

CASWELL COUNTY BOARD OF EDUCATION MINUTES

January 12, 2017

The Caswell County Board of Education met in regular session on Thursday, January 12, 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, Troy Nevells, Crystal Kessler, Steve Evans, and Emily Buchanan. 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

Betty Sartin moved, seconded by Sylvia Johnson, to approve the minutes of the December 12, 2016 regular meeting as presented. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

Donna Hudson moved, seconded by Tracy Stanley to approve the revised agenda as presented with addition of revised 2016-17 school calendar. The motion carried unanimously.

I. D. ANNOUNCEMENTS

Dr. Carter acknowledged Assistant Principal Steve Evans on recently renewing his national boards and thanked him for his leadership and guidance at the high school. Emily Reagan was also acknowledged for receiving her national boards and plans to be at the next board meeting for recognition.

Dr. Carter introduced Troy Nevells who was recently hired to fill the Transportation Director position. Dr. Carter noted he had handled his first week well with the inclement weather situation.

I. E. PUBLIC COMMENTS

Crystal Kessler signed up to speak during closed session.

II. REPORTS

None at this time.

III. UNFINISHED BUSINESS

None at this time.

IV. NEW BUSINESS

1. Policy # 535 - Limitation of Voluntary Payroll Deduction

Dr. Carter reviewed changes that were shared with the board at a previous meeting to change the limit of payroll deductions. Upon review, Dr. Carter recommended approval of changes to

CASWELL COUNTY BOARD OF EDUCATION MINUTES

January 12, 2017

Policy # 535 for first reading and to lay on table for second reading. Tracy Stanley moved, seconded by Sylvia Johnson to approve first reading of policy # 535 as presented. The motion carried unanimously.

2. Grant Proposal / STEM – Final Application

Dr. Carter reviewed information regarding the final application for the STEM grant proposal. Emily Buchanan shared an update and stated communications will begin in February and a decision should be made in April if approved. Upon review and discussion, Dr. Carter recommended approval of the final grant application as presented. Tracy Stanley moved, seconded by Betty Sartin to approve final grant proposal application for STEM as presented. The motion carried unanimously.

3. NCSBA Invoice

Chairman Garland reviewed invoice from the NCSBA for final payment regarding superintendent search.

Mel Battle questioned receipts for meals as this was not discussed and didn't recall this being included in payment noting they were provided meals when they met with the board.

Dr. Carter recommended approval of invoice as presented. Sylvia Johnson moved, seconded by Betty Sartin to approve invoice from the NCSBA for superintendent search in the amount of \$4,352.28 as presented. The motion carried 5-2 with Stanley and Battle voting "No."

4. IXL Renewal Invoice

Dr. Carter reviewed renewal invoice for IXL. This program has been used at the middle school for numerous years. Tracy Stanley questioned with the new chrome books being available if this program could be used at the elementary and high school levels. Dr. Carter stated she would follow-up on that question.

Upon review and questions, Dr. Carter recommended approval of the IXL renewal invoice in the amount of \$5,600 effective January 21, 2017 thru January 21, 2018 as presented. Ross Gwynn moved, seconded by Mel Battle to approve the renewal invoice with IXL as presented in the amount of \$5,600. The motion carried unanimously.

It was not confirmed but shared that funding may be used from school instructional funds.

5. Budget Amendment # 2 & # 3

Dr. Carter reviewed Budget Amendments # 2 and recommended approval. Sylvia Johnson moved, seconded by Mel Battle to approve Budget Amendment # 2 as presented. The motion carried unanimously.

Dr. Carter reviewed Budget Amendments # 3 and recommended approval. Ross Gwynn moved, seconded by Donna Hudson to approve Budget Amendment # 3 as presented. The motion carried 6-1 with Stanley voting "No."

CASWELL COUNTY BOARD OF EDUCATION MINUTES
January 12, 2017

CASWELL COUNTY SCHOOLS

BUDGET AMENDMENT # 2

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, 2017.

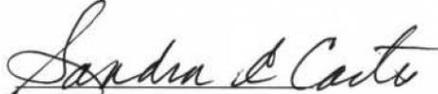
Account Code	Description	Increase	Decrease
3.5100.000.000.000.000.00	Regular Instruction Services	8,000.00	8,000.00
		8,000.00	8,000.00

Funding Source: Federal

Total appropriation in current budget:	\$2,541,175
Amount of increase/decrease of amendment:	\$0
Total appropriation in amended budget:	\$2,541,175

Passed by majority vote of the Caswell County Board of Education
 on the 9th day of January, 2017.


