

CASWELL COUNTY BOARD OF EDUCATION MINUTES

April 24, 2023

The Caswell County Board of Education met in regular session on Monday, April 24, 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, Tracy Stanley, Joel Lillard, Trudy Blackwell and Nicole Smith. Others present include Superintendent Dr. Sandra Carter, Brook Underwood, Carol Boaz, Jerry Hatchett, Jolandria Graves, Jennifer O'Briant, Lisa Lassiter, David Useche, Nelson Showalter, and Medina Jones. Board Attorney Ron Bradsher was present. 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 Nicole Smith, to approve the minutes of the March 27, 2023 regular meeting as presented with changes to Page 9, 11, & 12 as mentioned. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

Dr. Carter recommended approval of agenda as presented. Tracy Stanley moved, seconded by Gladys Garland, to approve the agenda as presented. The motion carried unanimously.

I. D. ANNOUNCEMENTS

Dr. Carter shared that the Child Nutrition Department received a grant in the amount of \$128,000. It will be broken down with \$40,000 each going towards North & South for the hot and cold serving units and \$16,000 each going to Oakwood, South and North Elementary for a hot/cold pass through cabinet for cafeteria needs. Thanks were extended to Jolandria Graves, Child Nutrition Director for her work in receiving this grant.

Thanks to Carol Boaz and Marcy Piotrowski on their work for a grant in the amount of \$1,023 which will purchase literature books for the elementary schools focusing on Africa and Latino characters.

The Junior Beta Club induction was recently held on March 24th with 94 students being inducted into the Beta Club.

NL Dillard Middle school students recently participated in the Battle of the Books on March 25th and were very excited.

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Super Saturday was held on March 25th with students in the elementary levels. Students were engaged and enjoyed the day despite the inclement weather outside.

The drone initiative was implemented two years ago and this is the third year. We are excited to offer this to 4th and 5th graders and will be extended to 3rd graders as well.

Congratulations to Board Chair Mel Battle on being inducted into the Central High School Alumni 2023 Hall of Fame Class.

I. E. PUBLIC COMMENTS

None at this time.

II. UNFINISHED BUSINESS

Rescind Policy # 955, Offer Versus Serve Provision of the National Lunch Program

Dr. Carter recommended approval to rescind Policy # 955, Offer Versus Serve Provision of the National Lunch Program. This coincides with the recent policy we have approved. Vennie Beggarly moved, seconded by Gladys Garland, to rescind policy # 955, as presented. The motion carried unanimously.

2023/2024 Calendar

Dr. Carter recommended approval of the 2023-2024 school calendar as presented which included graduation date of June 8th and two additional optional workdays to align with legislation. Tracy Stanley moved, seconded by Vennie Beggarly, to approve the 2023-2024 school calendar as presented.

Dr. Carter shared that checking with other districts they found one school district that went with a traditional calendar and moved exams prior to winter break. This calendar could be very problematic and the two semesters were not close in hours and did not feel this is where we need to be. Mel Battle shared that this particular calendar did not take into account inclement weather.

Upon no further discussion, the motion by Tracy Stanley, seconded by Vennie Beggarly, to approve the 2023-2024 school calendar was approved unanimously.

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DRAFT

Caswell County Schools Academic Calendar 2023-2024

DRAFT

"Engaging all students in learning that will foster academic excellence, responsible citizenship, and life-long learning."

<https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/school-calendar-legislation>

