

# CASWELL COUNTY BOARD OF EDUCATION MINUTES

February 13, 2017

The Caswell County Board of Education met in regular session on Monday, February 13, 2017, at 6:30 p.m. in the Whitley Administration Building of Caswell County Schools. Members present: Chairman Gladys Garland, Vice Chairman Sylvia Johnson, Donna Hudson, Mel Battle, Ross Gwynn, Tracy Stanley, and Betty Sartin. Others present include Superintendent Dr. Sandra Carter, Dr. Sammy Shields, Attorney Ron Bradsher, Nicole McGhee, Emily Buchanan, Nelson Showalter, and Sheena Sigmon. 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.

## **I. B. APPROVAL OF MINUTES**

Sylvia Johnson moved, seconded by Tracy Stanley, to approve the minutes of the January 23, 2017 regular meeting as presented. The motion carried unanimously.

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

Donna Hudson moved, seconded by Betty Sartin to approve the agenda as presented. The motion carried unanimously.

## **I. D. ANNOUNCEMENTS**

Dr. Carter acknowledged board members on receiving certificates of achievement from the North Carolina School Board Association.

Donna Hudson = Certificate of Merit

Ross Gwynn and Mel Battle = Certificate of Advanced Achievement

Gladys Garland = Award of Distinction

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

None at this time.

## **II. UNFINISHED BUSINESS**

Merit Base Pay

A revised copy of the merit base pay criteria was presented to the board as discussed at the previous meeting. The new criteria will be based on years of service with Caswell County Schools as well as no write ups in personnel file.

The board was in agreement with the changes.

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## Years of Service

- 4 points = 16+
- 3 points = 11-15
- 2 points = 6-10
- 1 point = 1-5

A detailed copy will be provided to the board that will list employees and their ranking as well as costs at the next meeting.

An amount to be paid out of fund balance will be included to pay employees who are paid out of local funds. The merit base pay is not required for payment until the end of June 2017.

## III. NEW BUSINESS

### 1. Contracts - EC

Nelson Showalter reviewed the two contracts for approval for the EC department. Upon review and questions, Dr. Carter recommended approval of the Go Interpreters contract as presented. Ross Gwynn moved, seconded by Betty Sartin to approve contract with Go Interpreters as presented. The motion carried unanimously.

Go Interpreters/Interpreter Staffing (new provider)

Cost = \$45.00/hr.

Est. Annual Cost = \$9,450

Responsibilities: Will provide direct sign language supports to a preschool student at Head Start with severe hearing loss. The provider will support the student through introductory sign language/visual communication skills, serve as a teacher shadow to support understanding of instructional communication, and relay communication of the teacher to the student in first person.

Dr. Carter recommended approval of the contract with David Caron, School Psychologist as presented. Mel Battle moved, seconded by Sylvia Johnson to approve contract with David Caron as presented. The motion carried unanimously.

David Caron (new provider) School Psychologist

Cost = determined by individual assessment forms requested by the IEP team

Est. Annual Cost = \$16,740

Responsibilities: Supports school districts with required educational/psychological assessments. Charges per assessment requested by the IEP team, which is the model used for private practice billing. It is estimated that his services run about \$310/student assessed. Will provide support when available.

## IV. REPORTS

None at this time.

## V. SUPERINTENDENT UPDATES

- Comparison of BYHS grade level proficiency versus the State (in percent) was shared with the board. Mr. Battle asked if the number of students who took the test could be included.

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- Dr. Carter shared that a consultant with DPI will be at the administrative meeting to review information regarding the comprehensive needs assessment. Dates for the assessments are: N.L. Dillard in March and BYHS in April. Plans will be underway for the elementary schools in the fall. DPI will describe what a comprehensive visit will consist of. Feedback will be shared with the Board of Education.
- Dr. Carter shared an update regarding the seats at the Civic Center. Mr. Hatchett has spoken with a representative on a quote to replace the seats as they are non-repairable. Plans are to hopefully have a quote to share with the board at the next meeting along with additional lighting at the Civic Center and the Page Gym.
- Renovation Committee is planning site visits with two schools. Tentative date is scheduled for February 23, 2017 and Dr. Carter will share this date with the board once confirmed. Two schools tentatively planned to visit are South Garner High School and Eastern Guilford High School.
- Work session is tentatively scheduled for March 13 as well as a joint meeting with the County Commissioners.
- Dr. Carter will continue to keep abreast of the legislative updates.
- The board was requested to send in items for the March 13<sup>th</sup> work session agenda for review at the February 27<sup>th</sup> meeting for prioritization.

