MINUTES OF
THE WILSON COUNTY BOARD OF EDUCATION MEETING
APRIL 25, 2022

The Wilson County Board of Education held its regular meeting on Monday, April 25, 2022, at 6:30 p.m. at the Administrative Office, 113 N. Tarboro Street. Chairman Christine L. Fitch called the meeting to order at 6:32 p.m. with the following members present:

Dr. Christine L. Fitch, Chairman
Henry E. Mercer, Vice Chairman
Velma Barnes
Beverly Boyette
Blake Boykin
Rhyan Breen
Debora Powell
Dr. Lane B. Mills, Secretary

The meeting was televised on Spectrum and Greenlight Channel 22; and livestreamed through the Wilson County Schools (WCS) YouTube Channel. The public could also view the meeting through links on the WCS Facebook, Instagram and Twitter pages and the WCS website.

Dr. Mills was under the weather and participated in the meeting via the Zoom videoconferencing platform. Others present were Associate Superintendent Dr. Cheryl Wilson, Assistant Superintendent for Human Resources Dr. Norris Parker, Assistant Superintendent for Administrative Services Dr. Ben Williams, Director of Public Relations Amber Lynch and Administrative Assistant to the Superintendent and Board Clerk Linda Horrison, as well as Board Attorney Katie Cornetto and *The Wilson Times* Reporter Olivia Neeley. There were 17 citizens in attendance.

I. After calling the meeting to order, Dr. Fitch asked for approval of the agenda. Mr. Mercer asked for an amendment to the agenda to add an information item under the Administrative Services section to discuss renovations at Barnes Elementary and Lee Woodard Elementary with Skinner Farlow Kirwan Architecture. Mr. Mercer made the motion, seconded by Mr. Breen, that the agenda be amended so as to include Lee Woodard and Barnes Elementary project updates from the architects. The motion passed unanimously, 7-0. This item will be added under the Administrative Services section as item B for that purpose.

Dr. Fitch also amended the agenda to remove an information item under Instructional Services regarding a contract with Greenlight. The contract will be brought back to the May meeting. Ms. Barnes made the motion, seconded by Mr. Mercer and Ms. Powell, that the Board remove the Greenlight item for tonight's agenda and place it on the May meeting agenda. The motion passed unanimously, 7-0.

Ms. Powell made the motion, seconded by Mr. Mercer, that the Board approve the amended agenda for April 25, 2022. The motion passed unanimously, 7-0.

II. At Dr. Fitch's request, Mr. Boykin led the Pledge of Allegiance which was followed by a moment of silence.

III. Dr. Fitch presented for approval the minutes of the March 21, 2022, Regular Board meeting; March 28, 2022, Board Work Session; April 13, 2022, Board Public Hearing; and April 13, 2022, Board Work Session. Dr. Fitch asked for approval of the minutes. Ms. Barnes made the motion, seconded by Ms. Boyette, that the minutes of March 21, 2022, Regular Board meeting; March 28, 2022, Board Work Session; April 13, 2022, Board Public Hearing; and April 13, 2022, Board Work Session, be approved. The motion passed unanimously, 7-0.

IV. Under Chairman's Report, Dr. Fitch shared the following:

- Welcomed back students, faculty and staff from Spring Break. She shared that she hoped the time provided rest, relaxation, refreshment and rejuvenation in preparation for the final stretch of the school year. She added that there are 29 instructional days left before the end of the year.
- Commended the Junior Achievement Program, which was recently featured in the *Wilson Times*. She praised the hands-on aspect of the program and thanked the community sponsors who visit classrooms to speak and interact with the students. The program is being held at Hunt High this year.
- Congratulated the Wilson Education Partnership on its recent fundraising event of Boots and Bowties. Proceeds from the event will benefit WCS students and staff.
- Informed the Board that the Central Carolina Regional Education Service Alliance (CCRESA) is accepting nominations for the 2022-2023 North Carolina Superintendent of the Year. The deadline for submitting a nomination is May 1. She inquired if the Board members were interested in nominating Superintendent Dr. Lane Mills for the award. It was the Board's consensus to make a nomination. Mr. Breen made the motion, seconded by Mr. Boykin, that the Board put in a nomination of Dr. Lane Mills for the Central Carolina Regional Education Service Alliance North Carolina Superintendent of the Year. The motion passed unanimously, 7-0.