| # of instructional days in month | | July 2023 | | | | | | | January 2024 | | | | | | | # of instructional days | | | |
|---|---------------------------|--|-----|--|-----|----------------|-----|----|---------------|-----|-----|-----|-----|----|----------------------|---------------------------------|-----------|--------------------------------|--------|
| | | S | M | T | W | TH | F | S | S | M | T | W | TH | F | S | | | | |
| 4-Jul | Independence Day Holiday | 2 | 3 | H | | 5 | 6 | 7 | 8 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | Holiday | 1-Jan | |
| | 12 month Staff Only | 9 | 10 | | | 12 | 13 | 14 | 15 | 14 | H | | 16 | 17 | 18 | ★ | 20 | Optional Teacher Workday | 2-Jan |
| | | 16 | 17 | | | 18 | 19 | 20 | 21 | 22 | 21 | RWD | OVD | 24 | 25 | 26 | 27 | Martin Luther King Jr. Holiday | 15-Jan |
| | | 23 | 24 | | | 25 | 26 | 27 | 28 | 29 | 28 | | | 30 | 31 | | | Semester 1 Ends | 19-Jan |
| | | 30 | 31 | | | | | | | | | | | | | | | Required Teacher Workday | 22-Jan |
| | | | | | | | | | | | | | | | | | | Optional Teacher Workday | 23-Jan |
| | | | | | | | | | | | | | | | | | | Semester 2 Begins | 24-Jan |
| # of instructional days in month | | August 2023 | | | | | | | February 2024 | | | | | | | # of instructional days | | | |
| | | S | M | T | W | TH | F | S | S | M | T | W | TH | F | S | | | | |
| 17-Aug | Optional Teacher Workday | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | | | | |
| 18-Aug | Optional Teacher Workday | 13 | 14 | 15 | 16 | OVD | OVD | 19 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | | | | |
| 8/21-8/25 | Required Teacher Workdays | 20 | RWD | RWD | RWD | RWD | RWD | 26 | 18 | 19 | 20 | RWD | 22 | 23 | 24 | Required Teacher Workday | 21-Feb | | |
| 28-Aug | Day 1 for Students | 27 | | 28 | 29 | 30 | 31 | | 25 | 26 | 27 | 28 | 29 | | | | | | |
| # of instructional days in month | | September 2023 | | | | | | | March 2024 | | | | | | | # of instructional days | | | |
| | | S | M | T | W | TH | F | S | S | M | T | W | TH | F | S | | | | |
| 4-Sep | Labor Day Holiday | 3 | H | | 5 | 6 | 7 | 8 | 9 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | | | |
| | | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | | | | |
| | | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 17 | ★ | OVD | 20 | 21 | 22 | 23 | End of 3rd Grading Period | 18-March | | |
| | | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 24 | 25 | 26 | 27 | 28 | H | 30 | Optional Teacher Workday | 19-Mar | | |
| | | | | | | | | | 31 | | | | | | | Holiday | 29-Mar | | |
| # of instructional days in month | | October 2023 | | | | | | | April 2024 | | | | | | | # of instructional days | | | |
| | | S | M | T | W | TH | F | S | S | M | T | W | TH | F | S | | | | |
| 19-Oct | End of 1st Grading Period | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | Annual Leave Days | 4/1-4/5 | | |
| 20-Oct | Early Release | 15 | 16 | 17 | 18 | ★ | OVD | 21 | 14 | 15 | 16 | RWD | 18 | 19 | 20 | First Day of 4th Grading Period | 8-Apr | | |
| 27-Oct | Optional Teacher Workday | 22 | 23 | 24 | 25 | 26 | OVD | 28 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | Required Teacher Workday | 17-April | | |
| 30-Oct | Required Teacher Workday | 29 | RWD | 31 | | | | | 28 | 29 | 30 | | | | | | | | |
| # of instructional days in month | | November 2023 | | | | | | | May 2024 | | | | | | | # of instructional days | | | |
| | | S | M | T | W | TH | F | S | S | M | T | W | TH | F | S | | | | |
| 10-Nov | Veterans Day Holiday | 5 | 6 | 7 | 8 | 9 | H | 11 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | | | | |
| 22-Nov | Optional Teacher Workday | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | | | | |
| 11/23,11/24 | Thanksgiving Holiday | 19 | 20 | 21 | OVD | H | H | 25 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | | | | |
| | | 26 | 27 | 28 | 29 | 30 | | | 26 | H | 28 | 29 | 30 | 31 | Memorial Day Holiday | 27-May | | | |
| # of instructional days in month | | December 2023 | | | | | | | June 2024 | | | | | | | # of instructional days | | | |
| | | S | M | T | W | TH | F | S | S | M | T | W | TH | F | S | | | | |
| 12/20-12/22 | Annual Leave Days | 17 | 18 | 19 | AL | AL | AL | 23 | 2 | 3 | 4 | 5 | 6 | | ★ | Last Day School Students | 6-7 | | |
| 12/25-12/27 | Holidays | 24 | H | H | H | AL | AL | 30 | 9 | RWD | OVD | OVD | 13 | 14 | 15 | High School Graduation | 8-Jun | | |
| 12/28,12/29 | Annual Leave Days | 31 | | | | | | | 16 | 17 | 18 | 19 | 20 | 21 | 22 | Required Teacher Workday | 10-Jun | | |
| | | | | | | | | | 23 | 24 | 25 | 26 | 27 | 28 | 29 | Optional Teacher Workdays | 6/11-6/12 | | |
| | | | | | | | | | 30 | | | | | | | | | | |
| Inclement Weather Plan Calendar is subject to change due to weather conditions or other disruptions. In instances of calendar disruptions, calendar revisions will be made. To make up for missed instructional time, calendar revisions may include a plan to add additional minutes and/or make-up days. Additional professional development days will be added to the calendar once state required training dates are set for CCS. | | Calendar Legend Holiday Annual Leave Day Optional Teacher Workday Required Teacher Prof. Dev. / Workday Student Early Release/Required Prof. Dev. End of Grading Period | | Semester Begins / Semester Ends High School Graduation Interim Reports issued-Dates Subject to Change Report Cards Issued-Dates Subject to Change | | *Interim RC | | | | | | | | | | | | | |

