

CASWELL COUNTY BOARD OF EDUCATION MINUTES

August 14, 2017

The Caswell County Board of Education met in regular session on Monday, August 14, 2017, at 9:00 a.m. in the Administration Building of Caswell County Schools. Members present: Chairman Gladys Garland, Vice Chairman Sylvia Johnson, Mel Battle, Ross Gwynn, Donna Hudson, and Tracy Stanley. Others present include Superintendent Dr. Sandra Carter, Jennifer Coeburn, Carla Murray, Carol Boaz, Emily Buchanan, Terri Gullick, Kay Satterfield, Nelson Showalter, Medina Jones, Jerry Hatchett, Veronica Walker, Deauree Walker, William Walker, Troy Nevells, Steve Evans, Andrew Tyrrell, Nicole McGhee, Edgar Zimmerman, Joanna Gwynn, David Useche, and Gordon Satterfield. Connie Kimrey recorded the minutes. (Note: Others may have been present but did not sign the roster).

I. A. CALL TO ORDER

The meeting was called to order and a moment of silence was observed followed by the pledge of allegiance.

Clerk of Court, John I. Satterfield swore in newly appointed board member, Gordon Satterfield, to serve in the vacant District 1 seat formerly held by Betty Sartin. This term expires in 2018.

I. B. APPROVAL OF MINUTES

Sylvia Johnson moved, seconded by Mel Battle, to approve the minutes of the July 24, 2017 regular meeting and July 24, 2017 interview meeting as presented. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

Tracy Stanley moved, seconded by Mel Battle to approve the agenda as presented. The motion carried unanimously.

I. D. ANNOUNCEMENTS

Dr. Carter shared that plaques have been displayed in the central office lobby area for recognition. Once school is back in session, more information will be solicited to add to the plaques for previous years.

I. E. PUBLIC COMMENTS

None at this time.

II. UNFINISHED BUSINESS

Sylvia Johnson moved, seconded by Donna Hudson, to remove Policy # 605, Graduation Requirements, from the table. The motion carried unanimously.

Dr. Carter opened the floor up for discussion regarding the ten-point scale and the valedictorian and salutatorian for the current junior class.

Mr. Battle expressed that having multiple valedictorians doesn't make sense. He suggested getting input from the community and parents. Another concern to consider is students who move into the district and length of eligibility.

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Donna Hudson shared that information needs to be given to the rising juniors and seniors to inform them of what is changing.

Dr. Carter was directed to move forward with further investigation on the feelings of the community and students/parents regarding the honors recognition and report back to the board.

Upon review, Dr. Carter recommended approval of Policy # 605, Graduation Requirements as presented. Donna Hudson moved, seconded by Mel Battle to approve Policy # 605, Graduation Requirements. The motion carried unanimously. This policy will be brought back to for review once a decision is made regarding the upcoming changes to honor recognition.

Policy # 605, 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 mandated by the State Board of Education (see Section A);
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. Guidance 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 table in subsection A.1 below lists the course unit requirements for the Future-Ready Core Course of Study applicable to students who entered ninth grade for the first time during the 2013-14 school year or thereafter. Students who entered the ninth grade for the first time before the 2013-14 school year should consult their guidance counselor to determine applicable course unit requirements for graduation.

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 guidance counselors when planning course schedules or making other decisions based on graduation requirements.

1. Future-Ready Core Course of Study Credits Required for Students Entering Ninth Grade for the First Time in 2013-2014 and thereafter

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Courses Required	State Requirements	District Requirements
English	4 sequential (English I, II, III, and IV)	4
Mathematics	4 (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 (a physical science course, Biology, and earth/environmental science)	3
Social Studies	4 (including American History: Founding Principles, Civics and Economics; American History Parts I and II; and World History)****	4
Health/P.E.	1	1
Electives	6 (2 electives must be any combination of Career and Technical Education, Arts Education, or World Language; 4 must be from one of the following: Career and Technical Education, J.R.O.T.C., Arts Education, or any other subject area or cross-disciplinary course. A four-course concentration is recommended.)*****	11
Total Credits	State Minimum Credits Required 22	Local Credits Required 27

* Certain Advanced Placement (AP) courses will satisfy specific graduation requirements. See SBE Policy GRAD-008.

