

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**  
**September 11, 2023**

The Caswell County Board of Education met in regular session on Monday, September 11, 2023, at 9:00 a.m. in the Administration Building of Caswell County Schools. Members present: Chairman Mel Battle, Vice Chair Vennie Beggarly, Gladys Garland, Joel Lillard, Nicole Smith, Tracy Stanley, and Trudy Blackwell. Others present include Interim Superintendent Dr. Douglas Barker, Carla Murray, 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 special remembrance of 9/11 and how that impacted our lives. The Pledge of Allegiance followed.

**I. B. APPROVAL OF MINUTES**

Joel Lillard moved, seconded by Nicole Smith, to approve the minutes of the August 14, 2023 regular meeting as presented. The motion carried unanimously.

**I. C. APPROVAL OF AGENDA**

Dr. Barker recommended approval of agenda as presented. Gladys Garland moved, seconded by Nicole Smith, to approve the agenda as presented. Joel Lillard requested that School Food Nutrition be added as Item # 5 for New Business. The motion carried unanimously with this addition.

**I. D. ANNOUNCEMENTS**

Dr. Barker shared that it is important to reflect upon this day with it being the 22<sup>nd</sup> anniversary of 9/11. Our students were not even born as well as some of our staff are not truly aware of the gravity of this day. It would behoove us to continue to remember and remind our students of the importance of this day.

Dr. Barker shared special thanks to Ben Fleetwood and the Highway Patrol for assisting with getting students home last week due to the Rock Festival that was held at VIR. We could not have done this without them as the buses were escorted home by the highway patrol.

**I. E. PUBLIC COMMENTS**

None at this time.

**II. REPORTS**

None at this time.

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**  
**September 11, 2023**

**III. UNFINISHED BUSINESS**

Joel Lillard moved, seconded by Gladys Garland, to rescind the following policies due to the policy transition of recently approved policies. The motion carried unanimously.

**Rescind Policies:**

- ❖ 424, Student Wellness
- ❖ 425, Student Fees
- ❖ 545, Purchasing
- ❖ 700, Personnel Disclaimer
- ❖ 700-A, Staff Responsibilities
- ❖ 701, Hiring
- ❖ 710, Secondary Employment
- ❖ 711, Code of Ethics, Standards of Conduct and Staff Responsibilities
- ❖ 712, Employee Use of Social Media
- ❖ 745, Sexual Harassment - Discrimination and Harassment in the Workplace
- ❖ 750, Staff Conflict of Interest
- ❖ 755, Bloodborne Pathogens
- ❖ 760, Gifts
- ❖ 796, Appropriate Dress and Appearance for Staff
- ❖ 798, Participation in Community Activities
- ❖ 799, Professional Publishing
- ❖ 905, Use of Private Vehicles to Transport
- ❖ 950, Child Nutrition Program
- ❖ 952, Promoting Student Nutrition - Healthy School Environment
- ❖ 955, Offer Versus Serve Provisions of the National Lunch Program

Trudy Blackwell moved, seconded by Tracy Stanley, to remove the following policies listed below from the table for second reading. The motion carried unanimously.

- ❖ 6523, Use of Board Furnished Vehicles
- ❖ 7400 - Job Descriptions
- ❖ 7405 - Extracurricular & Non-Instructional Duties
- ❖ 7410 - Teacher Contracts
- ❖ 7420 - Superintendent Contract
- ❖ 7422 - Deputy/ Associate/ Assistant Superintendent Contracts
- ❖ 7425 - School Administrator Contracts
- ❖ 7430 - Substitute Teachers
- ❖ 7440 - Assignments/ Reassignments/ Transfers
- ❖ 7500 - Workday and Overtime
- ❖ 7505 - Compliance with State Board of Education Employment Policies
- ❖ 7510 - Leave
- ❖ 7520 - Family and Medical Leave

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**  
**September 11, 2023**

- ❖ 7530 - Military Leave
- ❖ 7540 - Voluntary Shared Leave
- ❖ 7550 - Absences Due to Inclement Weather
- ❖ 7560 - Permitted Salary Deductions for Absences & Discipline of Certain Exempt Employees

Trudy Blackwell moved, seconded by Tracy Stanley, to remove the following policies listed below from the table for second reading. The motion carried unanimously.

