

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**  
**October 11, 2021**

The Caswell County Board of Education met in regular session on Monday, October 11, 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, Vennie Beggarly, Tracy Stanley, and Donna Hudson. Others present included Superintendent Dr. Sandra Carter, Andrew Tyrrell, Jerry Hatchett, Chuck Hudson, 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**

Gladys Garland moved, seconded by Vennie Beggarly, to approve the minutes of the September 27, 2021 regular meeting as presented. The motion carried unanimously.

**I. C. APPROVAL OF AGENDA**

Dr. Carter recommended approval of agenda as presented with request to go into Closed Session after Public Comments. Tracy Stanley moved, seconded by Donna Hudson, to approve the agenda as presented with addition of Closed Session. The motion carried unanimously.

**I. D. ANNOUNCEMENTS**

Dr. Carter shared that the traffic lights have been updated at North and South Elementary. Dr. Carter also shared that October is National Principal Month and acknowledged our principals on their hard work and dedication.

**I. E. PUBLIC COMMENTS**

None at this time.

**I.F. 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. Tracy Stanley seconded the motion. The motion carried unanimously.

**I.G. OPEN SESSION**

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

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**II. UNFINISHED BUSINESS**

Policy Revisions (NCSBA) Rescind Current BOE Policies

Dr. Carter shared that currently it is the policy of the Board of Education that no policies of the Caswell County Board of Education shall be rescinded or amended without an affirmative vote of the majority of the members constituting the Caswell County Board of Education.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 Education.

Based upon prior discussion to move forward with the North Carolina School Board Association (NCSBA) two-year transition of amending and aligning current policies with the NCSBA so that existing policies conform to current law and circumstances, Dr. Carter recommended that the BOE waive this section (Section X) Policy Revision from Policy 205 for the alignment with the NCSBA. This will allow a more efficient process so that when policies are adopted in this multiple year process, the rescinded policies can be voted on at the same time as the amended policy is adopted. The original intent of the policy will remain in place for any recommendation to rescind a policy outside the scope of the NCSBA time as the amended policy is adopted.

Dr. Carter recommended waiving (Section X) Policy Revision from Policy 205 for the policy alignment process with the NCSBA. Donna Hudson moved, seconded by Vennie Beggarly to approve waiving (Section X) Policy Revision from Policy 205 for the alignment process with the NCSBA. The motion carried unanimously.

Dr. Carter recommended rescinding Policies # 325, 335, 481, 482 due to their amendment and alignment with NCSBA. Gladys Garland moved, seconded by Donna Hudson, to rescind Policies # 325, 335, 481, 482 as recommended. The motion carried unanimously.

- ❖ Policy 325 = Public Complaints
- ❖ Policy 335 = Title I Parent Family Engagement
- ❖ Policy 481 = Student Complaints
- ❖ Policy 482 = Student/Parent/Guardian Grievances

**III. NEW BUSINESS**

1. Consent Agenda

Dr. Carter recommended approval of the consent agenda as presented. Tracy Stanley moved, seconded by Donna Hudson, to approve the consent agenda as presented. Dr. Carter shared that Caswell County's positivity rate today is 11.8% and we are still in the red.

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Lawn Care Contract = Custom Cuts

741 Rudd Ridge Road, Yanceyville, NC 27379

Maintaining lawns/grounds weekly, mowing weekly or as needed (per Maintenance Director), trimming all non-mowable areas, edging walkways and sidewalks, spraying herbicide (parking lots/bedding areas), trim all shrubbery twice yearly, leaf removal in fall where needed, NL Dillard ball fields (3 months). Proposal based on monthly payments, for total of 12 months.

Total: \$51,000 per year

Funding: 4.9006.001.326.000.000.00 = Landscaping / Contracted

Art's Council (Annual Donation) = \$100.00

Funding: 2.6910.801.361.810.00 (BOE memberships)

Face Covering Mask (Temporary Policy)

Face Coverings (Temporary Policy 2021-2022)

*The board is committed to providing an in-person learning and work environment that is as safe as reasonably possible during the COVID-19 pandemic. The board recognizes that the use of face coverings helps to reduce the spread of COVID-19 and limit the need for quarantining. The board also recognizes that the Centers for Disease Control, the American Academy of Pediatrics, the Occupational Health and Safety Administration, and the North Carolina Department of Health and Human Services recommend the use of face coverings in schools. Therefore, as part of its layered mitigation strategy to lower the risk of COVID-19 exposure and spread, the board requires face coverings to be worn by all students, employees, and visitors present on school campus during the 2021-2022 school year in accordance with this **temporary** policy.*

