

CASWELL COUNTY BOARD OF EDUCATION MINUTES

March 13, 2023

The Caswell County Board of Education met in regular session on Monday, March 13, 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, Nicole Smith, and Trudy Blackwell. Others present include Superintendent Dr. Sandra Carter, Jennifer O'Briant, Carla Murray, Carol Boaz, Brook Underwood, Jolandria Graves, Jerry Hatchett, Lisa Lassiter, 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 Vennie Beggarly, to approve the minutes of the February 27, 2023 regular meeting and February 27, 2023 work session as presented.

Changes were noted to Page 2 of the work session minutes by Nicole Smith to add the wording athletic expenditures on page 5 and 6 to include football. Trudy Blackwell asked for word to be changed to "guidelines" on page 2 and Joel Lillard asked that wording "to check with sheriff's department" be included.

With no other changes, the motion made by Gladys Garland, seconded by Vennie Beggarly, to approve the minutes of the February 27, 2023 regular meeting and February 27, 2023 work session as presented with changes as noted carried unanimously.

I. C. APPROVAL OF AGENDA

Dr. Carter recommended approval of agenda as presented. Vennie Beggarly moved, seconded by Trudy Blackwell, to approve the agenda as presented. The motion carried unanimously.

I. D. ANNOUNCEMENTS

Dr. Carter shared that she and several of the board members recently attended the Piedmont Triad Educational Consortium (PTEC) Signature Breakfast and this year's signature school for Caswell was Bartlett Yancey Senior High School. A video was shared that was highlighted at the breakfast. Dr. Carter thanked Dr. Dodson, Ms. Jones, and Mr. Stokes for their work in creating the video.

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I. E. PUBLIC COMMENTS

None at this time.

II. UNFINISHED BUSINESS

Work Orders – Maintenance

Maintenance Director Jerry Hatchett was at the meeting to answer any questions regarding the work order listing that was shared with the board.

Those include:

- Blinds at Oakwood
- Locks
- Freezer
- Ramp at Stoney Creek
- Playground / safety issues
- Multiple leaks / roof leaks

During the discussion, Jolandria Graves, Child Nutrition Director, shared that a grant has been received to provide an ice-coffee machine at the high school. A total of \$7500 grant money was received through the Dairy Alliance.

Questions ended regarding the warranty at the high school and when this will expire. Mr. Hatchett shared that the warranty expires in August of 2023 unless other equipment has a longer warranty expiration (i.e., HVAC, etc.) As problems exist they have been included in work orders so that a written list is available to be included on the final punch list. Mr. Powell (Project Manager) is also forwarded a copy of the work orders and these will need to be corrected before the end of August 2023. If items have not been documented prior to August 2023, this will not be the contractor's issue.

A question was asked regarding the heating issue. Mr. Hatchett shared that the heating unit has a five year warranty but does not include general maintenance.

A question was asked regarding a crack to the outside of the building at the high school. Mr. Hatchett shared this has been passed along and looked at by Mr. Powell. It appears to be a "stress crack" and this is common to occur once buildings settle and transition from hot temperatures to cold. It does not appear to be an issue.

Trudy Blackwell requested to Mr. Hatchett that Mr. Powell write up something in regards to the "stress crack" so that we will have this recorded in the event there is an issue in the future.

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Tiles at South were replaced and were due to large heavy potted plants that leaked due to nothing being underneath the pots.

A question was asked regarding no hot water in the nurse station at the high school. Mr. Hatchett shared this is true; however, it takes approximately 30 minutes to get hot water due to the design as there is no circulation on the water lines. At this time it would be extremely costly to fix and he suggested using the shower area and add another pipe to receive hot water. This would be a more economical way to proceed.

Mel Battle asked to see a master punch list for CT Wilson.

Question was asked regarding down spouts and water possibly going under the building. Mr. Hatchett shared that most are tied into a storm drainage system but some may have a turn out and the pipe may have collapsed under the earth. This too, is costly to repair and splash blocks are used.

Question was asked regarding flood light at the football stadium. Mr. Hatchett shared that this would be a capital outlay request as the amount would be \$100,000 or more. He suggested using a solar panel light to assist with the darkness.

Dr. Carter shared that in the beginning the commissioners were explicit that athletics could not be included as part of the construction.

Dr. Carter thanked Mr. Hatchett for all the work he does.

Rescind Policies

- Policy # 310, News Releases
- Policy # 445, Selling Items in Schools
- Policy # 455, Use of Tobacco Products
- Policy # 640, Research

Dr. Carter recommended rescinding the policies as listed. Joel Lillard moved, seconded by Nicole Smith, to rescind policies as listed. The motion carried unanimously.

- Policy # 310, News Releases
- Policy # 445, Selling Items in Schools
- Policy # 455, Use of Tobacco Products
- Policy # 640, Research

III. REPORTS

None at this time.

