

CASWELL COUNTY BOARD OF EDUCATION MINUTES

May 24, 2021

The Caswell County Board of Education met in regular session on Monday, May 10, 2021 at 9:00 a.m. in the Administration Building of Caswell County Schools. Members present: Chairman Wayne Owen, Vice Chair Gladys Garland, Trudy Blackwell, Donna Hudson, and Mel Battle. Vennie Beggarly and Tracy Stanley attended virtually. Others present include Superintendent Dr. Sandra Carter and Board Attorney Ron Bradsher. Connie Kimrey recorded the minutes. Meeting was livestreamed via Zoom.

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

Gladys Garland moved, seconded by Mel Battle, to approve the minutes of the May 10, 2021 regular meeting and May 18, 2021 work session as presented. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

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

I. D. ANNOUNCEMENTS

Dr. Carter shared a reminder that Friday, May 28th, is the last day for students and will end with an early release at 12:30 p.m. She extended thanks to all students, staff, and parents as this has been a very challenging year. Dr. Carter also reminded board members of the June 5th graduation ceremony for Bartlett Yancey Senior High School and it will be held on the football stadium. Congratulations were extended to all the 2020-2021 graduating seniors.

I. E. PUBLIC COMMENTS

None at this time.

II. UNFINISHED BUSINESS

None at this time.

III. REPORTS

Principals shared brief reports on their individual schools. The following principals shared updates:

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Jennifer O'Briant, Oakwood Elementary
Terri Gullick, Stoney Creek Elementary
Steve Evans, South Elementary

IV. NEW BUSINESS

1. Consent Agenda

Dr. Carter recommended approval of the consent agenda as presented. Mel Battle moved, seconded by Gladys Garland moved, to approve the consent agenda as presented.

A board member shared concerns regarding the purchase of the tools and the amount along with the recently approved tools and felt that was quite a bit of money to absorb for tools. It was requested that the board member would like to go see them. Dr. Carter shared that the transportation department employees currently provided their own tools and the department had none of their own. To supply the tools for the department the cost can easily be factored in as it will supply enough tools for the entire shop. Another member questioned once the tools are here if the employees will carry their personal tools home. Dr. Carter confirmed that they would.

Another concern shared by a board member regarded the quotes for the security and questioned if the low bid is the same company that originally installed the security equipment. Dr. Carter shared she would have to confirm. Concerns shared included the variance between the costs for the third quote in comparison with the first two.

Upon discussion it was requested for Items E and G on the consent agenda to be voted on separately.

The original motion by Mel Battle, seconded by Gladys Garland was amended to approve the consent agenda with the exception of "E" and "G" carried unanimously.

Dr. Carter recommended approval of Consent Agenda Item "E" and "G." Mel Battle moved, seconded by Gladys Garland. The motion carried 4-1 with Battle voting "No." (*Stanley and Beggarly participated virtually*)

Consent Agenda

Requests for Transfer

Brown, Hunter Ann	Caswell	to	Alamance-Burlington (3 rd)
Brown, Jr. Jason Eric	Caswell	to	Alamance-Burlington (9 th)
Gutierrez, Felix	Caswell	to	Rockingham (2 nd)
Gutierrez, Rosa	Caswell	to	Rockingham (8 th)
Wilson, Cullen	Caswell	to	Person (1 st)
Wilson, Jase	Caswell	to	Person (5 th)

Brown, Maggie Lane Rockingham to Caswell (4th)*

*Employee of Caswell County Schools = tuition is waived (annual renewal)

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Budget Amendment # 16

CASWELL COUNTY SCHOOLS								BUDGET AMENDMENT # 16				
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, 2021.												
#	Account Code							Description	Debit	Credit		
1	1	3100	000	000	000	000	00	Allocations from State Public School Fund		7,736.00		
	1	5200	000	000	000	000	00	Special Population Services	7,736.00			
2	1	3100	000	000	000	000	00	Allocations from State Public School Fund		164.00		
	1	5100	000	000	000	000	00	Regular Instructional Services	164.00			
									7,900.00	7,900.00		
Justification(s):												
1	Allotment Revision #54 - Group Foster Home Allotment (Increase in Revenue)											
2	Allotment Revision #55 - Early Grade Reading Proficiency Allotment (Increase in Revenue)											
Funding Source: State												
									Total appropriation in current budget:	\$ 19,303,243		
									Amount of increase/(decrease) of amendment:	\$ 7,900		
									Total appropriation in amended budget:	\$ 19,311,143		

