MINUTES OF
THE WILSON COUNTY BOARD OF EDUCATION MEETING
SEPTEMBER 21, 2020

The Wilson County Board of Education held its regular meeting on Monday, September 21, 2020, at 4:00 p.m. in the Administrative Offices, 113 N. Tarboro Street. The meeting was conducted virtually using the Zoom video conferencing platform. Chairman Christine L. Fitch called the meeting to order 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 and Mr. Breen participated in the meeting at the Administrative Offices. The other Board members participated offsite.

Others participating were Associate Superintendent Dr. Cheryl Wilson, Assistant Superintendent for Human Resources Dr. Norris Parker, Assistant Superintendent for Administrative Services Dr. Ben Williams, Executive Director of Elementary Education Jennifer Lewis, Executive Director of Secondary Education David Lyndon, Executive Director of Federal Programs Robin May, Executive Director of Finance Art Stanley, Director of Maintenance Mark Letchworth, Director of Public Relations Amber Lynch, Wilson County Schools (WCS) Athletic Director Jimmy Tillman, High School Principals (Dr. Jonathan Tribula, Eddie Doll and Nelson Johnston), Public Relations Assistant Aislinn Ramirez and Administrative Assistant to the Superintendent and Board Clerk Linda Horrison, as well as Board Attorney Brandon McPherson. Also present was *The Wilson Times* Reporter Drew Wilson.

I. After calling the meeting to order, Chairman Fitch asked for approval of the agenda. Ms. Powell made the motion, seconded by Ms. Barnes and Mr. Mercer, that the Board approve the agenda for September 21, 2020. The motion passed 6:1, with Mr. Breen casting the dissenting vote.

II. At Dr. Fitch's request, Ms. Barnes led the Pledge of Allegiance that was followed by a moment of silence.

III. Dr. Fitch presented for approval the minutes of the August 17, 2020, Regular Board Meeting, September 3, 2020, Work Session and September 14, 2020, Special Board Meeting. Dr. Fitch asked for approval of the minutes. Ms. Barnes made the motion, seconded by Mr. Mercer, that the Board approve the minutes of August 17, 2020, Regular Board Meeting, September 3, 2020, Work Session, and September 14, 2020, Special Board Meeting. The motion passed unanimously.

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

- Dr. Fitch thanked 3C Store Fixtures for the pictures on the outside of the Boardroom windows.
- Dr. Fitch congratulated the North Carolina School Boards Association (NCSBA) nominees. Winners will be announced during the NCSBA Annual Conference. The nominees included:
    - Henry Mercer for consideration of the NCSBA Raleigh Dingman Award.
    - The Wilson County Commissioners for consideration of the NCSBA County Commissioner of the Year Award.
    - The Gentlemen's Agreement for consideration of the NCSBA Excellence in Educational Programs Award.
    - The Wilson County Board of Education for consideration of the NCSBA School Board Leadership Award.
- The Board will need to discuss face-to-face and remote Board meetings if students are expected to return to the buildings. Safety and social distancing will be maintained during Board meetings.
- Dr. Fitch thanked the County Commissioners for their discussion and thoughts on the athletic fields and track renovations at Beddingfield and Hunt High Schools. She shared that during the September 14 meeting, Mrs. Boyette commented that at the May 11 meeting, the Board voted on six-lane tracks, but the architects recommended eight-lane tracks. At the September 14 meeting, Mrs. Boyette suggested that the Board members listen to the experts and again look at Option #3 – 8 Lane Track for Hunt and Beddingfield High Schools. Dr. Fitch added that the Board was working to be good stewards of the funds provided by the County Commissioners. One of Mrs. Boyette's comments mentioned new athletic facilities at Wilson Preparatory Academy. Dr. Fitch had the opportunity to drive by Wilson Preparatory Academy and said that although they do have a wonderful looking track, she did not see any bleachers, a fieldhouse or concession stands. She also advised the Board that if we move to an eight-lane track, that the lights would also need to be moved, which has not been a cost factored into this. At the September 14 meeting, Dr. Fitch asked Dr. Mills, Mr. Letchworth and Mr. Tillman to contact Musco Lighting to ensure that we are up to standards for lighting on the high school football fields. The fields at Beddingfield and Hunt High Schools have metal light poles. The lights at Fike High are on wooden poles. She reminded the Board members that they do need to be mindful of the Americans with Disabilities Act issues. There are other school systems within North Carolina that have major track meets and all schools use one facility for all of the athletic events. Beddingfield High has hosted a regional track meet in the past with a six-lane track. In closing, Dr. Fitch advised that the Board needs to look at all costs involved from moving to an eight-lane track. If the County Commissioners are wishing to add money, they need to know the entire costs that are involved.

