

CASWELL COUNTY BOARD OF EDUCATION MINUTES
November 21, 2022

The Caswell County Board of Education met in regular session on Monday, November 21, 2022, at 9:00 a.m. in the Administration Building of Caswell County Schools. Members present: Chairman Wayne Owen, Vice Chair Gladys Garland, Mel Battle, Vennie Beggarly, Donna Hudson, Tracy Stanley, and Trudy Blackwell. Others present include Superintendent Dr. Sandra Carter, Jennifer O'Briant, Carol Boaz, Terri Gullick, Brook Underwood, Kim Shelton, Lisa Lassiter, Joel Lillard, Amy Adkins, Amy Harger-Carter, Carla Murray, Medina Jones. Board Attorney Ron Bradsher was absent. 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 Wayne Owen. A moment of silence was observed followed by the Pledge of Allegiance.

I. B. APPROVAL OF MINUTES

Vennie Beggarly moved, seconded by Gladys Garland, to approve the minutes of the October 24, 2022 regular meeting as presented. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

Dr. Carter recommended approval of agenda as presented. Mel Battle moved, seconded by Tracy Stanley, to approve the agenda with changes as presented. The motion carried unanimously.

I. D. ANNOUNCEMENTS

Dr. Carter shared that Jennifer O'Briant, Director of Student Services, applied and was awarded receipt of a safety grant in the amount of \$176,000. This will be used to fund the elementary School Resource Officers. Dr. Carter has reached out to Sheriff Durden who is trying to secure officers.

Dr. Carter shared that three board members as well as herself attended the North Carolina School Board Association Annual Conference. Recognition was extended to Vennie Beggarly, Mel Battle, and Gladys Garland.

Students also submitted videos for the middle/high school level and artwork for the elementary level. Award recognition will be shared in January as Caswell received several honorable mentions.

Dr. Carter extended thanks and congratulations to Wayne Owen and Donna Hudson who have served on the Board of Education noting this is their last official meeting. Thanks were given on the work they have done and their service to Caswell County Schools.

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Dr. Carter also wished everyone a happy and safe Thanksgiving.

The volleyball team will receive recognition at the December meeting.

I. E. PUBLIC COMMENTS

None at this time.

II. UNFINISHED BUSINESS

None at this time..

III. REPORTS

The audit report was reviewed and it was shared there were no disagreements with management. Overall the audit went fine and the opinion was that of a clean audit. Details were reviewed and basically the school system “broke even” as all of the appropriations were utilized in the current year. Challenges to consider included once the level of revenue will not continue after ESSER funds are gone and trying to find the decrease where it will occur (indirect cost). The other challenge will be to maintain profitability in the Child Nutrition fund. When this account is in deficit, it will need to be funded with local funds and this is something you do not want to use. It will be difficult to get the amount received now as students will not be eating for free.

The education stability fund (non-recurring expenditures) will expire soon. It was suggested to look at what will continue and what these funds are supporting.

Thanks were given to Jeremy Teetor as well as the Finance Department for their help in working with the auditors as a lot of time is spent preparing for this to take place.

Overall it was a very clean audit report.

Dr. Carter recommended approval of the audit report. Donna Hudson moved, seconded by Trudy Blackwell, to accept the audit report as presented. The motion carried unanimously.

IV. NEW BUSINESS

1. Consent Agenda

Dr. Carter recommended approval of the consent agenda. Mel Battle requested that the request for transfer and charter bus listing be pulled until after closed session.

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Mel Battle moved, seconded by Gladys Garland, to approve the consent agenda as presented with the omission of the transfer request and charter bus listing. The motion carried unanimously.

Consent Agenda:

Follett School Solutions, LLC

Renewal Quote: \$13,121.88

Follett is the hosted service for both Library (books and materials) and Resource (computers) Manager inventory and circulation for all schools and the Central Office. This is the annual subscription.

Funds: Tech Software (2.6403.801.418.000.000.00)

2. Elevate K-12

Medina Jones requested an addendum for Elevate K-12 in the amount of \$98,000 for the second semester. This will pay for Chemistry, English, and Physical Science classes. She shared is we have a qualified candidate we are not restricted and will be issued a credit.

It was questioned how these classes are working out. Ms. Jones shared that there have been concerns with language barriers and students having to redo assignments. These issues have been looked into and have been addressed. Concerns were voiced with students having to redo the assignments and questioned if tutoring is available with Elevate K-12. Ms. Jones shared that tutoring is offered. Other questions included who monitors these classes and how are they being paid. Dr. Carter shared that substitutes are filling these vacancies and sub pay is being used. It was shared that special people are needed to be in these classes. Other questions included if the money received from the state to be used for teachers as their regular salary are being used to pay for this and we are not having to use any additional funding. Also, how does the credit work? Jeremy Teetor shared that the salary/benefits level out and if there is a credit hanging we will work to figure this out at the end of the year to make sure we utilize it so it will not cross into fiscal years with State money.

