

CASWELL COUNTY BOARD OF EDUCATION MINUTES

January 27, 2020

The Caswell County Board of Education met in regular session on Monday, January 27, 2020, at 6:30 p.m. in the Administration Building of Caswell County Schools. Members present: Chairman Gladys Garland, Vice Chair Wayne Owen, Donna Hudson, Ross Gwynn, Vennie Beggarly, Mel Battle, and Tracy Stanley. Others present include Superintendent Dr. Sandra Carter, Amy Chandler, Andrew Tyrrell, Richard Johnson, Crystal McCraw, Medina Jones, Nicole McGhee, Carol Boaz, Brandy Harris, Debra Ferrell with the Caswell Messenger and Board Attorney Ron Bradsher. Connie Kimrey recorded the minutes. *(Note: Others may have been present but did not sign the roster or names were not legible).*

I. A. CALL TO ORDER

The meeting was called to order by Chairman Garland. A moment of silence was observed followed by the Pledge of Allegiance.

I. B. APPROVAL OF MINUTES

Mel Battle moved, seconded by Donna Hudson, to approve the minutes of the January 13, 2020 regular meeting as presented. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

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

I. D. ANNOUNCEMENTS

Dr. Carter recognized four elementary students who entered artwork in the North Carolina School Board Association's elementary school poster contest. Out of 400 entries, 4 honorable mentions were extended to four elementary students from Caswell County. Those students were in attendance and received recognition as follows:

Lauren McCraw, 5th grade - Oakwood Elementary
Madelyn Boaz, 5th grade - Oakwood Elementary
Abigail Harris, 4th grade - Oakwood Elementary
Carson Pickens, 3rd grade - Stoney Creek Elementary

Congratulations were shared with the students and their parents. Art teacher, Mary Chavez, was present along with Elementary Curriculum Director, Carol Boaz, to make presentations.

Personnel Director Nicole McGhee recognized Richard Johnson, Social Studies teacher at NL Dillard Middle School on recently completing his National Board renewal certification. Mrs. McGhee noted this is an honor and congratulated Mr. Johnson on his accomplishment. Mrs. McGhee also recognized Ms. Laura Allison Haney, who was unable to be in attendance, on receiving her National Board as well.

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Dr. Carter shared that Caswell County Schools recently received a grant in the amount of \$25,000 from Danville Regional Foundation to hire an arts consultant. This will assist as a springboard in writing the grant for the arts grant as shared at a previous meeting. A request for proposal will be posted soon for the art’s consultant.

I. E. PUBLIC COMMENTS

None at this time.

II. UNFINISHED BUSINESS

Tracy Stanley moved, seconded by Donna Hudson to remove Policy # 740, Drug & Alcohol Testing of Commercial Motor Vehicles, from the table. The motion carried unanimously.

Upon no questions, Dr. Carter recommended approval of second reading of Policy # 740, Drug & Alcohol Testing of Commercial Motor Vehicles as presented. Wayne Owen moved, seconded by Vennie Beggarly, to approve second reading of Policy # 740, Drug & Alcohol Testing of Commercial Motor Vehicles. The motion carried unanimously.

(the following section was added)

COUNTY AND STATE OWNED VEHICLES

Caswell County Public Schools will require all current employees, who either drive a county or state owned vehicle, to submit to an immediate medical examination, including alcohol and/or drug testing administered post-accident. They also must participate in the school district’s administered random, reasonable suspicion, return to duty, and follow up testing for both alcohol and drugs held throughout the year. Any individual who tests positive for any amount of illegal drugs will be relieved from driving. In all cases of alcohol or drug use, the employee is subject to termination.

III. NEW BUSINESS

1. Consent Agenda

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

Transfer Request

School Year 2020/21

Wallace, Raelyn Lee	Caswell	to	Alamance-Burlington	K
Hill, Liam	Alamance	to	Caswell	4 th *

**Parent is an employee of CCS*

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Fundraising Requests for Bartlett Yancey High School (Second Semester)