Dr. Barker shared that once this process is completed the board needs to continue to look at updates with the new superintendent to make sure the board policy manual is kept up to date. He felt that Connie Kimrey would do a good job with working with the new superintendent to do this.

Upon review of the most updated changes to the policies, Joel Lillard moved, seconded by Nicole Smith, to approve second reading of the policies as listed below. The motion carried unanimously.

- ❖ 6523, Use of Board Furnished Vehicles
- ❖ 7400 - Job Descriptions
- ❖ 7405 - Extracurricular & Non-Instructional Duties
- ❖ 7410 - Teacher Contracts
- ❖ 7420 - Superintendent Contract
- ❖ 7422 - Deputy/ Associate/ Assistant Superintendent Contracts
- ❖ 7425 - School Administrator Contracts
- ❖ 7430 - Substitute Teachers
- ❖ 7440 - Assignments/Reassignments/Transfers
- ❖ 7500 - Workday and Overtime
- ❖ 7505 - Compliance with State Board of Education Employment Policies
- ❖ 7510 - Leave
- ❖ 7520 - Family and Medical Leave
- ❖ 7530 - Military Leave
- ❖ 7540 - Voluntary Shared Leave
- ❖ 7550 - Absences Due to Inclement Weather
- ❖ 7560 - Permitted Salary Deductions for Absences & Discipline of Certain Exempt Employees

Gladys Garland moved, seconded by Nicole Smith, to rescind the policies listed below which will coincide with recently approved policies and will get things back on track with the policy transition. The motion carried unanimously.

**Rescind Policies:**

- ❖ 532, Overtime or Compensatory Time
- ❖ 702, Assignment of Personnel

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**  
**September 11, 2023**

- ❖ 703, Contracts for Certified Personnel
- ❖ 706, Voluntary Transfer of Tenured Certified Personnel
- ❖ 707, Involuntary Transfer or Assignment Change
- ❖ 708, Establishing Administrative Personnel Positions
- ❖ 709, Qualifications and Duties
- ❖ 730, Annual Vacation Leave
- ❖ 731, Extended Leave of Absence
- ❖ 732, Child Involvement Leave
- ❖ 733, Voluntary Shared Leave
- ❖ 780, Absences Due to Inclement Weather
- ❖ 785, Time Schedules
- ❖ 790, Arrangements for Substitutes

**IV. NEW BUSINESS**

1. Consent Agenda

Dr. Barker recommended approval of the consent agenda. Gladys Garland moved, seconded by Nicole Smith, to approve the consent agenda as presented.

Transfer Requests

**New Requests (2023/24)**

Johnson, Desion	Oakwood	to	North (1 <sup>st</sup> )
Murchison, Rahyia	Danville	to	Caswell (5 <sup>th</sup> ) ***
*** Mother is a permanent sub @ South & requested child to go to South Tuition is waived			
Ashe, Candon	Oakwood	to	North (K)
Hawkins, Luke	Oakwood	to	North (K)
Henderson, Nicholas	North	to	Oakwood (K)
Mayhew, Nicholas	Oakwood	to	North (K)

Renewals

Brown, Jr., Jason	Caswell	to	ABSS (11 <sup>th</sup> )
Carraher, Scott	Caswell	to	Person (3 <sup>rd</sup> )
Stephens, Paxson	Caswell	to	Rockingham (11 <sup>th</sup> )
Stephens, Perry	Caswell	to	Rockingham (7 <sup>th</sup> )

Sessions Consulting

This service is used to work up the sales tax refund every year. The fee comes out of and is based upon what we receive back through the sales tax refund. Sessions Consulting receives 9%.