It was requested that information be shared with the board on how the students who are enrolled did in the first semester.

Upon no further questions, Dr. Carter recommended approval of the addendum to the Elevate K-12 invoice in the amount of \$98,000. Vennie Beggarly moved, seconded by Mel Battle, to approve addendum to Elevate K-12 in the amount of \$98,000. The motion carried unanimously.

Funding: 1.5110.031.311.000.00

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3. School Improvement Plans (North & Stoney Creek Elementary)

Principal Janice Castle presented the School Improvement Plan for North Elementary and Principal Terri Gullick presented the School Improvement Plan for Stoney Creek Elementary.

Upon review, Dr. Carter recommended approval of all School Improvement Plans for the district. Donna Hudson moved, seconded by Vennie Beggarly, to approve all School Improvement Plans. The motion carried unanimously.

It was shared that overall we have seen the different committees and meetings that have been taking place and to keep in mind that some of the same teachers tend to be pulled. We need to be careful that we are not adding so much to our teachers that they are overwhelmed as they are having many things placed on them this year.

4. North Carolina School Board Association Policy Transition

- ❖ Policy # 4330, Theft, Trespass, and Damage to Property
- ❖ Policy # 4331, Assaults and Threats
- ❖ Policy # 4333, Weapons, Bomb Threats, Terrorist Threats, and Clear Threats to Safety
- ❖ Policy # 4334/5035/7345, Use of Unmanned Aircraft (Drones)
- ❖ Policy # 4335, Criminal Behavior
- ❖ Policy # 4340, School-Level Investigations
- ❖ Policy # 4341, Parental Involvement in Student Behavior Issues
- ❖ Policy # 4342, Student Searches
- ❖ Policy # 4345, Student Discipline Records
- ❖ Policy # 4351, Short-Term Suspension
- ❖ Policy # 4352, Removal of Student During the Day
- ❖ Policy # 4353, Long-Term Suspension, 365-Day Suspension, Expulsion
- ❖ Policy # 4362, Requests for Readmission of Students Suspended for 365 Days or Expelled
- ❖ Policy # 4370, Student Discipline Hearing Procedures

Dr. Carter reviewed the policies for first reading. She suggested holding these for second reading for the first meeting in January to allow new upcoming board members time to review.

Policy 4342, Student Searches, was questioned with regards to student searches. It was shared that it seems we are taking away all safety measures from our principals. Other concerns included the drug dog searches and questioned why this was removed. It was shared that the updated policy appears to be too loose and children have rights but not at the expense of someone else's safety. The board was not in favor of removing the searches and it was questioned if this could be done as we have done this in the past. Dr. Carter will review these concerns with the board attorney and bring back for second reading.

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Other concerns included why a paragraph was deleted regarding “any person who is not a student.” Dr. Carter will inquire on this section as well.

Policy 4345, Student Discipline Records, was noted that this information needs to be included in the handbooks.

Policy 4352, Removal of Student During the Day, was discussed and felt that this is not a healthy situation to carry students home and felt that utilizing the sheriff's department is the best route.

Paragraphs # 1 and # 2 need to be reworded.

Upon no further questions, Dr. Carter recommended approval of first reading of the policies as presented with follow-up and changes as noted with second reading to be held at the first meeting in January. Gladys Garland moved, seconded by Mel Battle, to approve first reading as noted with second reading to be had in January. The motion carried unanimously.

It was noted that when moving forward with the policies we may need to reach out to Kathy Boyd with the North Carolina School Board Association and share that all policies cannot be generic across the board and to remember that we are a small rural district and to keep that in mind as we move forward.

V. SUPERINTENDENT UPDATES

Dr. Carter shared that prior to Covid we had received a grant in the amount of \$25,000 to hire an Art's Consultant to help with writing a larger grant and securing the necessary data. This position will be posted this week.

Dr. Carter also shared that High Point University has received a grant in the amount of \$10 Million dollars to be used for the area Piedmont Triad Education Consortium. This will give a person/persons the opportunity to take evening classes for one year and is offered to directors and principals. The classes will be free; however, they must commit to attend the evening classes and will allow an opportunity for leadership growth. Dr. Carter is unsure if anyone is interested but will share the information.

VI. BOARD MEMBER OBSERVATIONS

Gladys Garland shared she attended the recent school board conference and an informative work session was given on safety. She felt we may need to have someone give an update as to where we are with our safety areas for all students. Also, in regards to Elevate K-12 we need to make sure we are showcasing all of our students and serving them all equally.