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IV. NEW BUSINESS

1. Consent Agenda

Dr. Carter recommended approval of the consent agenda.

Mel Battle questioned if we have a master listing for student transfer requests. Connie Kimrey shared that letters are sent after approvals are made; however, a master listing does not exist. Copies are filed for all requests.

Upon on further questions, Trudy Blackwell moved, seconded by Gladys Garland, to approve the consent agenda as presented.

Consent Agenda:

- Budget Amendment # 2
- Request for Transfer

Budget Amendment # 2

CASWELL COUNTY SCHOOLS					BUDGET AMENDMENT # 2			
Caswell County Board of Education made the following resolution:								
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.								
Fund	Purpose	PRC	Object	Account	Notes	Debit	Credit	
1	3100	000	000	State Revenue	Additional State Revenue		\$24,317.00	
1	5110	001	121	Teacher Salary	Received additional state funds for this purpose	\$24,317.00		
4	9002	001	411	Floor Covering	Increasing to cover cost of flooring projects for the year	\$24,235.00		
4	9017	001	326	HVAC Repairs	Increasing to cover cost of HVAC repairs for the year	\$15,100.00		
4	9004	001	528	Roofing	Reducing to cover flooring and HVAC projects so far this year		\$39,355.00	
Additional State Funds						\$24,137.00		
Additional Capital Outlay Funds						\$0.00		
Passed by majority vote of the Caswell County Board of Education on the 13th day of March 2023.								

Request for Transfer

Yarbrough, Kayden Caswell to Person (4th)

2. NCSBA Policy Transition – 6000 (Part 1 of 3)

- 6000, Support Services
- 6200, Goals of School Nutrition Services

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- 6210, Organization of School Nutrition Services
- 6220, Operation of School Nutrition Services
- 6225, Free and Reduced Price Meal Services
- 6230, School Meal and Competitive Food Standards
- 6400, Goals of the Purchasing Function
- 6401/9100, Ethics and the Purchasing Function
- 6402, Participation by Historically Underutilized Businesses
- 6410, Organization of the Purchasing Function
- 6420, Contracts with the Board
- 6421, Preaudit and Disbursement Certifications
- 6425, Continuing Contracts
- 6430, Purchasing Requirements for Equipment, Materials, and Supplies (Option 1)
- 6441/9121, Bidders' List
- 6442, Vendor Lists
- 6450, Purchase of Services

Policies were reviewed. There were no changes suggested to any of the policies as presented. Dr. Carter recommended approval of first reading to the policies as presented. Nicole Smith moved, seconded by Joel Lillard, to approve first reading and for policies to lay on the table for second reading. The motion carried unanimously.

- 6000, Support Services
- 6200, Goals of School Nutrition Services
- 6210, Organization of School Nutrition Services
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V. SUPERINTENDENT UPDATES

Dr. Carter asked Ms. Jolandria Graves, Child Nutrition Director, to update the board or answer questions regarding child nutrition.

- Mel Battle questioned why the high school has a sign on the front door indicating that no outside food is allowed and also questioned if the other schools have a sign on their door. Ms. Graves shared she was not aware of this. Mel Battle shared that he felt schools need to be consistent and asked for follow-up regarding this at the next meeting. He also questioned Ms. Graves on her position on this. Ms. Graves shared that she was not in agreement with outside food and follows the HACCP guidelines noting that food needs to be a certain temperature and if a student were to get sick at school, the school is liable. Mel Battle shared an example of a bag of potato chips and putting them in a ziplock bag. Ms. Graves shared this was the same thing. Mel Battle shared that all schools are not consistent. Joel Lillard disagreed noting that a child can bring a sandwich from home and it is not monitored and felt that what is competitive is what is sold in the cafeteria but none of the guidelines reference adults. He didn't feel that you cannot tell a child they can't bring their own lunch. Vennie Beggarly shared similar concerns with the chips and for adults to bring outside food into the school. Discussion took place regarding the guidelines and outside food.

Dr. Carter shared that we are under a threshold of funding from the state and must adhere to the guidelines in order not to lose the money.

Mel Battle referenced the sign again at the high school and felt that someone told someone to put this sign up noting it didn't just randomly appear and requested an update on why the sign was posted and an update on outside food at the next meeting.

Other discussion took place noting that teachers should be allowed to have outside food if it does not create a problem and it appears that it is just an issue when eating inside the cafeteria. It was felt that teachers should be able to stop and purchase a coffee, etc. and bring to school with them. Teachers should be aware and use common sense knowing they should not eat once class has begun and we should try to accommodate our teachers but they should be following common sense rules.

Other updates included:

- We have signed a contract with Frontline (sub-finder) and in the process of transferring the information. Plans are to begin using this system at the beginning of the next school year.
- Summer School schedule was shared with the board.

