

CASWELL COUNTY BOARD OF EDUCATION MINUTES

May 8, 2017

The Caswell County Board of Education met in regular session on Monday, May 8, 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, Jeremy Teetor, David Useche, Carol Boaz, Daniel Bullock, NaVia Foster, Judy Glasscock, Kathrine Frley, Gregory May, Cal Vogel, Carola Massey, Norah Massey, Lisa Lassiter, Sheena Sigmon, Craig Graver, and Dillon Blackburn. 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 Donna Hudson, to approve the minutes of the April 10, 2017 regular meeting and April 10, 2017 work session as presented. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

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

I. D. ANNOUNCEMENTS

Dr. Carter shared that Anna Foster and Teletha Jones were both in attendance at the Danville Pittsylvania County Chamber of Commerce event tonight and will be recognized as teachers of the year for their school. We wish them good luck on the outcome. Asst. Supt. Sammy Shields is in attendance as well.

The FFA horse judging team recently placed second in the state and first in the West Central Region. Team members include: Sophia Bouchard, Jessica Fowler, Kayla Sturges, and Bliss Pointer.

Dr. Carter recognized Kim Mims on the recent audit for a job well done. The auditors were very complimentary on the work of Mrs. Kim Mims. Mrs. Mims noted it was a team effort.

I. E. PUBLIC COMMENTS

None at this time.

II. UNFINISHED BUSINESS

Code of Conduct was reviewed with questions addressed from board members. Dr. Carter shared that this is a draft and any changes will be updated in red and brought back to the next meeting for review and approval. Dr. Carter shared that one new addition included the random drug testing for athletes.

Lengthy time was spent reviewing questions from the board. Items reviewed were noted on the draft by the superintendent and will be brought back for review.

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Mr. Battle noted questions on pages: 11, 12, 17, 39, 43-45, and 48. Focus was on being consistent with wording.

Mrs. Hudson reviewed questions on the alternative program not being mentioned in the code of conduct. Dr. Carter responded that she would like to see this as more of a support program with an application process. Mrs. Hudson stated she felt that guidelines for the alternative program need to be included.

Other questions from Mrs. Hudson were noted on pages: 4, 8, 10, 11, 13, 18, 29, 31-35, 43, and 44.

Mr. Gwynn questioned page 15 and sentence on discrimination.

Upon review and questions, Dr. Carter recommended approval of the first reading of code of conduct as presented to include changes as voiced. Mel Battle moved, seconded by Tracy Stanley to approve the first reading of code of conduct with changes to be made as voiced. The motion carried unanimously.

III. NEW BUSINESS

1. Consent Agenda

Dr. Carter recommended approval of consent agenda as presented. Ross Gwynn moved, seconded by Sylvia Johnson to approve the consent agenda as presented. The motion carried unanimously.

Requests for Transfer (2017-2018)

Boaz, Addison *mother is employee	Rockingham	to	Caswell (2 nd) *
Briggs, III Larry	Caswell	to	Person (1 st)
Ellis, Parker	Caswell	to	Rockingham (5 th)
Ellis, Ryan	Caswell	to	Rockingham (2 nd)
Herndon, Hailey	Caswell	to	Burlington-Alamance (6 th)
Herndon, Carley	Caswell	to	Burlington-Alamance (2 nd)
Parnell, Addyson	Caswell	to	Burlington-Alamance (1 st)
Parnell, Chase	Caswell	to	Burlington-Alamance (3 rd)
Potter, Jonathan	Caswell	to	Burlington-Alamance (K)
Potter, Steven	Caswell	to	Burlington-Alamance (3 rd)
Rohla, William	Caswell	to	Orange (9 th)

2. Resolution for Lula Briggs

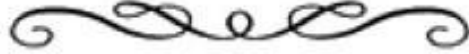
Vice Chairman Sylvia Johnson read aloud the resolution for former employee Lula Briggs who recently passed away. Betty Sartin moved, seconded by Ross Gwynn to approve the resolution as presented. The motion carried unanimously.

*Resolution in Memorial and Appreciation
Of the Life of*

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Lula Sellars Briggs



WHEREAS, Lula Sellars Briggs was born on December 31, 1940, and formerly resided at 1131 Marshall Graves Road, Yanceyville, NC 27379, at the time of her death on April 28, 2017, and

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

WHEREAS, Lula Briggs was a member of Graves Chapel Baptist Church; and

WHEREAS, Lula Briggs was employed with the Caswell County School System as a bus driver prior to her retirement. She was a much loved and treasured bus driver by many students who were transported to and from school by Mrs. Briggs; and

WHEREAS, Lula Briggs 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 Lula Briggs 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 8th day of May 2017.