V. Under Superintendent's Report, Dr. Mills shared the following:

- Thanked Assistant Principals and Media Coordinators for all they do for students and families. The district celebrated National Assistant Principals Week and National Library Week in April. He added that Teacher Appreciation Week is coming up the first week in May.
- Informed the Board that the district is still waiting to hear back from the state about the Needs-Based Public School Capital Fund Grant application that was submitted in hopes of securing funding to build a new Frederick Douglass Elementary. The state indicated that an announcement would be made by April 12, but that date has already passed. The delay is most likely

due to the large number of applications that were submitted. Dr. Mills shared that as soon as he hears something, he will let the Board know.

- Reminded the Board of the Special Meeting on April 27 at 1 p.m. to interview architects for the new Frederick Douglass Elementary.
- Asked the Board about possible dates for scheduling a public hearing regarding the possible permanent closure of Winstead Elementary and Toisnot Middle. The Board agreed that Monday, May 9 at 7 p.m. would work for the date of the hearing. Dr. Mills advised that he would check on the availability of the Fike High Auditorium as the location. Once the location has been confirmed, the district will make staff and families aware of the public hearing.

VI. Under Public Input, at 6:51 p.m., five people from the public began addressing the Board during this portion of the meeting. Public Input ended at 7:05 p.m. It was the Board's consensus to have the Administration respond to the speakers.

VII. Under Administrative Services – Committee Chair Mr. Mercer, shared that the committee met today to discuss information and action items.

Information Items

A. Under WCS COVID-19 Updates, the Administration presented to the Board an update on COVID-19 cases and protocols. Dr. Williams shared that at the time of the Board meeting, there were zero active COVID-19 cases compared to three active cases at the time of last month's meeting. Dr. Williams also shared that the Wilson County Health Department is no longer tracking the average percent of positive cases per day for the last seven days. Fifty-three percent of the county's population currently have at least one dose of the COVID-19 vaccine.

B. Under Discussion with Skinner Farlow Kirwan Architecture Firm on the Renovations at Barnes and Lee Woodard Elementary Schools, during the Board's Work Session on April 13, 2022, the Board indicated that they would like to hear more information about the Barnes Elementary and Lee Woodard Elementary projects from the architect. The increased cost estimate of the projects recently raised concerns with the Wilson County Board of Commissioners and several Board of Education members. Ben Skinner with Skinner Farlow Kirwan Architecture attended the meeting to share more details about the projects and to give a recap of the process. Mr. Skinner explained that in February 2021, his firm was asked by WCS to look at renovation projects. The firm suggested projects at the following elementary schools: Barnes, Frederick Douglass, Lee Woodard and Wells. In April 2021, the firm presented a cost opinion of possible renovations. In May 2021, the Board directed the firm to concentrate on renovations at Barnes and Lee Woodard elementary schools. The Board was also interested in starting the renovations as soon as possible. The firm divided the projects into two phases. Mr. Skinner shared that the firm presented a cost estimate of $2.6 million for both phases of the renovations; however, when that amount was presented, it was his understanding that the amount was to get the work started. Mr. Skinner said he didn't realize that when the County Commissioners agreed to fund the $2.6 million, the Commissioners thought that amount would cover both phases of the projects for both schools.

Phase 1 is currently underway at both schools with a cost of approximately $1.7 million. Phase 2 is still in the planning process, and Mr. Skinner shared with the Board members that they can decide not to move forward with the second phase. No plans or bids have been submitted for review. The current estimated cost for both phases is $9.7 million. The cost for the projects includes extensive renovations to bring the buildings up to code and to meet ADA requirements.

Ms. Barnes asked Mr. Skinner what he thought the most urgent needs were if the Board continued with Phase 2. Mr. Skinner advised that adding security vestibules in the front entrances of both schools; renovating the group bathroom across from the office at Barnes Elementary; replacing the remaining windows in both schools not replaced in Phase 1; and renovating the cafeteria at Lee Woodard Elementary would be the highest priorities in his opinion. The Board thanked Mr. Skinner for taking the time to explain the details of the renovation projects.