** Students entering ninth grade for the first time prior to the 2014-15 school year have alternate math course options. See SBE Policy GRAD-004.

*** 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.

**** American History: Founding Principles, Civics and Economics must follow the North Carolina Standard Course of Study (NCSCOS) in its entirety and may not be satisfied by an AP/IB course, dual enrollment, or any other course that does not fully address the NCSCOS.

***** Students seeking to complete minimum course requirements for UNC universities must complete two years of a second language.

2. Future-Ready Occupational Course of Study Credits Required (only available to certain students with disabilities who have an IEP)

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Courses Required	State Requirements	District Requirements
English	4 (including English I, II, III, and IV)	4
Mathematics	3 (including Introduction to Math, Math 1, and Financial Management)	3
Science	2 (including Applied Science and Biology)	2
Social Studies	2 (including American History I and II)	2
Health/P.E.	1	1
Career/Technical	4 (Vocational Education electives)	4
Occupational Preparation	6 (including Occupational Preparation I, II, III, and IV, which require 150 hours of school-based training, 225 hours of community-based training, and 225 hours of paid employment*)	6
Electives	0	5
Other Requirements	Completion of IEP objectives Career Portfolio	
Total Credits	State Minimum Credits Required 22	Local Credits Required 27

* Paid employment is the expectation; however, when paid employment is not available, 225 hours of unpaid vocational training, unpaid internship experience, paid employment at community rehabilitation facilities, and volunteer and/or community service hours may substitute for 225 hours of paid employment.

B. HIGH SCHOOL FINAL EXAMS AND END-OF-COURSE TESTING

High school students must take all end-of-course (EOC) tests, NC Final Exams, and Career and Technical Education State Assessments (CTE Post-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. Honor Graduates
Honor graduates may be designated on the basis of criteria established by the superintendent. Honor Graduates with a 3.5 - 3.9 are recognized by wearing white cords and 4.0 and greater with gold cords. Recognition of honor graduates may be included in graduation programs.
2. Students with Disabilities

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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 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 first Board 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), ~~and/or~~ (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 2014-15 and beyond honors classes will receive one (1) additional quality point. Advanced Placement classes will receive two (2) additional quality points. 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. Class Rank

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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, and recommendation letters.

High school principals shall provide for the compilation of class rankings to be listed on student transcripts and may make class rank information available periodically to students and their parents or guardians, and to other institutions at the request of the student or the student's parent or guardian. High school principals may designate a valedictorian and salutatorian after all senior grades have been finalized.

Principals shall ensure that class ranking is computed in a fair and consistent manner as provided in State Board of Education Policy. The superintendent and principal shall ensure that students and parents receive adequate notice as to how class rank is calculated. Nothing in this policy provides a student with any legal entitlement to a particular class rank or title. Although the student grievance procedure provided in policy, Student and Parent Grievance Procedure, may be utilized to resolve disputes formally, the board encourages parents, students, and principals to reach a resolution informally on any matters related to class rank.

9. Summer School Credits

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.

10. Transfer Students

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

11. 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.

12. 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.

13. 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

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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".

National Honor Society

Bartlett Yancey High School has a chapter of the National Honor Society whose members are inducted on the basis of character, scholarship, leadership, and service.

VIII. 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.

Scholars

Noted in the graduation program, a scholar will be recognized as a student who graduates with a weighted grade point average of 3.5 and above. Students who graduate with a weighted grade point average of 3.5 to 3.99 will be designated in the graduation program with the honor of Cum Laude. Students who graduate with a weighted grade point average of 4.0 to 4.49 will be designated in the graduation program with the honor of Magna Cum Laude. Students who graduate with a weighted grade point average of 4.5 and higher will be designated in the graduation program with the honor of Summa Cum Laude.