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Latin Honors / Valedictorian & Salutatorian

Dr. Carter shared that the Board of Education expressed interest in re-establishing the valedictorian and salutatorian honors beginning in the 2023-2024 school year. This will allow groups of magna cum laude and summa cum laude. Mel Battle questioned if the Latin Honors can still be used along with the Valedictorian and Salutatorian and Dr. Carter confirmed that they can. She noted it will be more work on the guidance counselors and time consuming. One concern was from Item # 10 under the board's old policy concerning transfer students from another school. There needs to be stipulations included in this for the future.

Vennie Beggarly moved, seconded by Joel Lillard, to approve reestablishing Valedictorian and Salutatorian beginning with the 2023-2024 school year along with Latin Honors. The motion carried 6-1 with Stanley voting "No."

Dr. Carter was asked to provide clarity and Joel Lillard suggested adding it to the next work session so that the policy can be rewritten and approved.

III. REPORTS

Bill Powell, Project Manager for the Bartlett Yancey Senior High School renovations shared a final update with the board and thanked all those who have been involved in this project. A copy of the punch list with all items being completed was shared with the board.

There was one minor setback involving the culinary kitchen and that punch list is now completed. Mr. Powell shared that issues will occur along the way and the warranty on the bulk of the items ends on August 2, 2023. Some items have a five year warranty. Mel Battle questioned will issues be corrected after August 2nd and who is responsible after the warranty. Mr. Powell shared that Caswell will be responsible for managing and noted that maintenance and technology will be main points of contact and assigned based on the situation. A copy of the warranty listing was shared with the board as well.

Mr. Powell shared that digital copies are in the maintenance department and technology and one full set of paper copies is located in the maintenance department. He reviewed what the USDA requires following the construction closeout documents for final contractor payment and reviewed financial closeout items.

A savings of \$100,000 will go back. Mel Battle questioned if we over budgeted on equipment. Mr. Powell shared that there were things that were not purchased that were not needed. Mel Battle questioned when Mr. Powell's services ends. Mr. Powell shared that his services ends when the county budget ends which will be in June.

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Dr. Carter shared thanks to Mr. Powell for his instrumental work in heading up this project and noted he did an excellent job.

Mel Battle shared that it is a huge difference referencing having worked there and the changes that have taken place. He shared again that he has received comments of how secure the building is once you are inside and also noted the safety with softball fields, and the buildings. Mr. Battle thanked CT Wilson for a job well done.

LETRS Update – Carol Boaz shared an update on LETRS. Survey results from teachers were also shared with the board.

Dr. Carter shared that Carol Boaz has done an amazing job in implementing LETRS and following state guidelines and we are excited about what we will see with student growth.

