

CASWELL COUNTY BOARD OF EDUCATION MINUTES

September 25, 2017

The Caswell County Board of Education met in regular session on Monday, September 25, 2017, at 6:30 p.m. in the Administration Building of Caswell County Schools. Members present: Chairman Gladys Garland, Vice Chairman Sylvia Johnson, Mel Battle, Donna Hudson, Gordon Satterfield, Ross Gwynn, and Tracy Stanley. Others present include Superintendent Dr. Sandra Carter, Nicole McGhee, Andrew Tyrrell, Jeremy Teetor, Jeff Johnson, Sheena Sigmon, Jerry Hatchett, Lisa Lassiter, Brian Bradner, Emily Buchanan, and Medina Jones. 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 noted changes to wording on page six and seven.

Sylvia Johnson moved, seconded by Mel Battle, to approve the minutes of the September 11, 2017 and regular meeting with changes as noted. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

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

I. D. ANNOUNCEMENTS

Dr. Carter shared that the Board of Education recently received a Gold Bell award from the North Carolina School Board Association.

I. E. PUBLIC COMMENTS

None at this time.

II. UNFINISHED BUSINESS

None at this time.

III. NEW BUSINESS

1. Consent Agenda

Tracy Stanley moved to pull the consent agenda until after closed session, Sylvia Johnson seconded the motion. The motion carried unanimously.

- a. Requests for Transfer
- b. Fundraising Requests

2. NCDPI Invoice/School Insurance

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Finance Director Jeremy Teetor reviewed invoice and noted this money was appropriated in the budget that was recently approved. Upon review, Dr. Carter recommended approval of the invoice with North Carolina Department of Public Instruction in the amount of \$48,291 for property insurance. Gordon Satterfield moved, seconded by Sylvia Johnson to approve the invoice from NCDPI in the amount of \$48,291. The motion carried unanimously.

3. Camcor/SMART Board

Emily Buchanan reviewed invoice with Camcor for purchase of two SMART boards for CTE classrooms. One quote was given and it was stated that IT Director David Useche usually purchases the SMART boards from Camcor. Mr. Battle suggested looking at other companies to compare prices in the future. Upon review, Dr. Carter recommended purchase of two SMART boards from Camcor in the amount of \$7,846. Ross Gwynn moved, seconded by Tracy Stanley to approve purchase of two SMART boards from Camcor in the amount of \$7,846. The motion carried unanimously.

4. Voting Delegates

Gladys Garland, Tracy Stanley, Gordon Satterfield and Donna Hudson agreed to serve as delegates at the upcoming NCSBA Annual Conference. The alternate will be Mel Battle.

IV. REPORTS

Maintenance Director introduced Brian Bradner and Alan Burchett with Dewberry & Davis, Inc. and Jeff Johnson with Alley, Williams, Carmen & King, Inc. Mr. Hatchett shared that the building renovation committee met last Thursday and three architectural firms submitted the request for proposal. Since last Thursday, Solex Architecture has submitted a retraction letter and verbally called to convey this as well. Mr. Hatchett shared that both companies are reputable and the school system has worked with both before. Mr. Bradner and Mr. Johnson reviewed their desire to work with the school system on this upcoming project.

The board agreed to discuss further in closed session.

V. SUPERINTENDENT UPDATES

- School Improvement Plans (SIP) will be presented to the board at the next two meetings. The two low performing schools will be presented at the October 9th meeting. The remaining schools will share their SIP's at the second meeting in October.
- Dr. Carter shared that all safety plans for schools must be reviewed in closed session. These will be forthcoming.
- Dr. Carter attended the first student advisory meeting at N.L. Dillard on Friday. She expressed it went very well and valid concerns were shared. The next meeting will be held on Wednesday at the high school.
- On the afternoon of October 11, 2017 an active shooter drill will be held at the high school. Emergency management teams will be onsite. Information will be shared with the community to alert them that this is only a drill.
- Survey for valedictorian and salutatorian is posted on the website and will remain active thru October. Information will be shared with parents through the school messenger system and feedback will be brought to the board for review.

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- Dr. Carter shared that per general statutes we must state in our minutes that we meet certain assurances and are in compliance to receive federal funding. Dr. Carter stated and the board was in agreement that Caswell County Schools will follow all compliances with federal government to assure we continue to receive federal funding.
- Dr. Carter reviewed a grant that is offered on the state level which is up to \$15 million. A priority is for Tier 1 counties which Caswell falls under. Deadline is October 11, 2017 and Dr. Carter felt we should try to submit information by the deadline. Dr. Carter questioned how the board felt. It was agreed to discuss this further in closed session.
- Dr. Carter is awaiting input from Ramona Miller regarding the next master board training.

