

CASWELL COUNTY BOARD OF EDUCATION MINUTES

December 11, 2023

The Caswell County Board of Education met in regular session on Monday, December 11, 2023, at 9:00 a.m. in the Administration Building of Caswell County Schools. Members present: Chairman Mel Battle, Vice Chair Vennie Beggarly, Joel Lillard, Gladys Garland, Nicole Smith, and Tracy Stanley. Trudy Blackwell was absent. Others present include Interim Superintendent Dr. Douglas Barker, JoAnna Gwynn, Brook Underwood, and Board Attorney Ron Bradsher. Connie Kimrey recorded the minutes. (*Note: Others may have been present but did not sign the roster or names were not legible*).

I. A. CALL TO ORDER

The meeting was called to order by Chairman Mel Battle. A moment of silence was observed with acknowledgement to the victims in Tennessee and the recent tornadoes followed by the Pledge of Allegiance.

I. B. REORGANIZATION OF THE BOARD

Interim Superintendent Dr. Doug Barker called for nominations for Board Chair. Vennie Beggarly nominated Mel Battle as Chair and Joel Lillard seconded the motion. Joel Lillard moved, seconded by Nicole Smith, to close the nominations for Board Chair. The motions carried unanimously.

Board Chair Mel Battle called for nominations for Vice Chair. Tracy Stanley nominated Joel Lillard as Vice Chair and Vennie Beggarly seconded the motion. Gladys Garland moved, seconded by Nicole Smith to close the nominations for Vice Chair. The motions carried unanimously.

A brief recess was held.

I. C. APPROVAL OF MINUTES

Gladys Garland moved, seconded by Nicole Smith, to approve the minutes of the November 20, 2023 regular meeting as presented. The motion carried unanimously.

I. D. APPROVAL OF AGENDA

Dr. Barker recommended approval of agenda as presented. Joel Lillard moved, seconded by Nicole Smith, to approve the agenda as presented. The motion carried unanimously.

I. E. ANNOUNCEMENTS

Dr. Barker shared that due to trees down and powerlines, Oakwood Elementary will be sending students home this morning as there is no power. An all call went out to the parents and car riders were informed as they arrived at school.

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The 2023 Christmas Card winners were announced and a copy of the Christmas card was shared with board members. Winners are:

First Place = Isabella Thompson (2nd grade)

Second Place = Katherine Tran (2nd grade)

Third Place = Yuxin Chen (4th grade)

All are students at Oakwood. Congratulations to the students and to Art Teacher Mary Chavez on a job well done.

I. F. PUBLIC COMMENTS

None at this time.

II. REPORTS

Auditor's Report

Adam Scepurek with Anderson Smith & Wike, PLLC presented the auditor's report sharing that all went as planned and resulted in a clean, unmodified opinion.

Major areas of concern for all districts included ESSER funding will end this school year and this has allowed districts across the state to add to their fund balance but these funds will end this year.

Activity Buses

Dr. Barker shared an update on the activity and yellow buses. He shared that the state allows a yellow bus to be used when an activity bus is not available; however, we are required to pay an amount back to the state. The cost for each bus is \$2.35 mile. A system is now in place after meeting with the transportation, human resources and finance departments together so that all will be on the same page. The school will be charged at \$2.35 per mile for a yellow or activity bus as well as the cost of the driver. The driver's rate is the beginning salary for a bus driver. If a coach has their bus license and chooses to drive the activity bus it is up to the coach and the principal to determine if they will get paid. The check will be written from the central office; however, the school will be billed for the driver and the mileage.

Staff also agreed that beginning in January all volunteer coaches will be required to complete forms and have a background check ran on them. This includes all volunteer coaches that are presently helping as well as any additions.

Dr. Barker reminded them that the mileage may change from year to year and this needs to be shared once the amount has been determined for that school year.

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Joel Lillard questioned if a PTSO wanted to pay for a field trip which included the bus driver could this occur? Dr. Barker said it would be difficult to include the driver as the pay also includes taxes, benefits, etc. However, if the PTSO would like to sponsor a field trip for a certain grade he doesn't have any issues with that.

Dr. Barker shared that one of the issues he has seen includes the mentality of what was done last year and felt the Board as a whole, needs to improve this. This is why systems are needed to be in place prior to hiring a new Superintendent. Some things may work or they may not, but you will not know until you try.