Carol Boaz also shared that having a district literacy coach has been instrumental and was appreciative that the board funded this position. Good news from the State has been shared in which they will now fund this position and the district literacy coach will continue to work with Caswell but will now be funded through the Department of Public Instruction. She has been a huge asset to our teachers.

Joel Lillard questioned if teachers who are starting in August will need additional funding so that they can receive the training. Mrs. Boaz shared that time was built in this past year and literacy funds from the state as well as Title I professional development can be used. They will receive the same training and noted that four additional workdays were added next year as well as a live trainer. The teachers just being hired will be in the Cohort 1 and will have two parallel paths with different material. This past year was Cohort 1 and Cohort 2 will be taken care of next year and the third year will possibly need to be reviewed at that time for funds.

Academic Reports – Carol Boaz and Medina Jones

Information was shared with the board. Per the board's request, it was suggested to allow time for the information passed out at the meeting to be reviewed by the board and reviewed at the next meeting.

It was also requested that a copy of the first and second nine weeks be shared with the board prior to the next meeting for all grade levels. (Elementary was suggested to be reading and math).

(The agenda items were adjusted due to a conflict with Mr. Teetor's schedule)

IV. NEW BUSINESS

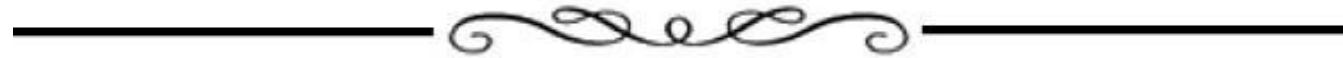
1. Resolutions

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Tracy Stanley and Vennie Beggarly read aloud the resolutions for Gloria Farthing and Darlene Lea, former employees of the school system who recently passed away. Trudy Blackwell moved, seconded by Joel Lillard, to approve the resolutions as presented. The motion carried unanimously.

*Resolution in Memorial and Appreciation
Of the Life of
Gloria Martin Farthing*



WHEREAS, Gloria Martin Farthing, was born on April 4, 1931, and resided at 152 Walter’s Mill Road, Providence, NC, 27315, at the time of her death on March 19, 2023, and

WHEREAS, Gloria Farthing, was a faithful and loving wife, mother, sister, aunt, and friend and her family’s welfare was her major and constant concern; and

WHEREAS, Gloria Farthing graduated from Cobb Memorial High School, attended Phillips Business College, and later earned a degree in early childhood education from Technical College of Alamance while working; and

WHEREAS, Gloria Farthing was a member of Providence Baptist Church and one of the final members of the Shady Grove Extension Homemakers. She loved her travels and friendships made with the Caswell County Senior Center “Gadabouts” and especially her trip to New York, and

WHEREAS, Gloria Farthing was employed by the Caswell County Public School System as a teacher’s assistant at Oakwood Elementary School with twenty-seven (27) years of service until her retirement. 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 Gloria Farthing 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 24th day of April 2023.

Mel Battle, Chairman

Vennie Beggarly, Vice Chair

Trudy Blackwell

Gladys Garland

Joel Lillard

Nicole Smith

Tracy P. Stanley

Dr. Sandra Carter, Superintendent

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*Resolution in Memorial and Appreciation
Of the Life of
Darlene Paylor Lea*

WHEREAS, Darlene Paylor Lea, was born on December 24, 1960, and resided at 301 Melvin Wrenn Road, Yanceyville, NC, 27379, at the time of her death on April 9, 2023, and

WHEREAS, Darlene Lea, was a faithful and loving mother, grandmother, sister, aunt, and friend and her family's welfare was her major and constant concern; and

WHEREAS, Darlene Lea graduated Magna Cum Laude from Bartlett Yancey Senior High School in 1979. She continued her education at Winston Salem State University, receiving a Bachelor's Degree in Elementary Education; and

WHEREAS, Darlene Lea was a member of Blackwell Missionary Baptist Church and participated in the gospel choir and the kitchen committee; and

WHEREAS, Darlene Lea was employed by the Caswell County Public School System as a teacher sharing her love for teaching and learning among three schools which include Bartlett Yancey Elementary School, Oakwood Elementary and NL Dillard Middle School until her retirement of thirty-four (34) 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 Darlene Lea 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 24th day of April 2023.

