



DARE COUNTY BOARD OF EDUCATION MEETING AGENDA

MONDAY, APRIL 17, 2023 / 5:00 PM

**LOCATION: DARE COUNTY ADMINISTRATION BUILDING
954 MARSHALL C. COLLINS DR., MANTEO, NC 27954**

Type of Meeting

Regular	<u> x </u>
Special	<u> </u>
Emergency	<u> </u>
Adjourned	<u> </u>
Recessed	<u> </u>

Members in Attendance

Ron Payne, Chairman	<u> </u>
Barry Wickre, Vice-Chairman	<u> </u>
Mary Ellon Ballance	<u> </u>
Susan Bothwell	<u> </u>
Matt Brauer	<u> </u>
David Twiddy	<u> </u>
Carl Woody	<u> </u>

- I. Meeting Called to Order – Board Chairman
- II. Moment of Silence – Board Chairman
- III. Welcome/Pledge – Board Chairman
- IV. Approval of Agenda
- V. Public Comment
- VI. Announcements
- VII. Approval of Consent Agenda (Attachment #1)
 - A. Personnel Consent Agenda
 - B. Minutes
 - March 13, 2023, Special Meeting
 - March 13, 2023, Regular Meeting
 - March 27, 2023, Board Retreat
 - C. Finance
 - Budget Amendments

D. Other

- Student Release

VIII. Reports / Items for Information

IX. Unfinished Business

X. New Business

A. First Reading of Proposed Policy Manual Updates – Brian Shaw (Attachment #2)

- Revised Policy 2120: Code of Ethics for School Board Members
- Revised Policy 2121: Board Member Conflict of Interest
- Revised Policy 2123: Board Member Opportunities for Development
- Revised Policy 6455: Bids and Quotations
- NEW Policy 6402/9100: Ethics and the Purchasing Function
- NEW Policy 6128: Administration of Naloxone

B. Approval of Location Change of Manteo High School Softball Field House
Ian Adams (Attachment #3)

C. Approval of Dare County Schools Capital Improvement Plan for 2023-2024 to 2027-2028
Ian Adams / Anna McGinnis (Attachment #4)

D. Student School Board Member Proposal – Denise Fallon (Attachment #5)

E. Facilities Naming Team Request – Steve Basnight (Attachment #6)

XI. Board Member Comments

XII. Adjourn

APRIL 17, 2023 CONSENT AGENDA

A. Personnel

Recommend the Board approve the personnel consent agenda as presented.

B. Minutes

Recommend the Board approve the Board meeting minutes for the following dates:

- March 13, 2023. Special Meeting
- March 13, 2023. Regular Meeting
- March 27, 2023. Board Retreat

C. Finance

Recommend the Board adopt the budget amendments as presented.

D. Other

Recommend the Board formally approve the release of Anthony Jose Gonzalez from Dare County Schools for the remainder of the 2022-2023 School Year to attend Tyrrell County Schools as requested.

The Dare County Board of Education met in **special session** on Monday, March 13, 2023, at the Dare County Board of Commissioners Meeting Room in Manteo, NC. Members in attendance were Board Chairman Ron Payne, Vice-Chairman Barry Wickre, Mary Ellon Ballance, Susan Bothwell, Matt Brauer, David Twiddy, and Carl Woody.

Chairman Payne called the meeting to order at 4:30 p.m. and welcomed everyone to the meeting. He then requested a motion to approve the agenda. Carl Woody made a motion that the Board approve the agenda as requested. The motion was seconded by Barry Wickre and approved 7 to 0 by the Board.

Next, Susan Bothwell made a motion that the Board go into closed session to consult with the Board of Education attorney to preserve the attorney-client privilege as provided in N.C.G.S. 143-318.11(a)(3); and to consider confidential personnel matters as provided in N.C.G.S. 143-318.11(a)(6). The motion was seconded by Mary Ellon Ballance and approved 7 to 0 by the Board. The Board went into closed session at 4:31 p.m. and returned to open session at 5:11 p.m.

No action was taken following closed session, and with there being no further business, Mary Ellon Ballance made a motion that the Board adjourn the meeting. The motion was seconded by Susan Bothwell and approved 7 to 0 by the Board. The meeting was adjourned at 5:12 p.m.

Ron C. Payne, Board Chairman

Steve Basnight, Secretary

The Dare County Board of Education met in **regular session** on Monday, March 13, 2023, at the Dare County Board of Commissioners Meeting Room in Manteo, NC. Members in attendance were Board Chairman Ron Payne, Vice-Chairman Barry Wickre, Mary Ellon Ballance, Susan Bothwell, Matt Brauer, David Twiddy, and Carl Woody.

Chairman Payne called the meeting to order at 5:13 p.m. and requested a moment of silence.

Next, District 1 Representative Barry Wickre provided the official welcome on behalf of the Board and led the Pledge of Allegiance.

Following the Pledge, Chairman Payne requested a motion to amend the agenda to revise the Personnel Consent Agenda as discussed in closed session. Barry Wickre moved that the Board amend the agenda as requested. The motion was seconded by Mary Ellon Ballance and approved 7 to 0 by the Board.

Mary Ellon Ballance then made a motion to approve the amended agenda. The motion was seconded by Matt Brauer and approved 7 to 0 by the Board.

Next, Board Attorney Brian Shaw opened the floor for *Public Comment*, however, no one spoke during that time.

During *Announcements*, Superintendent Basnight spoke briefly about the teaching and learning taking place in Dare County Schools and thanked the staff and administrators for all they do to help Dare County students. He also thanked the Board for their support and encouraged them to stop by the schools to see the exciting things happening in the classrooms.

Next, Chairman Payne requested a motion to approve the following *Consent Agenda*. Carl Woody made a motion that the Board approve the consent agenda as requested. The motion was seconded by Matt Brauer and approved 7 to 0 by the Board.

Personnel

Recommend the Board approve the personnel consent agenda as presented.

Minutes

Recommend the Board approve the Board meeting minutes for the following dates:

- February 13, 2023, Special Meeting
- February 13, 2023, Regular Meeting

Finance

Recommend the Board adopt the budget amendments as presented.

Other

Recommend the Board approve the bids submitted by Applied Network Consulting Group, Inc. and Internetwork Engineering as submitted and authorize staff to finalize contracts documents for the purchase of E-Rate Category 2 equipment as requested.

No items were presented under *Reports and Items for Information* and no business was discussed under *Unfinished Business*. Therefore, Mr. Payne moved on to *New Business* and turned the meeting over to Assistant Superintendent Steve Blackstock.

For the first item under *New Business*, Mr. Blackstock presented revisions to Regulation 4400-R: Student Attendance for the Board's consideration. Following the presentation, Mr. Blackstock opened the floor for comments and questions from the Board. Mr. Woody suggested that the second sentence of Item #6 under Reporting Attendance be revised in order to give parents the option of obtaining their child's attendance record directly from the school should they have problems accessing the Parent Portal, and Mr. Basnight noted that the change would be made as requested. Mary Ellon Ballance then made a motion to approve the revisions to Regulation 4400-R: Student Attendance Regulations as requested. The motion was seconded by Susan Bothwell and approved 7 to 0 by the Board.

Next, Mr. Blackstock reviewed the school calendar law for North Carolina and presented a proposed calendar for School Year 2023-2024 for the Board's consideration. He then opened the floor for questions and discussion by the Board. Following the discussion, Carl Woody made a motion that the Board adopt the proposed school calendar for School Year 2023-2024 as presented. The motion was seconded by Barry Wickre and approved 7 to 0 by the Board.

Following *New Business*, Chairman Payne opened the floor for comments from the Board. No action was required.

With there being no further business, Matt Brauer made a motion to adjourn. The motion was seconded by Carl Woody and approved unanimously by the Board. The meeting was adjourned at 5:38 p.m.

