MINUTES OF
THE WILSON COUNTY BOARD OF EDUCATION
SPECIAL MEETING
July 13, 2020

The Wilson County Board of Education held a Special Meeting on Monday, July 13, 2020, at 1:00 p.m. in the Administrative Offices, 113 N. Tarboro Street. The meeting was conducted virtually using the Zoom video conferencing platform. Chairman Dr. Christine L. Fitch called the meeting to order at 1:02 p.m. with the following members present:

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

Dr. Fitch participated in the meeting at the Administrative Offices. The other Board members participated offsite.

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 Maintenance Mark Letchworth, Administrative Assistant for Instructional Services Maureen Hooper and Administrative Assistant to the Superintendent and Board Clerk Linda Horrison, as well as Board Attorney Katie Cornetto. Also present was *The Wilson Times* Reporter Drew Wilson.

Others participating using Zoom were Technology Coordinator Michelle Edwards, Director of Transportation Robert Harvey, Executive Director of Elementary Education Jennifer Lewis, Director of Public Relations Amber Lynch, Executive Director of Secondary Education David Lyndon, Executive Director of Federal Programs Robin May, Executive Director of Technology Services Matthew Mayo, Executive Director of Exceptional Children's Department Melissa McFatter, and Executive Director of Accountability and Testing Scott Sage, as well as Board Attorney Brandon McPherson.

After calling the meeting to order, Dr. Fitch asked for approval of the agenda. Ms. Powell made the motion, seconded by Mr. Mercer, that the agenda for the July 13, 2020, Special Meeting of the Wilson County Board of Education be approved. The motion passed unanimously.

Dr. Fitch led the Pledge of Allegiance, followed by a moment of silence.

The purpose of the meeting was to discuss one administrative regulation and 21 draft and revised policies; to discuss the Re-Entry Plan; and to hold Construction Manager at Risk Interviews for the construction of the new Wilson Academy of Applied Technology building.

Under Proposed Draft/Revised Policies and Administrative Regulation, the Board reviewed the revisions, which are necessary to align local Board policies with North Carolina General

Statutes and North Carolina School Boards Association policies. Ms. Cornetto provided legal guidance on the policies.

The Board requested minor changes in the verbiage of the following policies, which will be presented at the next regular Board meeting as a second read with the recommended changes:

- Revised Policy 3460, *Graduation Requirements*
- Draft Policy 4320, *Tobacco Products – Students*
- Draft Policy 4325, *Drugs and Alcohol*
- Draft Policy 4334/5035/7345, *Use of Unmanned Aircraft (Drones)*
- Draft Policy 5020, *Visitors to the Schools*
- Draft Policy 6315, *Drivers*

The Board did not request any changes to the following policies, which will be presented at the next regular Board meeting as a second read:

- Draft Policy 4120, *Domicile or Residence Requirements*
- Draft Policy 4130, *Discretionary Admission*
- Draft Policy 4135, *Tuition for Discretionary Admissions*
- Draft Policy 5040, *News Media Relations*
- Revised Policy 5050, *Emergency Closings*
- Draft Policy 5070/7350, *Public Records – Retention, Release and Disposition*
- Draft Policy 5100, *Relationship with Other Governmental Agencies*
- Draft Policy 5110, *Relationship with County Commissioners*
- Draft Policy 5240, *Advertising in the Schools*
- Draft Policy 6322, *Student Assignment to Buses*
- Draft Policy 6540, *Hazardous Materials*
- Draft Policy 6550, *Vandalism*
- Draft Policy 7503, *Teleworking*
- Draft Policy 7610, *Defense of Board Employees*
- Draft Policy 8305, *Federal Grant Administration*

The Board tabled the following administrative regulation until the policy has been reexamined and resubmitted to the Board:

- Administration Regulation 4334/5035/7345-R, *Use of Unmanned Aircraft (Drones)*

During the meeting Dr. Fitch introduced and welcomed Dr. Ben Williams, Matthew Mayo and Melissa McFatter as new employees. All three of them said they were thankful for the opportunity to work for Wilson County Schools (WCS).