Mel Battle, Chairman

Vennie Beggarly, Vice Chair

Trudy Blackwell

Gladys Garland

Joel Lillard

Nicole Smith

Tracy P. Stanley

Dr. Sandra Carter, Superintendent

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2. Consent Agenda

(Psychological Services for Exceptional Children)

Vennie Beggarly moved, seconded by Gladys Garland, to approve the consent agenda portion that included the Psychological Services for Exceptional Children. The motion carried unanimously.

School Psychologist = Company -Dr. Joseph Bunch, School Psychologist

Cost - Determined by individual assessment forms requested by the IEP team

Estimated Annual Cost = \$1,000

Responsibilities: In order to provide professional support for the current school psychologist (1st year), a contractual agreement with Dr. Bunch is requested to provide consultation/collaboration for student assessments and professional standards. Additionally, he may be requested to review certain evaluation results and provide feedback for school psychologist.

Funding: ESSER Funds for contracted services (PRC 173)

Gladys Garland moved, seconded by Vennie Beggarly, to move the request for transfer items to closed session. The motion carried unanimously.

3. Memorandum of Understanding (MOU) / Compassion Health Care

Dr. Carter shared that the MOU is for the mobile health unit and noted that the grant which is due this week requires the MOU as part of the requirements. Board Attorney has reviewed the MOU. Dr. Carter shared that Compassion Health Care will own the mobile unit and will be stored in the fenced in transportation area when not in use.

Upon no further discussion, Dr. Carter recommended approval of the MOU as presented. Vennie Beggarly moved, seconded by Gladys Garland, to approve the MOU with Compassion Health Care as presented.

Joel Lillard questioned if parental consent is required for students under 18 and Dr. Carter confirmed that it would be.

Upon no further questions the motion by Vennie Beggarly, seconded by Gladys Garland, to approve the MOU with Compassion Health Care as presented carried unanimously.

4. NCSBA (North Carolina School Board Association) Policy Transition

Dr. Carter reviewed the policies for first reading for the board to consider.

- ❖ Policy 6100, Goals of Student Health Services
- ❖ Policy 6110, Organization of Student Health Services

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- ❖ Policy 6120, Student Health Services
- ❖ Policy 6125, Administering Medicines to Students
- ❖ Policy 6500, Goals of Equipment, Materials, and Supplies Services
- ❖ Policy 6510, Organization of Equipment, Materials, and Supplies Services
- ❖ Policy 6520, Use of Equipment, Materials and Supplies
- ❖ Policy 6521, Personal Use of Equipment, Materials, and Supplies
- ❖ Policy 6522, Use of Equipment, Materials, and Supplies by Non-School Groups
- ❖ Policy 6523, Use of Board Furnished Vehicles
- ❖ Policy 6524, Network Security
- ❖ Policy 6525, Instructional Materials Services
- ❖ Policy 6530, Resource Conservation
- ❖ Policy 6540, Hazardous Materials
- ❖ Policy 6550, Vandalism
- ❖ Policy 6560, Disposal of Surplus Property

Policy # 6120 - Joel Lillard questioned what would happen when funding runs out for the nurses at each school. Dr. Carter shared that wording will be included for "assigned school" and hopefully funding will be received from the State for these positions.

Policy # 6521 - Vennie Beggarly had concerns with the word "may" regarding parents helping with athletic fields. It was suggested to delete the words "is strongly discouraged and" from the sentence.

Policy # 6522 - Mel Battle shared that he felt this is a conflict with the board and superintendent and felt our current policy is in good shape and did not feel we needed to change anything and requested this item be removed from the list.

Policy # 6525 - Mel Battle shared all wording needs to be consistent noting textbooks and instructional materials.

Upon no further questions, Dr. Carter recommended removing Policy # 6522 from the list and approval of first reading for all other policies as listed. Joel Lillard moved, seconded by Gladys Garland, to approve first reading for policies as recommended with changes as noted. The motion carried unanimously.