EC	Autism t-shirts	Jan.-May
	Raffle tickets	Mar.-May
Wrestling	Concessions	April
Key Club	Wipes for babies	Feb.
	Candy	Feb 10-14
BETA Club	Yankee Candle	March
	Auto Show	May
PROM	Doughnuts	Feb-April
FFA	Pecan Sale	Feb-Mar.
	Color Run	March
	Plant Sale	April-May
HOSA	Popcorn sales	Feb.
Athletics	50/50 Raffle	Jan.-Feb.
	Raffle tickets	Mar.-Apr.
Drama Club	World's Finest Choc.	Feb.-Mar.
*Soccer (women)	Charity Night	Jan.-June
	Raffle	Jan.-June
	50/50 Raffle	Jan.-June
	T-shirts/Hats	Jan.-June
	Membership Drive	Jan.-June
	Concessions	Jan.-June

(*denotes Booster Club)

Mel Battle questioned if this is all of the fundraising proposals. Dr. Carter shared at this time, the high school indicated they will not have any more. The deadline is the last meeting in February.

2. Discovery Education

Dr. Carter recommended approval of Discovery Education order of online textbooks in the amount of \$16,200 for Science middle levels as presented. Ross Gwynn moved, seconded by Tracy Stanley, to approve purchase of online textbooks from Discovery Education in the amount of \$16,200. The motion carried unanimously.

Funding Source = Textbooks (1.5110.061.413.000.000.00)

3. Budget Amendment # 1

Finance Director reviewed allotment revisions on Budget Amendment # 1 and #2. Dr. Carter recommended approval of Budget Amendment # 1 and # 2 as presented. Tracy Stanley moved, seconded by Donna Hudson, to approve Budget Amendment # 1 and #2. The motion carried unanimously.