Ron C. Payne, Board Chairman

Steve Basnight, Secretary



DARE COUNTY SCHOOLS

AMENDED PERSONNEL CONSENT AGENDA March 13, 2023

Inform the Board of the following *Administrative Placements*:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Emily Santora	Interim Finance Director	Central Office	3/1/23 - 6/30/23
Kassie Mount	Acting Principal	FFMS	3/14/23 - TBD
Caroline Pearce	Interim Assistant Principal	FFMS	3/14/23 - TBD

Inform the Board of the following *RETIREMENT Resignations*:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Debra Wescott	AP Specialist	CO	4/1/23
Louie Rotolo	Custodian	FFHS	7/1/23
Annette O'Neal	Assistant Principal	CHSS	7/1/23
Nancy O'Brien	SN Manager	NHES	7/1/23
Stephanie Tenpenny	EC Teacher	CHES	7/1/23
Karen McIver	Teacher	NHES	7/1/23
Tricia Eldridge	Teacher	FFES	7/1/23

Inform the Board of the following *RESIGNATIONS*:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Lisa Ainslie	EC Teacher	KHES	4/14/23
Julie Twiford	Custodian	MES	2/10/23
Erica Frary	Teacher	FFES	3/1/23
Kaylee Schuster	EC Teacher	CHES	6/14/23
Rhys Lamberg	Teacher	MES	6/30/23
Jean Lachine	Bus Driver	Transportation	6/9/23

Inform the Board of the following *TERMINATIONS*:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Jameze Freeman	Custodian	FFHS	3/2/2023
Kurtlin Moore	Custodian	FFHS	3/2/2023

Inform the Board of the following *LEAVES of ABSENCE*:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Andrea Nale	Teacher	MHS	5/15/23 - 6/14/23
Joanna Tolson	EC Teacher	CHSS	5/3/23 - 10/20/23
Marian Fermahin	Teacher	FFMS	3/6/23 - 6/9/23

Inform the Board of the following *INTERNAL TRANSFERS*:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
DeAnn Bateman	NHES Data Manager	Transportation TMS Secretary	3/27/2023
Shannon Moore	DCS Substitute Teacher	NHES Teacher	2/20/2023
Jeannette Moore	Sub Bus Driver	Permanent Bus Driver	2/4/2023
Kymerly Biddle	CO Accounting	CO A/P Specialist	3/13/2023
Cara Harris	10 Month Transportation	12 Month Transportation	4/1/2023

Recommend the Board approve the following personnel for *EMPLOYMENT* for the 2022-23 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Aurora Rossie	Receptionist	Central Office	03/06/2023
Kristen Dalton	Teaching Assistant	MHS	3/1/2023
Lauri Westphal	School Nutrition Assistant	KHES	3/6/2023
Matt Campion	Interventionist	MHS	3/3/2023
Renee Matson	P/T Custodian	MHS	3/2/2023
Meryl Fanning	Kindergarten Teacher	FFES	3/6/2023
Katiba Basnight	Custodian	NHES	TBD

Recommend the Board approve the following personnel for *EMPLOYMENT* for the 2023-24 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Zelandia Almonacid	3rd Grade DLI Teacher	KHES	8/16/2023

Recommend the Board approve the following *SUBSTITUTE TEACHERS* for the 2022-23 school year:

<u>Name</u>	<u>Name</u>	<u>Name</u>	<u>Name</u>
Eric Clexton	Rae Chandler	Anthony Bassi	David Dvorin
Morgan Ackiss	Carla Moore	Ryan Niethamer	Erin Burd

Recommend the Board approve the following *COACHES* for the 2022-23 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Season</u>
Caroline Gray	Head Softball	CHSS	Spring
Casey Winstead	Split COMP Assist Wrestling	MHS	Winter
Cliff Phelps	Split COMP Assist Wrestling	MHS	Winter
Seth Brown	VOL Assistant Varsity Baseball	MHS	Spring
Madison Midgett	Assistant MS Softball	CHSS	Spring
Richard Harfst	VOL Assistant Tennis	FFHS	Spring
Jason Beasley	Head Golf	FFHS	Spring
Jamie Wentz	VOL Assistant Football	FFHS	23/24 Fall

Dare County Schools

BUDGET AMENDMENT - 2022-2023

The Dare County Board of Education, at a meeting on the 13th day of March 2023, passed the following resolution.

Be It Resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Purpose	Description	2/13/2023 Budget Resolution	Budget Amendment	3/13/2023 Amended Budget
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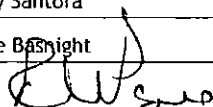
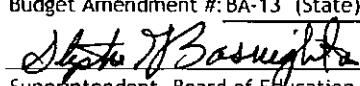
STATE EXPENDITURES

5000	Instructional Services	34,044,256.00	-14,358.00	34,029,898.00
6000	System Wide Support Services	3,339,549.00	159,024.00	3,498,573.00
7000	Ancillary Services	2,000.00	0.00	2,000.00
8000	Non-Programmed Charges	46,883.00	0.00	46,883.00
TOTAL		37,432,688.00	144,666.00	37,577,354.00

STATE REVENUES

	State Funds	37,432,688.00	144,666.00	37,577,354.00
TOTAL		37,432,688.00	144,666.00	37,577,354.00

Explanation: To adjust State budgets to reflect revised allotments: additional funding for the following programs PRC 056 (Transportation), PRC 073 (School Connectivity), and minor decreases to PRCs 015 (Technology), 032 (Exceptional Children), and 061 (Instructional Supplies). Total increase to state revenues (net of the above adjustments) is \$144,666.

Requested by: Emily Santora	Date: 3/13/2023
Recommended by: Steve Basnight	Budget Amendment #: BA-13 (State)
Approved by: 	
Chairman, Board of Education	Superintendent, Board of Education

Dare County Schools

BUDGET AMENDMENT - 2022-2023

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Be It Resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Purpose	Description	02/13/2023 Budget Resolution	Budget Amendment	3/13/2023 Amended Budget
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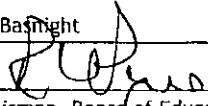
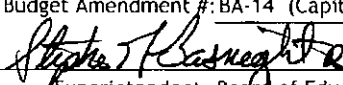
CAPITAL OUTLAY EXPENDITURES

5000	Instructional Services	549,383.00	50,000.00	599,383.00
6000	System Wide Support Services	3,834,243.00		3,834,243.00
7000	Ancillary Services	57,034.00		57,034.00
9000	Capital Outlay	50,262.00		50,262.00
TOTAL		4,490,922.00	50,000.00	4,540,922.00

CAPITAL OUTLAY REVENUES

		0.00	0.00	0.00
	Local Funds	4,264,114.00	50,000.00	4,314,114.00
	Fund Balance Appropriated	226,808.00	0.00	226,808.00
TOTAL		4,490,922.00	50,000.00	4,540,922.00

Explanation: To appropriate additional funds received from Dare County for repairs to the facilities at the CHSS soccer field.

Requested by: <u>Emily Santora</u> Recommended by: <u>Steve Basnight</u> Approved by: <u></u> <div style="text-align: center;">Chairman, Board of Education</div>	Date: <u>3/13/2023</u> Budget Amendment #: <u>BA-14 (Capital)</u> <u></u> <div style="text-align: center;">Superintendent, Board of Education</div>
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Dare County Schools

BUDGET AMENDMENT - 2022-2023

The Dare County Board of Education, at a meeting on the 13th day of March 2023, passed the following resolution.
Be It Resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Purpose	Description	2/13/2023 Budget Resolution	Budget Amendment	3/13/2023 Amended Budget
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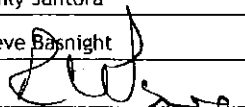
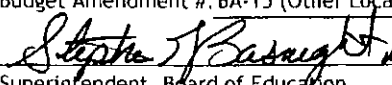
OTHER LOCAL CURRENT EXPENDITURES

5000	Instructional Services	1,239,541.00	57,423.00	1,296,964.00
6000	System Wide Support Services	279,588.00	0.00	279,588.00
7000	Ancillary Services	0.00	6,021.00	6,021.00
8000	Non-Programmed Charges	0.00	0.00	0.00
TOTAL		1,519,129.00	63,444.00	1,582,573.00

FEDERAL REVENUES

	Other Local Current Funds	1,429,167.00	63,444.00	1,492,611.00
	Appropriated Fund Balance	89,962.00	0.00	89,962.00
TOTAL		1,519,129.00	0.00	1,582,573.00

Explanation: To appropriate funds for an additional allocation from the PreK Grant.