Beginning with the 2014-2015 school year:

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.

14. 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 in June 2000, must be met.

15. Alternative School

Students who are serving a suspension of any type may not be allowed to attend or walk the stage for graduation. Students whose assignments would end at the end of each semester will be allowed to return to Bartlett Yancey High School at the end of the semester after exams prior to graduation.

There is an exception for those students that the alternative ~~School~~ 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 and will not be able to participate in the graduation ceremony.

16. 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 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

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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.

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

BYHS Architect Update

Maintenance Director Jerry Hatchett shared an update on the request for proposal regarding criteria and dates requested. Letters of intent are due on September 10, 2017. The only bid received at this time is from Ally, Williams, Carmen & King. Mr. Hatchett shared that information is listed on the maintenance website. Deadline for proposals is September 19, 2017. Feedback will be brought back to the September 25th board meeting.

III. NEW BUSINESS

1. Consent Agenda

Tracy Stanley requested Item A, Requests for Transfers be removed from the agenda. Dr. Carter recommended approval of consent agenda as presented with removal of Item A. Sylvia Johnson moved, seconded by Mel Battle to approve the consent agenda as presented with Item "A" removed and discussed in closed session. The motion carried unanimously.

- a. Requests for Transfer (removed)
- b. Case 21 (renewal invoice)
- c. GradPoint (renewal invoice)
- d. Interpreting Services (Educational Interpreter)
- e. Charter Bus listing 2017-2018
- f. Systel Business Equipment (Code of Conduct booklets)

Case 21 Benchmark Assessments

Total Purchase \$7,012.00

Pearson Invoice

GradPoint \$17,731.18

Educational Interpreter/Interpreting Services

Cost: \$40/hour

Estimated Annual Cost = \$50,400

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Charter Bus Listing (2017-2018)

Academy Bus, LLC / PO Box 11345, Durham, NC 27703/ 2020 S. Briggs Ave., Durham, NC
919-688-1230

D&M Bus Company, 130 Carolyn Court, Danville, VA 24540
434-792-1316

First Class Tours, 1411 Bridgton Road, Winston-Salem, NC, 27127
336-682-6551

Holiday Tours, Inc., 10367 Randleman, NC, 27317
336-498-9000

SYSTEL Business Equipment, 2604 Fort Bragg Rd., Fayetteville, NC 28303

Code of Conduct books / printing
\$8,839.22 (paid out of instructional supplies)

2. Presentations Systems South (Poster Maker)

Emily Buchanan shared information on the need for a poster maker at N.L. Dillard Middle School. Mrs. Buchanan stated the poster maker will be an asset in the implementation of Positive Behavior Implementation. Upon review and questions, Dr. Carter recommended approval of the Poster Maker with Presentations Systems South. Ross Gwynn moved, seconded by Tracy Stanley to approve the purchase of poster maker for N.L. Dillard with Presentations Systems South at a cost of \$5,090 using curriculum funds. The motion carried unanimously.

3. Firefighter Academy

Donna Hudson questioned funding noting CTE funds were given up earlier in the year. Mrs. Buchanan stated PRC13 would pay for over 10 months of employment and PRC14 could sustain the cost. Mrs. Hudson emphasized not to give up CTE funds in future years.

Tracy Stanley moved, seconded by Mel Battle to table this item for further discussion in closed session. The motion carried unanimously.

4. Boiler/HVAC - Heat Pumps

Jerry Hatchett shared information on quote for heat pumps for the west wing of the central office building. Two companies submitted a bid and recommendation was for Kay Heating and Air Conditioning and Tommy Lawrence for the electrical aspect of the project. Concerns were shared concerning the lack of competitive bids. Mr. Hatchett stated smaller jobs are not as appealing for contractors and licensing becomes an issue for companies in Virginia. Discussion took place regarding the scope of work and the list of exclusions. The existing boiler will have to stay until a company can demolish it and check for asbestos. Two units will be needed at the gym area as a 10-ton unit is not available. Two 5-ton unit systems will be installed.