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**  
**September 11, 2023**

Finalsite (formerly Blackboard)

Website hosting and mass communication services (parents alert phone messages) for an additional five-year period. There is only a \$200 increase in the total annual cost.

\$9,000 per year (2024/2025/2026/2027/2028)

Budget Codes: PRC 019 (Small Schools Funds: Mass Communication) PRC 015 (Technology/Web Page hosting)

2. Voting Delegates for NCSBA Annual Conference

Mel Battle, Vennie Beggarly, Joel Lillard, and Gladys Garland will serve as the voting delegates and Trudy Blackwell will be the alternate.

3. Resolutions

Resolution for Barbara Roberts Neal and Ruth Ochs Buslinger were read aloud by Trudy Blackwell and Nicole Smith. Joel Lillard moved, seconded by Trudy Blackwell, to approve resolutions as presented. The motion carried unanimously.

*Resolution in Memorial and Appreciation  
Of the Life of  
Barbara Roberts Neal*



**WHEREAS**, Barbara Roberts Neal, was born on December 3, 1928, and resided in Reidsville, NC, at the time of her death on August 17, 2023, and

**WHEREAS**, Barbara Neal, was a faithful wife and loving mother, grandmother, great grandmother, sister, and friend and her family's welfare was her major and constant concern; and

**WHEREAS**, Barbara Neal attended Greensboro Women's College, A&T University, and Columbia Bible College where she received her degree in education; and

**WHEREAS**, Barbara Neal was an active member of Grace Fellowship church in Reidsville, NC. She also participated in missionary travels to Brazil, Philippines, Haiti, and Suriname, South America where she continued to teach elementary students and spend her time working on the mission field; and

**WHEREAS**, Barbara Neal was employed by the Caswell County Public School System as a teacher for elementary grade levels. She will be remembered for her commitment to education; and being known for her benevolence and servant's heart to children; and

**NOW THEREFORE BE IT RESOLVED** that the Caswell County Board of Education wishes to honor the memory of Barbara Neal and expresses its sympathy to her family by causing a copy of this Resolution to be spread upon the official minutes of the Board of Education and a copy forwarded to the family.

This the 11<sup>th</sup> day of September 2023.

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**  
**September 11, 2023**

\_\_\_\_\_  
Mel Battle, Chairman

\_\_\_\_\_  
Vennie Beggarly, Vice Chair

\_\_\_\_\_  
Trudy Blackwell

\_\_\_\_\_  
Gladys Garland

\_\_\_\_\_  
Joel Lillard

\_\_\_\_\_  
Nicole Smith

\_\_\_\_\_  
Tracy P. Stanley

\_\_\_\_\_  
Dr. Douglas Barker, Interim Superintendent

*Resolution in Memorial and Appreciation  
Of the Life of  
Ruth Ochs Buslinger*

---

**WHEREAS**, Ruth Ochs Buslinger, was born on December 6, 1956, and resided at 4702 Cherry Grove Road, in Elon, NC, at the time of her death on August 27, 2023, and

**WHEREAS**, Ruth Buslinger, was a faithful wife and loving mother, sister, and friend and her family's welfare was her major and constant concern; and

**WHEREAS**, Ruth Buslinger was a life-long educator in Special Education and for Visual and Hearing-Impaired children and served the children of Caswell County by working in the Exceptional Children's Department of Caswell County Schools; and

**WHEREAS**, Ruth Buslinger enjoyed working on the farm and was an advocate for the local FFA and 4H clubs. She was also a Lt. Colonel in the Virginia Wing of the Civil Air Patrol, and worked tirelessly in the Cadet Programs of CAP at the Virginia Wing and the Danville Composite Squadron for the past 20 years. She was a crucial player in the honor guard training and summer encampments at the wing and national level and considered it an honor to serve in her Community, State, and Nation; and

**NOW THEREFORE BE IT RESOLVED** that the Caswell County Board of Education wishes to honor the memory of Ruth Buslinger and expresses its sympathy to her family by causing a copy of this Resolution to be spread upon the official minutes of the Board of Education and a copy forwarded to the family.

