

CASWELL COUNTY BOARD OF EDUCATION MINUTES
August 14, 2023

The Caswell County Board of Education met in regular session on Monday, August 14, 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, Tonya Terrell, Genella Montalbano, 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 followed by the Pledge of Allegiance.

I. B. APPROVAL OF MINUTES

Gladys Garland moved, seconded by Joel Lillard, to approve the minutes of the July 24, 2023 regular meeting as presented. The motion carried unanimously.

I. C. 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. D. ANNOUNCEMENTS

Mel Battle read aloud a thank you note to the Board of Education from the Gordon Satterfield family.

I. E. PUBLIC COMMENTS

None at this time.

II. REPORTS

Genella Montalbano with Roots and Wings gave an overview of the program which has offices in Caswell, Alamance and Person counties. She reviewed the services that are offered to Caswell County Schools.

Tonya Terrell with the Juvenile Crime Prevention Council (JCPC) shared an overview of the program and what is offered to assist students of Caswell County and the services they provide also.

III. UNFINISHED BUSINESS

None at this time.

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IV. NEW BUSINESS

1. Consent Agenda

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

Mel Battle shared a few concerns with fund raising requests noting that if the events do not produce a profit is it really worth the time required noting yearbook profits at elementary school of \$300.00 Other concerns included if picture sales only received 10% of profits as noted. If profits are not worthwhile they may need to be reviewed.

Nicole Smith questioned if the fundraising requests can be waived by the date noting concerns from the Athletic Director and sports may have other options during the year that will need approval. Nicole Smith asked if they can resubmit in February. Dr. Barker shared as the new seasons starts they will be given an opportunity to submit additional requests. It was requested that at the end of each season a report be given to show profits.

It was agreed to bring back additional requests at the beginning of each sporting season and updates will be shared with profits made.

Joel Lillard asked if the location of the fence could be shared. Dr. Barker shared it will be near the side of the school from the front of parking lot.

Nicole Smith questioned the surplus items. If the board has been made aware of more can this be added by letting Dr. Barker know? Dr. Barker shared that right now there are many locations that are full and need cleaning up. He attempted to get this done first and will be bringing more back to the board for approval. Surplus items are items that are no longer useable and the board has to declare them surplus before they can be auctioned off or in this case we are using NC Dot.gov.

Mel Battle shared observations with the handbooks and some items did not list descriptions. Dr. Barker shared that he has attempted to work with the principals to get things together and be consistent. He personally reviewed all handbooks himself and all have tried to do what the board requested. Principals met and worked together to make them consistent and include items that were needed due to doing away with the Code of Conduct handbook.

Joel Lillard questioned the buses being parked in front at North. Dr. Barker shared that this will be changed this school year and noted that the buses should not be parked in the front of the school. He was under the impression that this will change and if not, it will be an easy fix. Vennie Beggarly expressed concerns with a turning lane being needed and asked if someone can reach out to the NC Department of Transportation again. She shared there was a concern with plaques that are located in the entranceway also but noted no one had an issue if these needed to be moved.

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Gladys Garland noted there is an increase in the Before & After School Care and hoped this information is shared with parents as soon as possible.

Joel Lillard questioned why there is a rule at NL Dillard for students to not be allowed to carry their bookbags. Dr. Barker shared he was told that every child has a locker and they are given time to go to their lockers in between class changes as well as the number of students in classrooms and the bookbags on chairs could be a safety concern. He shared again that this was the information that was shared with him but will look into it again if needed. Joel Lillard shared that he doesn't think the students are being given enough time during each class to get to their locker and he has concerns with the amount of books and chromebooks that they have to carry and noted that if there is damage to the chromebook the student is responsible.

It was agreed that this may need to be revisited and it was shared that some systems require clear bookbags.

Vennie Beggarly asked if the student led clubs will be allowed to have a room to use to pray as the request was given to the board at the end of the last school year. Dr. Barker shared that the board needs to be mindful of what you allow one club to do you must do for all clubs. Things like this are usually offered to students after school but he will take a look at it.

Dr. Barker shared that the invoice for PTEC was recommended due to the benefits for special needs which Mr. Nelson Showalter heads up. It also provides doctoral programs which allows employees to work on their degree at no charge and staff development that is set up. This will be paid from federal funding. Dr. Barker shared he is not a strong supporter of this; however, it is difficult to stop this year with the transition. He shared it would be nice for the board to see a report at the end of the year showing what we received for this money and what has been used.