 Chairman, Board of Education


 Secretary, Board of Education

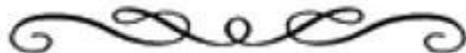
CASWELL COUNTY BOARD OF EDUCATION MINUTES
January 12, 2017

CASWELL COUNTY SCHOOLS		BUDGET AMENDMENT # 3	
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, 2017.			
Account Code	Description	Increase	Decrease
4.6580.000.000.000.000.00	Maintenance - Vehicles	83,706.00	
4.4910.000.000.000.000.00			83,706.00
		83,706.00	83,706.00
Funding Source: Capital Outlay Fund Balance			
	Total appropriation in current budget:		\$499,000
	Amount of increase/decrease of amendment:		\$0
	Total appropriation in amended budget:		\$499,000
Passed by majority vote of the Caswell County Board of Education			
on the 9th day of January, 2017.			

6. Resolutions

Chairman Garland and Vice Chairman Johnson read aloud the resolutions for Richard Harris and John Mitchell, former employees of Caswell County Schools who recently passed away. Tracy Stanley moved, seconded by Sylvia Johnson to approve the resolutions as presented. The motion carried unanimously.

*Resolution in Memorial and Appreciation
Of the Life of
Richard D. Harris*



CASWELL COUNTY BOARD OF EDUCATION MINUTES

January 12, 2017

WHEREAS, Richard D. Harris, was born on October 3, 1942, and formerly resided at 6774 Blanch Road, Blanch, NC, 27212, at the time of his death on December 9, 2016, and

WHEREAS, Richard Harris was a faithful and loving father, brother and friend and his family’s welfare was his major and constant concern; and

WHEREAS, Richard Harris was a graduate of Caswell County High School Class of 1960 and attended River Zion Baptist Church serving on the trustee committee, usher board, tape ministry and as a parking attendant. Along with his family, he was cherished by his community, neighbors, and friends; and

WHEREAS, Richard Harris worked for Caswell County Schools in the Maintenance Department until his retirement. He will be remembered by his Community and Board of Education for 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 Richard Harris 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 12th day of January 2017.

Gladys Garland, Chairman

Sylvia Johnson, Vice Chairman

Mel O. Battle

Ross Gwynn, Jr.

Donna R. Hudson

Betty Sartin

Tracy P. Stanley

Dr. Sandra E. Carter, Superintendent

**Resolution in Memorial and Appreciation
Of the Life of
John Carlton Mitchell**

WHEREAS, John Carlton Mitchell, was born on July 31, 1952, and formerly resided at 38 Gunn Place, Yanceyville, NC, 27379, at the time of his death on December 22, 2016, and

WHEREAS, John Mitchell was a faithful and loving brother, uncle, and friend and his family’s welfare was his major and constant concern; and

WHEREAS, John Mitchell was a graduate of Livingstone College in Salisbury, NC, where he received a Bachelor of Education Degree. He enjoyed spending his free time as an avid hunter and was a member of the Jones Hunting Club; and

WHEREAS, John Mitchell worked for Caswell County Schools for 36 years. He began his career at High Rock Elementary School and later worked at Bartlett Yancey High School. He was a coach for the JV and Varsity basketball team and the Track team. He will be remembered by his Community and Board of Education for 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 John Mitchell 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.

CASWELL COUNTY BOARD OF EDUCATION MINUTES
January 12, 2017

This the 12th day of January 2017.

Gladys Garland, Chairman

Sylvia Johnson, Vice Chairman

Mel O. Battle

Ross Gwynn, Jr.

Donna R. Hudson

Betty Sartin

Tracy P. Stanley

Dr. Sandra E. Carter, Superintendent

7. 2016-2017 Revised School Calendar

Dr. Carter reviewed changes to the school calendar due to recent inclement weather. Make up days were reviewed with the board. Upon review and questions, Dr. Carter recommended approval of the 2016-2017 revised school calendar as presented. Mel Battle moved, seconded by Donna Hudson to approve the revisions to 2016-2017 calendar as presented. The motion carried unanimously.