**A. FACE COVERINGS REQUIRED**

*All individuals, including students, employees, and visitors, regardless of vaccination status, must wear face coverings at all times while inside of school buildings or on school transportation vehicles, including school buses, vans, and other group school transportation. **Face coverings are not required outdoors if physical distancing of three (3) feet to the greatest extent possible can be maintained.** Generally, ~~individuals are not required to wear face coverings while outdoors or while in personal vehicles on school grounds. However, masks must be worn in crowded outdoor settings or during activities that involve sustained close contact with other people.~~*

**B. FACE COVERING EXEMPTIONS**

1. *Individuals Exempted*

*The following individuals are exempted from face covering requirements:*

- a. *children under two years of age;*

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- b. *individuals who should not wear a face covering due to a medical or behavioral condition or disability (including, but not limited to, any person who has trouble breathing, or is unconscious or incapacitated, or is otherwise unable to put on or remove the face covering without assistance); and*
- c. *children who are unable to wear the face covering safely.*

2. *Situations Exempted*

*Face coverings do not need to be worn in the following situations:*

- a. *when seeking to communicate with someone who is hearing-impaired in a way that requires the mouth to be visible;*
- b. *when giving a speech for a broadcast or to an audience if at least 20 feet away from the audience;*
- c. *if temporarily removing the face covering to secure medical services or for identification purposes;*
- d. *when wearing a face covering at work would put the individual at risk, as determined by local, state, or federal regulations or workplace safety guidelines;*
- e. *if the face covering would impede visibility while operating equipment or a vehicle;*
- f. *while sleeping, swimming, or playing in water; and*
- g. *while actively eating or drinking. Because face coverings cannot be worn consistently during mealtimes, students should maintain physical distancing of a minimum of three feet to the fullest extent possible when actively eating. Principals are encouraged to arrange for students to eat meals outdoors if possible.*

**C. PROPER FACE COVERING**

*To provide the greatest protection against the spread of COVID-19, face coverings must be worn properly. The face covering should completely cover the individual's nose and mouth and fit snugly around the face with no gaps. Face coverings that have a nose wire (a metal strip along the top of the mask that is bent over the nose to fit the face covering close to the face) are recommended in order to prevent air from leaking out the top of the face covering.*

*Face coverings may be either disposable masks (also called surgical masks or medical procedure masks) made of multiple layers of non-woven material or cloth masks made of at least two layers of tightly-woven, washable, breathable fabric. For better fit and extra protection, a disposable mask may be worn underneath a cloth mask. Two disposable masks should not be worn together. Face shields, masks with exhalation valves or vents, single layer masks or masks made of thin fabric that don't block light, scarves, ski masks, **gaiters**, bandannas, and turtleneck collars do not qualify as face coverings for purposes of this policy.*

**D. FAILURE TO WEAR A FACE COVERING**

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## 1. Students

*Face coverings will be provided to students who need them, including students who forget to bring their face coverings to school and students who are unable to afford them. No disciplinary action will be taken against a student for failure to bring a face covering to school.*

*Refusing to wear, intentionally removing, or inappropriately wearing a face covering in violation of this policy is considered a form of disruptive behavior, prohibited by policy **450 (Discipline) and policy 465 (Student Suspensions and Expulsions)**. ~~4315, Disruptive Behavior. Disciplinary consequences will be handled in accordance with policy 4315.~~*

*No discipline will be imposed on any student who has been granted an exemption to the face covering requirement as provided in Section B. Disciplinary action for a student with a disability who has not been granted an exemption as provided in Section B will be in accordance with policy **450 (Discipline) and policy 465 (Student Suspensions and Expulsions)**. ~~4307, Disciplinary Action for Exceptional Children/Students with Disabilities.~~*

## 2. Employees

*Face coverings will be provided to employees who need them. Refusal by an employee to wear a face covering in accordance with this policy will be considered insubordination and may result in disciplinary action, up to and including termination, unless the employee has been granted an exemption as provided in Section B.*

## 3. Visitors

*Visitors will not be admitted into a school building or onto a school vehicle without wearing a face covering unless an exemption, as described in Section B, applies.*

## **E. NOTICE**

*The principal or designee shall notify all students, parents, and employees of this policy and provide guidance and information regarding the proper use, wearing, removal, and cleaning of cloth face coverings. In addition, the principal or designee shall post signs at entrances to school buildings to alert visitors to the face covering requirements.*

## **F. REVIEW OF THIS POLICY**

*This policy will remain in effect for the 2021-2022 school year only. At least once a month the board will review this policy and consider the need for modifications. The board will vote to approve this policy, with any necessary modifications, at a regularly scheduled board meeting each month.*