- ❖ Policy 6100, Goals of Student Health Services
- ❖ Policy 6110, Organization of Student Health Services
- ❖ Policy 6120, Student Health Services
- ❖ Policy 6125, Administering Medicines to Students
- ❖ Policy 6500, Goals of Equipment, Materials, and Supplies Services
- ❖ Policy 6510, Organization of Equipment, Materials, and Supplies Services
- ❖ Policy 6520, Use of Equipment, Materials and Supplies

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- ❖ Policy 6521, Personal Use of Equipment, Materials, and Supplies
- ❖ Policy 6523, Use of Board Furnished Vehicles
- ❖ Policy 6524, Network Security
- ❖ Policy 6525, Instructional Materials Services
- ❖ Policy 6530, Resource Conservation
- ❖ Policy 6540, Hazardous Materials
- ❖ Policy 6550, Vandalism
- ❖ Policy 6560, Disposal of Surplus Property

5. Worker's Compensation Invoice

Dr. Carter reviewed the invoice for overage in worker's compensation and noted that this was due to the recent 10% increase paid from ESSER funds based on percentage of salaries. Dr. Carter recommended approval of the invoice as presented for the worker's compensation overage. Nicole Smith moved, seconded by Vennie Beggarly, to approve the worker's compensation invoice as presented. The motion carried unanimously.

EMC Insurance = \$11,161.84

Worker's Compensation

Funds = ESSER funds

V. SUPERINTENDENT UPDATES

Dr. Carter shared she needed input from the board so the Request for Proposal (RFP) for lawn care can be posted. She questioned the board's intent if mowing was to be at all schools, athletic fields, etc.

It was suggested that the mowing be for all schools, athletic field at NL Dillard Middle School and if any additional mowing is needed it will be upon request and paid at an hourly rate.

The board requested a copy of the RFP. Vennie Beggarly also requested a copy of the current contract with the company who is mowing. Joel Lillard questioned if it would be better to pay as we go and submit the RFP in January. Dr. Carter shared that Covid created a delay in the mowing contract. Mel Battle shared it is best to submit the RFP now to coincide with the budget as it runs from July 1 to June 30. Joel Lillard shared he was concerned that we may not get enough interest as we are approaching the busy mowing season and plans need to be made on mowing crews. Nicole Smith questioned what was the previous contract deadline? Dr. Carter shared it ran out two months ago and we are currently paying as they mow. Gladys Garland questioned if we have the budget to cover this. Nicole Smith shared she felt that the NL Dillard athletic field should be included and it was noted that there are mowers at both locations in the event additional mowing is needed.

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It was agreed to move forward with the RFP and a copy will be shared with the board along with a copy of the current contract with the contracted lawn care service we are currently using.

VI. BOARD MEMBER OBSERVATIONS

Trudy Blackwell did not have any.

Tracy Stanley shared she hoped we can revisit the summer hours (4 day work week). Mel Battle shared that this is on the work session for discussion.

Vennie Beggarly did not have any.

Mel Battle shared he learned a valuable lesson last week in which he went to Holmes Middle School for a volleyball game only to find out the game had been rescheduled to the next day. He shared he should have called prior to going and this was a lesson he has learned to call ahead.

Nicole Smith shared she had attended baseball and soccer games and worked in the concession stand. She shared that the facilities/concession stand is very nice and noted that visiting teams have bragged on it as well. She thanked the maintenance department for doing a great job on everything.

Gladys Garland shared we have heard a lot of information this morning and hoped that it can be posted on individual school websites also and not just on the main site. She also noted she is looking forward to the upcoming end of year events.

Joel Lillard questioned where we are on the cooler issues at the school. Dr. Carter shared that individual coolers were used to keep milk cool. Joel Lillard shared a concern with students at the high school being required to go to the cafeteria whether they eat or not and can only use the restrooms in the cafeteria. Dr. Carter shared that this is a way to monitor the students and noted that students were going into the atrium area leaving food and resulted in additional work for the custodians. Dr. Carter was asked to follow-up with the situation.

Joel Lillard shared he spoke with the transportation director regarding the electric bus and understood that if paperwork was not signed off on today that we would lose the opportunity. Dr. Carter shared that Mr. Hudson was out of the office last week and was not aware of this but would follow up and share information with the board.