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CASWELL COUNTY SCHOOLS							BUDGET AMENDMENT # 1		
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, 2020.									
#	Account Code						Description	Debit	Credit
1	1	3100	000	000	000	000	Allocations from State Public School Fund	32,987.00	
	1	5110	001	121	000	000	Salary-Teacher		17,493.40
	1	5110	001	211	000	000	Employer Social Security		1,338.24
	1	5110	001	221	000	000	Employer Retirement		3,446.20
	1	5110	001	231	000	000	Employer Hospitalization		2,270.16
	1	5110	003	162	000	000	Sub Pay-Regular ABS		7,839.29
	1	5110	003	211	000	000	Employer Social Security		599.71
2	1	3100	000	000	000	000	Allocations from State Public School Fund		42,123.00
	1	5110	015	312	000	000	Regular Curricular-Workshops	500.00	
	1	5110	015	411	000	000	Regular Curricular-Supplies	7,000.00	
	1	5110	015	418	000	000	Regular Curricular-Instructor Software	23,444.00	
	1	5110	015	461	000	000	Regular Curricular-Instructor Equipment	7,000.00	
	1	6401	015	312	000	000	Technology-Workshops	2,000.00	
	1	6401	015	332	000	000	Technology-Travel	1,000.00	
	1	6401	015	343	000	000	Technology-Telecommunications/Internet	500.00	
	1	6401	015	461	000	000	Technology-Noncap Equipment	679.00	
3	1	3100	000	000	000	000	Allocations from State Public School Fund		10,766.00
	1	5860	078	462	000	000	Instructional Technology Computer Equipment	10,766.00	
4	1	3100	000	000	000	000	Allocations from State Public School Fund		14,700.00
	1	5110	085	411	000	000	Instructional Supplies	14,700.00	
5	1	3100	000	000	000	000	Allocations from State Public School Fund		2,993.00
	1	5110	003	162	000	000	Sub Pay-Reg ABS	2,780.31	
	1	5110	003	211	000	000	Employer Social Security	212.69	
6	1	3100	000	000	000	000	Allocations from State Public School Fund		10,036.00
	1	6400	073	343	000	000	Technology Support-Telecommunications Services	10,036.00	
7	1	3100	000	000	000	000	Allocations from State Public School Fund		107,784.00
	1	5210	029	142	000	000	Behavioral Suppt - TA	28,526.79	
	1	5210	029	211	000	000	Employer Social Security	2,182.30	
	1	5210	029	221	000	000	Employer Retirement	5,627.21	
	1	5210	029	231	000	000	Employer Hospitalization	6,306.00	
	1	5830	029	131	000	000	Behavior/Guidance Services Teacher Salary	46,200.00	
	1	5830	029	211	000	000	Employer Social Security	3,534.30	
	1	5830	029	221	000	000	Employer Retirement	9,101.40	
	1	5830	029	231	000	000	Employer Hospitalization	6,306.00	
8	1	3100	000	000	000	000	Allocations from State Public School Fund		2,153.00
	1	5410	048	180	000	000	Principal Bonus	2,000.00	
	1	5410	048	211	000	000	Employer Social Security	153.00	
9	1	3100	000	000	000	000	Allocations from State Public School Fund	43,631.00	
	1	3211	130	000	000	000	State Textbook Revenue	258.00	
	1	5110	001	121	000	000	Salary-Teacher		18,172.53
	1	5110	001	211	000	000	Employer Social Security		1,390.20
	1	5110	001	221	000	000	Employer Retirement		3,579.99
	1	5110	001	231	000	000	Employer Hospitalization		2,396.28
	1	5110	003	162	000	000	Substitute Pay		2,016.72
	1	5110	003	211	000	000	Employer Social Security		154.28
	1	5830	007	131	000	000	Salary-Guidance Counselor		2,009.23
	1	5830	007	211	000	000	Employer Social Security		153.71
	1	5830	007	221	000	000	Employer Retirement		395.82
	1	5830	007	231	000	000	Employer Hospitalization		252.24
	1	5120	013	121	000	000	Salary-CTE Teacher		2,454.18
	1	5120	013	211	000	000	Employer Social Security		187.74
	1	5120	013	221	000	000	Employer Retirement		483.47
	1	5120	013	231	000	000	Employer Hospitalization		321.61
	1	5120	014	411	000	000	CTE Supplies		138.00
	1	5110	024	312	000	000	DSSF Workshops		582.00
	1	5110	027	142	000	000	Teacher Assistants		1,349.54
	1	5110	027	211	000	000	Employer Social Security		103.24
	1	5110	027	221	000	000	Employer Retirement		265.86
	1	5110	027	231	000	000	Employer Hospitalization		378.36
	1	5260	034	411	000	000	AIG Supplies		432.00
	1	6550	056	423	000	000	Transportation-Gas/Diesel		4,189.00
	1	5110	061	411	000	001	Instructional Supplies-Elementary		122.00
	1	5110	061	411	000	002	Instructional Supplies-Secondary		122.00
	1	5310	069	418	000	000	At Risk-Software		1,981.00
	1	5110	130	412	000	000	State Textbooks		258.00
10	1	5110	001	121	000	000	Salary-Teacher		49,038.87
	1	5110	001	211	000	000	Employer Social Security		3,751.47
	1	5110	001	221	000	000	Employer Retirement		9,660.66
	1	5110	001	231	000	000	Employer Hospitalization		6,306.00
	1	5110	020	121	000	000	Foreign Exchange Teacher Salary	49,000.00	
	1	5110	020	211	000	000	Employer Social Security	3,748.50	
	1	5110	020	319	000	000	Foreign Exchange Contracted Service	16,008.50	
11	1	3100	000	000	000	000	Allocations from State Public School Fund		2,095.00
	1	5110	003	162	000	000	Sub Pay-Regular ABS	1,946.12	
	1	5110	003	211	000	000	Employer Social Security	148.88	
12	1	3100	000	000	000	000	Allocations from State Public School Fund		22,921.00
	1	5850	039	461	000	000	Safety & Security-NonCap Equipment	22,921.00	