Action Items

A. Under Face Coverings, a state law went into effect August 30, 2021, requiring school boards to vote monthly on their masking policies. At the March 21, 2022, Board meeting, the Board adopted a resolution in support of face masks being optional for students, staff and guests in schools and district buildings. Mr. Mercer made the motion, seconded by Mr. Breen, that the Board approve on a continuing basis, the resolution that was passed previously, with the need of just basically changing the time dates as appropriate in moving this forward. The motion passed unanimously, 7-0.

B. Under Bids for School Nutrition Services, the Administration shared contracts for needed services for the school nutrition program. The contracts were as follows and will begin July 1, 2022:

- R and H Produce - to provide produce for cafeteria services in the amount of $270,678
- Maola Milk - to provide milk for cafeteria services in the amount of $378,691.06
- Heartland Payment Systems, LLC - to provide payment software for cafeteria services in the amount of $27,475 per year for five years (a total of $137,375)

Mr. Mercer made the motion, seconded by Mr. Breen, that the Board approve the contracts for R and H Produce for $270,678; Maola Milk for $378,691.06; and Heartland Payment Systems, LLC for $27,475 per year for five years, totaling $137,375. The motion passed unanimously, 7-0.

C. Under Community Eligibility Provision Program (CEP) in Wilson County Schools, the Administration presented to the Board information regarding School Nutrition Services and recommended options for the district's Community Eligibility Provision (CEP) status through the US Department of Agriculture (USDA).

During the pandemic, all WCS students received breakfast and lunch at no cost due to waivers issued by the USDA. However, the waivers are set to expire on June 30, 2022. When that happens, districts across the nation will revert back to National School Lunch Program regulations, which means only families who meet certain requirements will be eligible to apply for free or reduced-price meals. Students who are not eligible will resume paying for meals. Fortunately, CEP will assist many students. The purpose of CEP is to improve access to nutritious meals for students. It allows the highest poverty schools to serve breakfast and lunch at no cost to all enrolled students without collecting household applications. The schools that adopt CEP are reimbursed using a formula based on the percentage of students categorically eligible for meals at no cost based on information provided by state and local agencies such as the Supplemental Nutrition Assistance Program (SNAP) and Temporary Assistance for Needy Families (TANF). Out of the district's 26 schools, six do not qualify for CEP. Those schools are New Hope Elementary, Rock Ridge Elementary, Springfield Middle, Hunt High, Wilson Early College Academy and Wilson Academy of Applied Technology.

The Administration presented to the Board a range of options and staff recommendations for CEP. Mr. Mercer made the motion, seconded by Ms. Powell, that the Board approve Option 3 for the Community Eligibility Provision Program for Wilson County Schools. The motion passed 6-1, with Ms. Boyette casting the dissenting vote. This option will provide free breakfast and lunch at the 20 qualifying schools for the 2022-2023 school year. The option also provides free breakfast to all WCS students.

D. Under Contracts Requiring Board Approval – Administrative Services, Board Policy 6420, *Contracts with the Board*, states that any contract for materials, equipment or service involving expenditures in excess of $90,000 must be reviewed by the Board attorney and approved in advance by the Board unless provided otherwise in Board Policy. The Administration presented a contract with Progressive Design Collaborative, Ltd., for $650,000 to provide HVAC design services for Forest Hills Middle, New Hope Elementary, Elm City Middle and Vinson-Bynum Elementary, pending attorney review. ESSER III funds will cover the cost. Mr. Mercer made the motion, seconded by Mr. Breen, that the Board approve Progressive Design Collaborative, Ltd., for HVAC design services, in the amount of $650,000. The motion passed unanimously, 7-0.

E. Under Wilson County Board of Education Electoral District Boundaries, the electoral boundaries for the Wilson County Board of Commissioners changed last year based on the 2020 Census data, which indicated that the population of Wilson County had decreased by 3 percent. In 2014, the Board of Education adopted a resolution stating that its electoral boundaries would coincide with those of the Commissioners. The Administration advised that the Board needed to take action on whether to maintain the same electoral boundaries as the Commissioners. The Board could opt to deviate from the Commissioners' current boundaries; however, it is an extensive and expensive process. Mr. Mercer made the motion, seconded by Ms. Powell and Mr. Breen, that Wilson County Schools continue the resolution as adopted in 2014 maintaining

the same electoral district boundaries as the County Commissioners to set the boundaries for the Wilson County Board of Education. The motion passed 6-1, with Dr. Fitch casting the dissenting vote. The Board attorney will update the resolution.