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- Jennifer O'Briant is continuing to do research on the detectors and found that other surrounding districts use Evolve. If the grant becomes available we plan to be ready to move on it quickly. Questions were asked if staffing would be required to man it. Ms. O'Briant shared that this particular detector would require staffing and if the alarm goes off, a second person would be needed to escort the person to a search area. Attorney Bradsher shared that if this is the route that is agreed upon that an MOU may be needed at the site to avoid liabilities. Ms. O'Briant shared that Karen Fawley explained staffing shortages and all districts are having similar concerns with the lack of School Resource Officers. She is checking to see if the wording will provide options for outside security but a requirement is they must have arresting capabilities. Ms. O'Briant also shared that there are mobile options in which they can be moved as well as having options for interior and exterior with exterior being more expensive.
- Dr. Carter shared she spoke with Billy Crumpton with Compassion Health Care (CHC) and they are looking into a grant which would make available a mobile health unit strictly for Caswell County Schools. An MOU is being reviewed by the Board Attorney at present. If the grant is awarded, this unit will be under the ownership of CHC and will be housed in the bus garage fenced in area when not in use. This will provide assistance with vaccinations and other health needs.
- Dr. Carter shared that the survey for ROTC is going out this week at the middle and high school. Mel Battle requested a copy be shared with the board.
- Dr. Carter shared that House Bill 291 is a concern with LEAs in which more funds may have to be shared with charter schools. Dr. Carter is also following House Bill 206 regarding increasing the dropout age from 16 to 18. Mel Battle also shared that a House Bill was filed for calendar flexibility and noted the House is in favor; however, the Senate is not. A representative is scheduled to be at the next meeting to meet with the board.
- Dr. Carter shared the calendar committee has met once and will meet again prior to bringing a draft to the board. They are working with the number of hours required (1025) and the schedules with first and second semester and noted it is difficult to do this due to having a heavier cushion in the spring due to inclement weather and less workdays in the fall. The committee will meet again to review.

VI. BOARD MEMBER OBSERVATIONS

Joel Lillard shared he attended the Signature School Breakfast and it was very nice.

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Gladys Garland shared she also attended the Signature Breakfast and was proud of Bartlett Yancey Sr. High School.

Nicole Smith shared she has attended baseball, soccer, and basketball games and the kids were very well behaved. She attended an away game and the opposing team was Cornerstone Charter and noted that BYSHS lost by one point but they did very well. She shared information regarding Project Launch which is offered to communities through First Bank. They awarded \$20,000 to schools and asked if this is something Medina Jones and Carol Boaz can look into.

Trudy Blackwell questioned what is the response time when parents call in. Mel Battle asked that this be discussed in closed session.

Vennie Beggarly and Tracy Stanley had nothing to share at this time.

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

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

Retirement	
Central Office / Maintenance	Jerry Hatchett, Maintenance Director = Eff. 6/1/23
Resignation	
Stoney Creek Elementary	Jessica Lunsford = Rescinded (from 1/23/23)
Bartlett Yancey Sr. High School	Teresa Hawker, 9-12 EC Teacher = Eff. 3/27/23
Employment	

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North Elementary	Patricia Moshenek, K-5 Teacher Asst. = Eff. 3/14/23
Employment - Part Time	
Bartlett Yancey Sr. High School	Brenda Watkins = Child Nutrition (4 hours/day)
	Deana Murphy = Child Nutrition (4 hours/day)
NL Dillard Middle School	Nicole Royal = Child Nutrition (4 hours/day)

IX. COMMUNICATIONS

- Information was shared with the board listing events that are provided to staff. Discussion took place regarding providing a meal to staff on the required work day scheduled for March 22, 2023.

Joel Lillard moved, seconded by Nicole Smith, that a meal not to exceed \$10.00 per person be provided to staff working on March 22, 2023 and options will be looked into at Caswell Pines, Subway, Midtown, and Mt. Herman Meat Market with the best competitive price being used. The motion carried unanimously. Connie Kimrey will update the board once confirmed.

- Vennie Beggarly asked if parents can be informed that they are allowed to attend the Battle of the Books.
- Trudy Blackwell shared she will not be in attendance at the next scheduled meeting.
- Joel Lillard asked if a confirmed date could be made for the meeting in June due to the Summer Conference dates. All were in agreement to have one meeting on June 26, 2023 at 6:30 p.m. A reminder that the one meeting in April is scheduled for April 24, 2023 at 9:00 a.m.

X. ADJOURN

Gladys Garland made a motion to adjourn the meeting at 3:00 p.m., Nicole Smith seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on March 27, 2023 at 6:30 p.m. in the Caswell County Schools Administration Building.

Mel O. Battle
Chairman

Dr. Sandra Carter
Superintendent