Under Re-entry Plan, the N.C. Department of Public Instruction (NCDPI), in conjunction with the N.C. Department of Health and Human Services (NCDHHS), teachers, support staff, local education leaders, and others, collaborated to develop plans to assist the state's public schools and communities as they develop reopening plans for the 2020-2021 school year. NCDPI developed *Lighting Our Way Forward: North Carolina's Guidebook for*

Reopening Public Schools as a guiding document. NCDHHS provided recommendations and requirements in *Strong Schools NC Public Health Toolkit K-12.* The documents outline three plans for re-entry:

- Plan A – Schools will open as normal at 100% capacity with enhanced health protocols.
- Plan B – Schools will be required to operate with no more than 50% capacity and enhanced health protocols with increased requirements will be required.
- Plan C – Schools will suspend in-person classes and will operate through remote learning for all students.

WCS is developing a Re-entry Plan for all three plans that must be submitted to the state by July 20. The plan will include 15 different components such as English Language Learners students, homeless students, students in the Exceptional Children's Program, a communication plan and attendance. The Administration is also considering a Virtual Academy as an option. The district is waiting on guidance from Governor Roy Cooper on the re-opening of schools. More information will be shared at the next regular Board meeting.

Re-entry surveys for families and staff responses were shared with the Board. There were 3,999 responses to the family survey and 1,220 responses to the staff survey. The Administration was pleased with the number of people completing the surveys. The survey results are attached to the minutes.

At 3:45 p.m., it was the Board's consensus to take a recess. The meeting reconvened at 4:00 p.m.

Mr. Ben Skinner with Skinner Farlow Kirwan Architecture joined the meeting in the Boardroom.

Under Construction Manager at Risk Interviews – Request for Qualifications – Construction of the New Wilson Academy of Applied Technology Building, WCS is seeking Qualification Proposals from skilled, experienced firms to provide a Construction Manager at Risk (CMAR) with guaranteed maximum price services for the construction of a new building to serve as the Wilson Academy of Applied Technology (WAAT) and located on the Wilson Community College Campus. A Request for Qualifications (RFQ) for CMAR services was publicly let and closed on June 12. The Administration received the following RFQs: Balfour Beatty, Barnhill Contracting Company/Holt Brothers Construction, Bordeaux Construction Company, Inc., Choate Construction Company, Clancy & Theys Construction Company, Cleveland Construction, Inc., Daniels and Daniels Construction Co. Inc., J.M. Thompson Company, Monteith Construction Corp., New Atlantic Contracting, Inc./SCS Construction Company, Samet Corporation + Right Build International, Shelco, LLC, T.A. Loving Company and Thomas Construction Group, LLC. The Board will need to select a firm to provide CMAR services for construction of the new WAAT Building.

At the recommendation of the Administration, the following firms presented to the Board during the Special Meeting: Balfour Beatty, Barnhill Contracting Company/Holt Brothers Construction and New Atlantic Contracting, Inc./SCS Construction Company. Each firm

was given 15 minutes to present their proposal to the Board, followed by questions from the Board and Mr. Skinner.

In advance of the interviews, each firm submitted references to Director of Maintenance Mark Letchworth for at least three different school districts and/or governmental entities for whom their firm had performed similar work. Mr. Letchworth shared this information with the Board at the conclusion of the interviews.

Mr. Farmer made the motion, seconded by Ms. Barnes, that the Board approve the firm of Barnhill Contracting Company/Holt Brothers Construction as the Construction Management at Risk for the construction of Wilson Academy of Applied Technology.

Mr. Skinner suggested that the Board select a second choice in the event negotiation fees and pre-construction services are not successfully.

The maker and the seconder of the motion agreed to add terminology to the motion that Barnhill Contracting Company/Holt Brothers Construction is the Board's first choice and Balfour Beatty is the second choice.

The motion was amended to state that the first choice for the Construction Management at Risk firm is Barnhill Contracting Company/Holt Brothers Construction and the second choice is Balfour Beatty for consideration. The motion passed unanimously.

At 5:59 p.m., Mr. Farmer made the motion, seconded by Ms. Barnes, 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; 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.

At 6:32 p.m., Mr. Farmer made the motion, seconded by Mr. Mercer, to reconvene to open session. The motion passed unanimously.

There being no further business at 6:33 p.m., Mr. Farmer made the motion, seconded by Mr. Breen, to adjourn the meeting. The motion passed unanimously.

Christine L. Fitch

Dr. Christine L. Fitch, Chairman

Dr. Lane B. Mills, Secretary