

CASWELL COUNTY BOARD OF EDUCATION MINUTES

January 23, 2017

The Caswell County Board of Education met in regular session on Monday, January 23, 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, Andy Tyrrell, Carol Boaz, Michele Bouchard, Emily Reagan, George Williamson, Scarlet Williamson, Michael Reagan, Scott Berdine, John Berdine, Ray Reagan, Cathy Reagan, Nelson Showalter, David Useche, Robin Loftis, Shana LeGrant, Mindy Mitchell, Sheena Sigmon, Cary Lee Gluhareff, Sara K. Cumbo, and Anna Butts. 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 Mel Battle, to approve the minutes of the January 12, 2017 regular meeting as presented. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

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

I. D. ANNOUNCEMENTS

Dr. Carter acknowledged Emily Reagan on recently receiving her national boards. Mrs. Reagan is a teacher at Bartlett Yancey High School. Dr. Carter also noted that plans are underway to display a plaque in the central office listing all teachers that are national board certified and the year they received this distinguished honor.

Dr. Carter also recognized Carol Boaz who introduced teachers who have worked diligently in the Keys to Literacy program. Those recognized included: Robin Loftis, Shana LeGrant, Shay Adkins, Malinda Mitchell, Carylee Cumbo, Anna Butts, Jessica Chester, Calla Wilson, Teresa Perkins, Kim Meadows, Michelle Bouchard, Matthew Trent, Medina Jones, Melissa Teets, Althea Gwynn, Adam Moore, and Lori Daniel. Several teachers shared positive experiences with the board. Mrs. Boaz also recognized Mr. Tyrrell for his participation in this program.

I. E. PUBLIC COMMENTS

None at this time.

II. UNFINISHED BUSINESS

Policy # 535

Sylvia Johnson moved, seconded by Tracy Stanley to remove Policy # 535 from the table. The motion carried unanimously. Dr. Carter recommended approval of the revisions to Policy # 535 as noted.

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Ross Gwynn moved, seconded by Donna Hudson to approve Policy # 535, Limitation of Voluntary Payroll Deduction. The motion carried unanimously.

The Board of Education will comply with all authorized salary deductions as set forth by State, Federal and local guidelines. To assist employees in managing their financial affairs and meet state and federal legal requirements, the Finance Officer is authorized to make the following salary deductions:

- a. Federal income taxes (federal requirement)
- b. State income taxes (state requirement)
- c. Federal social security taxes (state requirement)
- d. NC State Retirement contributions (required by G.S.135-8)
- e. Court ordered child support payments
- f. Federal, state and local government garnishments
- g. Health insurance premiums authorized by state law (authorized by G.S. 115C-340)
- h. Tax sheltered annuities, 403(b) (authorized by G.S. 115C-341)
- i. Supplemental retirement income plan of NC, 401(k)
- j. Flexible benefits plan (authorized by G.S. 115C-341.1)
- k. NC State Employee Credit Union deductions (authorized by G.S. 115C-342)
- l. United States savings bonds (optional, authorized by G.S. 115C-343)
- m. Group life insurance premiums (optional, authorized by G.S. 115-340, 342)
- n. Group dental insurance premiums (optional, authorized by G.S. 115C-340, 342)
- o. Bankruptcy (optional)
- p. Professional dues (optional)
- q. Debt owed to the school district
- r. Overpayments made by the school district
- s. District tuition
- t. Other deductions as approved by the Board.

The Superintendent is authorized to limit the number of voluntary payroll deductions offered to employees of Caswell County Schools. Companies engaged in buying/selling tax sheltered annuities should provide detail documentation of products offered to the Finance Office and enroll a minimum of **ten (10) participants** for payroll deduction to be authorized.

The Human Resources Office will make information available to all employees regarding possible payroll deductions and any procedures or requirements for particular types of deductions. Any employee who would like the Board to consider additional salary deductions should contact the Finance Officer who will review such requests and make recommendations to the Board.

III. NEW BUSINESS

1. Consent Agenda

- a. Additional Fundraising Requests
- b. Requests for Transfer

Dr. Carter recommended approval of the consent agenda as presented. Sylvia Johnson moved, seconded by Tracy Stanley. The motion carried unanimously.

Mr. Battle noted concern with fundraisers continuing to be submitted during the school year.

Fundraisers:

- BYHS Athletic Department = BYHS Mile Run (April 1, 2017)
- BYHS FFA = Carnation Sale (Jan. 30th – Feb. 14th)
- South Elementary = Reading for Education (Feb. 6th – 10th, 2017)

Requests for Transfer

- King, Ethan O’Ryan Danville City to Caswell (North) K **
- Smith, Rylee Jo Oakwood to North (K) 2017-18 school year

** Tuition will apply

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2. Invoice – School System Consulting Services

Dr. Carter recommended approval of the invoice for the school consultant as presented and noted funding was allotted in the budget for this expense. Mel Battle moved, seconded by Betty Sartin to approve invoice for school consultant in the amount of \$74,842.93. The motion carried unanimously.