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

- Dr. Mills thanked our students, staff and families for their continued hard work during this time of online teaching and learning.

- Dr. Mills thanked 3C Store Fixtures for their incredible generosity. They designed and donated window graphics for our Central Office building outside the Boardroom doors. The graphics incorporate pictures of our students and show everyone who visits or drives by what we are all about. 3C does so much for the Wilson community, and they are truly appreciated.
- On September 8, additional meal sites were added in the community where families can walk up and receive a lunch and a breakfast for the next day for children ages 1-18. These sites are in addition to the 23 school sites that are serving curbside meals. Wilson County Schools (WCS) staff have served at the 11 locations for the past two weeks and today community volunteers started serving as well. The district appreciates everyone who is volunteering their time. Mr. Mercer has also been volunteering. Dr. Mills thanked Dr. Williams for his leadership on this initiative and Director of School Nutrition Mary-Catherine Talton and staff for their continued hard work.
- In January, the district received a Safe Schools grant from the NC Department of Public Instruction that covered a lot of areas, including $65,733 to contract with a licensed mental health service provider to provide in-school therapy for all district schools. The intent of the funding was to manage crisis prevention and suicidal risk assessments in addition to supporting social workers, nurses and other staff members. While COVID made it difficult to offer all the services, our provider - Pride in North Carolina - still made huge strides. From February to June they provided 79 students with services. The district appreciates this partnership.
- The district was recently informed of a grant that Duke University received to provide COVID-related data to school systems. Originally, the grant was only for several school districts, but it was recently expanded to include all districts in the state that were interested. WCS is interested in being a part of this grant so that the district will have specific COVID-related data. If the district is not selected for this grant, access to data collected will still be provided.
- On August 19, *The Wilson Times* hosted the videoconference "Wilson in Black and White: Race, Prejudice and Privilege" as a part of its Community Conversations series. The panelists included Darden Middle Principal Jennifer Parker, who did a wonderful job representing the district, and it was a powerful discussion. The second Community Conversation installment was September 9, and Dr. Mills and Mr. Breen were a part of the discussion on Health, Safety and Schools. Dr. Mills appreciated the opportunity to share information and also hear from other local leaders.
- Dr. Mills recognized the Driver Education Program for offering the district's first virtual Driver Education class. WCS is one of six school districts statewide offering the course in an online format. The behind-the-wheel training is still done in person with face coverings and extensive sanitizing in between drivers and at the end of each day.

Dr. Mills thanked the Driver Education instructors for their hard work because students were not able to drive for several months because of COVID and it's challenging to catch back up.

- Dr. Mills provided an update on the Governor's announcement from September 17 that reflecting some changes from previous guidance that has affected the district's changes for re-entry of schools. Beginning October 5, public school districts can implement Plan A for elementary schools (grades K-5) when districts believe they are ready. The guidelines for social distancing in the classroom and on buses is a recommendation and not a requirement for elementary schools. Middle and high schools can only transition into Plan B and will still operate under the guidelines for social distancing on buses and in classrooms. Staff and families are being surveyed regarding the return of school. A work session is needed for the Administration to share data with the Board and review re-Entry plans based on these new guidelines. Dr. Mills suggested a work session on September 30 to allow the Administration time to compile survey results.

  Dr. Mills also suggested the Board meet for a work session to discuss the questions from the County Commissioners regarding additional cost for an 8-lane track for Beddingfield and Hunt High Schools. Dr. Mills is working with CPL Architecture Engineering for estimates on the tracks.

Dr. Fitch asked the Board their thoughts on a Special Board Meeting to discuss the district's Re-Entry Plan on September 30. Ms. Powell made the motion, seconded by Mr. Farmer, that the Board have a Special Board Meeting or Work Session on September 30 at 4:00 pm for the purpose of discussion of our Re-Entry Plan. The motion passed unanimously.

Dr. Fitch asked the Board their thoughts on a Special Board Meeting on September 28 to discuss athletic fields and track renovations at Beddingfield and Hunt High Schools. Mr. Mercer made the motion, seconded by Mr. Farmer, that the Board meet on Monday, September 28 at 4:00 pm for the purpose of discussion of the track projects. The motion passed unanimously.