Requested by: Emily Santora	Date: 3/13/2023
Recommended by: Steve Basnight	Budget Amendment #: BA-15 (Other Local)
Approved by: 	
Chairman, Board of Education	Superintendent, Board of Education

DARE COUNTY BOARD OF EDUCATION

March 27, 2023

The Dare County Board of Education held a Board Retreat on Monday, March 27, 2023, at the Dare County Schools Administrative Office in Nags Head, NC. Members in attendance were Board Chairman Ron Payne, Vice-Chairman Barry Wickre, Mary Ellon Ballance, Susan Bothwell, Matt Brauer, David Twiddy, and Carl Woody.

Chairman Payne called the meeting to order at 9:00 a.m. and welcomed everyone to the meeting. He then turned the floor over to Dr. Mary Robinson, Chair of Dare Education Foundation, and Dr. Barbara Davidson, Executive Director of Dare Education Foundation, who provided an overview of the foundation and highlighted some of the foundation's most recent accomplishments. An update was also provided about teacher housing and then the floor was opened for questions from the Board.

Next, Chairman Payne led the Board in a discussion about the possibility of starting a JROTC Program in Dare County. Following the discussion, Board Members requested that Superintendent Basnight conduct a survey to see how many students are interested in participating before additional considerations are made by the Board.

Chairman Payne also led discussions about a Career and Technical Education Graduation Track, teacher appreciation, and a facilities naming request for the soccer field at Manteo High School. No formal action was required by the Board. However, the Board does plan to discuss the naming request further at the next regular board meeting and take any action necessary at that time.

For the next item on the agenda, Mr. Oliver Holley, Director of Human Resources, and District 1 Board Representative Carl Woody shared information about recruiting initiatives for Dare County Schools. Their presentation included an overview of benefits currently offered to DCS employees and some newly proposed incentives to help with recruitment and retention. The Board discussed the proposed incentives and requested that Mr. Holley obtain cost estimates for the incentives and present the information for discussion at the next agenda review meeting.

Next, Board Attorney Rachel Hitch reviewed legislative updates and current legal issues regarding K-12 education. Ms. Hitch also reviewed highlights of the Governor's Proposed Budget for 2023-2024 and then answered questions from the Board.

Following Attorney Hitch's presentation, the Board took a recess for lunch from 12:27 p.m. to 1:30 p.m.

Once the Board reconvened, additional discussions were held in regards to recruitment and retention. However, no action was required by the Board.

Next, Chairman Payne turned the meeting over to District 4 Representative Mary Ellon Ballance who led a brief discussion about board teams and county representation.

Superintendent Basnight then provided the Board with an update on home school athletic data. He also reviewed information about the development of a District Strategic Plan and answered questions from the Board.

Next, Mr. Basnight gave a brief update on the status of the DCS budget for School Year 2023-2024 and noted that a draft budget will be presented to the Board at the next meeting.

Mr. Ian Adams, Director of Facilities, provided an update on the Capital Improvement Plan and reviewed changes for next year. Mr. Adams also reviewed a list of upcoming projects scheduled and then opened the floor for questions from the Board.

Dr. Shannon Castillo, District Safety Coordinator and Director of Career and Technical Education, provided a brief update on school safety and answered questions from the Board.

Mrs. Denise Fallon, Director of Secondary Education, presented the Board with detailed information about Early College and answered questions from the Board. No action was required.

Next, the Board discussed concerns expressed by District 2 Representative Susan Bothwell in regards to the mental health crisis among teen girls and what the school district is doing to help students in Dare County.

Before adjourning, Chairman Payne opened the floor for comments and questions from the Board. Mr. Woody commented on the need for more transparency on the DCS Website and offered some examples. No action was required by the Board, and with there being no further business, the meeting was adjourned at 4:19 p.m. The motion to adjourn was made by Mary Ellon Ballance, seconded by Matt Brauer, and approved 7 to 0 by the Board.

Ron C. Payne, Board Chairman

Steve Basnight, Secretary

DATE: April 17, 2023

KEY ADMINISTRATOR: Emily Santora

AGENDA ITEM: Finance – Budget Amendments

BACKGROUND INFORMATION:

Attached for your consideration are the following budget amendments:

State Public School Fund – Appropriate funds to reflect additional allotments (PRC 016 – Summer Reading Camp, PRC 056 – Transportation, and PRC 071 Supplemental Funds for Teachers) and adjust allotment to correct funding for PRC 003 (Non-instructional Support).

Federal Grant Fund – Appropriate funds for the purchase of School Nutrition Equipment (PRC 053), a STEM Pilot Program (PRC 196), and a School Psychologist Grant Program (PRC 204).

Capital Outlay – Appropriate additional funds provided from the state for the replacement of a yellow bus.

RECOMMENDATION:

The superintendent recommends that the Board adopt the budget amendments as presented.

Dare County Schools

BUDGET AMENDMENT - 2022-2023

The Dare County Board of Education, at a meeting on the 17th day of April 2023, passed the following resolution.

Be It Resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Purpose	Description	3/13/2023 Budget Resolution	Budget Amendment	4/17/2023 Amended Budget
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STATE EXPENDITURES

5000	Instructional Services	34,029,898.00	546,899.00	34,576,797.00
6000	System Wide Support Services	3,498,573.00	34,563.00	3,533,136.00
7000	Ancillary Services	2,000.00	0.00	2,000.00
8000	Non-Programmed Charges	46,883.00	0.00	46,883.00
TOTAL		37,577,354.00	581,462.00	38,158,816.00

STATE REVENUES

	State Funds	37,577,354.00	581,462.00	38,158,816.00
TOTAL		37,577,354.00	581,462.00	38,158,816.00

Explanation: To adjust State budgets to reflect revised allotments: additional funding for the following programs PRC 016 (Summer Reading Camp \$63,633), PRC 056 (Transportation \$34,563), PRC 071 (Supplemental Funds for Teachers \$486,628) and a minor decrease to PRC 003 (Non-instructional Support -\$3,362). Total increase to state revenues (net of the above adjustments) is \$581,462.

Requested by: <u>Emily Santora</u>	Date: <u>4/17/2023</u>
Recommended by: <u>Steve Basnight</u>	Budget Amendment #: <u>BA-16 (State)</u>
Approved by: _____	_____
Chairman, Board of Education	Superintendent, Board of Education

Dare County Schools

BUDGET AMENDMENT - 2022-2023

The Dare County Board of Education, at a meeting on the 17th day of April 2023, passed the following resolution.

Be It Resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Purpose	Description	02/13/2023 Budget Resolution	Budget Amendment	4/17/2023 Amended Budget
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FEDERAL EXPENDITURES

5000	Instructional Services	7,984,408.42	49,880.00	8,034,288.42
6000	System Wide Support Services	8,777.29	0.00	8,777.29
7000	Ancillary Services	909.72	98,059.94	98,969.66
8000	Non-Programmed Charges	598,795.25	0.00	598,795.25
TOTAL		8,592,890.68	147,939.94	8,740,830.62

FEDERAL REVENUES

	Federal Funds	8,592,890.68	147,939.94	8,740,830.62
TOTAL		8,592,890.68	147,939.94	8,740,830.62

Explanation: To appropriate funds for federal grants received PRC 053 (School Nutrition Equipment - \$98,059.94), PRC 196 (Stem Pilot Program - \$29,880) and PRC 204 (School Psychologist Grant - \$20,000)

Requested by: <u>Emily Santora</u>	Date: <u>4/17/2023</u>
Recommended by: <u>Steve Basnight</u>	Budget Amendment #: <u>BA-17 (Federal)</u>
Approved by: _____	
Chairman, Board of Education	Superintendent, Board of Education

Dare County Schools

BUDGET AMENDMENT - 2022-2023

The Dare County Board of Education, at a meeting on the 17th day of April 2023, passed the following resolution.