Upon no further questions, Dr. Carter recommended approval of the quote with Kay Heating and Air Conditioning, Inc. and Tommy Lawrence Electrical Contracts as presented in the

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amounts of \$88,853 (includes tax) with Kay Heating & Air and \$56,018 with Tommy Lawrence as presented. Sylvia Johnson moved, seconded by Donna Hudson to approve the quotes with Kay Heating and Air Conditioning, Inc. and Tommy Lawrence Electrical Contracts as presented in the amounts of \$88,853 (includes tax) with Kay Heating & Air and \$56,018 with Tommy Lawrence as presented. Funding will be used from capital outlay fund balance. The motion carried unanimously.

5. BYHS Student Parking / Central Office Paving

Jerry Hatchett reviewed quote for paving at the student parking area at BYHS and front area of central office. Mr. Hatchett shared the student parking needs recoating and lines redrawn for parking spaces. The central office needs to be redesigned with parking spaces going the same way. If approved, work will begin as early as this week weather permitting.

Upon review, Dr. Carter recommended approval of the quote with Reynolds Asphalt Sealing, Inc. in the amount of \$16,794.00 as presented. Mel Battle moved, seconded by Tracy Stanley to approve the contract with Reynolds Asphalt Sealing, Inc. in the amount of \$16,794.00 as presented. The motion carried unanimously.

Reynolds Asphalt Sealing

- BYHS - Seal coating, clean parking lot to remove dirt & debris, touch up cracks as needed with hot pour crack filler, seal parking lot with two coats of coal tar sealer with 2 lbs. of sand per gallon for a non-skid surface, restripe parking spaces and number. (\$13,444.00)
- Central Office - Patch pot hole approximately 10 x 8, clean parking lot to remove dirt and debris, fill cracks as needed with hot pour crack filler, seal parking lot with two coats of coal tar sealer with 2 lbs. of sand per gallon for a non-skid surface, restripe parking lot as instructed. (\$3,350.00)

6. 2017-2018 School Handbooks

Principals answered questions from the board regarding their handbooks. Upon questions and answers, Dr. Carter recommended approval of the 2017-2018 school handbooks as presented. Tracy Stanley moved, seconded by Mel Battle to approve 2017-2018 school handbooks as presented. The motion carried unanimously.

Items noted:

N.L. Dillard

- Attendance / more specifics on days
- Bus Safety / Dillard to BYHS
- Volunteers
- Acronyms should be spelled out (MIR = Minor Incident Report)
- Table of contents needs to match page numbers

North Elementary

- Lunches / clear up language for meals (free)

Oakwood Elementary

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- Bus driver times / inclement weather (indicates leaving at 6:00 a.m.)

All handbooks should reflect accurate times for weather related calls or delays and table of contents should be accurate with coordinating page numbers

7. Resolution for Angela Richmond

Vice Chairman Sylvia Johnson read aloud the resolution for Angela Richmond. Donna Hudson moved, seconded by Sylvia Johnson to approve the resolution for Angela Richmond as presented. The motion carried unanimously.

*Resolution in Memorial and Appreciation
Of the Life of
Angela Butler Richmond*

WHEREAS, Angela Butler Richmond or fondly known as "Miss Angie," was born in September of 1968, and formerly resided at 3692 Corbett Ridge Road, Mebane, NC, 27302, at the time of her death on July 13, 2017, and

WHEREAS, Angela Richmond was a faithful and loving wife and mother and her family's welfare was her major and constant concern; and

WHEREAS, Angela Richmond attended Piedmont Academy, Bartlett Yancey High School, East Carolina University and Alamance Community College; and

WHEREAS, Angela Richmond was a faithful member of Griers Presbyterian Church in Leasburg, NC; and

WHEREAS, Angela Richmond was employed for Caswell County Schools as a teacher assistant and a bus driver for South Elementary School. She most recently was employed with Clover Garden Charter School and was the founder of the Clover Garden Library, Museum in the Schools, and the Living Lab; and

WHEREAS, Angela Richmond will be remembered by her Community and Board of Education for her leadership and her commitment to education; and being known for her 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 Angela Richmond and expresses its sympathy to her 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 14th day of August 2017.