This the 11<sup>th</sup> day of September 2023.

\_\_\_\_\_  
Mel Battle, Chairman

\_\_\_\_\_  
Vennie Beggarly, Vice Chair

\_\_\_\_\_  
Trudy Blackwell

\_\_\_\_\_  
Gladys Garland

\_\_\_\_\_  
Joel Lillard

\_\_\_\_\_  
Nicole Smith

\_\_\_\_\_  
Tracy P. Stanley

\_\_\_\_\_  
Dr. Douglas Barker, Interim Superintendent

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**  
**September 11, 2023**

4. Policy Transition – 7000 Part 3 of 3

- a. Policy # 7600, Support Staff Contracts & Compensation Plans
- b. Policy # 7610, Defense of Board Employees
- c. Policy # 7612/8327, Payroll
- d. Policy # 7620, Payroll Deductions
- e. Policy # 7622, Staff Insurance Programs
- f. Policy # 7635, Return to Work
- g. Policy # 7650, Employee Travel & Other Expense Reimbursement
- h. Policy # 7805, Superintendent Evaluation
- i. Policy # 7810, Evaluation of Licensed Employees
- j. Policy # 7811, Plans for Growth & Improvement of Licensed Employees
- k. Policy # 7815, Evaluation of Non-Licensed Employees
- l. Policy # 7820, Personnel Files
- m. Policy # 7821, Petition for Removal of Personnel Records
- n. Policy # 7900, Resignation
- o. Policy # 7910, Retirement
- p. Policy # 7920, Reduction in Force: Teachers & School Administrators
- q. Policy # 7921, Classified Personnel Reduction
- r. Policy # 7930, Professional Employees: Demotion & Dismissal
- s. Policy # 7940, Classified Personnel; Suspension & Dismissal
- t. Policy # 7950, Non-Career Status Teachers: Nonrenewal

Policies were reviewed for first reading with changes as presented. Those with comments or questions include:

7805, 7821 & 7940 – It was suggested to change wording to reflect “the board” rather than just the “board chair”

Upon review, Joel Lillard moved, seconded by Gladys Garland, to approve first reading of policies as listed above. The policies will lay on the table for second reading. The motion carried unanimously.

5. Child Nutrition

Joel Lillard shared he was concerned with the food options at the schools and also not happy that the board was not aware of price increases.

Discussion was had with suggestion of having the Child Nutrition Director talk with the board to answer questions as to the rationale of not having a second option for a hot meal. Other concerns the board has heard was that we are having a difficult time with food

## CASWELL COUNTY BOARD OF EDUCATION MINUTES

September 11, 2023

deliveries; however, it was shared that when the students returned after Covid (which was one of the worst times with food deliveries) the students had the option of two choices.

Dr. Barker shared this can be reviewed at the upcoming work session and he will ask Mrs. Graves to be at the meeting. He also shared that he had discussed with Mrs. Graves the importance to have two hot meal options by the second month of school for students. Dr. Barker also shared that the cafeteria at the high school has not functioned properly since school has opened. They are trying to repair the serving line and not sure why they waited so late to look at getting this repaired.

Dr. Barker shared that normally price increases are brought to the board for approval for breakfast and lunch but was not aware that a la carte items were brought for approval as the board approves vendor contracts. If this has changed he needs to know going forward.

Mel Battle shared he would like to know what each item from vendors is going to cost and what will we be charging for a la carte items for this upcoming school year. It was shared that the board wasn't aware that items would increase and is difficult to answer questions from the community. It was shared that clear communication from Mrs. Graves regarding if there is a food shortage or other issues would be helpful.