**VI. CLOSED SESSION**

Mel Battle 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. Ross Gwynn seconded the motion. The motion carried unanimously.

**VII. OPEN SESSION**

Sylvia Johnson made a motion to return to open session. Donna Hudson seconded the motion. The motion carried unanimously.

**VIII. PERSONNEL LISTING**

Dr. Carter recommended approval of personnel listing as presented. Sylvia Johnson moved, seconded by Tracy Stanley to approve personnel listing as presented. The motion carried unanimously.

<b>Employment</b>	
<b>Finance</b>	Jeremy Teetor, Finance Director (Replaces Crystal Kessler) = Eff. 3/14/17
<b>Transportation</b>	Bobby Chilton - Mechanic III (Replaces Michael Gibbs) = Eff. 2/1/17
<b>North/Oakwood</b>	Ryan Moretz, Interim Health/PE Teacher (Replacing Lisa Watlington) = Eff. 2/14/17
<b>Administrative Substitute</b>	Kay Satterfield = Admn. Asst. = Eff. 2/14/17

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<b>Substitute Teachers</b>	Logan Meader = Eff. 2/14/17
	Leslie Lawson = Eff. 2/14/17
<b>Certified Leave of Absence</b>	Laquita Williamson, Office Support Technology = Eff. 3/10/17

A listing of coaches for the spring was provided. Those include:

<b>Sport</b>	<b>Head Coach</b>	<b>Assistant Coach</b>	<b>Volunteer Coach</b>
<b>N.L. Dillard Middle</b>			
<b>Joel Johnson Athletic Director</b>			
Baseball	Justin Jones		Richard Mishue
Volleyball	Angela Ouzts	Ruth Miller	
Soccer (Girls)	Casey Owen	Robert Thomas	
<b>Bartlett Yancey</b>			
<b>Karen Godlock Athletic Director</b>			
Baseball	Erick Phelps	Owen Wall Tyler Blackstock	Cody Johnson Gwynn Thompson
Softball	Kelly McVay	Taylor Paschal	Mary Beth Smith
Track & Field (Boys)	Thomas Gunter	Darnell Dumas	
Track & Field (Girls)	Alfreda Corbett	TBD	
Golf (Boys)	Adhemar Renuart		
Soccer (Girls)	Lynn Massey	Erin Allen	

**XIII. COMMUNICATIONS**

- Transportation Director is working on an updated approved charter bus listing. Currently there are two that are approved. Those include: First Class Tours, Inc. (Winston-Salem, NC) and D&M (Danville, VA)
- BYHS overnight trip = April 12-14, 2017 – Fort Caswell, NC (AP Biology & AP Env. Science)
- CTE newsletter
- Thank you note
- N.L. Dillard Winter Dance = Feb. 24, 2017 (6-8 pm)
- March 13, 2017 = Work Session following morning meeting
- Joint meeting with County Commissioners = March 13, 2017 @ 6:00 p.m. (911 building)
- Dr. Carter attended the county commissioners work session and sat in briefly and was asked to speak. She reviewed and shared needs for the school system.
- Donna Hudson inquired if the board needs to provide any questions for discussion to the commissioners prior to the March 13<sup>th</sup> meeting. One item for discussion was the status of the internet connection.

**XIV. BOARD MEMBER OBSERVATIONS**

Betty Sartin thanked the board for acknowledging her 80<sup>th</sup> birthday at the last meeting and wished everyone a Happy Valentine’s Day.

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Sylvia Johnson inquired on the code of ethics and signatures for newly elected board members. She also inquired on policies regarding staff/student relations and suggested we look at our current policies to see if they are up to date.

**XV. ADJOURN**

Ross Gwynn made a motion to adjourn the regular meeting at 8:12 p.m., Sylvia Johnson seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on February 27, 2017, at 6:30 p.m. in the Whitley Administration Building.

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Gladys Garland  
Chairman

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Dr. Sandra Carter  
Superintendent