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CASWELL COUNTY SCHOOLS								BUDGET AMENDMENT # 1		
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, 2020.										
#	Account Code							Description	Debit	Credit
2	1	5120	014	411	000	000	00	CTE-SUPPLIES		
3	1	5110	015	418	000	000	00	TECH-INSTR.SOFTWARE		
	1	5110	015	462	000	000	00	TECH-NONCAP INSTR.COMPUTER		
	1	6401	015	311	000	000	00	TECH-CONTR SVC		
	1	6401	015	312	000	000	00	TECH-WORKSHOPS		
	1	6401	015	332	000	000	00	TECH-TRAVEL		
	1	6401	015	343	000	000	00	TECH-TELECOMMUNICATIONS		
	1	6401	015	461	000	000	00	TECH-NONCAP EQUIPMENT		
4	1	5110	025	411	000	000	00	INDIAN GAMING-SUPPLIES		
5	1	5210	029	142	000	000	00	TEACHER ASSISTANTS		
	1	5210	029	211	000	000	00	EMPLOYER SOCIAL SECURITY		
	1	5210	029	221	000	000	00	EMPLOYER RETIREMENT		
	1	5210	029	231	000	000	00	EMPLOYER HOSPITALIZATION		
									361,204.00	361,204.00
Justification(s):										
1	Allotment Revision #2 - NCVPS Reduction (Decrease in Revenue)									
2	Allotment Revision #4, #11, & #17 - School Technology Fund- FY19 Carryover Funds, FY19 allotment, and May and June 2019 Interest (Increase in Revenue)									
3	Allotment Revision #6 - Digital Literacy Allotment (Increase in Revenue)									
4	Allotment Revision #6 - Early Grade Reading Proficiency Device Allocation (Increase in Revenue)									
5	Allotment Revision #11 - Sub Pay Reimbursement May-Aug 2019 (Increase in Revenue)									
6	Allotment Revision #11 - WAN & Category 2 Wi-Fi Allocation (Increase in Revenue)									
7	Allotment Revision #17 - Behavioral Support Allocation (Increase in Revenue)									
8	Allotment Revision #18 - Principal Bonus Allocation (Increase in Revenue)									
9	Allotment Revision #21 - Annual Adjustment for Charter School Enrollment (Decrease in Revenue)									
10	Allotment Revision #24 - IFE (Foreign Exchange) Transfer (No effect on Revenue)									
11	Allotment Revision #24 - Sub Pay September-November 2019 (Increase in Revenue)									
12	Allotment Revision #24 - Safety Equipment Grant (Increase in Revenue)									
Funding Source: State										
Total appropriation in current budget:									\$ 19,618,153	
Amount of increase/decrease of amendment:									\$ 138,695	
Total appropriation in amended budget:									\$ 19,756,848	

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, 2020.										
#	Account Code							Description	Debit	Credit
1	3	3600	082	000	000	000	00	Revenue - Title VI-B-State Improvement		16,120.85
	3	5210	082	196	000	000	00	EC-Staff Development Participant Pay	8,339.90	
	3	5210	082	211	000	000	00	Employer Social Security	638.00	
	3	5210	082	221	000	000	00	Employer Retirement	1,642.96	
	3	5210	082	312	000	000	00	Title VI-B-SIP Workshops	3,777.06	
	3	5210	082	411	000	000	00	Title VI-B-SIP Supplies and Materials	1,000.00	
	3	8100	082	392	000	000	00	Indirect Costs	722.93	
2	3	3600	119	000	000	000	00	Revenue - IDEA VI-B Preschool Targeted Assistance		8,316.01
	3	5230	119	196	000	000	00	Staff Development Participant Pay	300.00	
	3	5230	119	211	000	000	00	Employer Social Security	22.96	
	3	5230	119	221	000	000	00	Employer Retirement	59.10	
	3	5230	119	312	000	000	00	Workshop Expense	7,236.02	
	3	5230	119	332	000	000	00	Travel	325.00	
	3	8100	119	392	000	000	00	Indirect Costs	372.93	
									24,436.86	24,436.86
Justification(s):										
1	Allotment Revision #22 - DPI Approved plan for PRC 082									
2	Allotment Revision #17 - DPI approved plan for PRC 119.									
Funding Source: Federal										
Total appropriation in current budget:									\$ 2,221,707	
Amount of increase/decrease of amendment:									\$ 24,437	
Total appropriation in amended budget:									\$ 2,246,144	

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4. Auditor’s Contract Renewal

Finance Director reviewed contract renewal with Anderson Smith & Wike, PLLC, noting this is the second year of the renewal. Dr. Carter shared that the Board of Education gave approval last year when the contract was originally brought to the board. This is just for information as the auditors require signature approval each year.

IV. REPORTS

Quarterly Reports

Finance Director Amy Chandler noted a typo on page 3 of the budget resolution that was presented to the board previously under Federal fund appropriations. Mrs. Chandler requested approval again of the budget resolution as presented to clear up any confusion.

Dr. Carter recommended approval of the amended budget resolution as presented. Wayne Owen moved, seconded by Tracy Stanley to approve the amended budget resolution as presented. The motion carried unanimously.