III. UNFINISHED BUSINESS

Low Wealth Supplement

This item was asked to brought back for review. Dr. Barker shared that information is sent to us from Raleigh and the state put this supplement into place to help districts who do not pay supplements. The intent is funding will come every year and it was to be paid to individuals who are paid off the teacher salary schedule as well as those who offer instructional support, principals and assistant principals. When looking at the payout, our principals and assistant principals do not fall under this pay schedule. A list was shared of who qualifies to receive this supplement. The board has the authority to allocate the money but if it is not spent the money is to be returned to the state. The listing includes teachers, guidance, media, and nurses.

Legislators did not include Pre-K and basically didn't share any explanation as to why. Dr. Barker shared that he will recommend using local money for our Pre-K teachers so that they receive the same amount. At this time there are three teachers who fall in this category.

Beginning in January this money will be included in their checks and the amount could change in June so that they money is not reverted.

It was questioned if we can pay teacher assistants or give them some type of stipend. Dr. Barker agreed they are most deserving but we need funds to do that with and would only be a one-time thing if you were to give to this group of individuals this year. The major concern is if there is no funding source to continue and you cannot continue to use fund balance to do this.

Vennie Beggarly questioned how nurses fall into the instructional support. Dr. Barker noted that they are paid from the teacher salary schedule as directed from the state. The state sends a certain amount of money and this is why they are included. Dr. Barker shared that the board can determine who gets what noting you may have an excellent teacher and a mediocre teacher but there is not set formula on how to divide the funding out and will not create a good atmosphere; therefore, it is given out at the same amount. Dr. Barker noted that the nurses could quit today and most likely make much more money at a hospital. He shared an example of an employee who fell a few weeks ago and with the quick response and judgement of the nurse it

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most likely made a difference in this individuals' life. He also noted that once the ESSER funds are gone we may be back to four nurses. This will need to be reviewed next year at budget time.

A decision needs to be made today so that payroll can move forward due to the quick turnaround that is needed.

Dr. Barker shared that some of our teachers who are working will not get the supplement as it will kick them out of the retirement system. Individuals who are on the payroll as of December 1st will earn the supplement and will begin monthly in their checks.

Vennie Beggarly shared she wanted all staff to know that this is something the state dictates and felt it is important for all employees to be aware of this. Dr. Barker shared that staff will be made aware that we have stipulations.

Dr. Barker recommended the employees who are paid on the teacher salary schedule receive the supplement as shared and will continue in their January checks for the remainder of the school year. Gladys Garland moved, seconded by Joel Lillard, to approve the recommendation for the low wealth supplement. The motion carried unanimously.

Coaching Supplement

Dr. Barker shared the information regarding the coaching supplement scale and noted that even with the updated scale, you can never pay a coach enough for what they deserve for their commitment to our students as well as time spent away from their own family and the time they give up. It's apparent that they don't just work for the money. With that, the scale is an improvement of what we are currently using and hope that in the future we can do better. The recommendation is for the scale with the \$50.00 increase and felt that we have the funding to cover this. The board needs to make sure that this is reviewed yearly and look at any additional positions they feel needs to be included. Dr. Barker shared that by adding a full-time athletic director that has cost the system approximately \$100,000.

Discussion took place regarding the coaches and assistant coaches as well as those that are volunteers.

Dr. Barker recommended to use the new scale with the \$50.00 increase and pay out to the people who have already worked and then look at determining a new listing at the work session.

Joel Lillard moved, seconded by Gladys Garland, to pay coaches off the approved 2013-2014 supplemental position salary scale and look at putting a new salary scale in place with allocation of coaches for the next school year. The motion was 3 to 3 (Nicole Smith, Vennie Beggarly, and Tracy Stanley voted "No" and Trudy Blackwell was absent). Motion died due to tie vote.

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After discussion and consideration, Nicole Smith moved, seconded by Joel Lillard, to pay the current list of coaches from the 2013-2014 listing off the new salary scale recommended by the Superintendent with the \$50.00 increase and to review the coaching listing at a work session. The motion carried unanimously.

Policy Transition NCSBA

Joel Lillard moved, seconded by Gladys Garland, to remove the policies from the table for second reading. The motion carried unanimously.