Gladys Garland, Chairman

Sylvia Johnson, Vice Chairman

Donna R. Hudson

Gordon Satterfield

Ross Gwynn, Jr.

Tracy Stanley

Mel O. Battle

Dr. Sandra Carter, Superintendent

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8. 2017-2018 Budget

Finance Officer shared a PowerPoint presentation with details of the 2017-2018 budget. The commissioners approved \$3,000,000. Upon review and discussion, several board members requested to see comparisons of the budget in the same format as in the past. A full detailed version with more clarification for each purpose code was requested. Mr. Teetor will work on the format and a copy will be given to board members for their review.

Mr. Gordon Satterfield expressed that a budget should be set up in the manner for the public that is easy to read.

Concerns expressed including driver's education fees and the estimated amount. Mr. Teetor replied that no fees have been collected. Mr. Teetor was advised to look into this and report back to the board.

Upon no further discussion, Dr. Carter recommended tabling the 2017-18 budget to allow time for new format and for board review. Tracy Stanley moved, seconded by Sylvia Johnson to table the 2017-18 budget. The motion carried unanimously.

9. Capital Outlay Requests

Dr. Carter reviewed requests using capital outlay funding. The listing was reviewed. Upon review, Dr. Carter recommended approval of the capital outlay requests as presented. Tracy Stanley moved, seconded by Sylvia Johnson to approve the capital outlay requests as presented. The motion carried unanimously.

BYHS	KAIVEC Cleaning machine	\$3500
	Cafeteria Tables	\$3000 (est. cost)
	(waiting on Food Svcs. Indirect costs reimbursement to pay all or part of table costs)	
N.L. Dillard	KAIVEC Cleaning machine	\$3500
	Camera/Monitor Upgrades	\$20,000 (estimated costs)
North Elem.	KAIVEC Cleaning machine	\$3500
Oakwood Elem.	KAIVEC Cleaning machine	\$3500
	Reading Group Tables	\$3000 (est. costs)
South Elem.	KAIVEC Cleaning machine	\$3500
Stoney Creek Elem.	Stage Curtains	\$5,897.29
	Note: invoice will be less when offset by amt. collected from Stoney Creek / money will be applied toward cost of curtains	
	Cafeteria Air Conditioner (will be installed from Finance Dept. Mobile Unit)	
Maintenance Department		
	Snow Plows (2)	\$9800
	Snow Spreader (2)	\$4200

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IV. REPORTS

None at this time.

V. SUPERINTENDENT UPDATES

- Dr. Carter shared an updated fundraising summary sheet and stated she will continue to collect requests until the end of September. Upon discussion, it was decided to accept requests for the fall semester and spring semester and present a summary request to the board going forward.
- Dr. Carter shared that Representative Bert Jones provided \$50,000 through a General Assembly grant toward Civic Center repairs. Dr. Carter indicated the need for it to be used for lighting and sound, as much as could be accomplished. Attorney Bradsher advised to move quickly as a change in representatives and districts will take place soon. The board was in agreement to move forward with the paperwork for the grant. Dr. Carter will touch base with David Useche and contact county commissioners.
- Dr. Carter shared the code of conduct booklets have been delivered and will be available to all schools and employees. Dr. Carter stated Mrs. McGhee is working on a personnel handbook for employees with plans to be ready prior to the beginning of school.
- Master board training is scheduled for the afternoon.

VI. CLOSED SESSION

Tracy Stanley 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. Sylvia Johnson seconded the motion. The motion carried unanimously.

VII. OPEN SESSION

Tracy Stanley made a motion to return to open session. Sylvia Johnson seconded the motion. The motion carried unanimously.

