

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**  
**WORK SESSION**  
**January 22, 2024**

The Caswell County Board of Education met in a work session on Monday, January 22, 2024, at 12:00 p.m. in the Administration Building of Caswell County Schools. Members present: Chairman Mel Battle, Vice Chair Joel Lillard, Vennie Beggarly, Gladys Garland, Nicole Smith, Tracy Stanley and Trudy Blackwell. Others present include Interim Superintendent Dr. Douglas Barker, and JoAnna Gwynn. Connie Kimrey recorded the minutes. (*Note: Others may have been present but did not sign the roster or names were not legible*).

**I. CALL TO ORDER**

The meeting was called to order by Chairman Mel Battle.

**II. 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. Tracy Stanley seconded the motion. The motion carried unanimously.

**III. OPEN SESSION**

Joel Lillard made a motion to return to open session. Vennie Beggarly seconded the motion. The motion carried unanimously.

**Coaching Supplemented Positions**

Dr. Barker shared an updated chart with coaching supplemented positions and the updated coaching salary scales. The board will need to budget an additional \$25,595 for next year and going forward with the updated salary scale. Dr. Barker shared that everyone should now have an approved list, what is to be paid and a salary schedule to work from and the board needs to look at adjusting this if state salary raises are given using State funds.

Dr. Barker shared when looking into the volleyball assistant it was found that they have never been paid from school funds. Discussion took place and Dr. Barker shared that when using this chart, if positions are not needed, they should not be paid out elsewhere. The finance department should also be working with this and double checking the list to make sure it is accurate going forward. Principals are not allowed to split positions to pay others for positions that are not used. Dr. Barker also noted with the recent full-time athletic director that this is costing the system an additional \$75,000 - \$100,000 and he noted the board needs to be aware of this at budget time as \$125,000 will be needed to keep the athletic director in this position and the new coaching salary scale in place. It was also shared that athletic trainers are to be paid off of this schedule as well.

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Discussion took place regarding the full-time athletic director and it was agreed to take a look at this at budget time. Dr. Barker shared that in the past this position has been paired with a teaching position which will assist in funding and to look at areas they can be assigned (alternative education working half days which would allow the State to pay for half of the salary along with half of the benefits). He suggested trying to find a way to help fund this position. It was shared that the board was misled with the funding of this position and told it could be paid with teacher funding. Dr. Barker noted that the board needs to be aware if audited that teaching positions need to be assigned slots who are working with students. It was suggested to look at previous minutes to see what was shared by former Superintendent.

(A break was taken for lunch)

**Policy # 5030, Community Use of Facilities**

Dr. Barker shared information on Policy # 5030 and noted that the amounts do not cover the cost of using the buildings and new prices need to be looked into in comparison to what it is costing the system.

It was agreed to review pricing.

Joel Lillard suggesting adding the Large Professional Development room at the Central Office to the listing for rentals. Dr. Barker shared it should not be an issue to rent this room out after 5:00 p.m. and office doors can be locked in the hallways.

**5031, Use of School Facilities: Civic Center**  
**5124, Community Political Activities and the Schools**

Both policies were reviewed with no issues on the update wording.

**Student Handbooks / Discipline**

This was added to the agenda from a previous meeting with the concerns of the punishment for fights not being strong enough. Dr. Barker shared the principals are following the guidelines that were approved by the board for student handbooks. If changes need to be made they need to decide as soon as possible for the second semester. Discussion took place with the wording of “up to ten days” for fights and felt that students are not really concerned if they are sent home for five days. Dr. Barker shared that times have changed and agreed that in certain circumstances, students are not deterred by receiving five or ten days at home. He shared that the mentality of students and consequences doesn’t exist in certain situations. It was agreed that a stronger message needs to be sent to students that get into fights and perhaps alternative school recommendation is the next step. Dr. Barker shared that most students function better in a different location and this is a possibility but would need to confirm the number of students

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in each setting but this can be added to the handbooks that principals have the discretion to send students to the alternative program.

It was agreed that Dr. Barker will meet with the principals and share that the board wants to support them with these issues. Dr. Barker will ask for input from principals on what changes are needed to assist in discipline and bring back to the board.

Joel Lillard felt that that middle and high school discipline should be the same; however, Mel Battle shared that the middle school doesn't fall under the NCHSAA and may need to keep this under consideration. Trudy Blackwell questioned if transportation is required if students are referred to the alternative school. Dr. Barker shared that legally, we do not have to offer transportation and it is a privilege; however, if we receive funding from the state for transportation we are. In the past we have tried to make the parent take ownership of their child if they are referred to the alternative program but, in some situations, parents do not have a means of transportation.

Joel Lillard questioned if an alternative setting is needed for elementary noting the issues that are occurring. Dr. Barker shared that most people would say "no" but he noted that additional help is needed with special needs students. Joel Lillard asked if these students can be placed at a central location and Dr. Barker indicated that most are at Oakwood.

### **CTE Courses**

A listing of courses for the CTE at the middle school was shared. Dr. Barker shared that you can have any program that fits under the CTE pathway that we can afford as well as staff. Staffing is the biggest issue and the listing shown is not the best fit but is the best we can do at this time. Joel Lillard shared that Pete McKercher may be interested in helping and Ms. Gwynn will reach out to him.

### **Child Nutrition Staffing**

Dr. Barker shared the Child Nutrition Director has been told that substitutes that are working will be added as part time unless they truly are a substitute and an updated listing will be shared with the board. Discussion took place on why substitutes are hired and should only truly be filling in if someone is absent not to fill a position.

Equipment needs were discussed and Dr. Barker shared a grant was applied for and received in the amount of approximately \$120,000. The money was received in April and it was shared that the board was told that all equipment was ordered but at this time the equipment is still not ordered and Dr. Barker shared that a bid process is required and equipment bids should be received this week. He shared that we will need to call board members to poll them for approval due to the short timeframe. This will take care of some of the items on the listing but not all of them.

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Dr. Barker shared that they received notice that they can charge indirect costs to purchase equipment. The Child Nutrition Director has been told to start school by school and get these problems fixed. In regards to the bid, it will be a very short time frame to get this completed.

**School Accounts**

This was added when the audit was reviewed and discussion was had if there should be a set amount on the school accounts. The major issue was the money received from fundraisers should be spent on the students that assist in raising the money.

**Flowers**

Discussion took place on what the board agreed to do and reviewed the practices used in the past.

**Outside Food Vendors**

Discussion took place on allowing outside vendors to visit schools for staff. At one time this was occurring and it was shared that former superintendent put a stop to it. Lengthy discussion took place and Dr. Barker reminded the board to be consistent as well as look at the big picture and noted that when going on campus there are health and safety issues with food trucks/outside vendors.

It was agreed that Dr. Barker will talk to the principals and get their input.

**ADJOURN**

Gladys Garland made a motion to adjourn the meeting at 3:35 p.m., Joel Lillard seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on February 12, 2024 at 9:00 a.m. in the Caswell County Schools Administration Building.

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Mel O. Battle  
Chairman

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Dr. Douglas Barker  
Interim Superintendent