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,

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confidential or not a public record (NC General Statute 143-318.11(a)(1) and to confer with legal counsel. Gladys Garland seconded the motion. The motion carried unanimously.

VII. OPEN SESSION

Gladys Garland made a motion to return to open session. Vennie Beggarly seconded the motion. The motion carried unanimously.

VIII. PERSONNEL LISTING

Dr. Carter recommended approval of the first personnel listing as presented. Tracy Stanley moved, seconded by Gladys Garland to approve the personnel listing as presented. The motion carried unanimously.

Dr. Carter recommended approval of the additional personnel listing Item A, Brook Underwood as Chief Financial Officer, with a starting salary of \$80,000 and with a six-month positive evaluation the salary will increase to \$85,000. Joel Lillard moved, seconded by Nicole Smith, to approve Brook Underwood as the Chief Financial Officer with starting salary of \$80,000 and based upon a six-month positive evaluation the salary would increase to \$85,000. The motion carried unanimously. Position is effective May 1, 2023.

Dr. Carter recommended approval of the additional personnel listing Item B, Tamatha Fullerwinder, for a four-year contract as principal at Stoney Creek Elementary. Gladys Garland moved, seconded by Tracy Stanley. The motion failed 4-3 with Lillard, Smith, Beggarly, and Blackwell voting "No."

Dr. Carter recommended approval of the additional personnel listing Item C, Justin Smith as Transportation Director with a four-year contract. Joel Lillard moved, seconded by Gladys Garland. The motion failed 4-3 with Lillard, Smith, Beggarly, and Battle voting "No."

Dr. Carter recommended approval of termination of additional personnel listing Item 2A, Renee Bacon, Bus Driver for NL Dillard and Bartlett Yancey Senior High School. Joel Lillard moved, seconded by Vennie Beggarly, to approve the recommendation for termination for Renee Bacon. The motion carried unanimously.

| | |
|---------------------------------|--|
| Retirement | |
| Stoney Creek Elementary | Michele Purnell, Media Specialist = Eff. 6/14/23 |
| Bartlett Yancey Sr. High School | Annette Gwynn, Custodian/Bus Driver = 7/31/23 |
| Central Office | Carol Boaz, Dir. of Elem. Education/Federal Programs and AIG = Eff. 12/31/23 |
| Resignation | |
| NL Dillard Middle School | Jerry Settle, Substitute Custodian = Eff. 4/28/23 |
| | Hannah May, 6 th grade ELA = Eff. 6/9/23 |

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|---------------------------------|--|
| Central Office | Charlie Hudson, Transportation Director = Eff., 5/27/23 |
| | Margaret Shaffer, K-5 Literacy Specialist = Eff. 4/30/23 |
| Transfer | |
| Stoney Creek Elementary | Sheletha Mims, K-5 Instructional Coach transferring from South = Eff. 8/1/23 |
| Employment | |
| Bartlett Yancey Sr. High School | Faye Brandon, 9-12 EC Teacher = Eff. 8/17/23 |
| Central Office | Jimmy Poteat, Director of Maintenance = Eff. 4/24/23 |
| | Brook Underwood, Chief Financial Officer = Eff. 5/1/23 |
| Substitutes | |
| | Marvel Weatherford - District = Eff. 4/24/23 |
| Bartlett Yancey Sr. High | Ena Wood = Eff. TBD |
| | Jacqueline Mims, Bus Aide Sub. = Eff. 4/25/23 |
| Termination | |
| NL Dillard/BYSHS | Renee Bacon, Bus Driver = Eff. 4/24/23 |

IX. 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. Gladys Garland seconded the motion. The motion carried unanimously.

X. OPEN SESSION

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

XI. PERSONNEL LISTING

Joel Lillard moved, seconded by Nicole Smith, to reconsider Personnel Item 1C of the additional personnel listing as presented. The motion carried unanimously.

