:** Total replacement cost of the Chromebook and peripherals: \$400.00. For the device only: \$310.00. For the power adapter the fee is \$45.00 and for the replacement cost of the Gumdrop protector the fee is \$45.00
- Page 79 That if the device or any other school owned peripherals are not returned in good working order, the student or parent/guardian will pay the replacement cost as follows: \$310 for the device only. \$45.00 for Power adapter only and \$45.00 for the replacement cost of the Gumdrop protector only. Total cost of device and peripherals is \$400.00.

**Note: Page numbers are subject to change during final formatting prior to sending the document to the printer. In addition, dates have been updated to reflect 2021 - 2022. Additional changes may be necessary based upon mandated legislative updates.**

Child Nutrition Vendor Contracts (2021-2022 New Bid Year 1)  
Grocery: Sysco Raleigh  
(General Grocery, Water, Beverages, Snacks, Ice Cream)  
Bottom Line Bid Amount: \$594,097.09 (based upon estimated usage)

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Chemical and Supplies: Southeastern Paper Group of NC  
Bottom Line Bid Amount: \$96,751.51 (based upon estimated usage)

Fresh Produce: Foster-Caviness Produce  
Bottom Line Bid Amount: \$52,476.19 (based upon estimated usage)

Milk/Dairy: PET Dairy  
2021-2022 Bid Renewal Year 2  
Bottom Line Bid Amount: \$81,531.68 (based upon estimated usage)

2. Social Emotional Learning & School Mental Health Plan

Andrew Tyrrell, Assistant Superintendent, reviewed in detail the Social Emotional Learning and School Mental Health Plan and answered questions from the Board of Education.

Upon review, Dr. Carter recommended approval of the Social Emotional Learning & School Mental Health Plan as presented. Gladys Garland moved, seconded by Mel Battle, to approve the Social Emotional Learning & School Mental Health Plan as presented. The motion carried unanimously.

IV. SUPERINTENDENT UPDATES

Bartlett Yancey Sr. High School Plaque (new construction)

Dr. Carter reviewed information on the high school plaque and options were shared. Discussion took place among board members who shared their thoughts.

Mel Battle moved, seconded by Gladys Garland, to approve the bronze plaque option without the logo and with board member names which will be confirmed by each board member on how they would like their name listed. The motion carried 3-2 with Beggarly and Blackwell voting "No." (Hudson and Stanley were absent).

Cost = \$3,191.37 (AOA Signs, Inc. 214 E Cherry Street, Yadkinville, NC 27055)  
Cast Bronze Plaque (24" x 34")

School Resource Officer

School Resource Officer (SRO) grant funding updates were shared. It was noted that a notice that SRO grants received in 2020-2021 school year will automatically be renewed. While it appears very likely to occur, we are awaiting final approval. Dr. Carter shared she will confirm once the funding is received.

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## ESSER Grant Funds

- Indoor Air Quality Needs Assessment
- Teacher Supplements
- 2021-2022 School Year

Dr. Carter shared that the ESSER 3 grant funds were approved as submitted. She shared ideas on possibilities of including a possible teacher supplement as well as provide something for all certified staff. An indoor air quality needs assessment was also included in the submitted proposal. Mr. Tyrrell received one submission by Brady and they met the requirements listed. Brady will conduct the needs assessment and provide an exact amount of what will be included and at that point the board can accept or decline the offer. It will include suggestions on filters, air-flow quality, chillers, etc. It was noted that other districts have used the ESSER funds to have this done and is a very common practice. The information was posted on the website and in three local newspapers.

Regarding teacher supplements, Dr. Carter shared it is very difficult to attract and retain teachers when, currently, we have no supplement to offer. Information was shared with her over the weekend of what other school districts did and they recognized all staff with a retention/recruitment supplement. If an employee is working on June 1<sup>st</sup> and still employed by a specific date, they will receive a bonus. If the Board of Education decides to go this route, the ESSER funds submission will need to be amended.

Discussion took place and it was decided for Dr. Carter and Finance Director Amy Chandler to bring back various scenarios for the board members to review at the next meeting. All were in agreement that this is an opportunity to reward all staff as everyone has worked hard and endured a lot this past year. Dr. Carter noted that upon the decision of the board the changes would need to be resubmitted and would need approval which could be at the end of August. The board asked that scenarios for Christmas bonuses be brought back at the next meeting also for review.