Gladys Garland, Chairman

Sylvia Johnson, Vice Chairman

Donna R. Hudson

Betty M. Sartin

Ross Gwynn, Jr.

Tracy Stanley

Mel O. Battle

Dr. Sandra Carter, Superintendent

3. Budget Amendments # 11, # 12, #13

Finance Officer Jeremy Teetor reviewed information on budget amendments as presented. Upon review, Dr. Carter recommended approval of Budget Amendments # 11-#13. Mel Battle moved, seconded by Sylvia Johnson to approve Budget Amendment # 11, #12, #13 as presented. The motion carried unanimously.

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CASWELL COUNTY SCHOOLS	BUDGET AMENDMENT # 11		
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	Debit	Credit
1.3100.000.000.000.000.00	Allocations from SPSF		1,522.67
1.5110.003.162.000.000.00	Sub Pay--Regular ABS	489.00	
1.5260.046.180.000.000.00	AP/IB Bonus	967.67	
1.5110.015.411.000.000.00	Tech--Supplies	66.00	
		1,522.67	1,522.67
Funding Source: State			
Justification: Budgeting of new funds from the following DPI allotment revisions #47, #48, and #49			
Total appropriation in current budget:			\$0.00
Amount of increase/decrease of amendment:			\$0.00
Total appropriation in amended budget:			\$0.00

CASWELL COUNTY SCHOOLS	BUDGET AMENDMENT # 12		
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	Debit	Credit
4.9009.001.326.000.000.00	Electrical Contr. Repair		5,000.00
4.9017.001.411.000.000.00	HVAC Supplies	5,000.00	
		5,000.00	5,000.00
Funding Source: Capital			
Justification: More funds needed for HVAC supplies. Buying now will result in long-term savings.			
Total appropriation in current budget:			\$0.00
Amount of increase/decrease of amendment:			\$0.00
Total appropriation in amended budget:			\$0.00

CASWELL COUNTY SCHOOLS	BUDGET AMENDMENT # 13		
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	Debit	Credit
4.5110.001.461.000.000.00	Furniture/Equip. Non-Cap		5,948.50
4.9100.001.532.000.000.00	BYE Annex Renovation	5,948.50	
		5,948.50	5,948.50
Funding Source: Capital			
Justification: Cost of painter out of local funds is less than the \$10,000 planned. This frees up more we can do with capital funds out of the \$100,000 allotment. Realigning remaining funds in capital for other annex needs.			

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Mr. Teetor shared reports with the board and briefly reviewed them. The board would like to receive the quarterly reports in June and get back to the normal schedule for quarterly reports.

4. Pearson Invoice

Dr. Carter reviewed invoice renewal with Pearson for Success Maker for elementary grades and recommended approval. Sylvia Johnson moved, seconded by Tracy Stanley to approve renewal invoice with Pearson in the amount of \$18,681.25 using Title 1 funds. The motion carried unanimously.

5. Savvier Communications/Surazal Systems, Inc.

David Useche reviewed bid for Surazal Systems, Inc. as presented noting Surazal was the best option. By going with this system this will offer an opportunity to try this hosted PBX system out as a consideration for the school system. The cost savings are beneficial.

Concerns were voiced regarding the 800 number and noted that this number will not be published due to the charge per minute. The new system will have twelve lines.

Upon review and discussion, Dr. Carter recommended approval of the contract with Surazal Systems, Inc. as presented in the amount of \$1,774.58. This system will be installed at the newly renovated annex building.

6. CTE Pathway in Early Childhood Education

Emily Buchanan reviewed the information for the Early Childhood Education Pathway. Mrs. Buchanan noted that Lisa Lassiter was very instrumental in working on this project. A collaboration with PCC and Noah's Educational Ark along with the high school will work together to provide an approved Early Childhood pathway for our students. Upon review and discussion, Dr. Carter recommended approval of the CTE Pathway in Early Childhood Education as presented. Ross Gwynn moved, seconded by Betty Sartin to approve the CTE Pathway in Early Childhood Education as presented. The motion carried unanimously.

7. Grant Agreements / Danville Regional Foundation & Golden Leaf

Emily Buchanan shared information on the grant agreements to support the Math I STEM academy. This is the final stage which requires the agreements to be signed. Upon review, Dr. Carter recommended approval of the grant agreements with Danville Regional Foundation and Golden Leaf as presented. Sylvia Johnson moved, seconded by Donna Hudson to approve the grant agreements with Danville Regional Foundation and Golden Leaf as presented. The motion carried unanimously.