Be It Resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Purpose	Description	03/13/2023 Budget Resolution	Budget Amendment	4/17/2023 Amended Budget
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CAPITAL OUTLAY EXPENDITURES

5000	Instructional Services	599,383.00		599,383.00
6000	System Wide Support Services	3,834,243.00	142,550.00	3,976,793.00
7000	Ancillary Services	57,034.00		57,034.00
9000	Capital Outlay	50,262.00		50,262.00
TOTAL		4,540,922.00	142,550.00	4,683,472.00

CAPITAL OUTLAY REVENUES

	State Funds - Replacement Bus	0.00	142,550.00	142,550.00
	Local Funds	4,314,114.00	0.00	4,314,114.00
	Fund Balance Appropriated	226,808.00	0.00	226,808.00
TOTAL		4,540,922.00	142,550.00	4,683,472.00

Explanation: To appropriate state funding for the replacement of a yellow bus.

Requested by: <u>Emily Santora</u>	Date: <u>4/17/2023</u>
Recommended by: <u>Steve Basnight</u>	Budget Amendment #: <u>BA-18 (Capital)</u>
Approved by: _____ Chairman, Board of Education	_____ Superintendent, Board of Education

DATE: April 17, 2023

KEY ADMINISTRATOR: Caitlin Spruill, Director of Elementary Education

AGENDA ITEM: Approval of Student Release

BACKGROUND INFORMATION:

The Dare County School District received a written request from the parent/guardian of Anthony Jose Gonzalez, that the student be released from Dare County Schools in order to attend Tyrrell County Schools for the remainder of the 2022-2023 school year.

State law requires that in order for a student to attend school in a district other than the one he/she resides, the student be released by the local Board of Education of the district in which the student is currently residing.

Because of the timing of the request and to enable the student to start school in the new district on the first Monday following the request, the Superintendent granted administrative permission for the student to be released. However, formal approval must be granted by the Board.

RECOMMENDATION

The Superintendent recommends the Board formally approve the release of Anthony Jose Gonzalez from Dare County Schools for the remainder of the 2022-2023 School Year to attend Tyrrell County Schools as requested.

Agenda Item: X.A
Attachment #2

DATE: April 17, 2023

KEY ADMINISTRATOR: Brian Shaw, Board Attorney
Poyner Spruill LLP

AGENDA ITEM: First Reading of Proposed Policy Manual Updates

BACKGROUND INFORMATION:

The North Carolina School Boards Association provides regular updates to policies which have undergone revision based on changes to legal requirements or cross references. The Policy Team meets monthly to review and make recommendations to update existing policies, as permitted, based on local implementation and feedback.

The policies listed below are being presented to the Board for first reading and consideration.

- Revised Policy 2120, Code of Ethics for School Board Members
 - Recommended updates from the N.C. School Boards Association
- Revised Policy 2121, Board Member Conflict of Interest
 - Recommended updates from the N.C. School Boards Association
- Revised Policy 2123, Board Member Opportunities for Development
 - Recommended updates from the N.C. School Boards Association
- Revised Policy 6455: Bids and Quotations
 - Recommended changes to meet changes to NC General Statute
- **NEW** Policy 6402/9100, Ethics and the Purchasing Function
 - This policy would be new to Dare and is recommended by the N.C. School Boards Association.
- **NEW** Policy 6128, Administration of Naloxone
 - This new policy regarding the possession and administration of Naloxone/Narcan by school system employees to address drug-related overdose was requested by the District.

RECOMMENDATION

This is the first reading. The proposed updates will be presented for second reading and approval at the next regularly-scheduled board meeting.

Policy Code: 2120 Code of Ethics for School Board Members

The board recognizes that, collectively and individually, all members of the board must adhere to a code of ethics as required by ~~G.S. 160A-83~~G.S. 160A-86 and G.S. 115C-47(57).

A. Board Member Ethical Requirements

The following ~~considerations~~standards will guide each board member in the performance of his or her official duties:

1. the need to obey all applicable state and federal laws regarding official actions taken as a board member;
2. the need to uphold the integrity and independence of the board member's office;
3. the need to avoid impropriety in the exercise of the board and board member's official duties;
4. the need to perform faithfully the duties of the office; and
5. the need to conduct the affairs of the board in an open and public manner, complying with all applicable laws governing open meetings and public records.

B. ~~Additional~~Specific Board Member Commitments

~~Each~~In order to implement the above standards, each member of the board commits to do the following:

1. attend all regularly scheduled board meetings insofar as possible and become informed concerning the issues to be considered at those meetings;
2. endeavor to make policy decisions while always keeping in mind the objective of providing students the opportunity to receive a sound basic education and only after full discussion at publicly held board meetings;
3. render all decisions based on the available facts and independent judgment and refuse to surrender that judgment to individuals or special interest groups;
4. ~~encourage~~model civility and integrity to students, employees, and all elements of the community by encouraging the free expression of opinion by all board members ~~and engage;~~ engaging in respectful dialogue with fellow board members on matters being considered by the board; and complying

with all board policies that set expectations for conduct, regardless of whether the policies expressly require compliance by board members;

5. respect the confidentiality of information that is privileged under applicable law and refrain from unauthorized disclosure of matters discussed in closed session;

6. work with other board members to establish effective board policies and to delegate authority for the administration of the schools to the superintendent;

7. communicate to other board members and the superintendent expressions of public reaction to board policies and school programs;

8. learn about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by the state and national school boards associations ~~or at the local level;~~

9. comply with ~~North Carolina General Statute 115C-50~~ G.S. 115C-50 by earning the required 12 hours of training every two years;

10. comply with ~~G.S. 160A-84~~ G.S. 160A-87 by earning two hours of ethics education within 12 months of election or appointment to the board;

11. support the employment of those persons best qualified to serve as school employees; and avoid allowing personal relationships and biases to influence decision making; ~~and insist upon a regular and impartial evaluation of all employees;~~

12. refrain from ~~personally~~ investigating or attempting to resolve complaints received; and personally, but instead advisedirect the complainant to ~~raise his or her concerns with the appropriate administrator(s) or, if necessary, to follow the board's complaint or grievance processes for employees or parents~~ process to resolve concerns;

13. avoid being placed in a position of conflict of interest and refrain from using the board member's position on the board for personal or partisan gain;

~~14.~~ 14. as stated in board policy 2121, Board Member Conflict of Interest, refrain from participating in, deliberating on, voting on, or attempting to influence any person with respect to any matter pertaining to the employment with the board of the board member's spouse, including but not limited to hiring, transfer, promotion, demotion, suspension, discipline, performance evaluation, or review or investigation of a complaint of any kind;

15. take no private action that will compromise the board or administration; and ~~respect the confidentiality of information that is privileged under applicable law; and~~

~~15~~16. remember always that a board member's first and greatest concern must be the educational welfare of the students attending the public schools and ~~providing students the opportunity to receive a sound basic education.~~

All newly elected board members are expected to sign a code of ethics statement that includes these provisions at the organizational meeting of the board.

Legal References: G.S. 115C-36, -47(1), -47(57), -50; 160A-83, -84; Leandro v. 160A-86, -87; Leandro v. State, 346 N.C. 336 (1997)

Cross References: Board Member Opportunities for Development (Policy 2123); Board Member Conflict of Interest (Policy 2121)

Adopted: December 6, 1993

Revised: December 8, 2009

Revised: February 9, 2016

Revised: April __, 2023

Dare County Board of Education

Policy Code: 2121 Board Member Conflict of Interest

~~The~~All board and each members of the board recognize that they are subject to North Carolina's criminal~~the~~ laws related to conflicts of interest in public office and that a board member may not use his or her office for personal benefit. The board and each member of the board further recognize that they are subject to the standards established by the federal government for recipients of federal grants as specified in policy 8304, Federal Grant Administration. The board and each member of the board understand that violation of state and federal laws and regulations on conflicts of interest may result in conviction of a crime, may render a contract of the board void, or may result in loss of federal funds. In keeping with the ethical duties specified in policy 2120, Code of Ethics for School Board Members, board members will not let any personal or business interest interfere with their duties as public officials.

~~Each board member has the obligation to consider any private, personal or business interest that may significantly effect the board member's action on a matter before the board.~~

~~When such conflicts of interest occur, each board member has the obligation to declare that conflict and abstain from participating or voting on the issue.~~

All board members will abide by the following conflict of interest rules.