CASWELL COUNTY SCHOOLS
BUDGET RESOLUTION
2019-2020

BE IT RESOLVED by the Board of Education of the Caswell County Schools:

Section 1. The following amounts are hereby appropriated for the operation of the school administrative unit in the Local Current Expense fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

5100 Regular Instruction Services	\$134,500
5200 Special Population Services	25,273
5300 Alternative Programs and Services	65,142
5400 School Leadership	25,000
5500 Co-Curricular Services – Athletics	135,000
5800 School Based Support Services	28,000
6100 Support & Development Services	38,478
6400 Technology Support	22,585
6500 Operational Support Services	1,646,334
6600 Financial & Personnel Services	335,985
6700 Accountability Services	69,247
6900 Policy, Leadership, & Public Relations Services	381,541
7100 Community Services	61,915
8100 Charter Schools	210,000

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8500 Contingency	7,000
Total Local Current Expense Fund Appropriations	<u>\$3,186,000</u>

Section 2. The following revenues are estimated to be available to the Local Current Expense Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

Sales & Use Tax	30,000
Medicaid Reimbursement	45,000
County Appropriations	2,655,000
Tuition & Fees	3,000
Fines & Forfeitures	75,000
Civic Center Rental	35,000
Civic Center Labor	6,000
Interest Earned	75,000
Activity Bus	25,000
Driver's Ed	12,500
Misc. Revenue	12,500
Indirect Costs	90,000
Fund Balance Appropriated	122,000
Total Local Current Expense Fund Revenue	<u>\$ 3,186,000</u>

Section 3. The following amounts are hereby appropriated for the operation of the school administrative unit in the State Public School Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

5100 Regular Instruction Services	\$11,518,054
5200 Special Population Services	1,726,690
5300 Alternative Programs Support Services	395,770
5400 School Leadership	1,441,615
5800 School Based Support Services	1,487,970
6100 Support & Development Services	113,336
6200 Special Population Support and Development	70,977
6400 Technology Support	237,143
6500 Operational Support Services	1,940,101
6600 Financial & Personnel Services	254,959
6700 Accountability Services	122,979
6900 Policy, Leadership, and Public Relations	261,646
7200 Nutrition Services	46,913
Total State Public School Fund Appropriations	<u>\$ 19,618,153</u>

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Section 4. The following revenues are estimated to be available to the State Public School Fund for the fiscal year beginning July 1, 2019 and June 30, 2020.

State Funds	\$19,160,140
Textbook Allocation	<u>458,013</u>
Total State Public School Fund	<u>\$19,618,153</u>

Section 5. The following amounts are hereby appropriated for the operation of the school administrative unit in the Federal Grants Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

5100 Regular Instruction Services	\$196,387
5200 Special Population Services	536,526
5300 Alternative Programs Support Services	1,030,794
5400 School Leadership	3,257
5800 School Based Support Services	10,000
6100 Support & Development Services	260
6200 Special Population Support	70,895
6300 Alternative Programs Support Services	54,550
6550 Transportation Services	62,456
6600 Financial & Human Resource Services	34,722
6900 Policy, Leadership, and Public Relations	3,257
8100 Non Programed Charges	90,994
8200 Unbudgeted Carryover	<u>127,609</u>
Total Federal Grant Fund Appropriations	<u>\$ 2,221,707</u>

Section 6. The following revenues are estimated to be available to the Federal Grant Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

Total Federal Fund	<u>\$ 2,221,707</u>
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Section 7. The following amounts are hereby appropriated for the operation of the schools administrative unit in the Capital Outlay Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

5110 Furniture & Equipment	\$15,000
5500 Co-Curricular Services – Band	1,000
6300 Admin Furniture	5,000
6500 Operational Support Services	42,711
7200 Child Nutrition Equip	10,000
9000 Capital Outlay	494,500
9100 Building Improvement	<u>1,498,675</u>
Total Capital Outlay Appropriations	<u>\$ 2,066,886</u>

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Section 8. The following revenues are estimated to be available to the Capital Outlay Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

Local Funds – County Appropriation	\$ 465,000
Miscellaneous	103,211
Lottery Proceeds	1,397,275
Fund Balance Appropriated	101,400
Total Capital Outlay Revenue	<u>\$ 2,066,886</u>

Section 9. The following amounts are hereby appropriated for the operation of the schools administrative unit in the Child Nutrition Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