Dr. Barker shared that the wording on a few policies had been changed and per Kathy Boyd information regarding Policy # 8510, School Finance Officer, is straight from the law. Upon no further questions, Dr. Barker recommended approval of second reading of policies as listed. Joel Lillard moved, seconded by Nicole Smith, to approve second reading of policies as presented. The motion carried unanimously.

- Policy # 8320, Depositories
- Policy # 8325, Daily Deposits
- Policy # 8330, Facsimile Signatures
- Policy # 8340, Insurance
- Policy # 8341, Limited Claim Settlement
- Policy # 8350, Fixed Assets Inventory
- Policy # 8352, Control of Data Processing Materials
- Policy # 8410, Individual School Accounts
- Policy # 8510, School Finance Officer
- Policy # 8520, School Treasurer
- Policy # 8530, Fidelity Bonds

IV. NEW BUSINESS

1. Consent Agenda

Joel Lillard moved, seconded by Nicole Smith, to approve the consent agenda with removing the request for transfer. The motion carried unanimously.

Policy Updates

- Policy # 3610 - Counseling Program
- Policy # 4040/7310 - Staff-Student Relations
- Policy # 4110 - Immunization & Health Requirements for School Admission
- Policy # 4130 - Discretionary Admission and Release
- Policy # 4150 - School Assignment
- Policy # 4240/7312 - Child Abuse & Related Threats to Child Safety
- Policy # 4334/5035/7345 - Use of Unmanned Aircraft (Drones)
- Policy # 4342 - Student Searches

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Policy # 5210 – Distribution & Display of Non-School Material
Policy # 6220 – Operation of School Nutrition Services
Policy # 6230 – School Meal & Competitive Foods Standards
Policy # 6401/9100 – Ethics & the Purchasing Function
Policy # 6430 – Purchasing Requirements for Equipment, Materials, & Supplies
Policy # 7100 – Recruitment and Selection of Personnel
Policy # 7130 – Licensure
Policy # 7232 – Discrimination and Harassment in the Workplace
Policy # 7360/8225 – Crowdfunding on Behalf of the School System
Policy # 7510 – Leave
Policy # 7520 – Family & Medical Leave
Policy # 7730 – Employee Conflict of Interest
Policy # 7820 – Personnel Files
Policy # 1725/4035/7236 – Title IX Sexual Harassment – Prohibited Conduct & Reptg.
Policy # 3431 – Conflict Resolution
Policy # 4260 – Student Sex Offenders
Policy # 4315 – Disruptive Behavior
Policy # 4328 – Gang-Related Activity
Policy # 4335 – Criminal Behavior
Policy # 4353 – Long-Term Suspension, 365-Day Suspension, Expulsion
Policy # 7440 – Assignments/Reassignments/Transfers

Budget

Child Nutrition, BASC, Federal, Fund 8

Budget Resolution

2. Budget = State

Dr. Barker reviewed the State budget and recommended approval. Tracy Stanley moved, seconded by Nicole Smith, to approve the State budget. The motion carried unanimously.

3. Meeting time for board meetings

Discussion took place on changing the time of the second meeting of the month. Joel Lillard moved, seconded by Vennie Beggarly, to approve the start time to be 5:30 p.m. beginning in February 2024. The motion carried unanimously.

Tracy Stanley moved, seconded by Joel Lillard, to change the January 8th meeting to January 9, 2024 at 9:00 a.m. due to a conflict with Dr. Barker’s schedule. The motion carried unanimously.

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4. Low Performing District Plan

Dr. Barker recommended approval of the low performing district plan as shared with the board. Joel Lillard requested that this be tabled until after closed session.

V. SUPERINTENDENT UPDATES

Dr. Barker shared the following:

- Two people are currently on worker's comp.
- Dr. Barker plans on using six of the phone lines that we found were not being used to the six principals to use in the event of emergencies, etc. to prevent them from having to use their personal cell phone.
- Kim Jones, NC Teacher of the Year, will be visiting Bartlett Yancey Sr. High School on December 13, 2023.
- Dr. Barker shared an update on the curtains for the Civic Center. He noted that the curtains that are there are the original curtains and have been there since the early 1970's. The cost to replace the curtains is approximately \$75,000. He will be bringing back a budget amendment at the next meeting but would like to go ahead and have the company order the material to proceed due to the 8-10 week lead time. The company will install them which will require approximately a week. He is looking at using the indirect cost from the ESSER funds and should be more than enough. The rent for Civic Center should be going back into a line item for other needs as well. He shared that the floor stage needs to be repainted and this will be a good time to do this while the curtains are down.