Budget Amendment # 17

CASWELL COUNTY SCHOOLS								BUDGET AMENDMENT # 17				
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, 2021.												
#	Account Code							Description	Debit	Credit		
1	3	3600	171	000	000	000	00	Revenue - ESSER II		3,028,328.00		
	3	5200	171	000	000	000	00	Special Population Services	75,000.00			
	3	5300	171	000	000	000	00	Alternative Programs and Services	959,252.00			
	3	5800	171	000	000	000	00	School Based Support Services	877,084.00			
	3	6500	171	000	000	000	00	Operational Support Services	929,550.00			
	3	6600	171	000	000	000	00	Financial and Human Resource Services	45,000.00			
	3	7200	171	000	000	000	00	Nutrition Services	14,123.00			
	3	8100	167	000	000	000	00	Indirect Costs	128,319.00			
									3,028,328.00	3,028,328.00		
Justification(s):												
1	ESSER II - DPI approved plan (Increase in Revenue).											
Funding Source: Federal												
									Total appropriation in current budget:	\$ 3,391,120		
									Amount of increase/decrease of amendment:	\$ 3,028,328		
									Total appropriation in amended budget:	\$ 6,419,448		

Vehicle Purchase for Technology Department

H&O Auto Sales, 1024 South Boston Road, Danville, VA 24540

2013 Nissan NV Cargo Conversion Van

Mileage = 290,172

Cost \$6,816.60

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Tools for Transportation Department

Snap-On Industrial, 3011 IL RTE 176, Door 1, Crystal Lake, IL 60014

Total: \$21,594.31

Funding: Transportation Equipment 1.6550.056.461.000.000.00

Discovery Education Experience

Total: \$18,000.00

Funding: PRC 165 (Elementary and Secondary Emergency Relief (ESSER Fund) Grant received from the State assigned specifically for this purpose

Security Door Access Control for Elementary and Middle

Integrators Cabling Corporation

Total: \$75,185.40

Funding: Security / State Lottery

CDW-G Contract: Chromebooks

Total: \$620,101.41

Funding: Instructional Technology Computer Equipment / CARES Act (ESSER 1)
3.5860.163.462.000.000.00

North Carolina School Boards Association - Alignment with Caswell County Schools Board Policies

Custom Policy Manual Project. \$29,900 (spread over 2 or 3 years) and waive current \$2,500 PLS subscription cost for two years. Caswell County Schools (CSS) currently has a school board policy manual that is not aligned with the NCSBA's Policies to Lead the Schools (PLS).

NCSBA proposes to assist CCS in converting its current policy manual to one that is based on NCSBA's PLS manual through a Custom Manual Contract. With the contract, an NCSBA attorney would work with the CSS board and administration (1) to create a policy manual that complies with state and federal law and (2) to incorporate the CSS board's goals and practices into the basic PLS policies. This step-by-step process would likely take at least two years.

The cost for a custom manual project is \$29,900, with this cost to be spread over three fiscal years (\$9,966.66 per year). During the first two years of the custom manual contract, NCSBA will waive the PLS Update Service subscription cost of \$2,500 per year. Included in the contract is one hour of training with the board on the policy manual customization process. In addition, NCSBA administrative support staff will support the project by creating and revising all CSS policy documents and charts during the project. It takes about two months from NCSBA's receipt of payment to deliver the first set of customized policies.

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Webhosting. (\$1,250 one-time set-up fee; \$3,650 per year) This is a separate service, and the Board is not required to use it, even if it chooses to do a Custom Policy Manual. Use of NCSBA’s policy manual webhosting service would facilitate the process of posting new and revised board policies online.

With a webhosting contract NCSBA will take all current CSS policies and prepare the documents for the new website. The website would be set up with two separate manuals: one for the “existing policy manual” and one for the “new policy manual.” To see how this would appear to the public from the CSS webpage,

http://media.microscribepub.com/landingpages/DPS_LandingPage.htm

The cost is as follows. There is a one-time initial development fee of \$1,250. Thereafter, the cost of the webhosting service would be \$3,650 per fiscal year, prorated in the first year (i.e., if the Board’s online manual is not available until October 1, the Board would pay for nine months of webhosting, rather than a full year. The webhosted CSS manual would feature a colorful display with the CCS colors and logo, a search engine to help locate policies, and links to state and federal laws and other legal resources. New or revised CSS policy documents would be posted to the online policy manual within 24 to 48 hours after a board meeting without requiring a significant amount of time by CSS staff. The timeline for having the website ready to go live is generally two months after NCSBA’s receipt of payment.