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Mel Battle questioned if anyone from the NC Lottery contacted her in regards to the recent annual conference. Dr. Carter shared they had not.

Donna Hudson shared she has enjoyed the last eight years serving on the board and noted she has served in several capacities over the years and noted this was by far the most difficult. She wants the board to continue to share the positive things noting we have many former students from Caswell who have achieved success. She thanked the board for the service they do for our students.

Wayne Owen shared similar sentiments noting that we have enough people pushing the negative and we have a lot of positives. He thanked the board and shared he enjoyed working with them noting that we have had to make difficult decisions that affect students and staff.

VI. CLOSED SESSION

Gladys Garland 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

Tracy Stanley made a motion to return to open session. Donna Hudson seconded the motion. The motion carried unanimously.

VIII. PERSONNEL LISTING

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

Resignation	
Bartlett Yancey Sr. High School	Nancy Thompson, 9-12 ELA Teacher = Eff. 10/31/22
Stoney Creek Elementary	Michelle Whitfield, Instructional Coach = Eff. 11/27/22
	Pamela Bodley, K-5 Teacher = Eff. 11/30/22
Retirement	
NL Dillard Middle School	Richard Johnson, 6-8 Social Studies Teacher = Eff.

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Classified Employment	
NL Dillard Middle School	Jillian Spain, 6-8 Social Studies Teacher = Eff. 1/2/23
	Jerica Brooks, 6-8 Social Studies Teacher = Eff. 1/2/23
Bartlett Yancey Sr. High School	Quentin Anglero, Alternative Teacher = Eff. 11/22/23
	Linda Edmonds Clark, School Counselor = Eff. 11/28/22
	Jarrett Hanks, 9-12 ELA Teacher = Eff. 1/2/23
Oakwood Elementary	Deborah Coleman, K-5 EC Teacher = Eff. 1/2/23
Central Office	Lacy Flynn, Admn. Asst. Elementary Ed./AIG/Federal Programs = Eff. 11/22/23
Substitute	Lance Hatfield - Sub. Teacher (District)
	Elizabeth Crews - Sub. Teacher (NLD)
	Sherry Brown - Sub. Teacher (District)

Charter Bus Listing

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

Charter Bus Listing:

- Academy Bus, LLC (Durham, NC)
- Blue Diamond Transportation, Inc. (Raleigh, NC)
- First Class Tours, Inc. (Winston-Salem, NC)
- Holiday Tours, Inc. (Randleman, NC)
- Sunway Charters (Winston-Salem, NC)
- W&W Luxury Limousine Service (Danville, VA)
- Carolina Livery (Durham, NC)

Reorganization

Dr. Carter recommended the following reorganization:

- Reorganize/move Shannon Apple’s position (currently 11 month) to a 12 month position = Data Manager/Accountability Coordinator
- Move Jeff Cooke and Jeremy Smith to Tech. II positions = Pay Grade 68
- Move Central Office Clerical Classified up one pay grade as listed on chart that was reviewed

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- Hire a twelve month clerical classified position (Licensure & Public Information Specialist) = Pay Grade 60

Tracy Stanley moved, seconded by Gladys Garland, to approve the recommendations of reorganization by Dr. Carter. The motion carried unanimously (Wayne Owen recused himself from the vote).

Request for Transfer

Dr. Carter shared she will not recommend approval for the transfer request as presented due to the nature of the request. Tracy Stanley moved, seconded by Gladys Garland, to accept the recommendation to deny the transfer request as presented. The motion carried unanimously.

Nursing Supplement

Dr. Carter recommended approval of a 10% annual salary bonus to Brooke Underwood. Mel Battle moved, seconded by Tracy Stanley, to approve a 10% bonus of her annual salary to Brooke Underwood. The motion carried unanimously.

Dr. Carter recommended approval of the nurses to receive the 10% supplement and for it to be retroactive to the first of the school year. Tracy Stanley moved, seconded by Gladys Garland, to approve the 10% supplement for school nurses. The motion carried 5-2 with Battle and Beggarly voting "No."

IX. COMMUNICATIONS

Board members shared information they would like included in the board notebook to assist with new board members. Those items included:

- Items board members can and can't do
- PRC codes for budget
- P-Card training
- Ethics training
- Procedures / when to ask Board Attorney information

Mel Battle extended thanks to Wayne Owen and Donna Hudson.

X. ADJOURN

Donna Hudson made a motion to adjourn the meeting at 3:50 p.m., Tracy Stanley seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on December 12, 2022 at 9:00 a.m. in the Caswell County Schools Administration Building.

Chairman

Dr. Sandra Carter
Superintendent