*Legal References: S.L. 2021-130, sec. 10*

*Cross References: ~~Disciplinary Action for Exceptional Children/Students with Disabilities (policy 4307), Disruptive Behavior (policy 4315)~~*

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*Other Resources:* COVID-19 Guidance for Safe Schools, updated July 18, 2021, American Academy of Pediatrics, available at <https://www.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/>; ED COVID-19 Handbook, Vol. 1: Strategies for Safely Reopening Elementary and Secondary Schools, updated April 2021, U.S. Department of Education, Office of Planning, Evaluation and Policy Development, available at <https://www2.ed.gov/documents/coronavirus/reopening.pdf>; Guidance for COVID-19 Prevention in K-12 Schools, updated August 5, 2021, Centers for Disease Control and Prevention, available at <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html>; Protecting Workers: Guidance on Mitigating and Preventing the Spread of COVID-19 in the Workplace, updated August 13, 2021, Occupational Health and Safety Administration, available at <https://www.osha.gov/coronavirus/safework>; Requirement for Persons to Wear Masks While on Conveyances and at Transportation Hubs, Centers of Disease Control and Prevention, Department of Health and Human Services (February 3, 2021), available at <https://www.govinfo.gov/content/pkg/FR-2021-02-03/pdf/2021-02340.pdf>; StrongSchoolsNC Public Health Toolkit (K-12), Interim Guidance, updated August 26, 2021, North Carolina Department of Health and Human Services, available at <https://files.nc.gov/covid/documents/guidance/Strong-Schools-NC-Public-Health-Toolkit.pdf>; Your Guide to Masks, updated August 13, 2021, Centers for Disease Control and Prevention, available at <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html>

**Transfer Request**

Crews, Laila-Rose	Oakwood	to	North (5 <sup>th</sup> )
Fields, Constance Renee	Stoney Creek	to	Oakwood (K)

**2. Policy Transition w/ NCSBA**

- Policy 1710/4020/7230 – Discrimination and Harassment Prohibited by Federal Law
- Policy 1720/4030/7235 – Title IX Nondiscrimination on the Basis of Sex
- Policy 1725/4035/7236 – Title IX Sexual Harassment – Prohibited Conduct & Reporting Process
- Policy 1726/4036/7238 – Title IX Sexual Harassment Grievance Process
- Policy 1730/4022/7231 – Nondiscrimination on the Basis of Disabilities
- Policy 1750/7220 – Grievance Procedure for Employees

Dr. Carter reviewed each policy and recommended minor changes to include generic email address for Civil Rights in Policy # 1720. Definitions will be added to Policy # 1725, and align timeframe for grievance to 15 instead of 20 to align and change timeframe on exhibits as well in Policy # 1750.

Dr. Carter recommended approval of the first reading of the following policies:

- Policy 1710/4020/7230 – Discrimination and Harassment Prohibited by Federal Law
- Policy 1720/4030/7235 – Title IX Nondiscrimination on the Basis of Sex
- Policy 1725/4035/7236 – Title IX Sexual Harassment – Prohibited Conduct & Reporting Process
- Policy 1726/4036/7238 – Title IX Sexual Harassment Grievance Process
- Policy 1730/4022/7231 – Nondiscrimination on the Basis of Disabilities
- Policy 1750/7220 – Grievance Procedure for Employees

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Donna Hudson moved, seconded by Tracy Stanley, to approve the first reading of policies as presented with changes as recommended. The motion carried unanimously. The policies will lay on the table for a second reading.

3. Resolution

Gladys Garland read aloud the resolution for James “BJ” Johnson. Trudy Blackwell moved, seconded by Gladys Garland, to approve the resolution as presented. The motion carried unanimously.

***Resolution in Memorial and Appreciation  
Of the Life of  
James “BJ” Johnson***

*WHEREAS, James “BJ” Johnson, was born on January 4, 1949, and resided at 131 Dillard School Drive, Yanceyville, NC, 27379, at the time of his death on September 24, 2021, and*

*WHEREAS, BJ Johnson, was a faithful and loving son, brother, uncle and friend to many and his family’s welfare was his major and constant concern; and*

*WHEREAS, BJ Johnson, was a member of Yanceyville Missionary Baptist Church; and*

*WHEREAS, BJ Johnson, enjoyed his family and opportunities that allowed him to help others. He was known, on any given day, to donate financially for a worthy cause while working at NL Dillard or giving friends a ride to work, etc. He cared for others and it was apparent; and*

*WHEREAS, BJ Johnson, was an employee of NL Dillard Middle School and served as a custodian until his recent retirement; and*

*WHEREAS, BJ Johnson touched the lives of many throughout his career and will be remembered by his Community and Board of Education for his leadership and his commitment to education; and being known for his benevolence and servant’s heart to children; and*

***NOW THEREFORE BE IT RESOLVED*** that the Caswell County Board of Education wishes to honor the memory of BJ Johnson and expresses its sympathy to his family by causing a copy of this Resolution to be spread upon the official minutes of the Board of Education and a copy forwarded to the family.