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. Donna Hudson seconded the motion. The motion carried unanimously.

VII. OPEN SESSION

Tracy Stanley made a motion to return to open session. Ross Gwynn seconded the motion. The motion carried unanimously.

VIII. PERSONNEL LISTING

Dr. Carter recommended approval of the personnel listing as presented. Ross Gwynn moved, seconded by Gordon Satterfield to approve the personnel listing as presented. The motion carried unanimously.

Leave Notification	
Central Office	Emily Buchanan, Secondary Curr./CTE Dir. = Eff. 9-29-17
Resignation	
South Elementary	Sheila C. Fernos-Maldonado, Bus Driver = Eff. 9/22/17
Employment	
Stoney Creek Elementary	Marceai Foster, 2 nd grade teacher = Eff. 9/26/17
South Elementary	Alia Hatchett, EC teacher = Eff. 10/2017
	Kim Watson, Substitute Bus Driver = Eff. 9/26/17
N.L. Dillard Middle School	Kristin Harris, Bus Driver = Eff. 9/26/17
Central Office	Jami Eckemoff, Office Support III, Student Services & Accountability Dept. = Eff. 11/1/17

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Substitute Teachers	Lisa Watlington = Eff. 9/26/17
	Lisa Fowler = Eff. 9/26/17
Contract Renewal	Casey Owen, Middle School math teacher 1 year teacher contract

Dr. Carter recommended approval of revised salary schedule for classified employees. Donna Hudson moved, seconded by Tracy Stanley.

Upon discussion, Donna Hudson withdrew her motion and Tracy Stanley withdrew her motion to second the schedule as this was not included on the approved agenda. This item will be brought back to the October 9, 2017 meeting for approval.

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

Requests for Transfer:

Cunningham, Malia	Stoney Creek	to	Oakwood (5 th)
Stokes, Quaylon	Stoney Creek	to	Oakwood (1 st)
White, Mya	Stoney Creek	to	Oakwood (K)
Richardson, Jayden Thyrik	North	to	Oakwood (5 th)

Fundraising Requests:

South Elementary Hat Day (Fall/Spring)

Bartlett Yancey High School:

BYHS Band (Boosters)	Biscuit/Cookie Dough Sale	Sept./Oct.
Live Entrp. Project	Culinary II/FACS	Oct. 6 - Dec. 20, 2017
BYHS Band (Boosters)	Bake Sale / Raffle @ home football	Oct. 6 - Dec. 27, 2017
BYHS Basketball	Buc Burger	Oct. 13 - Oct. 27, 2017
BYHS Basketball	Free Throw Shots	Oct. 23 - Oct. 27, 2017
BYHS Basketball	Skills Camp	November 4, 2017
BYHS Basketball	50/50 Raffle	11/13/17 - 3/20/18
BYHS Basketball	Alumni Game	Nov. 17, 2017

Architectural Firm / Feasibility Study

Dr. Carter recommended approval of feasibility district wide study with architectural firm of Dewberry and Davis. Mel Battle moved, seconded by Donna Hudson to approve Dewberry and Davis to conduct feasibility study (district wide). The motion carried 5-2 with Johnson and Stanley voting "No." Dr. Carter, Mel Battle and Jerry Hatchett will meet with the architectural company.

XIII. COMMUNICATIONS

- Opioid Forum = September 29, 2017 (12:00 p.m. - 4:00 p.m.)

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XIV. BOARD MEMBER OBSERVATIONS

- Gordon Satterfield questioned what we are doing for parents to receive the support they need on the parental port. Mr. Satterfield questioned if homework, grades, etc. are posted online? Dr. Carter stated that principals should be monitoring this and suggested this be included in teacher evaluations. Calls have been made to parents and principals have discussed with teachers that this information should be posted. Donna Hudson suggested asking if Latore Foster could provide information.

XV. ADJOURN

Ross Gwynn made a motion to adjourn the regular meeting at 10:05 p.m., Sylvia Johnson seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on October 9, 2017, at 6:30 p.m. in the Caswell County Schools Administration Building.

Gladys Garland
Chairman

Dr. Sandra Carter
Superintendent