It was noted that \$81,500 will need to be allotted for this program to continue as part of the requirements for one additional year (2018-2019).

Danville Regional Foundation one-time payment of \$117,200 by August 31, 2017

Golden Leaf Foundation amount of grant: \$346,206.82

8. New Teacher Support Program / UNCG

Dr. Carter reviewed information regarding new teacher support program with UNCG. This is a state side program and will provide in-county training to our new teachers during their first, second and third year. Funding is available through multiple sources including low wealth, Title II, etc. Principals will make the determination of what teachers are recommended for this

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program and UNCG will work closely with participants by keeping a log and working with the principal. Questions were asked if this would eliminate mentors in the school. Dr. Carter stated it would be up to the board of education. Dr. Carter shared she would like to request funding for 12-15 teachers. Mr. Battle shared he would like to see the results after the end of the agreement. Dr. Carter was asked to keep the board informed of how this program is working upon approval.

Upon review and questions, Dr. Carter recommended approval of the new teacher support program with UNCG at a cost of \$1100 per teacher with the wording to include first through third year teachers in the contract. Tracy Stanley moved, seconded by Donna Hudson to approve the new teacher support program with UNCG for first through third year teachers as presented. The motion carried unanimously.

9. Policy Updates:

- 450 - page 4 - align with code of conduct
- 453 - new policy recommended by NCSBA
- 465 - reference code of conduct. It was suggested to leave athletic events in the policy
- 470 - reference code of conduct
- 478 - new wording recommended by NCSBA
- 481 - new policy - recommended by NCSBA
- 482 - grievances = takes out school committees and aligns with code of conduct

Upon review and discussion, Dr. Carter recommended approval of first reading of board policies 450, 453, 465, 470, 478, 481, and 482 as presented. Sylvia Johnson moved, seconded by Betty Sartin to approve first reading of board policies as presented. The motion carried unanimously.

IV. REPORTS

None at this time.

V. SUPERINTENDENT UPDATES

- Dr. Carter shared that Dillard Middle School has Advanced Ed this Thursday and Friday.
- Dr. Carter conducted a staff survey at Dillard Middle School on attributes the staff would like to see in a principal. Those include: someone vested, instructional leader and promote morale. This position is currently posted.
- Dr. Carter requested that the board consider a yearly supplement for the principal at the middle school and would like to know before interviewing for this position. Funding could be used from low wealth and Dr. Carter suggested the amount of \$6,000 per year.
- Dr. Carter met with Bryan Miller and discussed budget needs. Mr. Miller will inform Dr. Carter of the time the commissioners will discuss the school budget.
- Dr. Carter shared updates on the Plumlee Scholarship stating Attorney Bradsher is trying to schedule a time to meet with the Superior Court Judge to resolve this matter.
- Dr. Carter shared that Mr. Hatchett is working on the bid proposal for the architect and should be ready to go out next week.
- Merit base pay has been distributed to employees.
- Alternative Program move is going well and will be investigating proposed alternative guidelines and looking into transportation.

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- Annex renovations are going well and are on target for a staggered move with everyone moved by the end of June.
- Special Olympics rescheduled to May 10th due to the rain forecast.
- HB13 passed – should not impact Caswell County Schools
- Calendar flexibility was discussed with pilot programs
- Letter grades for schools was discussed
- Personnel “Fit for Duty” testing was discussed and will continue to look at options. A draft proposal will be brought back to the board for review.

VI. CLOSED SESSION

Ross Gwynn 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.

VII. OPEN SESSION

Tracy Stanley 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 with exception of Item B. Tracy Stanley moved, seconded by Mel Battle to approve personnel listing as presented. The motion carried unanimously.

Resignation	
Oakwood Elementary	Velvet Clayton - Teacher Eff. June 15, 2017
Retirement	
N.L. Dillard	Patsy Everett, Child Nutrition Manager = Eff. July 1, 2017
South Elementary	Velvet Hughes - Teacher Asst. = Eff. July 1, 2017
North Elementary	Kelly Brandon - Teacher = Eff. July 1, 2017
	Julie Underwood - Teacher = Eff. July 1, 2017
Bartlett Yancey High School	Maynard Keith Smith - Teacher (CTE) = Eff. July 1, 2017
Leave Notification	
North	Chelsea Carhuff - Maternity Leave = August 2017
Bartlett Yancey High School	Stephanie Hammock - Maternity Leave = August 2017
Employment	
Finance	Deborah Bohannon - Office Support - Eff. 5/9/17 (Replaces Melissa Miller)

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Dr. Carter recommended approval of probationary teacher contracts for 2017-18 as presented. Tracy Stanley moved, seconded by Sylvia Johnson to approve probationary teacher contracts for 2017-18 as presented. The motion carried unanimously.