Upon no further comments or questions, the motion made by Trudy Blackwell, seconded by Gladys Garland, to approve the consent agenda carried unanimously.

Transfer Requests

	School Year 2023/2024		
	Anthony, Charlie	ABSS	Caswell (2 nd) ***
***	Tuition waived / SRO at South		
	Fallen, Jr., Corey W.	Stoney Creek	Oakwood (1 st)
	Pitts, Bradley	Oakwood	Stoney Creek (5 th)
	Eckemoff, Eve	Oakwood	South (K)
	Wilson, Levi	North	Stoney Creek (K)

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Renewals:

Gutierrez, Felix	Caswell	to	Rockingham (4 th)
Gutierrez, Rosa	Caswell	to	Rockingham (10 th)

Child Nutrition Bids

SYSCO Raleigh = Grocery/Snacks/Ice Cream

Revised Bid = \$856,846.05

Piedmont Triad Education Consortium

Invoice = \$16,200.00

Funding = Federal Title II Memberships = 3.5110.103.361.000.000.00

Inventory to be deemed Surplus

1994 Chevrolet Pickup
2003 F-250 Utility Bed
1998 Chevrolet Dumptruck
1998 Dodge truck
2000 Dodge van
2002 Chevrolet truck
1990 INT Bus
1990 Chevrolet Bus (Qty = 4)
1989 F700 Box Truck / Food Service
1998 Ford Van Food Service
1990 Chevrolet Utility Body
Forklift
Numerous Assorted Chairs and File Cabinets

Fundraising Requests

Bartlett Yancey Senior High School

EC	Christmas Ornaments
FFA	Fruit Sale
Football	Buc Cards
Soccer	Raffle (50/50), Booster Memberships, BBQ and/or Concessions Team Hats & Shirts, Team Charity Night
Cheerleading	Baby Bucs Cheerleading Camp
Yearbook	Yearbook
BYSHS	Senior pictures
Wrestling	Pre-Order Donut Sell, Go Earn It Online Clothing Pre-Sale, Pro-Wrestling Event, Concession Sales at Pro-Wrestling event
Boys Basketball	Blue & White Game, Alumni Game, Hot Dog & Burger Sale
Student Govt.	School Dance

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NL Dillard

Yearbooks, Fall Pictures, NL Dillard Night @ Bojangles, Fall Athletic Dance, Scholastic Book Fair, Online Popcorn Sale, Spring Athletic Dance, Spring Pictures, Spirit Wear

Oakwood Elementary

Online Spiritwear, Fall Pictures, Fall Festival, Book Fair, Angel Tree, Spring Pictures, 5th Grade Underclass Grad Pictures

South Elementary

School Pictures, Yearbooks, Reading for Education, Book Fair, Online Catalog, Jump Rope for Heart

North Elementary

Book Fair, Fall Festival/Spring Fling, T-shirts, Yearbook, Pictures, Dance EOY, Yardale, Catalogue Sale, Black & White Ball

Stoney Creek Elementary

Book Fair, Fall Festival/Spring Fling, T-shirts, Yearbook, Pictures, Dance, Bojangles Night, Online Catalog for Spirit Wear, Reading for Education

North Fence / provided by PTSO

Ole Oak Enterprises, LLC

Installation = \$5,801.46

Install approximately 245 ft of 4ft tall commercial galvanized chain link fence. Fence will have one 10ft double gate at the end of the sidewalk. Fence will continue into the end of the woods approximately 10ft. Fence will include commercial top rail and also a bottom tension wire.

Before and After School Program

Updated rates:

Non-Employee Rate: \$20.00/week morning \$40.00/week afternoon

Employee Rate: \$10.00/week morning \$20.00/week afternoon

The drop-in student rate is one and one-half (1.5) times the rate of the regular day's attendance. This rate calculates as \$12.00 per day per child and \$6.00 per day per children of Caswell County School employees.

Federal Programs Certification

North Carolina Prayer Certification and Single Set of Assurances

NC Prayer Certification and Single Set of Assurances must be recorded in the Board of Education minutes as required by the Elementary and Secondary Education Act of 1965 and the Every Student Succeeds Acts of 2015. Compliance with these guidelines is mandated in order to receive Federal funding.