1. A board member will not solicit or receive personal financial gain from the school system by means of intimidation, undue influence, or misuse of school system employees in violation of G.S. 14-234.2.
2. A board member will not derive a personal benefit from a contract with the school system in violation of G.S. 14-234. Specifically, a board member will not:
 - a. obtain a direct benefit from a contract that he or she is involved in making or administering on behalf of the board, unless an exception is allowed pursuant to G.S. 14-234 or other law;
 - b. influence or attempt to influence anyone who is involved in making or administering a contract on behalf of the board when the board member will obtain a direct benefit from the contract; or
 - c. solicit or receive any gift, favor, reward, service, or promise of reward, including a promise of future employment, in exchange for recommending, influencing, or attempting to influence the award of a contract.

For purposes of G.S. 14-234, a board member is involved in administering a contract if he or she oversees the performance of the contract or has authority to interpret or make decisions regarding the contract. A board member is involved in making a contract if he or she participates in the development of the specifications

or terms of the contract or participates in the preparation or award of the contract. A board member is also involved in making a contract if the board takes action on the contract, even if the specific board member did not actually participate in that action, unless the contract is approved under an exception to the law under which the board member is allowed to benefit and is prohibited from voting.

A board member derives a direct benefit from a contract if the board member or his or her spouse does any of the following: (1) has more than a 10 percent ownership or other interest in an entity that is a party to the contract; (2) derives any income or commission directly from the contract; or (3) acquires property under the contract. An exception is allowed for employment contracts between the board and the spouse of a board member. However, the board member involved will not (1) deliberate or vote on the spouse's employment contract; (2) attempt to influence any other person who is involved in making or administering the contract; or (3) participate in, deliberate on, vote on, or attempt to influence any person with respect to any other matter pertaining to the board member's spouse's employment with the school system, including but not limited to hiring, contract renewal, transfer, promotion, demotion, suspension, discipline, performance evaluation, or review or investigation of a complaint of any kind.

3. A board member who is also a director, officer, or governing board member of a nonprofit will not (1) knowingly vote on, participate in deliberations on, or administer any contract with that nonprofit; (2) influence or attempt to influence the deliberation or vote of others on any such contract; or (3) solicit or receive any gift, reward, or other benefit in exchange for recommending, influencing, or attempting to influence the award of such contract in violation of G.S. 14-234.3. Once the board member's recusal is recorded in the minutes of the board, the board may enter into or administer the contract.

4. A board member will not deliberate on, vote on, or otherwise engage in the selection, award, or administration of a contract supported in whole or part by federal funds when he or she has a real or apparent conflict of interest under federal rules as provided in 2 C.F.R. 200.318(c)(1) and policy 8304, Federal Grant Administration. For purposes of this paragraph, a conflict of interest arises when a board member or his or her spouse, immediate family member, or partner, or the employer or pending employer of any of those persons, has a financial or other interest in or receives a tangible personal benefit from a firm considered for the contract. Any such conflict must be disclosed to the awarding agency.

For purposes of the previous paragraph, a "financial interest" means a financial interest which comprises more than five percent of the equity of the firm or business or more than five percent of the assets of the economic interest in indebtedness. It does not include an ownership interest held through a fiduciary, such as a mutual fund or blind trust, where the individual or individual's employer has no control over the selection of holdings.

5. A board member will not solicit or accept trips, meals, gratuities, gifts, favors, or anything of monetary value from (i) current contractors, subcontractors, or suppliers; (ii) any contractor, subcontractor or supplier that has performed under a contract with the board within the past year; or (iii) any contractor, subcontractor, or supplier that foreseeably may bid on a contract in the future, unless the item is an unsolicited gift of nominal value (\$50 or less) and is one of the following: an advertising item or souvenir that is widely distributed; an honorarium for participating in a meeting; a meal provided at a banquet; or other item that is clearly permitted by state and federal law.

Multiple permitted items from a single contractor, subcontractor, or supplier may not exceed an aggregate value of \$100 in a twelve-month period.

6. A board member will not solicit or accept any gifts from a current or potential provider of E-rate services or products in violation of applicable federal E-rate program gifting rules.

7. A board member will not misuse information in violation of G.S. 14-234.1. Specifically, a board member will not use knowledge of contemplated board action, or information known to the member in his or her official capacity and not made public, to:

a. acquire a financial interest in any property, transaction, or enterprise or gain any financial benefit which may be affected by the information or contemplated action; or

b. intentionally aid another to acquire a financial interest or gain a financial benefit.

Legal References: 2 C.F.R. 200.112 and 200.318(c)(1); 47 C.F.R. 54.503; FCC Sixth Report and Order 10-175; G.S. 14-234, -234.1, -234.2, -234.3; 133-32; Attorney General Opinion requested by L.W. Lamar regarding G.S. 133-32, the Applicability to Attorneys and Law Firms Providing Professional Services to Local Boards of Education, dated May 13, 1993

Cross References: Code of Ethics for School Board Members (policy 2120), Ethics and the Purchasing Function (policy 6401/9100), Employee Conflict of Interest (policy 7730), Federal Grant Administration (policy 8304)

Legal References: N.C. Const. art IV, § 7, § 9; G.S. 14-234, 128-1.1, 133-32

Cross Reference: Vendor Relations (Policy 6401)

Adopted: December 6, 1993

Revised: February 14, 2012

Revised: April _____, 2023

Dare County Board of Education

Policy Code: 2123 Board Member Opportunities for Development

Board members are encouraged to participate in professional development activities designed for them. New board members will have the opportunity and will be encouraged to attend the orientation program for new board members sponsored by the state and national school board associations. It is the responsibility of the board to provide new board members with a thorough orientation to board policies, practices, and duties.

Each board member must fulfill the legal requirement to receive a minimum of 12 ~~clock~~ hours of training every two years.

All board members must receive a minimum of two hours of ethics education within 12 months after initial election or appointment to office and again within 12 months after each subsequent election or appointment to office. This education must address the laws and principles that govern conflicts of interest and ethical standards for local government officials. The superintendent shall maintain records verifying that each board member has participated in the required ethics education. The ethics education required under this paragraph may be counted towards the 12-hour training requirement.

Unless otherwise approved by the board, such training must be provided by the following entities: the school system, the North Carolina School Boards Association, the National School Boards Association, the School of Government, or the Department of Public Instruction. If a board member wishes to receive training credit or be reimbursed for attending training offered by another entity, he or she must obtain approval from the board.

~~The board will pay the necessary expenses of assigned board members who attend meetings and conventions pertaining to school activities and the objectives of the board.~~
Funds for participation will be budgeted annually, and reimbursement for expenses will be made in accordance with law and applicable board policy.

Legal Reference: G.S. 115C-50; 160A-86, -87

Cross References: Code of Ethics for School Board Members (Policy 2120)

Adopted: December 6, 1993

Revised: December 8, 2009;

Revised: May 13, 2014;

Revised: February 9, 2016

Revised: April , 2023

Dare County Board of Education

Policy Code: 6455 Bids and Quotations

In purchasing merchandise, the board prescribes that economy and quality will be the guide. No discrimination is to be made between the various merchandising houses. The receipt of commissions or gratuities for merchandise purchases will be grounds for dismissal from employment.

The formal bid procedure will be followed for:

- construction or repair work when estimated expenditures of ~~\$300,000~~ \$500,000 or more are involved; and/or
- purchase of apparatus, supplies, materials or equipment when estimated expenditures of \$90,000 or more are involved.

In all other cases involving the expenditure of \$5,000 or more, the informal bid procedure will be used.

Exceptions to this rule may occur as authorized in [G.S. 143-129\(e\)](#), including cases of special emergency involving the health and safety of the people or their property.

The board shall award all construction and repair contracts for which the formal bid procedure is required. The superintendent or designee shall have authority to award and execute other contracts which are within the adopted budget of the board or the approved budget for a construction or repair project. No minimum number of bids is required before awarding a contract resulting from informal bids. A record of all bids submitted shall be maintained and shall be subject to public inspection once the contract is awarded.

All contracts will be awarded to the lowest responsive responsible bidder, considering quality, performance and the time specified in the bids for the performance of the contract [The board reserves the right to reject any or all proposals.](#)

The board prohibits the division of contracts and purchase orders when it results in evading this policy.