Probationary Teachers Contracts 2017-2018

BYHS	N.L. Dillard	North	South
June Akers	Julia Allen	Deborah Arnold	Carlene Bailey
Andrea Anika	Kayla Alexander	Tabitha Atkins	Jessica Chester
Jonathan Barnes	Silas Baldwin	Kelly Brown	Amber Epperly
Jenna Bengal	Joshua Brumfield	Chelsea Carhuff	Tabitha Faulkner
Rita Best	Correta Clark	Mary Chavez	Sheree Fuquay
Bryanna Boaz	Sherry Crumpton	Danya Diggs	Jordan Garnett
Rebecca Brewer	Sonia Granado	Jennifer Giles	Andrelicia Glass
Megan Brixius	Margaret Hinrichs	Jana Lee	Angelyn Hall
Jamie Buchanan	Stephanie Hollifield	Maggie Millwood	Denise Herman
William Curtis	Charity Ireland	Susan Painter	Brittany Lambert
Darnell Dumas	Kristie McDowell		Brenda Withers
Anna Foster	Kimberly Meadows	Oakwood	Yvette Worsham
Taylor Gauldin	Jamel Miliken	Erin Hancock Allen	
Karen Godlock	Ann Pickard	Elizabeth Brown	Stoney Creek
Jolandria Graves	Katherine Pinkleton	Carolyn Childress	Amanda Andrews
Althea Gwynn	Anna Brandon Poindexter	Semond Coleman	Teedgra Blackstock
Stephanie Hammock	Brenda Reid	Andrew Craig	Rose Graves
Karla Hernandez	Lisa Strader	Christine Crozier	Elizabeth Kirby
Sharon Locklear Inge	Robert Thomas, Jr.	Cary Cumbo	Samantha Lawrence
Carshina Ingram	Desmond Thompson	Kimberly Doran	Kimberly New
Shari Manning	Matthew Trent (PPEERS)	Laurie Dunman	Melissa Parson
Adam Moore	Patricia Walton	Kathryn Edmonds	Mauriah Smith
Marcus Norton		Erin Hancock	Jasmine Wilson
Carmen Pagan		Laura Haney	Monica Zupancich
Christopher Pinkleton		Jennie Hodnett	
Emily Reagan		Megan Maggiore	BYAB
Adhemar Renuart		Tabitha Miles	Lauren Appel
Keith Smith		Helen Moore	
Sarah Smith		Paula Owen	Central Office
Michael Staats		Elizabeth Powell	Donna Kimbro
Melissa Teets		Jessica Pollard-Ridge	
Jared Terrell		Gabrielle Rucker	
Brian Totten		Ginger Spicer	
		Lauryn Thomas	
		Hannah Weatherald	

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- Dr. Carter recommended approval of \$6,000 per year supplement for the middle school principal. Donna Hudson moved, seconded by Betty Sartin to approve \$6,000 per year supplement for the middle school principal. The motion carried unanimously.
- Dr. Carter recommended the change of five reading specialists to four curriculum coaches at 11-months of employment at elementary schools. Donna Hudson moved, seconded by Sylvia Johnson to approve change of five reading specialists to four curriculum coaches at 11-months of employment. The motion carried unanimously.

XIII. COMMUNICATIONS

- Dr. Carter shared that Anna Foster was selected tonight by the Danville-Pittsylvania County as Teacher of the Year for BYHS and will receive \$2500.
- Tracy Stanley voiced concerns with no input on calendar of events from Stoney Creek.
- Tracy Stanley shared her concerns with baseball situation that occurred.

XIV. BOARD MEMBER OBSERVATIONS

Mel Battle stated he would like to see pictures of teacher of year, etc. in the central office. Dr. Carter shared that is the plan once the move is complete.

XV. ADJOURN

Ross Gwynn made a motion to adjourn the regular meeting at 10:40 p.m., Sylvia Johnson seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on May 22, 2017, at 6:30 p.m. in the Whitley Administration Building.

Gladys Garland
Chairman

Dr. Sandra Carter
Superintendent