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Dr. Carter recommended approval of the additional personnel listing Item 1C, Justin Smith as Transportation Director with a four-year contract as presented. Joel Lillard moved, seconded by Nicole Smith to approve the additional personnel listing Item 1C, Justin Smith as Transportation Director with a four-year contract as presented. The motion carried 6-1 with Beggarly voting "No."

| | |
|-------------------|--|
| Employment | |
| Central Office | Justin Smith, Transportation Director, Eff. 5/9/23 |
| | |

Consent Agenda

Dr. Carter recommended approval of the consent agenda requests for transfers as presented. Joel Lillard moved, seconded by Gladys Garland, to approve the requests for transfers as presented. The motion carried unanimously.

2023-2024 School Year

| | | | |
|----------------------|----------|----|--|
| Ellis, Parker Bruce | Caswell | to | Rockingham (11 th) |
| Ellis, Ryan Michael | Caswell | to | Rockingham (8 th) |
| Ellis, Paige Kathryn | Caswell | to | Rockingham (5 th) |
| King, Ethan | Danville | to | Caswell (6 th) / tuition applies |

XII. REPORTS

Jeremy Teetor reviewed Quarterly Reports. He noted that the current expense bank account was high due to the timing of the March payroll and things are performing as they should be. He is working with finance to make sure nothing expires.

Mel Battle questioned the field house and Dr. Carter shared that some work was put on hold during wrestling season and the lockers were on delay for shipment. Mel Battle questioned why nothing was spent on roof repairs. Jeremy Teetor shared that we have not encumbered anything and this will roll into capital outlay fund balance. Vennie Beggarly questioned landscaping and asked if mowing falls into this category. Jeremy Teetor shared that this does and falls under this line item. Vennie Beggarly questioned playground equipment. Jeremy Teetor shared that this is to refresh the mulch at playgrounds which is expensive. Vennie Beggarly shared that there are equipment needs that need to be repaired at the playgrounds. Dr. Carter shared that this may require grant funding. Nicole Smith questioned the amount budgeted for athletics but not spent and asked how this can be accessed. Jeremy Teetor shared this should be coordinated with administration and then maintenance manages it. Trudy Blackwell asked if the cost of rubber style mulch could be used as an alternative. Dr. Carter shared there are state guidelines to follow but this can be looked into if allowed. Vennie Beggarly questioned the line item for parking lot at the high school. Jeremy Teetor shared this is revenue collected for parking fees. It was shared that the parking lot

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needs upgrades and Dr. Carter shared that if buses utilize the parking lot the state can be asked to do the paving. Dr. Carter will call and ask if this can be corrected. Joel Lillard questioned the Before and After School report and noted dual employment and the payout. Jeremy Teetor shared they may be using comp time or may be asked to be paid. This service is not required; however, several districts provide the service and this year it appears to have a cushion but this may need to be reviewed next year as it is becoming more costly.

Jeremy Teetor and Brook Underwood were asked to work with the directors and principals to find out who is not paying and update the board.

Vennie Beggarly also asked Dr. Carter to follow-up on a situation with the Before and After School Program in which the kids are not allowed to watch the big screen tvs and are now using small individual computer sized screens.

XIII. CLASSIFIED SALARY STUDY

Jeremy Teetor reviewed a classified salary study as well as the process and gave an overview of the current salary scale and state guidelines. Proposed classifications were included and guidance from the board will be needed next in order to proceed. He shared he will be available to work with the board and advised to be careful when looking at employees who are substitutes and be vigilant in not treating them as full time employees.

XIV. PROPOSED BUDGET REQUEST 2023-2024

Jeremy Teetor reviewed the proposed budget that will be presented to the Board of County Commissioners. Potential risks regarding the rising cost of energy are a challenge and is included in the proposal. Mel Battle suggested removing the information for data as this has been presented to the board on several occasions. Joel Lillard questioned if a breakdown is given. Mel Battle shared it has been shared both ways. Jeremy Teetor suggested showing working papers on what we spend, salaries, benefits, etc.

XV. COMMUNICATIONS

Special Olympics is scheduled for May 5, 2023 beginning at 9:15 a.m. at Bartlett Yancey Senior High School

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XVI. ADJOURN

Gladys Garland made a motion to adjourn the meeting at 3:33 p.m., Joel Lillard seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on May 8, 2023 at 9:00 a.m. in the Caswell County Schools Administration Building.

Mel O. Battle
Chairman

Dr. Sandra Carter
Superintendent