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Contracted Services for Exceptional Children

Nursing Services = Company: IntelliChoice Staffing, LLC

Cost = \$55/hr.

Estimated Annual Cost = \$69,300

Responsibilities: Nursing services for an individual student will address: feeding, monitoring for unique health needs and intervening with prescribed treatments as well as other individual related issues that the student requires.

Funding will come from EC funds. Once the service is established, an application for At Risk Pool funding support will be completed.

Student Handbooks

Bartlett Yancey Sr. High School, NL Dillard Middle
North, South, Stoney Creek and Oakwood Elementary

2. Resolution

Resolution for Ida Graves Kimber was read aloud by Mel Battle. Nicole Smith moved, seconded by Joel Lillard, to approve resolution as presented. The motion carried unanimously.

*Resolution in Memorial and Appreciation
Of the Life of
Ida Graves Kimber*

WHEREAS, Ida Graves Kimber, was born on December 14, 1928, and resided in Burlington, NC, at the time of her death on July 29, 2023, and

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

WHEREAS, Ida Kimber was a member of Blackwell Missionary Baptist Church. She served in the Senior Choir, the Missionary Circle, and the Culinary Staff Committee; and

WHEREAS, Ida Kimber was employed by the Caswell County Public School System at Bartlett Yancey Senior High School where she served in the cafeteria for several years. 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 Ida Kimber 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 14th day of August 2023.

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Mel Battle, Chairman

Vennie Beggarly, Vice Chair

Trudy Blackwell

Gladys Garland

Joel Lillard

Nicole Smith

Tracy P. Stanley

Dr. Douglas Barker, Interim Superintendent

3. Policy # 6523, Use of Board Furnished Vehicles

This policy was shared with the board previously and pulled. Dr. Barker recommended approval for first reading as this includes wording for vehicles being taken home and who is eligible. He noted that if someone drives a vehicle home the law requires that \$3.00 per day be accounted for unless this is something the board wants to waive and if so, the policy would need to be changed.

Dr. Barker recommended approval of first reading of Policy # 6523, as presented. Joel Lillard moved, seconded by Vennie Beggarly, to approve first reading of Policy # 6523 as presented and to lay on table for second reading. The motion carried unanimously.

4. NCSBA Policy Transition - Section 7000 Part 2 of 3

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

Policy # 7400 - Job Description

Dr. Barker shared that this is something that will need to be worked on so that all job descriptions are on file.

Policy # 7422, Deputy/ Association/ Asst. Supt. Contracts

Dr. Barker was asked to look at the language for exceeding Superintendent contract.

Policy # 7425, School Administrator Contracts

Concerns were shared with the length of contract and questioned if there is any way around this. Dr. Barker shared that the initial contract can be offered for two or four years but renewals are for four.

Policy # 7430, Substitute Teachers

Concerns included recent high school graduates being used in high school classrooms and questioned if wording can be included to be used only at elementary grade levels.

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It was also requested that the board be provided a listing of substitutes to include those that are long term and those that are used on a daily basis. It was shared that Alamance Community College gives an Effective Teacher Training and Work Keys Assessment is provided with Piedmont Community College. A waiver was given due to the amount of absences we recently had.

Policy # 7440, Assignments/Reassignments/Transfers

Page 3 – Concerns were shared with the May 1st deadline. Many districts allow transfers anytime up until the day school starts if it is the best fit and should not be a problem. It was requested that wording be included to clarify this and do what is in the best interest of the school system noting that the Superintendent can make assignments.

Policy # 7500 – Workday and Overtime

Concerns were shared with teachers working an 8-hour day and overtime. Clarification is needed for employees who are working dual roles and felt consistency is needed. Dr. Barker noted that this has not been handled consistently recently and something needs to be in place and be included in budgeting.

Dr. Barker shared that problems are occurring nationwide with the difficulty in finding bus drivers. He shared that we are going to have to look at who has their license and work with these employees and allow flexibility in order to avoid double routes.

Other comments included traded time and the question was asked if board members are allowed to assist with things at the school noting gate tickets, etc. Dr. Barker shared that he has no problem with it and when working events like this you are a private citizen who is donating your time, money, etc. and should be welcomed to help. He shared that no-one is trying to keep the board out of the schools and all should be welcomed to help and observe; however, at the same time the board should not be telling staff what to do and if there are problems they should share with the Superintendent. Dr. Barker shared that he expects that board members will feel welcomed this school year.