VIII. PERSONNEL LISTING

Resignation	
North Elementary	Tabitha Atkins, K-5 Teacher = Eff. 9/1/17
South & Stoney Creek Elementary	Teedgra Blackstock, Art Teacher = Eff. 9/1/17
Stoney Creek	Kenyada Graves, Child Nut. Asst./Bus Driver = Eff. 8/17/17
Bartlett Yancey High School	Bryanna Boaz, ELA = Eff. 9/8/17
	Richard Franklin, CTE Firefighting Technology Teacher = Eff. 8/9/17
N.L. Dillard Middle School	Coretta Clark, IT Facilitator = Eff. 8/30/17
	Darnell Dumas, PE Teacher = Eff. 9/1/17

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Transfers	
Stoney Creek	Frances Williamson, Child Nut. Asst. (transferring from Oakwood) = Eff. 8/18/17
Bartlett Yancey High School	Susan Walker, Child Nut. Asst. (transferring from Oakwood) = Eff. 8/18/17
N.L. Dillard	Shirl Lea, Child Nut. Asst. (transferring from South) = Eff. 8/18/17
Employment	
Technology	Hilary Dodson, IT Facilitator for elementary & middle schools = Eff. 8/18/17
	Kristopher Williamson, Technology Technician for elementary schools = Eff. 8/18/17
N.L. Dillard Middle School	Kerry Duncan, Asst. Prin. = Eff. 8/1/17 (replaces Medina Jones)
	Lisa Pittman, English Teacher = Eff. 8/18/17
	Melvin Henderson, Custodian = Eff. 8/18/17
Bartlett Yancey High School	Charlie Hudson, Asst. Prin. = Eff. 8/1/17 (replaces Edgar Zimmerman)
	April McDonald, Math teacher = Eff. 8/18/17
	Meredith Rudisill, Science teacher = Eff. 8/18/17
South/Stoney Creek Elementary	Madeline Helbling, Music teacher = Eff. 8/18/17
	Brittni Macedo, K-5 Art teacher = Eff. 8/18/17
North/Oakwood Elementary	Ryan Morteza, PE teacher = Eff. 8/18/17
	Julie Wall, Music teacher = Eff. 8/18/17
	Galyna Karpenski, Substitute Teacher = Eff. 8/18/17
Central Office	Brandi Teetor, Social Worker = Eff. 8/15/17
North Elementary	Hoyt Barrett, Bus Driver = Eff. 8/24/17
	Darlene Wheeler, Bus Driver = Eff. 8/24/17
	Cynthia Bohannon, Child Nut. Asst. = Eff. 8/18/17
South Elementary	Teresa Crumpton, Office Support I/Receptionist = Eff. 8/18/17 (Replaces Kandi Butts)
Oakwood Elementary	Kidada Graves, Bus Aide = Eff. 8/28/17
	Antonia D. Henderson, Child Nut. Asst. = Eff.

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	8/18/17
Stoney Creek Elementary	Sharon Jones, Teacher Asst. = Eff. 8/18/17
	Teresa Reedy, Child Nut. Mgr. (interim) = Eff. 8/18/17 (review in 3 months for perm. Position)
	Nora Rimmer, Bus Driver = Eff. 8/24/17
Substitute Teachers	
Bartlett Yancey High School	Mary Beth Brown, ELA Teacher = Eff. 8/18/17
	Steven Funderburk, CTE Marketing Teacher = Eff. 8/18/17
	Taylor Paschal, Social Studies/Psychology Teacher = Eff. 8/18/17
N.L. Dillard	Casey Owen, Math Teacher = Eff. 8/18/17
	Mary Beth Smith, Math/Science Teacher = Eff. 8/18/17
	Doretha Winstead, CTE Family & Consumer Science = Eff. 8/18/17
Substitute Listing:	Marceai Foster = Eff. 8/28/17
	Elizabeth Strader = Eff. 8/28/17

Dr. Carter recommended approval of requests for transfer as presented. Tracy Stanley moved, seconded by Ross Gwynn to approve the requests for transfer as presented and further discussion regarding reasons for request to be discussed at an upcoming work session. The motion carried unanimously.