VI. Under Public Input, Director of Public Relations Amber Lynch and Public Relations Assistant Aislinn Ramirez read emails during this portion of the meeting from the following members of the public: Larnell Thoms concerning the NC Drivers Education and Licensing; Richard C. Harris, Erin Vertin, Michael Dean, Jessica Miller, Beth Thomas, Anna Brock, Tonya K. Skinner, Leigh Bryant and Amanda McCullum Bennett concerning re-opening schools to students. It was the Board's consensus to have the Administration respond to each person that had addressed the Board through this format.

VII. Under Discussion/Information/Action Items, the following was shared with the Board:

Information Items:

A. Under Operations Research and Education (OREd) Services – Integrated

Planning for School and Community Study, OREd, which is a company through NC State University, has completed an Integrated Planning for School and Community (IPSAC) Study for WCS. In the summer of 2020, WCS commissioned OREd to evaluate the residential, commercial and industrial developments approved within Wilson County. OREd staff, Thomas Dudley and Terry Karlson, participated in the meeting and provided an overview of their findings on the Land Use Study and Membership Forecast. Mr. Dudley and Mr. Karlson shared that the next step in the process is to answer these questions:

- What are the student enrollment trends that WCS is facing in the next 10 years?
- What challenges do these trends present for WCS?
- What steps should the Board of Education take to help address these long-rang facility concerns?

B. Under National Federation of State High School Association (NFHS) Network School Broadcast Program, the Administration presented information on the Pixellot system for Hunt and Fike High Schools. When the system is installed at a school, it provides live broadcasts of regular season athletic events. The camera requires no operator and provides features that integrate with coaching systems. The agreement is for a one-time fee of $2,500 for five years. Fike High will fund this project with booster club funds. Hunt High will fund this project with a combination of school and booster club funds. After discussion, the Board members agreed to contribute to help fund the system at Beddingfield High so that all three high schools can benefit from this system. Mr. McPherson advised that before finalizing this agreement, Board Policy 4700, *Student Records*, will need to be revised to include directory information for video from athletic events.

C. Under Update on Wilson County Schools Capital Outlay Projects for 2019-2020, the Administration shared updates on the roofing project at Hearne Elementary and the Wilson Area School-based Health Center (WASH) at Hunt High with the Board. The roof at Hearne Elementary is nearing completion. The skylights were removed, which were causing issues. The new WASH Center has been completed at Hunt High. The Maintenance Department also framed walls, put up sheetrock, completed electrical and plumbing work and cleared a line that contained over a pound of lead. This is provided for information only.

D. Under Newcomers' Virtual Summer Camp, the Administration provided information on a two-week virtual camp that was held for middle and high school English Learner (EL) students that are within their first three years in the United States. EL teachers co-taught the sessions daily. The four language domains were integrated into the instruction – reading, writing, speaking and listening. Students researched topics and took virtual field trips. They completed flip grid videos to share information learned during the field trips. Seven regular attendees participated in middle school and eight regular attendees participated in high school. The middle school students researched National Parks and the high school student researched rainforests. This

opportunity was utilized as a professional development opportunity for other EL teachers. They were able to join the class virtually and learn from seeing their colleagues in action.

E. Under 21st Century Community Learning Center Grant with The SPOT, the Administration provided information that the $400,000 a year grant was awarded in June 2020 and renewable for three years. The five participating schools are Barnes Elementary, Hearne Elementary, Vick Elementary, Wells Elementary and Winstead Elementary. Teachers from each school are serving as instructional tutors. The SPOT employees are providing enrichment activities daily, as well as dinner. Family engagement activities will be hosted quarterly as a part of the program. The program will begin on October 5, 2020, with a Plan B rotation on The SPOT campus. Ninety students will attend each week for a total of 180 students served. All CDC guidelines will be followed. The hours are from 4:15–7 p.m. The Transportation Contract was shared with the Board that included Plan C – transportation from home to The SPOT as needed and Plan B – transportation from school to The SPOT daily.

At 6:15 p.m., it was the Board's consensus to take a break. The meeting reconvened at 6:24 p.m.

Action Items:

A. Contracts Requiring Board Approval, Board Policy 6420, *Contracts with the Board*, states that any contract for materials, equipment or services 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 contract exceed $90,000 and requires Board approval. Since last year, the cost of the contract has decreased by $603.

Name of Business	Services Provided	Amount
Utica	Graphic Arts Insurance Company Package – Renewal policy; Business Auto – Renewal policy; Graphic Arts Insurance Company Umbrella – Renewal policy	$138,940.00

Ms. Powell made the motion, seconded by Mr. Mercer and Ms. Boyette, that the Board approve the Utica Graphics Arts Insurance Company Package Renewal, Business Auto Renewal and Graphics Arts Umbrella Renewal as presented to the Administration. The motion passed unanimously.