Policy # 7510 – Leave

Four hours of parental leave are given which is currently unpaid. Employees can use all four hours at once or at different times but it is only a total of four hours and not four hours per child. Discussion took place if a teacher can take annual leave for a school related event for their child. Dr. Barker shared teachers receive two days per year of personal leave and this can be used for situations like this. It was noted that we have several new principals that may need to be made aware of this. Dr. Barker shared that the key is to work with principals and staff and knowing what the laws are.

Upon review, Dr. Barker recommended approval of first reading of policies as presented. Trudy Blackwell moved, seconded by Vennie Beggarly, to approve first reading of policies as presented and to lay on the table for second reading. The motion carried unanimously.

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V. SUPERINTENDENT UPDATES

Dr. Barker shared the following:

- Board of Commissioners have requested the joint meeting to be held on September 18, 2023 at 6:00 p.m.
- Restraint training information was shared
- BLAST flyer was shared in which PCC will be working with the elementary schools this year

Vennie Beggarly questioned if new teachers and substitutes are aware of the safety areas, lock downs, etc. Dr. Barker shared that principals should be sharing this with their staff.

VI. BOARD MEMBER OBSERVATIONS

Trudy Blackwell shared she attended the summer graduation and it was very nice. She also questioned if there was any information on academic reports. Dr. Barker shared he has not received anything as of yet.

Tracy Stanley expressed best wishes to all students for a good school year.

Vennie Beggarly shared she participated in a community program (“Cool Beans”) and was very good. She was also asked to help with volleyball tryouts and she enjoyed this. She thanked the principals and those that are working behind the scenes for getting the schools ready to open back up for students. She also shared that on August 19th Farmer’s Lake will be hosting a fishing day and everyone is invited to attend.

Mel Battle shared he attended the summer school graduation and noted there were a total of seven students in which four showed up and one arrived late. He felt they all had a positive attitude and although they didn’t finish on time they did finish.

Nicole Smith thanked all the staff for all they are doing. She shared she reached out to the football coach in regards to the food to be provided for games and the cost. He estimated that for JV games it would be \$250 and for varsity around \$350. Also snacks such as protein bars and crackers are needed to be provided at half time. Mel Battle shared that at one time the cafeteria prepared bag lunches or at one time spaghetti and a salad was served. Dr. Barker shared that the SmartSnacks program may be able to assist with the snacks and serve the football team or others at no cost. He will look into this with Jolandria Graves, Child Nutrition Director.

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She also shared that the new athletic director held a concession planning meeting and all money collected will be divided among the sports that assist. She noted he is planning and very organized. A volunteer coordinator will contact someone from each sport.

Gladys Garland noted that discussion had taken place regarding the clear book bags and this may be something to address at the next work session. She shared she had visited all schools and they look very good and felt that staff are excited about this school year. She visited the high school and noted that PCC was there and working with juniors and seniors on that particular day.

Joel Lillard asked if there was an update on the sub-finder and if this will be ready when school opens. Dr. Carla Murray shared that she is working with Frontline and a trainer will be out; however, they are running a month behind and they may work with one school in the beginning as a pilot so that all the kinks can be worked out before implementing into the entire district.

Joel Lillard requested that the School Resource Officers be invited to convocation.

Joel Lillard also expressed concerns which occurred at the end of the school year with having two hot options in the cafeteria and asked if this has been corrected. He also felt that the menus need to be posted in advance and would like to see a better job of that being done this year to provide parents ample time to prepare lunches, etc. based on the school lunch menu.

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

VII. OPEN SESSION

Vennie Beggarly made a motion to return to open session. Trudy Blackwell seconded the motion. The motion carried unanimously.

VIII. PERSONNEL LISTING

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

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Dr. Barker recommended a two-year contract with JoAnna Gwynn as Executive Director of Human Resources at a rate of \$86,000 plus longevity. Joel Lillard moved, seconded by Vennie Beggarly. The motion carried 6-1 with Stanley voting “No.”

