

CASWELL COUNTY BOARD OF EDUCATION MINUTES
January 22, 2024

The Caswell County Board of Education met in regular session on Monday, January 22, 2024, at 5:30 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, JoAnna Gwynn, Brook Underwood, 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 Mel Battle. A moment of silence was observed followed by the Pledge of Allegiance.

I. B. APPROVAL OF MINUTES

Gladys Garland moved, seconded by Nicole Smith, to approve the minutes of the January 8, 2024, regular meeting as presented. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

Dr. Barker recommended approval of agenda as presented. Mel Battle requested to hold the consent agenda item until after closed session. Joel Lillard moved, seconded by Nicole Smith, to approve the agenda as presented with request to hold consent agenda approval until after closed session. The motion carried unanimously.

I. D. ANNOUNCEMENTS

Dr. Barker thanked the board for their time and effort in working through the policy transition process noting that it has been a tremendous amount of work and acknowledged all policies would be complete today until further updates are needed.

Dr. Barker shared that five students were to be recognized; however, due to today being a teacher workday, they would be invited back to another meeting for recognition.

A note was shared from the family of Louise Briggs thanking the Board of Education for the recent resolution in the memory of their mother.

I. E. PUBLIC COMMENTS

There was one person who signed up and will be heard in closed session.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

January 22, 2024

II. REPORTS

Finance Director Brook Underwood reviewed the quarterly reports. Dr. Barker shared that he had discussed with Mrs. Underwood that going forward, any budget amendments should come to the board at the same time quarterly reports are reviewed which should be each quarter.

III. UNFINISHED BUSINESS

Vennie Beggarly moved, seconded by Nicole Smith, to remove the policies listed below from the table. The motion carried unanimously.

- 9000, Planning to Address Facility Needs
- 9010, Site Selection
- 9020, Facility Design
- 9030, Facility Construction
- 9110, Use & Selection of Architects, Engin., Surveyors, & Construction Mgrs. at Risk
- 9115, Prequalification of Bidders for Construction Projects
- 9120, Bidding for Construction Work
- 9125, Participation by Minority Businesses
- 9130, Supervision of Construction Contracts
- 9200, Care & Maintenance of Facilities
- 9205, Pest Management
- 9210, Care & Maintenance of Grounds and Outdoor Equipment
- 9220, Security of Facilities
- 9300, Naming Facilities
- 9400, Sale, Disposal, and Lease of Board-Owned Real Property

- 5030, Community Use of Facilities
- 5031, Use of School Facilities: Civic Center
- 5124, Community Political Activities and the Schools

Dr. Barker recommended approval of second reading for the policies as listed and noted this will finish up the policy transition process to update the policy manual. Joel Lillard moved, seconded by Gladys Garland, to approve the policies as listed for second reading. The motion carried unanimously.

- 9000, Planning to Address Facility Needs
- 9010, Site Selection
- 9020, Facility Design
- 9030, Facility Construction
- 9110, Use & Selection of Architects, Engin., Surveyors, & Construction Mgrs. at Risk
- 9115, Prequalification of Bidders for Construction Projects
- 9120, Bidding for Construction Work
- 9125, Participation by Minority Businesses

CASWELL COUNTY BOARD OF EDUCATION MINUTES

January 22, 2024

9130, Supervision of Construction Contracts
9200, Care & Maintenance of Facilities
9205, Pest Management
9210, Care & Maintenance of Grounds and Outdoor Equipment
9220, Security of Facilities
9300, Naming Facilities
9400, Sale, Disposal, and Lease of Board-Owned Real Property

5030, Community Use of Facilities
5031, Use of School Facilities: Civic Center
5124, Community Political Activities and the Schools

Dr. Barker recommended rescinding the policies as listed below. Tracy Stanley moved, seconded by Trudy Blackwell, to rescind the policies as listed. The motion carried unanimously.