B. Under Architecture Services for Athletic Tracks at Beddingfield and Hunt High Schools, the contract for CPL Architecture Engineering for the tracks at Beddingfield and Hunt High Schools was shared with the Board. The Board will need to approve this contract. Mr. McPherson informed the Board that the contract is by task, which means as WCS gives the architects a task, we will negotiate a price. Ms. Boyette made the motion, seconded by Mr. Breen

and Ms. Powell, that the Board approve the contract for CPL Architecture Engineering for the tracks at Beddingfield and Hunt High Schools. The motion passed unanimously.

C. Under Contracts with Barnhill Contracting Company for the New Wilson Academy of Applied Technology (WAAT) Building, the contracts shared with the Board for approval included the Standard Form of Agreement Between Owner and Construction Manager as Constructor; and the General Conditions of the Contract for Construction. These contracts have been reviewed by the Board attorney. Ms. Barnes made the motion, seconded by Mr. Breen, that the Board approve the contracts with Barnhill Contracting Company for the New Wilson Academy of Applied Technology (WAAT) Building. The motion passed unanimously.

D. Under 2020-2021 Budget Resolution, the budget resolution represents the 2020-2021 State Public School Fund, Current Expense Fund, Federal Fund, Capital Outlay Fund, Child Nutrition Fund, Trust and Agency Fund, Before/After School Care Program Fund and Local Special Revenue Fund budgets. Mr. Mercer made the motion, seconded by Ms. Powell and Ms. Barnes, that the Board approve the 2020-2021 Budget Resolution as presented by the Administration. The motion passed unanimously.

E. Under Proposed Middle School Athletic Tryout and Game Schedule, the Administration presented for the Board's approval the proposed middle school athletic tryout and game schedule. The schedule indicates that basketball would be played in January and February; football, volleyball and boys soccer in February and March; and girls soccer, baseball and softball in April and May. Based on the schedule, the Administration felt hat it was more feasible to stay within the county for athletic events. Mr. Farmer voiced his concerns about some of the middle school football games being played when it is dark outside and students will need to leave school early. Mr. Tillman shared with the Board that the middle school games will be played at the high schools where there are lights or start earlier. The Administration will be flexible and adjust as needed. Mr. Farmer made the motion, seconded by Mr. Breen, that the Board accept the proposed middle school athletic tryout and game schedule. The motion passed unanimously.

F. Under National School Boards Association Magna Award Entry, the National School Board Association (NSBA) annually solicits nominations from local boards of education for the Magna Awards, which is a national recognition program that honors school boards' best practices and innovative programs that increase student achievement. The 2021 awards program will focus on equity in education and recognize district programs that remove barriers to achievement for vulnerable or underserved children. The Board was asked to submit a nomination for the award at this meeting and be prepared to present it for the Board's consideration. The deadline for submission of the nomination is October 30. The Board discussed submitting Seeds of Hope for the Magna Award if a community entity qualifies for consideration. Mr. Farmer made the motion, seconded by Mr.

Mercer, that the Board submit Seeds of Hope to the National School Boards Association for the Magna Award Entry should they be eligible for consideration. The motion passed unanimously.

G. Under North Carolina School Boards Association Voting Delegates, this year there will be two meetings of the 2020 Delegates. The initial meeting will be part of the NCSBA's Annual Conference in November. The second session will focus on the adoption of the legislative agenda and will be held on January 7, 2021. The Delegate Assembly meeting will be virtual. The delegates will be expected to participate in both meetings. Based on the system's total current expenditures, the Board qualifies for three voting delegates. The deadline for submission to the NCSBA is October 5. The Board will need to officially identify the three voting delegates who will represent the Wilson County Board of Education. Mr. Breen made the motion, seconded by Mr. Mercer, that the voting delegates be Dr. Fitch, Ms. Powell, Ms. Barnes and Mr. Mercer as the alternative for the North Carolina School Boards Association voting delegates for the Delegate Assembly. The motion passed unanimously.