*This the 10<sup>th</sup> day of October 2021*

\_\_\_\_\_  
Wayne Owen, Chairman

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Gladys Garland, Vice Chairman

\_\_\_\_\_  
Mel O. Battle

\_\_\_\_\_  
Vennie Beggarly

\_\_\_\_\_  
Trudy J. Blackwell

\_\_\_\_\_  
Donna R. Hudson

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*Tracy P. Stanley*

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*Dr. Sandra Carter, Superintendent*

**IV. SUPERINTENDENT UPDATES**

- If time permits, the Board of Education will tour the high school after the meeting. Project Manager, Bill Powell, is on site. The Community Open House is planned for November 7, 2021 from 2:30 to 4:30 p.m. and will tour in small groups. A video will be created to play for those waiting showing a timeline of the construction and an overview of the three phases. A reminder that although phase 1 is almost complete there is still a punch list to complete but is safe for students to enter the building.
- Census data is out and the Board of Education is obligated to review the information and determine if the boundaries need to be revised. Dr. Carter will share information with Chairman Wayne Owen for the board to review and decide what they would like to do.

**V. REPORTS**

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. Vennie Beggarly seconded the motion. The motion carried unanimously.

**VII. OPEN SESSION**

Trudy Blackwell made a motion to return to open session. Vennie Beggarly seconded the motion. The motion carried unanimously.

**VIII. CLOSED SESSION**

Vennie Beggarly 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. Gladys Garland seconded the motion. The motion carried unanimously.

**IX. OPEN SESSION**

Gladys Garland made a motion to return to open session. Donna Hudson seconded the motion. The motion carried unanimously.

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**X. PERSONNEL LISTING**

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

<b>Resignation</b>	
Bartlett Yancey Sr. High School	Brenna Dawson, 9-12 English Teacher = Eff. 10/4/21
<b>Revocation of Offer</b>	
NL Dillard Middle School	James Clark, 6-8 PE Teacher (never reported to work)
<b>Employment</b>	
Bartlett Yancey Sr. High School	Benny Goodman, Alternative Program Teacher = Eff. 10/12/21
Central Office	Brenda Dozier, Office Support III - Student Services & Secondary Curriculum = Eff. 10/12/21
	Jasmin Whitsett, Office Support III - Elementary Education Curriculum/AIG = Eff. 10/12/21
<b>Substitute</b>	
Effective 10/12/21	Kathy Adams, Office Support = District
	Marcus Daye, Sub. Teacher = District
	Cynthia Rudd, Office Support = District

**Bus Aide Salary**

Dr. Carter recommended approval of a \$1.00/hour increase for Bus Aides. Trudy Blackwell moved, seconded by Tracy Stanley to approve increase of \$1.00/hour for Bus Aides. The motion carried unanimously. (Effective 10/11/21)

**Bus Driver Salary**

Dr. Carter recommended approval of \$17.00/hour base pay for bus drivers. Gladys Garland moved, seconded by Trudy Blackwell to approve \$17.00/hour base pay for bus drivers. The motion carried unanimously. Funding will be used from Local or Esser funds.

Chairman Owen asked for a motion to extend the timeline for the Superintendent's evaluation until the next meeting. Mel Battle moved, seconded by Trudy Blackwell, to approve extending the timeline for Superintendent's evaluation until the next meeting. The motion carried unanimously.

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**XI. COMMUNICATIONS**

- Fall Law Conference = October 13-15, 2021 @ Asheville
- NCSBA Annual Conference = Nov. 11-12, 2021 @ Greensboro

**XII. BOARD MEMBER OBSERVATIONS**

Dr. Carter shared information on what other districts are doing that provide live broadcasts. There were quite a few that do not broadcast after closed session due to the short timeframe that occurs prior to adjourning the meeting. The board was in consensus to refrain from broadcasting after closed session. This will be effective beginning at the next meeting (October 25, 2021).

**XIII. ADJOURN**

Vennie Beggarly made a motion to adjourn the meeting at 1:55 p.m., Tracy Stanley seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on October 25, 2021 at 6:30 p.m. in the Caswell County Schools Administration Building.

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Wayne Owen  
Chairman

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Dr. Sandra Carter  
Superintendent