Resignation	
Oakwood Elementary	Jessica Holloway, K-5 Teacher Asst. (Declined position)
Bartlett Yancey Sr. High School	India Trice, 9-12 EC Teacher = Eff. 6/30/23 Greg Randall, 9-12 Science Teacher = Eff. 8/29/23 JoAnn Bunting, 9-12 School Counselor = Eff. 8/30/23 Jennifer Ingold, 9-12 Science Teacher = Eff. 8/31/23 Elizabeth Thomas, Asst. Principal = Eff. 10/9/23
NL Dillard Middle School	Taylor Bradsher, 6-8 Science Teacher = Eff. 8/17/23 Anthony Spinks, 6-8 EC Teacher = Eff. 9/4/23
South Elementary	Tasha Miles - K-5 Teacher Asst. - Declined position
Central Office	Dr. Carla Murray, Asst. Supt. of Human Resources & Support Services = Eff. 9/30/23 Rodney Weaver, Transportation Director = Eff. 8/18/23
Transfer	
Stoney Creek Elem. School	Joshua Brumfield, Teacher - From BYSHS to Stoney Creek Elem = Eff. 8/7/23
Employment	
Central Office	JoAnna Gwynn, Executive Director of Human Resources - Eff. TBD
Oakwood Elementary	Jenny Benson, K-5 Teacher = Eff. 8/17/23 * Thomas Graves, School Counselor = Eff. 8/17/23 Rebecca Nelson, K-5 Teacher Asst. = Eff. 8/17/23 Jessica Price, K-5 EC Teacher Asst. = Eff. 8/17/23 Garry Willie, K-5 Teacher Asst. = Eff. 8/17/23
Stoney Creek Elementary	Meredith Gregory, K-5 Teacher = Eff. 8/17/23 * Noemi Graham, K-5 Teacher = Eff. 8/17/23 * Tina Hall, K-5 Teacher Asst. = Eff. 8/17/23 Vickie Terry, K-5 Teacher Asst. = Eff. 8/17/23
North Elementary	Kimberly Jones, K-5 Teacher = Eff. 8/17/23 *

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South Elementary	Jamara Lea, K-5 Teacher = Eff. 8/17/23
	Barry Shilling, K-5 Teacher = Eff. 8/17/23
NL Dillard Middle School	Stephanie Brooks, 6-8 ELA Teacher = Eff. 8/17/23
	Teresa Bambury, 6-8 ELA Teacher = Eff. 8/17/23 *
Bartlett Yancey Sr. High School	Jalen Baskerville, 9-12 PE Teacher = Eff. 8/17/23 *
	*Pending Licensure
Part-Time / Certified	
Stoney Creek Elem.	Geneva Pinckney, K-5 School Counselor = Eff. 8/17/23
Substitute	
NL Dillard	Kaitlyn Davis = Eff. 8/17/23
South Elementary	Shirley Wilson (Long Term Sub) = Eff. 8/17/23

Dr. Barker recommended approval of salary schedule as presented for non-certified staff as soon as funding is secured by categories. Joel Lillard moved, seconded by Nicole Smith. The motion carried unanimously.

Dr. Barker recommended cancelling the August 28th meeting due to events scheduled the week prior and that being the first day of school. Gladys Garland moved, seconded by Nicole Smith. The motion carried unanimously.

Joel Lillard moved, seconded by Vennie Beggarly, to approve the Interim Superintendent contract as presented. The motion carried unanimously.

IX. COMMUNICATIONS

Dr. Barker asked for clarity on what the board wanted for convocation. It was agreed that it would be very informal and allow teachers a time to meet and greet and a short welcome back. Joel Lillard has offered to donate all the ice cream for the event and Dr. Barker thanked him for this contribution.

A work session will be scheduled for September.

Vennie Beggarly asked if there is clarification for food to be delivered to schools and if we needed any mulch for the schools prior to open house.

Dr. Barker asked for clarity with the board on packaged foods so that all schools will be on the same page. It was agreed that the main objective is to avoid promoting advertisement for companies but if a child brings something from home in their lunch bags, it can still be in a wrapper but not brought in with the restaurant bag or box.

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Mel Battle asked if athletic schedules can be provided to the board on Monday's of each week.

XI. ADJOURN

Gladys Garland made a motion to adjourn the meeting at 2:45 p.m., Joel Lillard seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on September 11, 2023 at 9:00 a.m. in the Caswell County Schools Administration Building.

Mel O. Battle
Chairman

Dr. Douglas Barker
Interim Superintendent