7200 Nutrition Services	\$1,609,221
8100 Payments to Other Gov. Units	<u>120,500</u>
Total Child Nutrition Fund Appropriations	<u>\$ 1,729,721</u>

Section 10. The following revenues are estimated to be available to the Child Nutrition Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

3250 Sales Tax Revenue	\$ 1,500
3811 USDA Grants	1,235,000
4311 Breakfast Sales	5,000
4314 Lunch Sales	80,000
4318 Supplemental Sales	124,000
4322 Catered Lunches	11,000
4341 State Reimb.-Breakfast	800
4450 Interest Earned	12,000
4880 Indirect Cost	120,500
4910 Fund Balance Appropriated	93,008
4921 Transfer from SPSF	<u>46,913</u>
Total Child Nutrition Fund	<u>\$ 1,729,721</u>

Section 11. The following amounts are hereby appropriated for the operation of the schools administrative unit in the Before & After School Care Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

7100 Community Services	<u>\$ 69,200</u>
Total Before & After School Care Fund Appropriations	<u>\$ 69,200</u>

Section 12. The following revenues are estimated to be available to the Before & After School Care Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

4210 Tuition & Fees	\$ 68,000
4450 Interest	<u>1,200</u>
Total Before & After School Fund	<u>\$ 69,200</u>

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Section 13. The following amounts are hereby appropriated for the operation of the schools administrative unit in the Grant Revenue Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

5100 Regular Instruction Services	\$ 107,734
5200 Special Population Services	373,083
5300 Alternative Programs and Services	255,000
5800 School-Based Support Services	200,000
6400 Technology Support	284,194
6900 Policy, Leadership, and Public Relations	<u>3,000</u>
Total Grant Revenue Fund Appropriation	<u>\$ 1,223,011</u>

Section 14. The following revenues are estimated to be available to the Grant Revenue Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

3200.007 School Nurse Revenue	\$ 200,000
3200.413 NC Pre-K Revenue	255,000
3700.306 Medicaid Fee for Service Revenue	150,000
4910.306 Medicaid Fee for Service Fund Balance	223,083
4420.517 Student Laptop Rental	2,000
4430.524 American National Bank Grant	3,000
4890.425 Wolfpack Works Interventionist Grant	30,000
4910.516 Technology Fund Balance	284,194
4910.518 DRF STEM Lab Fund Balance	<u>75,734</u>
Total Grant Revenue Fund	<u>\$ 1,223,011</u>

Section 15. All appropriations shall be paid first from revenues restricted as to use, and secondly from general unrestricted revenues.

Section 16. The Superintendent is hereby authorized to transfer appropriations within a fund under the following conditions:

- A. He/she may transfer amounts between sub-functions and objects of expenditures within a function without limitations with a report to the Board of Education being required quarterly.
- B. He/she may transfer amounts not to exceed \$5,000 between functions of the same fund with a report on such transfers being required quarterly.
- C. He/she may transfer amounts not to exceed \$5,000 from any contingency appropriation within a fund with a report on such transfers being required quarterly.

Section 17. Copies of the Budget Resolution shall be immediately furnished to the Superintendent and Finance Officer for direction in carrying out their duties.

Budget Resolution
Adopted by the Caswell County Schools Board of Education
December 16, 2019
Amended by the Caswell County Schools Board of Education
January 27, 2020

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Gladys Garland, Board Chair

Dr. Sandra Carter, Superintendent

Quarterly Reports

Finance Director Amy Chandler reviewed the quarterly reports and answered questions of the board. Mrs. Chandler shared areas of changes to the board as follows:

Page 3, Bank and Investment Balances

Current Expense Fund shows a decrease in current expense fund from \$542,335 to \$144,347.

Page 4, State Funds

A decrease is shown due to a loss in allotments, instructional positions and low wealth funds.

Page 5, Local Funds

A decrease of \$12,000 was shown due to Medicaid reimbursements

Page 6, Federal Funds

Mrs. Chandler noted she has given deadlines to the schools to spend their money for the winter break and also another deadline will be given for March 31st.

Page 7, Capital Outlay

An increase due to safety upgrades and receipt of lottery money for upgrades was noted.

Page 8, Child Nutrition

An increase of \$50,000 with expenditures of \$30,000 - Child Nutrition shows more participation to date as last year at this time we had missed 10 days. As of this time we have not missed any days due to inclement weather.