This policy is consistent with existing Board of Education Policy #6400, #6412, and the General Statutes identified below.

Legal Reference: [G.S. 143-129](#), [-131](#)

Adopted: March 8, 1994

Revised: July 25, 2003

Policy Code: 6402/9100 Ethics and the Purchasing Function

The board is committed to conducting the purchasing function in an ethical manner and in compliance with state and federal laws and regulations. The board expects all employees who are directly or indirectly involved in any aspect of the purchasing function to be aware of and comply with all current state and federal laws and regulations as these standards apply to the school system's purchasing activities.

Employees directly or indirectly involved in any aspect of the school system's procurement, purchasing, and/or contracting process for apparatus, materials, equipment, supplies, services, real property, or construction or repair projects, regardless of source of funds, must adhere to the following standards of conduct and those established in policies 7730, Employee Conflict of Interest, and 8304, Federal Grant Administration.

1. Employees are expected to make all purchasing-related decisions in a neutral and objective way based on what is in the best interest of the school system and not in consideration of actual or potential personal benefit.
2. Employees shall not participate, directly or indirectly, in making or administering any contract from which they will obtain a direct benefit, unless an exception is allowed pursuant to law.

An employee obtains a direct benefit when the employee or his or her spouse will receive income, commission, or property under the contract or the employee or spouse has more than a 10 percent interest in an entity that is a party to the contract. See [G.S. 14-234](#) and policy 7730, Employee Conflict of Interest.

Participation in making or administering a contract includes, but is not limited to, participating in the development of specifications or contract terms; obtaining or reviewing bids; preparation or award of the contract; and having the authority to make decisions about, interpret, or oversee the contract.

3. Employees shall not participate, directly or indirectly, in the selection, award, or administration of a contract supported in whole or part by a federal grant or award if the employee has a real or apparent conflict of interest. See [2 C.F.R. 200.318](#) and policy 8305, Federal Grant Administration.

A real or apparent conflict exists when the employee, his or her immediate family member or partner, or an organization which employs or is about to employ any of those individuals, has a financial or other interest in or receives a tangible personal benefit from a firm considered for a contract. For purposes of this subsection, a "financial interest" means a financial interest which comprises more than five percent of the equity of the firm or business or more than five percent of the assets of the economic interest in indebtedness. It does not include an ownership interest held through a fiduciary, such as a mutual fund or blind trust,

where the individual or individual's employer has no control over the selection of holdings.

4. Employees shall not influence or attempt to influence any person involved in making or administering a contract from which the employee will obtain a direct benefit as described in paragraph 2, above.

5. Employees shall not solicit or receive any gift, favor, reward, service, or promise of reward, including a promise of future employment, in exchange for recommending, influencing, or attempting to influence the award of a contract by the school system.

6. Employees shall notify the superintendent or designee in writing if they have an actual or potential conflict of interest under this policy or applicable state or federal law that would disqualify them from performing any aspect of their job responsibilities.

7. Employees shall not solicit or accept trips, meals, gratuities, gifts, favors, or anything of monetary value from current or recent (within the past year) contractors, subcontractors, or suppliers, or any persons or entities that foreseeably may bid on a contract in the future, unless the item is an unsolicited gift of nominal value (\$50 or less), and is one of the following: an advertising item or souvenir that is widely distributed; an honorarium for participating in a meeting; a meal provided at a banquet; or other item that is clearly permitted by state and federal law. Multiple permitted items from a single contractor may not exceed an aggregate value of \$100 in a twelve-month period.

Employees shall inform existing and potential contractors, subcontractors, and suppliers about these restrictions.

8. Employees shall not solicit or accept any gift from a current or potential provider of E-rate services or products in violation of applicable federal E-rate program gifting rules.

9. Employees shall not divulge confidential information to any unauthorized person. Confidential information includes, but is not limited to (1) the school system's cost estimate for any public contract, prior to bidding or completion of other competitive purchasing processes; and (2) the identity of contractors who have obtained proposals for bid purposes for a public contract, until the bids are opened in public and recorded in the board minutes.

10. An employee shall not misuse information in violation of [G.S. 14-234.1](#). Specifically, an employee shall not, in contemplation of the employee's own official action or that of the board or others acting on behalf of the school system, or in reliance on information known to the employee in his or her official capacity and not made public, to:

- a. acquire a financial interest in any property, transaction, or enterprise;
- b. gain a financial benefit that may be affected by the information or contemplated action; or
- c. intentionally aid another to acquire a financial interest or gain a financial benefit from the information or contemplated action.

The superintendent or designee shall ensure that all affected personnel are aware of board policy requirements and applicable laws. Any individual aware of any violation of this policy, policy 2121, Board Member Conflict of Interest, policy 7730, Employee Conflict of Interest, the conflict of interest provisions of policy 8304, Federal Grant Administration, or applicable conflict of interest laws shall report such violation in accordance with policy 1760/7280, Prohibition Against Retaliation. Employees who violate this policy, policy 2121, policy 7730, or the conflict of interest provisions of policy 8304, will be subject to disciplinary action.

Legal References: [2 C.F.R. 200.318\(c\)](#); [47 C.F.R. 54.503](#); FCC Sixth Report and Order 10-175; [G.S. 14-234, -234.1](#); [133-32, -33](#); Attorney General Opinion requested by L.W. Lamar regarding [G.S. 133-32](#), the Applicability to Attorneys and Law Firms Providing Professional Services to Local Boards of Education, dated May 13, 1993

Cross References: Prohibition Against Retaliation (policy 1760/7280), Board Member Conflict of Interest (policy 2121), Employee Conflict of Interest (policy 7730), Federal Grant Administration (policy 8304)

Issued: April ___, 2023

Dare County Board of Education

DRAFT
Dare County Board of Education
Administration of Naloxone

A. PURPOSE

The Dare County Board of Education recognizes the increasing frequency of opioid use and abuse in the local community and the impact thereof on the Dare County Schools community. To support the health and safety of Dare County Schools students, staff, and others who may visit property owned or leased by the Dare County Board of Education, and consistent with North Carolina's standing order for the distribution of Naloxone, employees may maintain and administer doses of the opioid antagonist medication Naloxone ("Narcan") to those experiencing a drug-related overdose.

B. DEFINITIONS

- I. "Drug-related overdose" is defined as "an acute condition, including mania, hysteria, extreme physical illness, coma, or death resulting from the consumption or use of a controlled substance, or another substance with which a controlled substance was combined, and that a layperson would reasonably believe to be a drug overdose that requires medical assistance." (NC. Gen. Stat. § 90-96.2.) Symptoms of a drug-related overdose may include unresponsiveness, vomiting, slowed breathing, constricted pupils, and blue lips or fingernails. (North Carolina Naloxone Distribution Toolkit.)
- II. "Naloxone" or "Narcan" is defined as an opioid antagonist, which is approved by the ~~f~~ Federal Food and Drug Administration for the treatment of a drug-related overdose. (NC. Gen. Stat. § 90-12.7.) Naloxone "reverses the effects of an opioid overdose by blocking receptors in the brain and restoring breathing." (North Carolina Naloxone Distribution Toolkit.)
- III. "Opioid" is defined as an illegal drug or prescription medication intended to prevent pain (such as oxycodone). Opioids are typically addiction-forming or sustaining. (N.C. Gen. Stat. § 90-87.)

C. PROCEDURES

The following procedures shall apply to the administration of Naloxone in the Dare County Schools:

1. Annual Notice

Dare County Schools shall take reasonable steps to notify students and their parents/guardians of this policy annually. Such notification shall encourage students to immediately report suspected drug overdoses to school officials to ensure medical assistance can be immediately provided. For the purpose of this paragraph, reasonable steps to notify students and

parents/guardians of this policy shall include, but not be limited to, electronic communications, publication through student handbooks, school newsletters and calendars, the school district's official website and other similar paper or electronic means of communication.

2. Training

Any school employee who maintains and administers Naloxone shall be trained in the administration thereof. Training on the administration of Naloxone is available through The North Carolina Harm Reduction Coalition, the NC Office of Emergency Medical Services, the NC Association of Pharmacists, and Project Lazareth. Those who are trained to administer Naloxone shall be provided any necessary information regarding how to acquire Naloxone in the school setting. A list of school district employees who successfully completed such training shall be maintained, updated and filed in the Dare County Schools district administration office and the DCS Lead Nurse **Supervisor's** office.