Requests for Transfer

2017-2018

Henderson, Keely	Oakwood	to	North (5 th)
Kent, Shawn	South	to	North (3 rd)
Stone, Adriana	North	to	South (2 nd)
Stone, Jasmine	North	to	South (2 nd)
Jones, Christian	Caswell	to	Rockingham (3 rd)
Jones, Grace	Caswell	to	Rockingham (6 th)
Jones, Rachel	Caswell	to	Rockingham (8 th)
Jones, Samuel	Caswell	to	Rockingham (6 th)
McKinney, Charles	Caswell	to	Rockingham (7 th)
McKinney, Katelyn	Caswell	to	Rockingham (10 th)
Ricker, Sebastian	Caswell	to	Person (1 st)
Pollard-Ridge, Bella	Danville-Pitt.	to	Caswell (1 st)
Pollard-Ridge, Brianna	Danville-Pitt.	to	Caswell (5 th)
Pollard-Ridge, Cheyenne	Danville-Pitt.	to	Caswell (3 rd)

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Kindergarten Requests (can be rescinded by Supt. if numbers exceed the state requirements)

Randall, Emersyn	Oakwood	to	North
Myers, Harper	Oakwood	to	North
King, Ethan	Danville	to	North (tuition)
Powell, Nicholas	North	to	Oakwood
Baldwin, Silas	Danville	to	Oakwood (tuition)
Chandler, Emma	Oakwood	to	South
Eagan, Liam	Oakwood	to	Stoney Creek
Wiley, Emory	Oakwood	to	Stoney Creek

Firefighter Position / Fulltime - CTE

Dr. Carter recommended approval of fire fighter position from part time to full time. Donna Hudson moved, seconded by Tracy Stanley to approve full time fire fighter position for CTE program. The motion carried unanimously.

Revised Salary Schedule

Dr. Carter brought to the Board's attention the fact that the organizational chart and pay scale revisions discussed in the March 13, 2017 work session were not voted on in open session. She is bringing this back to the board for a vote in open session of the pay scale. The salaries for all directors will be brought up to \$63,360 and salary amount for the finance officer is \$70,000.

Mel Battle expressed that the State gives local boards the right to approve all salaries. Mr. Battle expressed he did not see that this was ever voted on in open session and the organizational chart was not the same as the salary chart noting salaries were not included on the personnel listing. Dr. Carter stated that the salary discussions were held at the March 13th work session with the understanding that she was to move forward with salaries as discussed.

Dr. Carter recommended approval of organizational chart and pay scale that was discussed in March 2017 at work session. The salaries for all directors will be brought up to \$63,360 and salary amount for finance officer is \$70,000. Donna Hudson moved, seconded by Sylvia Johnson. The motion carried 6-1 with Battle voting "No."

XIII. COMMUNICATIONS

Convocation = August 21, 2017 @ 8:00 a.m. - CCCC

Fall athletic schedules were shared for BYHS & N.L. Dillard

Andrew Tyrrell shared an update on placement for students at the alternative program, crisis plan, and two sets of summer tests working with Ms. Jones.

XIV. BOARD MEMBER OBSERVATIONS

Tracy Stanley questioned who maintains the ball fields. It was shared that the coaches have usually done this in the past and it was noted that Kin Watlington spends a large portion of his time working on the fields.

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Tracy Stanley voiced concern with members of the community emailing one board member versus the entire board as a group.

XV. ADJOURN

Ross Gwynn made a motion to adjourn the regular meeting at 1:20 p.m., Sylvia Johnson seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on August 28, 2017, at 6:30 p.m. in the Caswell County Schools Administration Building.

Gladys Garland
Chairman

Dr. Sandra Carter
Superintendent