Page 9, Before and After School Care Funds

Similar to last year and noted we have not missed any school days

Page 10, Restricted Funds

Mrs. Chandler shared this was currently known as Grant Funds. She changed to Restricted Funds and noted this is the last year for the 1:1 Initiative with Danville Regional Foundation and the last year for the STEM Lab. Two new grants are included which include \$3,000 from American National and the Wolfpack Works which is a reimbursement for salary.

Donna Hudson questioned the qualifications for this position. Carol Boaz responded that a licensed teacher with some reading background is required. The grant pays for the salary and does not revert. The grant is there to reimburse the salary of the individual in the position. Mrs. Boaz shared they hope to have someone in this position soon.

Student Services Update

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Assistant Superintendent Andrew Tyrrell shared an update on the student services area of the school system. Mr. Tyrrell shared that two grants were submitted and both were approved. These will assist in advanced childhood experiences and effect on schoolwork. Training will be held for all staff and will be used in the train the trainer method. Training will include practical strategies to support children. Toolkits will be available to counsel parents and students regarding firearms and medications that are used at homes to make sure all children are safe.

Mr. Tyrrell also shared information from the State in which an anonymous reporting system will be implemented for grades 6-12. Our staff will need to be trained and this is in collaboration with the Department of Public Instruction and the Sandy Hook Promise. This program meets State Statute GS-115-C-105-51. Our district team will be trained and will roll out next week to the staff and begin showing videos to students. An app will be available for someone to make an anonymous call to report something. The call will go to the crisis center and will determine if it is life safety or non-life safety for our students and schools. This will be available on the website in the near future. Training is tentatively scheduled for February 6th and 7th, 2020.

Tracy Stanley shared that there are students on campus that are PCC students only. Mr. Tyrrell shared that he was made aware of this recently and this will be taken into consideration.

Ross Gwynn expressed thanks to Mr. Tyrrell for the work he is doing and noted the areas of concern the school system deals with where in the past things of this nature were not at the forefront. Donna Hudson also thanked Mr. Tyrrell and Superintendent and staff for the time that is being spent to write grants and submit them. She noted the board appreciates the time it takes to do this.

Dr. Carter relayed that Mr. Tyrrell also shared an update at the State of Caswell meeting last week.

V. SUPERINTENDENT UPDATES

Dr. Carter shared updates on the following:

- Bartlett Yancey Senior High School renovations resolution and contract will be deferred to closed session to discuss with board attorney.
- Brian Bradner from Dewberry & Davis was in attendance and shared that progress is being made and the County Commissioners approved Quality Construction to build the temporary fieldhouse. He stated that we are “ready to go” and anticipates completion of the fieldhouse by early summer. He noted that all efforts will be made to provide a safe environment for students and will take all precautions to notify parents to keep them aware of current situations. Mr. Bradner stated that they are 95% complete with the overall plans and construction documents. Final submissions to Department of Public Instruction,

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Department of Insurance, and the USDA are ongoing and on schedule and anticipation of bid process beginning in the spring.

- Dr. Carter shared a Meet and Greet is planned for Mr. Lance Stokes, Principal of Bartlett Yancey Senior High School (BYSHS) on February 6, 2020 from 4:00 p.m. – 6:00 p.m. at the BYSHS cafeteria.

VI. CLOSED SESSION

Ross Gwynn 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

Donna Hudson 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 personnel listing as presented. Tracy Stanley moved, seconded by Vennie Beggarly to approve the personnel listing as presented. The motion carried unanimously.

Resignation	
Stoney Creek Elementary	Portia Williamson, Bus Driver = Eff. 12/20/19
South Elementary	David Anika, Custodian/Bus Driver = Eff. 1/22/20
Employment	
NL Dillard Middle	Shantia Mallory, 6 th Grade Science = Eff. 1/28/2020
Bartlett Yancey Sr. High School	Davin Wilson, 9-12 English = Eff. 1/28/2020
Substitute	
	Nicole Cole, District Elementary = Eff. 1/28/2020
Contract	
Bartlett Yancey Sr. High School	Lance Stokes = 4 year contract (2020-2024)

Resolution

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Dr. Carter recommended approval of the resolution as presented regarding the renovations of the high school. Mel Battle moved, seconded by Tracy Stanley to approve the resolution as presented. The motion carried unanimously. The resolution will include a reference to the original Memorandum of Understanding as approved in March 2019.