3. Procurement of Naloxone

To the extent necessary and practicable, tThe superintendent, principal, school nurse, or designee will be responsible for the procurement of Naloxone, consistent with the statewide standing order or local standing order. The school nurse is responsible for periodically checking the expiration date of the school's Naloxone and ~~replacing any medication~~ **notifying administration** prior to its expiration. The Dare County Board of Education makes no representation regarding the availability of Naloxone in the school system at any given time.

4. Storage

Naloxone shall be stored in the school nurse's office or other location as designated by the school nurse or superintendent in accordance with the drug manufacturer's instructions. Naloxone shall be made available to those trained to administer it in the event of a suspected drug-related overdose. The school nurse will ensure that all trained staff are aware of the Naloxone storage location. The school nurse shall ensure that the school always maintains an adequate supply of Naloxone.

5. Administration

Naloxone shall be administered consistent with drug guidelines by the manufacturer, and in accordance with a reputable training, such as through the organizations or associated listed in part 2 of this section. Any person who administers Naloxone in accordance with North Carolina law is immune from any civil or criminal liability.

6. Law Enforcement Involvement

Law enforcement shall be notified of the possession or use of illegal substances consistent with Dare County Board of Education policies 4335, Criminal Behavior (see also 4325 Narcotics, Alcoholic Beverages and Stimulant Drugs) or 7240, Drug-Free and Alcohol-Free Workplace.

7. Student Discipline

Students engaged in the use of illegal substances shall be disciplined in accordance with Board Policy 4300A, Code of Student Conduct. (See also 4325 Narcotics, Alcoholic Beverages and Stimulant Drugs.)

D. ADMINISTRATION OF NALOXONE BY NON-EMPLOYEES

Nothing in this policy is intended to regulate, restrict, or otherwise deter a law enforcement officer, emergency medical technician, volunteer fire company member, licensed medical professional or other authorized individual from administering his/her own supply of Naloxone/Narcan when responding in good faith to a suspected drug overdose occurring on school district property. However, such individuals shall not be considered to be acting on behalf of the school system.

Legal References: NC. Gen. Stat. § 90-96.2; -12.7; -87.

Cross References: Policy 4335, Criminal Behavior; Policy 4325 Narcotics, Alcoholic Beverages and Stimulant Drug; Policy 7240, Drug-Free and Alcohol-Free Workplace; Policy 4300A, Code of Student Conduct

Other References: North Carolina Naloxone Distribution Toolkit
<https://www.ncdhhs.gov/media/8091/download>

Agenda Item: X.B
Attachment #3

DATE: April 17, 2023

KEY ADMINISTRATOR: Ian Adams, Director of Facilities

AGENDA ITEM: Approval of Location Change of MHS Softball Field House

BACKGROUND INFORMATION:

“To The T Construction NC, LLC” is generously donating time and material in conjunction with various community stakeholders to construct a new field house at Manteo High School. The original proposed location has proven to be cumbersome, the contractor has recommended changing the location to minimize changes, possible damages, and increase ease of access. The new location has been verified and approved by the Director of Facilities, MHS Principal, and Athletic Director.

RECOMMENDATION:

The Superintendent recommends the Board approve the amended location for the new softball field house at Manteo High School.

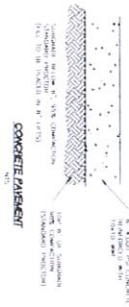


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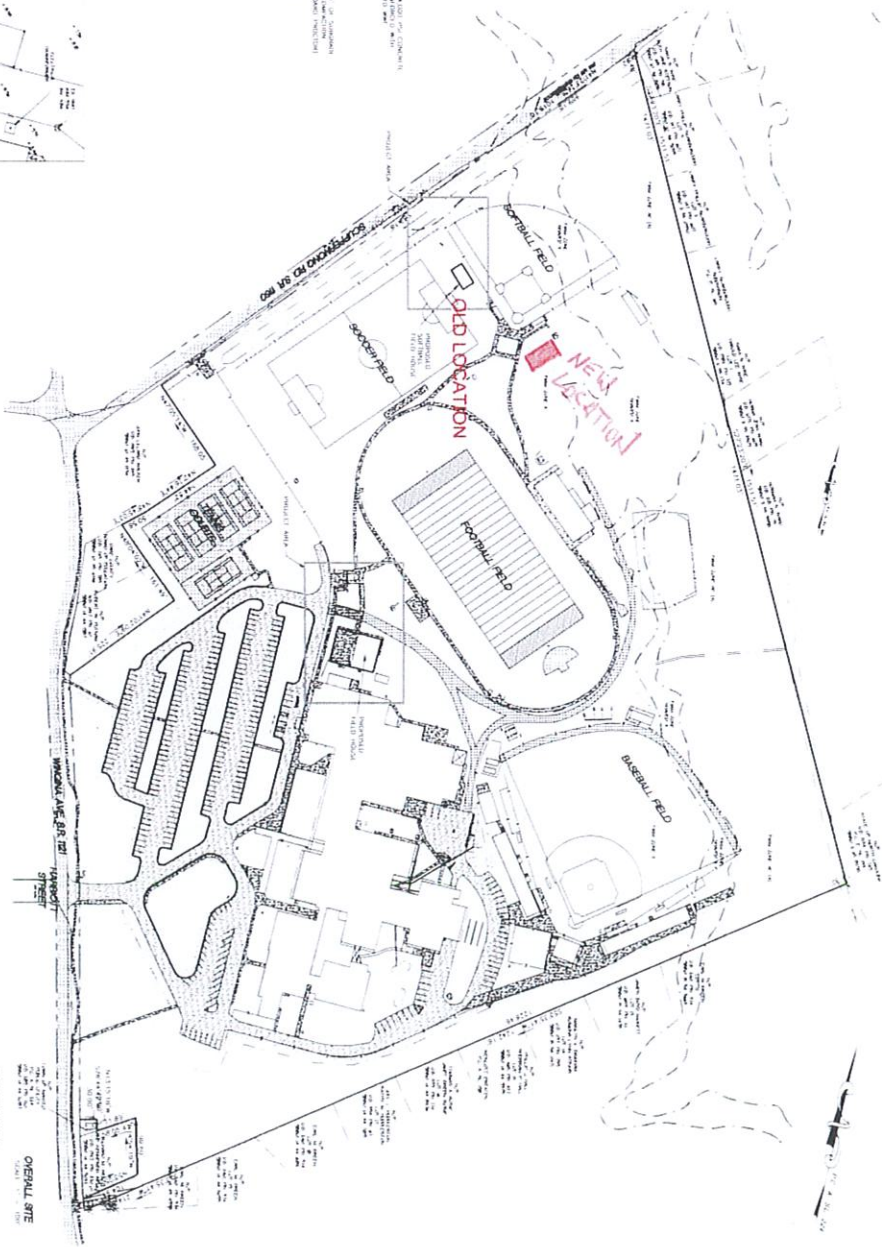
1. THE SITE IS LOCATED ON THE EAST SIDE OF THE ROAD, SOUTH OF THE EXISTING BUILDING.
2. THE SITE IS TO BE USED FOR THE CONSTRUCTION OF A NEW BUILDING.
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LEGEND

1	EXISTING BUILDING
2	NEW BUILDING
3	EXISTING ROAD
4	NEW ROAD
5	EXISTING FIELD
6	NEW FIELD
7	EXISTING PARKING
8	NEW PARKING
9	EXISTING FENCE
10	NEW FENCE
11	EXISTING UTILITY
12	NEW UTILITY
13	EXISTING LANDSCAPE
14	NEW LANDSCAPE
15	EXISTING TREES
16	NEW TREES
17	EXISTING WALKWAY
18	NEW WALKWAY
19	EXISTING DRIVEWAY
20	NEW DRIVEWAY
21	EXISTING CURB
22	NEW CURB
23	EXISTING SIDEWALK
24	NEW SIDEWALK
25	EXISTING FENCE
26	NEW FENCE
27	EXISTING UTILITY
28	NEW UTILITY
29	EXISTING LANDSCAPE
30	NEW LANDSCAPE
31	EXISTING TREES
32	NEW TREES
33	EXISTING WALKWAY
34	NEW WALKWAY
35	EXISTING DRIVEWAY
36	NEW DRIVEWAY
37	EXISTING CURB
38	NEW CURB
39	EXISTING SIDEWALK
40	NEW SIDEWALK