Recommend one-time Contract Services with NCSBA and terms as follows:

Custom Policy Manual: \$29,900 (divided) over three years (\$29,900/3 years)	\$9,967
Webhosting: \$1,250 set-up one-time fee:	1,250
Total:	\$11,217
Funding= BOE Contracted Services - 2.6910.801.311.810.000	

2. Pilot Program = Ion Purifiers for Buses

Dr. Carter shared that North Carolina Department of Public Instruction (NCDPI) has chosen Harnett and Caswell County to participate in a pilot program to introduce ion air purifiers to five school buses in each of the two counties. The ion purifiers are technology to deter the spread of Covid, allergens and air particles. NCDPI will collect this data to determine if needed throughout the state. Funding will be used from Transportation.

Board members shared concerns asking if this is a pilot program why we are required to pay. It was understood that transportation has funding and if not spent would lose it; however, it was felt if this is a pilot program there should be no cost.

Dr. Carter recommended approval of the pilot program with Bright Light Technologies as presented. Gladys Garland moved, seconded by Trudy Blackwell to approve participation in the pilot program with Bright Light Technologies at a cost of \$15,895. The motion failed 2-3 with Owen, Hudson and Battle voting “No.” (*Stanley and Beggarly participated virtually*).

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3. Resolutions

Mel Battle moved, seconded by Donna Hudson, to approve the resolutions as presented. The motion carried unanimously.

***Resolution in Memorial and Appreciation
Of the Life of
Ida Mae Pulliam***



WHEREAS, *Ida Mae Pulliam*, was born on December 3, 1928, and resided in Leasburg, NC, at the time of her death on May 1, 2021, and

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

WHEREAS, *Ida Pulliam* was an active member of Allen's Chapel Missionary Baptist Church where she served in many ministries in the church including: The Missionaries, Senior Choir, Pastor's Aide, BTU and Sunday School. She was also a charter member of the Allen # 529 Order of the Eastern Star, holding several positions, including Worthy Matron; and

WHEREAS, *Ida Pulliam* was employed 25 plus years with Caswell County Schools serving as a Bus Driver and Executive Secretary to the Principal. Upon her retirement she became a Certified Nursing Assistant and continued sharing her life of service and commitment to her community. 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 Pulliam* 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 May 2021.

Wayne Owen, Chairman

Gladys Garland, Vice Chairman

Mel O. Battle

Vennie Beggarly

Trudy Blackwell

Donna R. Hudson

Tracy P. Stanley

Dr. Sandra Carter, Superintendent

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*Resolution in Memorial and Appreciation
Of the Life of
Amy Baise Cook*

WHEREAS, Amy Baise Cook, was born on October 21, 1967, and resided in Yanceyville, NC, 27379, at the time of her death on May 5, 2021, and

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

WHEREAS, Amy Cook was a member of State Line Baptist Church; and

WHEREAS, Amy Cook was employed as a Teacher's Aide for Caswell County Schools and 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 Amy Cook 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 May 2021.

Wayne Owen, Chairman

Gladys Garland, Vice Chairman

Mel O. Battle

Vennie Beggarly

Trudy Blackwell

Donna R. Hudson

Tracy P. Stanley

Dr. Sandra Carter, Superintendent

*Resolution in Memorial and Appreciation
Of the Life of
Shelia Diane Lambert*

WHEREAS, Shelia Diane Lambert, was born on March 4, 1947, and resided at 2558 Stoney Creek School Road, Reidsville, NC, 27320, at the time of her death on May 15, 2021, and

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

WHEREAS, Shelia Lambert attended Pleasant View Assembly of God in Reidsville, NC; and

WHEREAS, Shelia Lambert was employed as a Cafeteria Manager for Stoney Creek Elementary School prior to her retirement. She was employed with Caswell County Schools for thirty years. She was a pleasure to work with and many students were greeted with a friendly hello or a needed smile as they passed through the lunch line. 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 Shelia Lambert 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 May 2021.