Discussion took place on payment for child nutrition workers and bus drivers for January 11, 2017. Dr. Carter shared the amount for payment for these employees in the amount of approximately \$5,668.04. Dr. Carter recommended approval of payment for this one day if funding is available. Mel Battle moved, seconded by Tracy Stanley to approve payment for child nutrition and bus drivers in the amount of \$5,668.04. The motion carried 5-2 with Hudson and Johnson voting "No."

Funding for these employees will be used from fund balance.

Dr. Carter polled the board on their thoughts for any additional inclement weather. It was shared that an option could be to use the banked hours rather than using spring break if timing permits. Other suggestions were to use available Saturday's.

MISSED DAY	MAKE UP DAY	NOTES
Monday, January 9 (now becomes Annual Leave day from June 15)	March 27	March 27 becomes a full student day (was an Optional Workday) Revised calendar now shows June 15 = Optional workday
Tuesday, January 10 (now becomes Annual Leave day from June 16)	April 14	April 14 becomes a full student day (was an Optional workday) Revised calendar now shows June 16 = Optional workday

CASWELL COUNTY BOARD OF EDUCATION MINUTES
January 12, 2017

Wednesday, January 11 (now becomes Optional Workday)	February 8	February 8 becomes a full student day (was an Early Release day for students)
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V. SUPERINTENDENT UPDATES

- Dr. Carter stated she had shared her 90-day timeline with the board. She plans to meet with all board members soon. She visited North Elementary and was very impressed with the school. Upon meeting with all board members Dr. Carter plans to meet with directors and principals, review evaluations and make plans for moving forward.
- Dr. Carter shared exciting news regarding e-rate funding. David Useche will be at the next meeting to provide further details. This will provide fiber optic capabilities to all schools and will assist in the 1:1 Initiative.
- Dr. Carter shared upcoming training opportunities offered by the NCSBA.
- Dr. Carter shared information from PCC requesting a board member to serve on the committee for the president search. Gladys Garland stated she would like to serve on this committee. Tracy Stanley expressed interest as well. Mrs. Stanley will serve as a back-up.
- Dr. Carter shared that we are in the process of reaching out to the art teachers to display artwork in the central office.
- Dr. Carter is working with finance and human resources on the merit-based pay. Plans will be to have information to share with the board at the next meeting regarding the criteria the board approved. As of yet, no word has been received regarding if the plan has been approved at the state level.

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 after a five minute break. Donna Hudson 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. Tracy Stanley moved, seconded by Donna Hudson to approve personnel listing as presented. The motion carried unanimously.

Retirement	
N.L. Dillard Middle School	JoAnn Williams - Child Nutrition/Bus Driver = Effective 1/1/17

CASWELL COUNTY BOARD OF EDUCATION MINUTES
January 12, 2017

Resignation	
BYHS	David Saunders - Math Teacher = Eff. 1/1/17
South Elementary	Debra Livingston - Bus Driver = Eff. 12/20/16
Transportation	Michael Gibbs - Mechanic = Eff. 1/13/17
Employment	
South Elementary	Karen Poe - Tutor = Eff. 1/10/17

IX. COMMUNICATIONS

- Exam schedule
- Thank you note from Oakwood Elementary
- Thank you note from North Elementary
- Stoney Creek Field Trip (5th grade) Natural Bridge, VA (April 28, 2017)
- School Calendars (January)

IX. BOARD MEMBER OBSERVATIONS

Mel Battle questioned the status of the internet access that was discussed at the joint meeting with the county commissioners. Dr. Carter will follow-up on this topic.

Mel Battle inquired on the committee that he was to serve on for the high school renovations. Dr. Carter stated she had heard a tentative meeting date of January but will follow-up with Dr. Shields and plan on moving forward with this meeting.

Mel Battle expressed concern with school calendars noting the consistency. Events that are held at the school should be shared with parents and communicated through the website. Tracy Stanley also stated the alert system for phones could be used to share events for the school. Mr. Battle noted school marquis not being updated on a timely manner.

X. ADJOURN

Ross Gwynn made a motion to adjourn the regular meeting at 9:14 p.m., Sylvia Johnson seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on January 23, 2017, at 6:30 p.m. in the Whitley Administration Building.

Gladys Garland
 Chairman

Dr. Sandra Carter
 Superintendent