F. Under The Wilson County Schools School Resource Officer Memorandum of Understanding, the Wilson County Sheriff's Office, WCS and Wilson Emergency Management have an agreed upon Memorandum of Understanding (MOU) that outlines the goals and guiding principles related to the School Resource Officer Program. The Board must approve the MOU each year. Mr. Mercer made the motion, seconded by Mr. Breen, that the Wilson County Schools School Resource Officer Memorandum of Understanding, as presented to the Board by the Administration, be approved. The motion passed unanimously, 7-0.

G. Under 2021-2022 Budget Amendments, the Administration presented budget amendments that represent the 2021-2022 State Public School Fund, Current Expense Fund, Federal Fund and Local Special Revenue Fund budgets ending June 30, 2022. General Statute (G.S.) 115C-434 authorizes the Board of Education to make appropriations for the budget year. Mr. Mercer made the motion, seconded by Mr. Breen, that the Board approve Budget Amendments 103-State Public School Fund, 201-Current Expense Fund, 303-Federal Fund and 803-Local Special Revenue Fund. The motion passed unanimously, 7-0.

H. Under 2022-2023 Local Current Expense and Capital Outlay Budgets, the 2022-2023 Local Current Expense Budget and Capital Outlay Budget requests were presented to the Board. The Local Current Expense Budget request is for $24,798,882. An additional $1,767,500 is expected in fines, forfeitures, interest, miscellaneous revenue and current expense fund balance, bringing the total current revenue budget to $26,566,382. The Capital Outlay Budget request is for $1,000,000. The Administrative Services Committee advised the Board to request an additional 20 percent in capital outlay to cover the increased cost of materials, bringing the total Capital Outlay Budget request to $1,200,000. Dr. Mills will present the requests to the County Commissioners on May 3. Mr. Mercer made the motion, seconded by Mr. Boykin and Mr. Breen, that the Board approve the Current Expense Budget Request for $26,566,382 and the Capital Outlay Budget request be at an increase of 20% for a total of $1,200,000. The motion passed unanimously, 7-0.

Under Committee Reports/Instructional Services – Committee Chair Dr. Fitch shared that the committee met today to discuss information and action items.

Information Items

A. Under Contracts Requiring Board Notification - Instructional Services, Board Policy 6420, *Contracts with the Board*, states that the Superintendent is authorized to enter into contracts involving amounts up to $90,000, and the Superintendent shall report such contracts exceeding $30,000 to the Board at its next regularly scheduled meeting. The following contracts, which are less than $90,000, have been approved by Dr. Mills:

- Encore - for 55" viewBoards for AIG, in the amount of $55,983.11
- Lexia - for LETRS training, in the amount of $51,916.60
- Paxton Patterson - for College and Career Ready Lab, in the amount of $58,330

B. Under Revised Policy 4300, *Code of Student Conduct* – First Reading, the Wilson County Board of Education is in the process of reviewing all of its policies. The policy is being revised by Poyner and Spruill, LLP, to comply with state general statutes and North Carolina School Board Association (NCSBA) policies.

Dr. Fitch turned the meeting over to Mr. Mercer to carry through the motions.

Action Items

A. Under Contract Requiring Board Approval - Instructional Services, Board Policy 6420, *Contracts with the Board*, states that any contract for materials, equipment or service involving expenditures in excess of $90,000 must be reviewed by the Board attorney and approved in advance by the Board unless provided otherwise in Board Policy. The following contracts exceed $90,000 and require Board approval:

- 95% Group LLC - for 95 Phonics Core Program, in the amount of $375,771.76
- ANC (Applied Network Consulting) - for Aruba access Points Contract Awarded (eRate), in the amount of $1,040,412.94
- Dreambox - for two-year advanced licenses and professional development renewal, in the amount of $257,812
- Encore - for cabling contract awarded (eRate), in the amount of $572,944.59
- Instructure - for Mastery View Predictive Assessments and Professional Development, in the amount of $127,746.16
- Encore - UPS contract awarded (eRate), in the amount of $148,790.96
- Lexia - for two-year Lexia Core5 Reading Subscription and License Renewal, in the amount of $328,550

Dr. Fitch made the motion, seconded by Ms. Barnes, that the full Board approve contracts that require Board approval, 95% Group LLC, Applied Networking Consulting, Dreambox, Encore, Instructure, Encore and Lexia, as presented by the Administration. The motion passed unanimously, 7-0.