Wayne Owen, Chairman

Gladys Garland, Vice Chairman

Mel O. Battle

Vennie Beggarly

Trudy Blackwell

Donna R. Hudson

Tracy P. Stanley

Dr. Sandra Carter, Superintendent

- 4. Policy # 205, Board of Education Meetings and Procedures
- Policy # 206, Board of Education Meetings Remote Participation
- Policy # 605, Graduation Requirements
- Policy # 607, Class Rankings

Changes were made to align with the North Carolina School Boards Association policies and updates as suggested in the work session.

Dr. Carter recommended approval of Policies #205, 206, 605, 607 that were reviewed and discussed at the May 18, 2021 work session and recommended of first reading and to lay on the table for a second reading. Mel Battle moved, seconded by Gladys Garland, to approve first readings of Policy # 205, 206, 605, and 607 as presented. The motion carried unanimously.

The policies will lay on the table for a second reading and at that time will be included in the minutes upon approval.

V. SUPERINTENDENT UPDATES

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Dr. Carter shared an attachment that included a return to school overview, which was a requirement of receiving ESSER funds. It will be posted on the website for feedback. Dr. Carter also gave out a handout of a summary of the Summer Learning Program for 2021 and an overview of instructional planning for 2021-2022 school year with plans to have all students back in school five days per week and face to face.

Dr. Carter thanked the Curriculum Directors and Principals for their diligence in reaching out to staff for assistance for the summer program.

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 after a five-minute break. Mel Battle seconded the motion. The motion carried unanimously.

VII. OPEN SESSION

Donna Hudson made a motion to return to open session. Trudy Blackwell seconded the motion. The motion carried unanimously.

VIII. PERSONNEL LISTING

Dr. Carter recommended approval of the personnel listing as presented. Donna Hudson moved, seconded by Trudy Blackwell to approve the personnel listing as presented. The motion carried unanimously.

Retirement	
Bartlett Yancey Sr. High School	Jane Sartin, 9-12 School Counselor - Eff. 6/30/21
Stoney Creek Elementary	Frances Williamson, Child Nutrition Asst. - Eff. 6/30/21
Employment	
NL Dillard Middle School	Hannah Vincent, 6-8 Math Teacher = Eff. 8/13/21
Summer Learning Program	
Bartlett Yancey Sr. High School & NL Dillard Middle School	Jo Ann Adams, Summer Program Math I Teacher 2021 Summer Program / Part-Time = Eff. 6/7/21
NL Dillard Middle School	Elizabeth Thomas, 6-8 Summer Program Art, Music & STEM Teacher = Eff. 6/7/21
Caswell Online	
Bartlett Yancey Sr. High School	Jo Ann Adams, Caswell Online Math I Teacher

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	Eff. 5/25/21
Bartlett Yancey Sr. High School & NL Dillard Middle School	Silva Ray, Caswell Online Science Teacher Eff. 5/25/21
Contracted Services	
Bartlett Yancey Sr. High School & NL Dillard Middle School	Marilyn Foley, Consultant (Part Time Position) Eff. 5/25/21
Bartlett Yancey Sr. High School & NL Dillard Middle School	Martha Ray, Math Coach/Math Consultant/Math Teacher (Part Time Position) Eff. 5/25/21
Substitute	Roxie Gigetts (Retired teacher from North) = Eff. 5/25/21

IX. COMMUNICATIONS

- Chairman Owen asked for board members to RSVP if they plan to attend the awards program at the high school on Thursday @ 6:30 p.m.

X. BOARD MEMBER OBSERVATIONS

A board member shared an inquiry from a parent regarding the senior signs that were placed at the high school and questioned if they have been ordered for the seniors this year noting they were on display this time last year. Dr. Carter shared she was sure they have been ordered but would need to check with Principal Lance Stokes to find out when they will be displayed.

Tours of the high school are planned for June 23 at 4:00 or 5:00 and the Board of County Commissioners have been invited on June 24. Board members are welcome to attend either day. Dr. Carter needs to have a confirmation for planning purposes.

XI. ADJOURN

Gladys Garland made a motion to adjourn the meeting at 9:05 p.m., Donna Hudson seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on June 14, 2021 at 9:00 a.m. in the Caswell County Schools Administration Building.

Wayne Owen
Chairman

Dr. Sandra Carter
Superintendent