VI. BOARD MEMBER OBSERVATIONS

- Vennie Beggarly shared she visited several schools and has helped at North with the Christmas Store. She also thanked Mrs. Chavez for the work she does with our children noting the artwork on the Christmas cards.
- Gladys Garland wished everyone a happy holiday and a much-deserved break.
- Nicole Smith shared she was invited to sit in a classroom at Oakwood and observe and it was nice to see how hard everyone is working. She also shared she attended the game at the high school and it was noticeable how clean the gym was and the smell indicated a clean environment also. She thanked the custodians for the work they are doing as it was apparent that day. She did notice that areas of the gym floor may need to be waxed. She shared concerns with the opposing teams that enter in the back and are not walking through the metal detectors. Mel Battle shared this is the way things have been done in the past but may need to be looked into.
- Joel Lillard visited schools and felt that things are moving along. Other observations will be shared in closed session.

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- Tracy Stanley wished everyone a happy holiday and also would like the community to know that items are discussed with board members but some information must be in closed session.

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. Vennie Beggarly seconded the motion. The motion carried unanimously.

At this time the board decided to take a recess and go to Stoney Creek for lunch (11:25 a.m.) and returned at 1:00 p.m.)

VII. OPEN SESSION

Gladys Garland made a motion to return to open session. Joel Lillard seconded the motion. The motion carried unanimously.

VIII. PERSONNEL LISTING

Dr. Barker recommended approval of the personnel listing as presented with removal of Item "E". Vennie Beggarly moved, seconded by Nicole Smith, to approve the personnel listing as presented.

Resignations	
Bartlett Yancey Sr. High School	Betty Southern, Custodian = Eff. 10/4/23 (effective 10/18/23)
	April McDonald, 9-12 Math Teacher = Eff. 12/5/23
NL Dillard Middle School	Robert Thomas, 6-8 Math Teacher = Eff. 12/27/23
South Elementary	Jamara Lea, K-5 Teacher = Eff. 12/8/23
North Elementary	Hollie Moore, Bus Driver = Eff. 11/6/23
Oakwood Elementary	Khalie Gwynn, School Counselor = Eff. 12/1/23
	Gwendolyn Bowe, Bus Monitor = Eff. 12/19/23
Retirement	
Bartlett Yancey Sr. High School	Linda Royster, Bus Driver = Eff. 12/19/23
Employment	
South Elementary	DeAnna Gardner, K-6 Teacher = Eff. 1/3/24

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North Elementary	Wendy Strader-Wampler, K-5 Teacher = Eff. 12/14/23
	Bryan Hall, Bus Driver = Eff. 12/6/23
Stoney Creek Elementary	Sarah Bowling, Tutor = Eff. 12/12/23
Central Office / District	Cassidy Wilson, Social Worker = Eff. 12/13/23
Substitute	
	Silvia Lea, Child Nutrition = Eff. 12/4/23
	Ashley Turrentine / Sub. Teacher = Eff. 12/12/23

Request for Transfer

Dr. Barker recommended approval of the requests for transfer as presented. Vennie Beggarly moved, seconded by Gladys Garland, to approve the requests for transfer as presented. The motion carried unanimously.

Lee, Jenna Jo	Rockingham County	to	Caswell (North - K)*
Mies, Kaedyn Ray	Stoney Creek	to	Oakwood (2 nd)

(*parent is employed with CCS)

Low Performing District Plan

Dr. Barker recommended approval of the low performing district plan as shared in the October meeting noting there have been no comments or recommendations to make any changes at this time. Joel Lillard moved, seconded by Nicole Smith, to approve the low performing district plan. The motion carried unanimously. The plan can be revisited and changes made at any time if needed.

IX. COMMUNICATIONS

- Mel Battle thanked everyone for the work they do and wished everyone a Merry Christmas.
- It was agreed to begin the work session scheduled for January 22, 2024 at 12:00 p.m.

X. ADJOURN

Gladys Garland made a motion to adjourn the meeting at 3:07 p.m., Nicole Smith seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on January 9, 2024 at 9:00 a.m. in the Caswell County Schools Administration Building.

Mel O. Battle
Chairman

Dr. Douglas Barker
Interim Superintendent