RESOLUTION REQUESTING THE COUNTY OF CASWELL, NORTH CAROLINA TO ACQUIRE CERTAIN PROPERTY FOR USE BY THE CASWELL COUNTY SCHOOL SYSTEM

WHEREAS, pursuant to the specific request of the County of Caswell, North Carolina (the “County”) and in accordance with the terms and provisions of the Memorandum of Understanding heretofore entered into by and between the County and the Caswell County Board of Education (the “Board of Education”); and

WHEREAS, the Board of Education and the County have determined to cooperate in a plan to finance the cost of a project which each has found to be necessary and desirable to provide improved public school facilities and improved public education in the Caswell County School System, which plan includes the expectation that the County will enter into interim financing and long term financing for the design, acquisition, construction, improvement, expansion, renovation and equipping of Bartlett Yancey High School located on a site that is to be conveyed by the Board of Education to the County (the “School Project”); and

WHEREAS, the County is authorized pursuant to North Carolina General Statutes Section 153A-158.1 to acquire the fee or any lesser interest in the real and personal property included in the School Project for use by the Caswell County School System upon request of the Board of Education; and

WHEREAS, the Board of Education desires to make such a request in order to proceed with the School Project;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education as follows:

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Section 1. The Board of Education hereby finds and determines that it is in the best interest of the Caswell County School System to request the County, and the Board of Education hereby requests the County, to acquire the site of the School Project as described above, for use by the Caswell County School System in order to proceed with the plan for the financing of the cost of the School Project as described above.

Section 2. This Resolution shall take effect immediately upon its passage.

Upon consideration of the foregoing Resolution and motion duly made by Board member, Mel Battle, and seconded by Board member, Tracy Stanley, the foregoing Resolution was passed by the following vote:

Ayes: Seven (unanimous).

Noes: Zero.

I, Dr. Sandra Carter, Secretary of the Caswell County Board of Education, DO HEREBY CERTIFY that the foregoing is a true copy of so much of the recorded proceedings of a special meeting of said Board held on January 27, 2020 as relates to the passage of the Resolution hereinabove set forth.

I DO HEREBY FURTHER CERTIFY that notice of said special meeting was duly given.

WITNESS my hand and the official seal of said Board, this the 28th day of January, 2020.

Secretary

Contract

Dr. Carter recommended approval of the contract as presented regarding the first phase of the renovations of the high school. Mel Battle moved, seconded by Wayne Owen to approve the contract as presented for the first phase of the renovations. The motion carried unanimously.

IX. COMMUNICATIONS

- Meet and Greet = February 6, 2020 @ 4:00 – 6:00 p.m. BYSHS Cafeteria
- Spelling Bee is February 6, 2020 at 7:00 p.m. at the Civic Center

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- Chairman Garland read aloud a thank you note from Nettie Blackwell thanking the Board for their acknowledgement of the recent passing of former board member, and chair, James Blackwell.

X. BOARD MEMBER OBSERVATIONS

Wayne Owen shared that he recently was made aware that the high school graduation will be held on June 6th and noted that the last day of school for students is June 9th. He shared in case other members were questioned.

Mel Battle shared that he felt the budget amendments could be included under the consent agenda and if there are questions they can be pulled. Mr. Battle also shared concern with the vestibules and the timeframe noting that we have not heard back from Mr. Useche regarding the completion date. Dr. Carter shared she will get an update and share information with board members.

Mel Battle shared he recently heard concerns from someone regarding the new high school and noted that wrong information is being shared through social media, etc. Donna Hudson shared that we need to put out as many positives as we can referencing newsletters, website, etc.

Donna Hudson questioned the status of the bus calls. Dr. Carter shared that should be ready to go by the first of March.

Ross Gwynn shared messages of thanks from pastors to Dr. Carter.

Donna Hudson requested that we send a letter of thanks on behalf of the Board of Education to Paul and Alice Robinson for holding the prayer vigil.

XI. ADJOURN

Ross Gwynn made a motion to adjourn the meeting at 9:00 p.m., Tracy Stanley seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on February 10, 2020 at 9:00 a.m. in the Caswell County Schools Administration Building.

Gladys Garland
Chairman

Dr. Sandra Carter
Superintendent