Dr. Barker shared we are very fortunate to have free breakfast and lunch for all students this year but parents do need to be made aware of the a la carte prices and it is important to get this out to the public and parents.

Mrs. Graves will be asked to be present at the work session meeting to address these concerns.

### V. SUPERINTENDENT UPDATES

Dr. Barker shared the following:

- School Resource Officer (SRO) Invoice - decrease in price from the original invoice. Brooke Underwood spent time checking our records and defending the times with the auditor. The price was cut from \$80,973 to \$39,226 due to the record keeping that we had and based upon services we did not receive. Dr. Barker thanked Brooke Underwood for the work she did and he also shared the grant for elementary SRO's has been secured for this year.
- Testing Schedule was shared with the board
- School Health Advisory Council Information
- SB 49 Updates
- USDA information
- Accountability Results



## CASWELL COUNTY BOARD OF EDUCATION MINUTES

September 11, 2023

- Training = Dr. Christ Godwin & Corrective Training
- Surplus Items recently sold
- Pandemic Impact Information

Discussion took place regarding the SRO's and their availability. Dr. Barker shared he has had a difficult time getting answers but has requested that officers be at the school by 7:30 a.m.; however, we do not have a lot of choices if they are called for something regarding the Sheriff's Department as that is their first priority and they, as well as others, are having difficulty in filling positions. Dr. Barker is hopeful that if the SRO cannot be at the school they are getting in touch with the designated principal.

Testing schedule was shared with the board and Dr. Barker also shared that test scores were released last week. Although test scores are important, parents want to make sure their children are safe and well taken care of and are safe as well as feel welcome at school. We also need the right people in place to get the test scores up noting last year there were substitutes in classrooms all year. We have done a better job this year of having more qualified teachers in the classrooms; however, it is a problem with everyone in filling positions. We are thankful that a few of our teachers are returning. We definitely cannot continue to do what we've been doing as it is not working and something has to change as well as the State needs to look at working with the formula with the grading system.

It was agreed that the board will discuss this at the upcoming work session.

Dr. Barker shared that the board needs to read the SB 49 information very closely. There is a lot of information and we will need to look at policies to make sure we are in compliance.

Dr. Barker will share more information on the fresh fruit at the work session.

A listing of the amounts of the recently sold surplus items was shared with the board.

### **VI. BOARD MEMBER OBSERVATIONS**

Trudy Blackwell shared she attended open house at several schools and the parent turnout was terrific! Parents were pleased to visit the schools and should also realize they can reach out to a teacher during their planning period instead of after school if needed. She also attended a football game and there was a lot of community support. She felt this school year was starting off on a very positive note and is giving a very inviting atmosphere to everyone.

Tracy Stanley shared she saw on Facebook that Stoney Creek is doing an excellent job of weekly updates. She also shared she has been involved with Caswell Online and the NC Virtual High School has much to offer our students.

## CASWELL COUNTY BOARD OF EDUCATION MINUTES

September 11, 2023

Vennie Beggarly thanked Dr. Barker for allowing the board to be visible as it has made a big difference with talking with teachers and the community. She attended the back to school blast community event and would like the board to remember this next year as it was a nice event. She has visited schools and all have been very welcoming. She also shared that Nicole Smith works almost every concession and shared thanks to her for the efforts she displays.

Mel Battle shared he will continue to send information to the board of items of interest. A work session is planned for September 25<sup>th</sup> and if anyone has information for the agenda to get in touch with him. A meeting with the commissioners is planned for September 18<sup>th</sup>. He also shared that a positive attitude means a lot and is a reflection on the school and noted that as a board member we serve the public.

Nicole Smith thanked the staff, parents, and students on a really nice first week of school. She heard nothing but positive comments and teachers shared this was the best year they have had in returning in a while. She attended open house and that was well attended. She thanked board members for attending the Farm Bureau meeting and shared there are many opportunities for our students and hope that we can build a collaboration with them this year. She also shared that when attending sporting events our students are very well behaved.