- 101, Gender-Neutral Language
- 110, Nondiscrimination

- 501, Financial Planning & Budget Process
- 502, Revenues, Handling Money and Internal Accounts
- 503, Cash Management
- 505, Selection and Retention Auditor
- 510, Fixed Asset Inventory/Capital Outlay
- 520, Contributions/Purchases by Outside Agencies (Gifts)
- 525, Control of Data Processing Materials
- 550, Damage Claims, Theft and Vandalism
- 555, Disposal, Rental or Lease of Property
- 560, Use of Board Furnished Vehicles
- 564, Property and Fleet Insurance
- 565, Errors and Omissions and Insurance
- 566, Fidelity Bond

- 704, Support Staff Contracts and Compensation Plans
- 720, Quality Point Scale Tabulation Form
- 751, Political Education, Activities, and Materials
- 792, Volunteer Profile Sheet

- 800, Facility Design
- 805, Bids and Quotations
- 806, Approval of Change Orders
- 810, Naming New Facilities
- 815, Building and Grounds Maintenance
- 820, Use of School Facilities
- 825, Use of School Facilities - Civic Center
- 832, Pest Management

CASWELL COUNTY BOARD OF EDUCATION MINUTES
January 22, 2024

IV. NEW BUSINESS

1. Consent Agenda

(Held until after closed session)

2. Contract - NCSBA Custom Update Subscription

Dr. Barker shared that now that the policies have been completed, it will be necessary to keep these updated as changes will continue to occur. The NCSBA (North Carolina School Board Association) offers a service to continue with the same format as the board has used for the past few years at a cost of \$6,900. Dr. Barker noted that with the amount of policies the board currently has, it will be difficult to update without assistance from the NCSBA.

Dr. Barker recommended approval of the contract with the NCSBA in the amount of \$6,900. Joel Lillard moved, seconded by Gladys Garland, to approve the contract with the NCSBA for the custom update subscription as presented. The motion carried unanimously.

V. SUPERINTENDENT UPDATES

Dr. Barker shared the following:

- Testing information was shared with the board. Dr. Barker shared that Shannon Apple has worked very hard on the OCR reports which is a huge report and received notification today that all looked good.
- Maintenance department now has their license in Heating Group 3 (Class 1) and Electrical. He reminded the board that during budget time, this should be something for the board to look at and reward these individuals who took the initiative to complete this process. Congratulations to the maintenance department for achieving this status.

VI. BOARD MEMBER OBSERVATIONS

- Nicole Smith shared she attended the basketball game on Friday and the students were well behaved and also shared the gym was very clean inside and outside and the officers did a nice job with congestion at the concession stands and keeping the kids from congregating.
- Mel Battle shared he also attended the basketball game and noted the participation with the Baby Bucs cheerleaders.

CASWELL COUNTY BOARD OF EDUCATION MINUTES

January 22, 2024

- No one else had anything at this time.

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. Nicole Smith seconded the motion. The motion carried unanimously.

VII. OPEN SESSION

Vennie Beggarly made a motion to return to open session. Nicole Smith seconded the motion. The motion carried unanimously.

VIII. PERSONNEL LISTING

Dr. Barker recommended approval of the personnel listing as presented with exception of Harley Hathaway which will continue as a sub until position is posted. Trudy Blackwell moved, seconded by Nicole Smith, to approve the personnel listing as presented.

Resignations	
Oakwood Elementary	Meredith Gregory (K-5 Teacher) = Eff. 1/12/24
Retirement	
Central Office	Lisa Lassiter, CTE Coordinator = Eff. 2/1/24
Oakwood	Mary Beth Griffin, PreK Teacher = Eff. 4/1/24
Employment	
Bartlett Yancey Sr. High School	Teresa Hawker, EC Teacher = Eff. 3/8/24
Central Office	Alyson Beavers, Director of Elem. Curriculum, Federal Programs = Eff. 3/18/24
North Elementary	Chrystyna Edwards - Teacher Asst. = Eff. 1/23/24
South Elementary	Wendy Butts, Part Time Child Nutrition = Eff. 1/24/24
Stoney Creek Elementary	Carol Ann Schivley, Interim Child Nutrition Manager = Eff. 1/23/24
Substitutes	
Substitute Teacher	Hayley Maynor = Eff. 1/23/24
	Janet Lea Daniel = Eff. 1/23/24

CASWELL COUNTY BOARD OF EDUCATION MINUTES
January 22, 2024

Substitute Bus Driver	Tina Rainey = Eff. 1/23/24
Transfer	
Bartlett Yancey Sr. High School	Emily Pruitt, School Counselor - from NLD Middle to BYSHS = Eff. 2/5/24

Consent Agenda / Request for Transfers

Dr. Barker recommended approval of the request for transfers as presented. Gladys Garland moved, seconded by Nicole Smith. The motion carried 5-2 with Battle and Beggarly voting “No.”

IX. COMMUNICATIONS

- None at this time.

X. ADJOURN

Gladys Garland made a motion to adjourn the meeting at 7:45 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.

Mel O. Battle
 Chairman

Dr. Douglas Barker
 Interim Superintendent