B. Under North Carolina Alternative Schools' Accountability Model, WCS must identify and be approved to participate in the Alternative Schools' Accountability Model. Schools using Option B are included in the North Carolina Accountability Reporting and Every Student Succeeds Act. The Administration is requesting approval to participate in Option B for Daniels Learning Center. Option B is the Alternative Schools' Progress Model, which Daniels participated in for the 2021-2022 school year. Dr. Fitch made the motion, seconded by Ms. Barnes, that the full Board approve Option B for the

North Carolina Alternative Schools' Accountability Model. The motion passed unanimously, 7-0.

C. Under Revised Policy 6316, *Other Employees as Bus Drivers* - Second Reading, in consultation with the law firm of Poyner and Spruill, LLP, several revisions were made, which included adding February 1, 2018, as the start date of the policy and adding a DOT Medical Certification as one of the qualifications. This policy is exclusive to WCS. Dr. Fitch made the motion, seconded by Ms. Barnes, that the full Board approve Revised Policy 6316, *Other Employees as Bus Drivers*, as a second reading. The motion passed unanimously, 7-0.

D. Under Revised Policy 7240, *Drug-Free and Alcohol-Free Workplace* - Second Reading, this policy is being revised by Poyner and Spruill, LLP, law firm, to comply with NC General Statutes and align with the North Carolina School Board Association (NCSBA) policies. Dr. Fitch made the motion, seconded by Ms. Barnes, that the full Board approve Revised Policy 7420, *Drug-Free and Alcohol-Free Workplace*, as a second reading. The motion passed unanimously, 7-0.

Mr. Mercer turned the meeting over to Dr. Fitch.

VIII. Under Discussion/Action items, 2022-2023 Board of Education Meetings, Policy 2300, *Board Meetings*, state that regular meetings will be held at a predetermined time and place to conduct business of the Board. The Superintendent shall keep on file the schedule of regular meetings with the predetermined time and place. The schedule will be revised only in accordance with legal requirements for notice. In the past, regular meetings have been scheduled on the third Monday of the month, with the exception of November, December and January. During these months, the meetings are scheduled on the second Monday of the month. The Administration recommended a schedule of regular Board meetings for the 2022-2023 school year that includes the following changes from past meetings:

- November 21, 2022 (third Monday), due to the NCSBA Annual Conference on November 14.
- January 23, 2023 (fourth Monday) and April 24, 2023 (fourth Monday), due to Board packet development following extended breaks and holidays.
- June 5, 2023 (first Monday), due to Human Resources meeting required deadlines by June 15.

Ms. Boyette made the motion, seconded by Mr. Breen, that the Board approve the proposed calendar changes for the Wilson County Board of Education meetings. The motion passed unanimously, 7-0.

IX. At 8:19 p.m., Ms. Barnes made the motion, seconded by Mr. Boykin, that the Wilson County Board of Education go into closed session to consider confidential personnel matters as provided in N.C.G.S. 143-318.11(a)(1) and (6) and 115C-319 through 321; to consider confidential student matters as provided in N.C.G.S. 143-318.11(a)(1) and N.C.G.S. 115C-402 and the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g; to establish or give instructions concerning the Board of

Education's negotiating position concerning a potential acquisition and/or lease of real property, as provided in N.C.G.S. 143-318.11(a)(5); and to consult with the Board of Education attorney and preserve the attorney-client privilege as provided in N.C.G.S. 143-318.11(a)(3). The motion passed unanimously, 7-0.

At 9:18 p.m., Ms. Barnes made the motion to reconvene to open session. The motion, seconded by Mr. Mercer, passed unanimously, 7-0.