Gladys Garland also attended the Farm Bureau meeting and hoped that we can inform our staff of the opportunities available. The outreach program for back to school was also nice and students received nice school supplies.

Joel Lillard shared he thought the ice cream social for our staff went very well. He visited all elementary schools on the first day of school and the middle and high school on the second day of school. Students were all well behaved and teachers were very upbeat and felt it was a really good start to school.

### **VI. CLOSED SESSION**

Joel Lillard 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. Nicole Smith seconded the motion. The motion carried unanimously.

### **VII. OPEN SESSION**

Joel Lillard made a motion to return to open session. Vennie Beggarly seconded the motion. The motion carried unanimously.

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**

**September 11, 2023**

**VIII. PERSONNEL LISTING**

Dr. Barker recommended approval of the personnel listing as presented with exception of Certified – Item “B”. Joel Lillard moved, seconded by Gladys Garland to approve the personnel listing as presented. The motion carried unanimously.

Dr. Barker recommended approval of Certified Listing, Item “B.” Trudy Blackwell moved, seconded by Gladys Garland. The motion failed 4-3 with Lillard, Smith, Beggarly, and Stanley voting “No.”

<b>Retirement</b>	
Child Nutrition	Frances Brooks, Child Nut. Asst./Bus Driver = Eff. 12/31/23
<b>Resignation</b>	
Stoney Creek Elementary School	Joshua Brumfield, K-5 PE Teacher = Eff. 8/18/23
Bartlett Yancey Sr. High School	Micheas Mitchell, 9-12 PE Teacher = Eff. 9/22/23
South Elementary	Barry Schilling, K-5 Teacher = Eff. 9/29/23
Central Office	Brenda Dozier, Payroll Specialist = Eff. 9/29/23
<b>Employment</b>	
Oakwood Elementary	Elizabeth Powell, K-5 EC Teacher = Eff. 9/25/23
Bartlett Yancey Sr. High School	James Springer, 9-12 Science Teacher = Eff. TBD April McDonald, 9-12 Math Teacher = Eff. TBD
South Elementary	Leslie Crowe, K-5 Teacher = Eff. 10/9/23
South / Stoney Creek (Part Time)	Crystal Carter, K-5 Music Teacher = Eff. 9/12/23
North Elementary	Sandra Robinson, K-5 Teacher = Eff. 8/21/23
Central Office / Maintenance	Timothy Russell, Maintenance = Eff. 9/12/23 (Less than 30 hours per week)
<b>Substitute</b>	
South Elementary	Fernandez Johnson (Return Retiree working as long-term sub) = Eff. 8/18/23
	Tawana Seets (Return Retiree working as long-term sub) = Eff. 8/21/23
	Lakesha Murchison - Working as long-term sub = Eff. 8/17/23

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**  
**September 11, 2023**

	Lisa Johnson-Knight - Working as long-term sub = Eff. 8/18/23
North Elementary	Chrystyna Edwards - Working as long-term sub = Eff. 8/21/23
Oakwood Elementary	Jennifer Williams - Substitute = Eff. 9/12/23
District	KaNiah Muldrow - Substitute = Eff. 9/12/23

**IX. COMMUNICATIONS**

- Joint meeting with Board of Commissioners = September 18<sup>th</sup> at 6:00 p.m. at the Gunn Memorial Library. It was shared to talk about the grant for the ac unit and the expectations for the school year and what they can do to support the school system. It was suggested to give a listing of the current enrollment by school and a listing of charter schools as well as the amount per pupil.
- Work Session = September 25, 2023 @ 3:00 p.m.

**XI. ADJOURN**

Gladys Garland made a motion to adjourn the meeting at 2:15 p.m., Nicole Smith seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on September 25, 2023 at 6:30 p.m. in the Caswell County Schools Administration Building.

---

Mel O. Battle  
 Chairman

---

Dr. Douglas Barker  
 Interim Superintendent