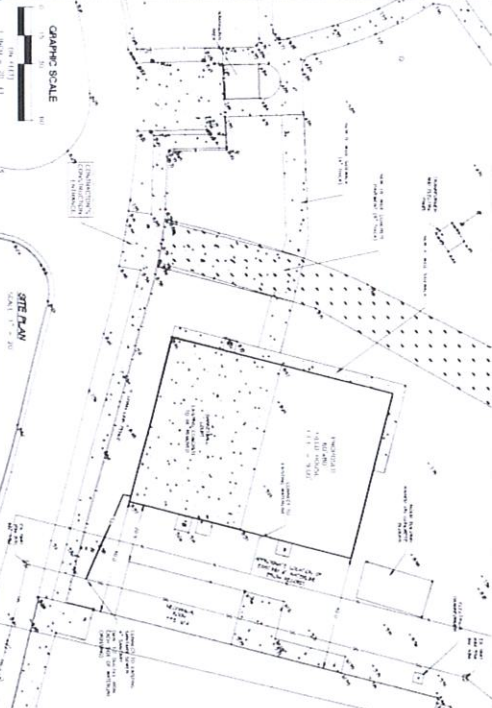


CONCRETE SLAB DETAIL



GRAPHIC SCALE

OVERALL SITE



GRAPHIC SCALE

SITE PLAN

GRAPHIC SCALE

SITE PLAN

CONCRETE SLAB DETAIL

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Agenda Item: X.C
Attachment #4

DATE: April 17, 2023

AGENDA ITEM: Approval of Dare County Schools
2023-2024 to 2027-2028 Capital Improvement Plan

KEY ADMINISTRATORS: Ian Adams and Anna McGinnis

BACKGROUND INFORMATION:

The Board of Education prepares a Capital Improvement Plan (CIP) each year for submission to the Board of Commissioners for funding consideration. Beginning in 2015-2016, the format of the CIP was restructured to more closely align with the classifications provided from the County and no longer includes items that are now classified as capital outlay. Items in this category will be included in the proposed annual budget for fiscal year 2023-2024.

After several meetings among staff, and using the guidelines provided by Dare County, staff composed a list of projects that qualified for CIP funding. The CIP Team met on March 16, 2023, to review the proposed projects and related scheduling. Following discussions and input from the CIP Team, a draft CIP has been developed that reflects district needs over the next five-year period. Because this plan is a fluid document, the focus is on the projects needed next year, and the items identified in the subsequent four years represent our best projections at this time.

RECOMMENDATION:

The Superintendent recommends the Board approve the Dare County Schools Capital Improvement Plan for 2023-2024 to 2027-2028 as presented.

Dare County Board of Education

Capital Improvement Plan

Projected Projects for Fiscal Years 2023-24 through 2027-28

Requested Projects		Fiscal Year	2023-24	2024-25	2025-26	2026-27	2027-2028	Totals
Projects Meeting County CIP Definition								
KHES	Exterior Paint/Siding					\$150,000		
FFHS	Roof replacement		\$600,000	\$450,000				\$1,050,000
FFHS	Section/Siding replacement/paint			\$250,000				\$250,000
FFHS	Gym Floor Renovations						\$150,000	\$150,000
FFES	Renovations			\$400,000	\$400,000			\$800,000
FFES	Air handler replacement		\$135,000	\$155,000				\$290,000
FFMS	Renovations				\$400,000	\$400,000		\$800,000
FFMS	Air handler replacement				\$150,000			\$150,000
NHES	Chiller compressor overhaul				\$190,000			\$190,000
NHES	Roof Replacement					\$420,000		\$420,000
MHS	Track Resurface and Configure		\$300,000	\$90,000				\$90,000
MHS	Gym floor major renovations		\$210,000	\$397,500	\$397,500			\$1,005,000
MHS	Chiller Replacements (3)							

Dare County Board of Education
Capital Improvement Plan

Projected Projects for Fiscal Years 2023-24 through 2027-28

Requested Projects		Fiscal Year	2023-24	2024-25	2025-26	2026-27	2027-2028	Totals
Projects Meeting County CIP Definition								
MES	Roof Replacement				\$400,000			\$400,000
MES	Rooftop HVAC						\$240,000	\$240,000
MMS	South Wing roof							\$300,000
MMS	Chiller Replacement		\$300,000				\$450,000	\$450,000
CHSSCS	Kitchen renovations			\$500,000				\$500,000
CHSSCS	Roof replacement		\$200,000			\$500,000		\$700,000
CHSSCS	Chiller Replacement						\$850,000	\$850,000
CHES	Playground pour-in-place path							
CHES	Roof Replacement		\$150,000			\$400,000		\$400,000
CO	Roof Replacement							\$155,000
CO	Window Replacement					\$155,000	\$150,000	\$150,000
CO	Building HVAC Unit				\$135,000			\$135,000
District	HVAC Controls Hdwr		\$60,000					\$60,000
District	Playground Equipment		\$90,000				\$180,000	\$270,000
Requested			\$2,045,000	\$2,242,500	\$1,672,500	\$2,025,000	\$2,020,000	\$10,005,000

County Commit	\$1,860,000	\$1,895,000	\$2,085,000	\$1,475,000	\$1,912,050	\$9,227,050
Difference	(\$185,000)	(\$347,500)	\$412,500	(\$550,000)	(\$107,950)	(\$777,950)

DATE: April 17, 2023

KEY ADMINISTRATOR: Denise Fallon, Director of Secondary Education

AGENDA ITEM: Student School Board Member Proposal

BACKGROUND INFORMATION:

As the Dare County Board of Education is committed to encouraging and facilitating the active participation of students in the administration of their own education, an opportunity for representation exists for secondary student leaders from each high school. To this end, the board can consider providing the opportunity for students to become student members of the board for the following reasons:

- student members and their constituents are the recipients of educational services provided by the system;
- student members offer new and different perspectives;
- student members will help to keep the board focused on student success;
- student members will ask clarifying questions;
- student members will create a direct link from the discussions and decisions made by the board to the youth of our community;
- student members will involve other young adults in the research and discussions leading to board decisions;
- student members will advise the board of the views of their constituency;
- student members will assist with community support for system initiatives;
- student members will learn valuable skills for their future; and
- student members will add enthusiasm and value to board work.

RECOMMENDATION

The Superintendent recommends the Board approve the student school board member practice and protocols with Superintendent supervision.

Agenda Item: X.E
Attachment #6

DATE: April 17, 2023

KEY ADMINISTRATORS: Steve Basnight, Superintendent

AGENDA ITEM: Facilities Naming Team Request

BACKGROUND INFORMATION:

Representatives from the Facilities Naming Team met recently to consider a community request to name the Manteo High School Soccer Field in honor of Mr. Frank Vrablic, who is a former Manteo High School teacher and coach.

As per Board Policy 9300, "*active staff members, coaches, board of education members or volunteers are not eligible,*" which makes Mr. Vrablic ineligible at this time since he is actively serving as a substitute teacher in Dare County Schools.

The team decided that they would still like to honor Mr. Vrablic for his many contributions to Manteo High School. Therefore, the team decided to carry out the direction of the previous board by establishing a Frank Vrablic Honorary Math Award Showcase in Manteo High School to house student and math team recognitions.

In addition to the showcase, the Facilities Naming Team would like board approval to erect a plaque in the area of the soccer field that honors the accomplishments of Coach Frank Vrablic's soccer teams and to revisit the request at such time as Mr. Vrablic becomes eligible.

RECOMMENDATION

The Superintendent recommends the Board approve the Facilities Naming Committee's request to erect a plaque in the area of the soccer field that honors the accomplishments of Coach Frank Vrablic's soccer teams and to approve the request to revisit the facilities naming request at such time as Mr. Vrablic becomes eligible.