Dr. Carter shared that upon talking with the transportation director it appears that we will have enough drivers in place to begin the school year on a regular schedule (which was prior to Covid) and have a normal year.

## V. REPORTS/UPDATES

Carol Boaz shared an update on the Summer Programs.

Session 1: June 7 through June 29 (Monday-Thursday)

Session 2: July 12 through August 3 (Monday-Thursday)

Students were invited for each grade level based upon a tiered system approach.

Multiple data points were considered.

Enrollment Numbers (Session 1)

Grade Level	# Invited	# Enrolled	# Participating
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Elementary	518	368	317
Middle	230	158	138
High	180	146	124

Teaching Positions:\*

Elementary	26
Middle	22
High	23

*\*In some cases multiple personnel are splitting the weeks/days worked for the position.*

Questions were asked regarding end of grade testing and discussion took place.

**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. Trudy Blackwell seconded the motion. The motion carried unanimously.

**VII. OPEN SESSION**

Vennie Beggarly 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. Mel Battle, seconded by Vennie Beggarly to approve the personnel listing as presented. The motion carried unanimously.

<b>Resignation</b>	
South Elementary	Brittany Lambert, K-5 Teacher = Eff. 8/3/21
North Elementary	Paige Mishue, K-5 Teacher = Eff. 6/15/21
Stoney Creek Elementary	Lisa Strader, K-5 Teacher = Eff. 8/5/21
Bartlett Yancey Sr. High School	Owen Wall, Social Studies Teacher = Eff. 6/23/21
<b>Retirement</b>	
Bartlett Yancey Sr. High School	Lori Daniel, Alt. Program Coordinator = Eff. 7/1/21

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<b>Transfer</b>	
Bartlett Yancey Sr. High School	Seth Hancock, Teacher Asst. EC Dept. (currently at South Elementary) = Eff. 8/13/21
<b>Employment</b>	
Bartlett Yancey Sr. High School	Shannon Dixon, 9-12 EC Children Resource Teacher = Eff. 8/13/21
	Gregory Summers, 9-12 EC Children Teacher Asst. = Eff. 8/13/21
Oakwood Elementary	Chelsea Sturdivant, K-5 EC Children Resource Teacher = Eff. 8/13/21
	Saphia Mims, K-5 EC Children Teacher Asst. = Eff. 8/13/21
Stoney Creek Elementary	Chelsea Stewart, Data Manager/Bookkeeper/Receptionist = Eff. 6/29/21
Central Office	Dropout Prevention Specialist (3 year grant funded) = Eff. 8/13/21
<b>Substitute</b>	
	Ann Patterson = District = Eff. 8/13/21

**A. Recommendation for Summer Certified**

Brandi Neal	Teacher	Oakwood
Genieve Jones	Teacher	Oakwood
Marcy Piotrowski	Teacher	North & Oakwood
Ena Woods	Teacher	BYSHS

**B. Recommendation for Summer Classified**

Christina Dunahoo	Teacher/Teacher Asst.	North
Genieve Jones	Teacher Asst./Sub	Oakwood
Derenda Slade	Teacher Asst./Sub	North
Gladys Lipscomb	Child Nut. Asst.	

**C. Recommendation for Summer Substitute**

(Bus Substitutes as needed:

- Arnold King
- Billy Deaton
- Chuck Clay



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Earl Stutz  
Felicia Crews  
Frances Brooks  
James Poole  
Jane Watlington  
Janice Totten  
Latia Graves  
Mary Lou Holloway  
Hattie Jeffreys  
Pat Price  
Rick Mishue  
Rondi Trujillo  
Sarah Lea  
Sheena Sigmon  
Tabitha Smith  
Thelma Hayes

**IX. COMMUNICATIONS**

- The Public Comments portion of the Board of Education meetings will now be open to the public by attending the meeting in person only.
- Master Board Training = July 28, 2021 @ 9:00 a.m.

**X. BOARD MEMBER OBSERVATIONS**

A board member questioned the mowing at the middle school and Dr. Carter shared that a meeting will be held with both principals and the maintenance director. There are some concerns and Dr. Carter plans to follow-up with the situation and will share information with the board.

**XI. ADJOURN**

Vennie Beggarly made a motion to adjourn the meeting at 12:05 p.m., Gladys Garland seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on July 26, 2021 at 9:00 a.m. in the Caswell County Schools Administration Building.

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Wayne Owen  
Chairman

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Dr. Sandra Carter  
Superintendent