X. Reporting from closed session, Ms. Boyette made the motion, seconded by Mr. Boykin, that the Board accept the Inter-District Reassignment Requests as presented by the Administration. The motion passed unanimously, 7-0.

Ms. Barnes made the motion, seconded by Mr. Mercer, that the Board approve the closed session minutes of the March 21, 2022 meeting, but do not release the minutes for public inspection because of confidential personnel matters. The motion passed unanimously, 7-0.

Ms. Barnes made the motion, seconded by Mr. Mercer, that the Board approve personnel recommendations, as presented by the Administration. The motion passed unanimously, 7-0.

ACTION ITEMS

The Board approved the following certified and classified positions, as well as Substitute Teachers and Coaches.

E = Emergency License – One-year non-renewable license. Not an option for those who have already completed a college education program. Has 18 hours of related coursework. Experience and graduate pay.

I = Interim – Temporary or provisional (certified) hire.

P = Permit to Teach – Replaces emergency license. One-year non-renewable license. Has less than 18 hours of related coursework. Paid on A-00 scale.

R = Residency License – Replaces lateral entry. One year with the option to renew twice. Three-year max. Enrolled in a college education program. Has 24 semester hours of related coursework. Experience and graduate pay.

V = Volunteer – Offers to undertake a position without monetary compensation.

Administrative

Pennica, Heather-Executive Director of Technology Services

Administrative – For Information

Kicklighter, Emily-Assistant Principal

Certified

Brinson, Jo-CARES Interventionist
Cradeur, Kayleigh (P)-Exceptional Children Teacher
Eldredge, Lori-Exceptional Children Preschool Itinerant Teacher
Harrell, William (E)-Social Studies Teacher
Ruffin, April-NC Pre-K Teacher
Speight, Teresa-Kindergarten Teacher

Classified

Artis, Juanita-Behavior Support Assistant
Chandler, Ronda-Child Nutrition Substitute
Jarmon, Denise-Bus Driver
Langill, Kristina-Bus Driver
Myers, Wade-Technology Technician II
Warren, Larry-ISS Coordinator
Watson, Rachel-Temporary Full-Time Personal Care Assistant

Substitute Teachers

Benton, Mary-Non-Certified Substitute
Carmona, Kathyann-Non-Certified Substitute
Johnston, Holly- Non-Certified Substitute
Jones, Jacqueline-Certified Substitute
Livolti, Natalia-Non-Certified Substitute

Coaches

Garrett, Laura Lee (V)-Girls Soccer
Kirby, Helen-Cross Country
McPhail, Mac (V)-Basketball
Noonan, Alayna-Girls Soccer

INFORMATION ITEMS

The Board received the following personnel list as information.

Administrative

Cox, Krystal-Resignation
Rogers, Debra-Resignation

Certified

Abrams, Carol-Resignation
Arreaza Gonzalez, Aliria-Resignation
Barnes, Jenasis-Resignation
Boykin, Nancy-Retirement
Dorfmeister, Caitlyn-Resignation
Evans, Shayla-Resignation
Fallows, Gail-Resignation
Germanoski, Christopher-Retirement
Graybeal, Anna-Retirement
Hartley, Kimberly-Retirement
Lucas, Christine-Retirement
Ortega, Cydney-Resignation
Pate, Leslie-Retirement
Pittman, Lesley-Retirement
Skinner, Jordan-Resignation
Snedeker, Bonnie-Resignation
Stallings, Karen-Retirement
Stallings, Kari-Resignation
Urda, Jennifer-Resignation
Winstead, Janet-Retirement

Classified

Calvert, Cynthia-Retirement
Conway, Susan-Retirement
Dawson, Karen-Resignation
Glover, Marilyn-Retirement
Hagans, Vestia-Retirement
McAllister, William-Resignation
Pulley, Diane-Retirement
Sauls, Tammy-Retirement
Webb, Shirley-Retirement
Williams, Jacqueline-Resignation

I. There being no further business at 9:20 p.m., Mr. Breen made the motion, seconded by Mr. Mercer, to adjourn the meeting. The motion passed unanimously, 7-0.

Christine L. Fitch
Dr. Christine L. Fitch, Chairman

Dr. Lane B. Mills, Secretary