School System Consulting Services, 686 Caswell Pines Clubhouse Drive, Blanch, NC 27212
Hours = 729.25 / \$102.63 per hour Total Cost: \$74,842.93
Funding = 2.6941.801.311 (Supt. Contracted Services)

3. Calendar Committee

Tracy Stanley volunteered to serve on the 2017-18 school calendar committee. The first meeting is scheduled for January 31, 2017 at 3:30 p.m. in the board room.

IV. REPORTS

David Useche shared information on eRate funding noting we are the first in the State to receiving this type of funding. The amount approved was \$902,488. Plans are underway to install the fiber optic cables which will increase bandwidth from 150 megabytes to 10,000 megabytes. Funding has been appropriated for the construction of this project when the contract was presented to the board for approval. During the interim, Mr. Useche is working with DPI on matching funds for the construction portion of this project. DPI has noted they are excited that someone in North Carolina was approved for the funding and are very excited to work with Caswell on matching a portion or hopefully all of the construction costs. If everything falls into place, Caswell will have very little cost incurred with this project.

Supt. Dr. Carter thanked Mr. Useche for his overview and for his diligence in overseeing this project. The Board of Education also thanked Mr. Useche on this exciting news.

V. SUPERINTENDENT UPDATES

- Dr. Carter requested EC Director Nelson Showalter to share information on EC budgets. Mr. Showalter reviewed information on PRC82, PRC118 and PRC119. These are funds received from the State every year for special development.
- Dr. Carter shared cards from South Elementary in recognition of Board of Education month.
- Student artwork has been updated and displayed in the board room and central office.
- Dr. Carter has met with new principals and scheduled upcoming meetings.
- IXL invoice = Mrs. Buchanan is going to do a trial run at BYHS beginning the second semester.
- Vandalism at South in the grassy area. Mr. Hatchett has followed-up with the sheriff's office; however, no additional information at this time.
- Maintenance is adding coat racks at the Civic Center and replacing lighting. The Board asked that the seating be looked into and to find out where we are as there were safety concerns.
- Dr. Carter met with County Manager Bryan Miller and looks forward to establishing regular meetings. One concern noted was use of facilities in the county.
- Dr. Carter shared she will continue to monitor House Bill 13.

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- Dr. Carter shared information on “Give Kids A Smile” and will be sharing this information with principals for students to take advantage of this opportunity.
- Betty Sartin was recognized in honor of her 80th birthday.

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

VII. OPEN SESSION

Ross Gwynn made a motion to return to open session. Betty Sartin seconded the motion. The motion carried unanimously.

VIII. PUBLIC COMMENTS

(Public Comments were heard at this time as individuals did not sign up prior to the meeting).

John Berdine, 2786 Hwy 119 N., Leasburg, NC 27291

Mr. Berdine spoke to the board on behalf of himself and other bus drivers in attendance. Mr. Berdine shared concerns with idle time and communication shared with drivers. He asked that they be treated with respect and that someone listen to their concerns as well. Issues were shared with printing of pay-stubs and were recently informed they could not pick them up in the transportation department.

Supt. Dr. Carter asked that Mr. Berdine provide a listing of concerns for review and follow-up.

IX. CLOSED SESSION

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X. OPEN SESSION

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

XII. PERSONNEL LISTING

Dr. Carter recommended approval of personnel listing as presented. Betty Sartin moved, seconded by Mel Battle to approve personnel listing as presented. The motion carried unanimously.

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Employment	
Bartlett Yancey High School	Maria Acosta, Spanish Teacher (Replaces Larsen Harrison) = Eff. 1/27/17
	Owen Wall, Social Studies Teacher (Replaces David Weathersby) = eff. 1/27/17
Resignation	
Finance Dept.	Crystal Kessler, Finance Director = Eff. 1/13/17
Retirement	
North Elementary	Geneva Totten, CN Asst. = Eff. 2/1/17
Maternity Leave	
Bartlett Yancey High School	Jenna Bengel, EC Teacher = Eff. 2/28/17
Substitute Teacher	
	Pamela Lynch = Eff. 1/24/17
	Londy Chavez = Eff. 1/24/17
Classified Substitute	Gina Watlington = Eff. 1/24/17
Contracted Svcs.	Kim McVey (Finance) = Eff. 1/24/17

Dr. Carter recommended approval of additional payment for David Saunders as presented. Mel Battle moved, seconded by Ross Gwynn. The motion carried 5-2 with Hudson and Stanley voting "No."

XIII. COMMUNICATIONS

- DMS Drama performance = Jan. 27th @ 7:00 p.m. CCCC
- Spelling Bee = Jan. 31st @ 7:00 p.m. CCCC

XIV. BOARD MEMBER OBSERVATIONS

Chairman Gladys Garland suggested scheduling a work session after the morning meeting on March 13, 2017. Dr. Carter asked board members to share items they would like included on the agenda. Areas Dr. Carter shared included: strategic plan, reorganization plans, central office location, alternative program ideas.

Mel Battle expressed his appreciation for the weekly updates that Dr. Carter is providing.

Mel Battle requested an updated staff directory and also noted that the central office needs gravel if funding is available. Dr. Carter will follow-up.

XV. ADJOURN

Ross Gwynn made a motion to adjourn the regular meeting at 9:15 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 13, 2017, at 6:30 p.m. in the Whitley Administration Building.

Gladys Garland
 Chairman

Dr. Sandra Carter
 Superintendent