H. Under Draft and Revised Policies, the following policies were presented:
   1. Revised Policy 1320/3560, *Title I Parent and Family Engagement* – Second Reading
   2. Revised Policy 1610/7800, *Professional and Staff Development* – Second Reading
   3. Revised Policy 1710/4021/7230, *Prohibition Against Discrimination, Harassment and Bullying* – Second Reading
   4. Revised Policy 1720/4015/7225, *Discrimination, Harassment and Bullying Complaint Procedure* – Second Reading
   5. Draft Policy 1725/4035/7236, *Title IX Sexual Harassment – Prohibited Conduct and Reporting Process* – Second Reading
   6. Draft Policy 1726/4036/7237, *Title IX Sexual Harassment Grievance Process* – Second Reading
   7. Draft Policy 1750/7220, *Grievance Procedure for Employees* – Second Reading
   8. Revised Policy 3620, *Extracurricular Activities and Student Organizations* – Second Reading
   9. Revised Policy 4040/7310, *Staff-Student Relations* – Second Reading
   10. Revised Policy 4270/6145, *Concussion and Head Injury* – Second Reading
   11. Revised Policy 4331, *Assaults, Threats and Harassment* – Second Reading
   12. Revised Policy 4340, *School-Level Investigations* – Second Reading
   13. Draft Policy 4362, *Requests for Readmission of Students Suspended for 365 Days or Expelled* – Second Reading
   14. Draft Policy 5120, *Relationship with Law Enforcement* – Second Reading

15. Draft Policy 5210, *Distribution and Display of Non-School Material* – Second Reading
16. Draft Policy 5230, *Participation in Research Projects* – Second Reading
17. Revised Policy 6120, *Student Health Services* – Second Reading
18. Draft Policy 7360/8225, *Crowdfunding on Behalf of the School System* – Second Reading
19. Draft Policy 9400, *Sale, Disposal and Lease of Board-Owned Real Property* – Second Reading

It was the Board's consensus to approve all the policies in one motion.

Ms. Boyette made the motion, seconded by Mr. Breen, that the Board approve the policies listed on the agenda under Roman Numeral VII, Discussion/Action Items, letter H, Draft and Revised Policies 1-19, as a second reading, and repeal the corresponding old policies, as set forth in the handout dated September 21, 2020. The motion passed unanimously.

VIII. At 7:09 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; 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.

At 8:11 p.m., Mr. Farmer made the motion to reconvene to open session. The motion, seconded by Ms. Boyette, passed unanimously.

IX. Reporting from closed session, Ms. Barnes made the motion, seconded by Mr. Mercer and Mr. Breen, to approve the Inter-District Reassignment Requests, but not release for public inspection due to student confidentiality. The motion passed unanimously.

Mr. Farmer made the motion, seconded by Mr. Mercer, to approve the closed session minutes of August 17, 2020, but do not release the minutes for public inspection because of confidential personnel matters. The motion passed unanimously.

Mr. Farmer made the motion, seconded by Mr. Mercer and Ms. Barnes, to approve the personnel recommendations as presented by the Administration. The motion passed unanimously.

ACTION ITEMS

The Board approved the following certified positions.

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.

Certified

Arbutina, Elizabeth (R)- 1st Grade Teacher
Arrington, Sherrita (R)-1st Grade Teacher
Axthelm, Jaime-Instructional Technology Facilitator
Bridgers, Angelica-5th Grade Teacher
Camden, Robyn-3rd Grade Teacher
Crosby, Janell-Instructional Coach
Daniels, Evangeline-Kindergarten Teacher
Fisher, Taylor-Kindergarten Teacher
Harmon, Dara-Media Coordinator
Harvey, Jasmine-2nd Grade Teacher
Joyner, Bryson (E)-3rd Grade Teacher
Killy, Alison-8th Grade ELA Teacher
Lee, Dana-Career Development Coordinator
Leighton, Jessica-Band Teacher
McCabe, Donnie (R)-4th Grade Teacher
Moody, Joshua-6th Grade Social Studies Teacher
Pate, Danny-Part-time Science Teacher
Pennica, Heather-District Media and Technology Coordinator
Shackleford, April-K-5 Math-Science Coordinator
Sharp, Sheronica-Digital Literacy Coach
Shearin, Jon-Part-time CTE Auto Tech Teacher
Spence, Tracy-Science Teacher
Sumler, Kenneth-JROTC Teacher
Ward, Jessica – 4th Grade Teacher

Classified

Ajani, Ayoola-EC Job Coach
Alvarado-Rodriguez, Lizbeydy-Teacher Assistant
Ballard, Gwendolyn-Teacher Assistant

Bill, Noah-Groundskeeper
Causey, Jennifer-Technology Assistant
Chavez, Laura-NC Pre-K Teacher Assistant
Hall, Lakisha-EC Teacher Assistant
Lucas, Tynisha-Teacher Assistant
Trevathan, Brandon-12-Month Custodian/Groundskeeper
Webb, Crystal-Teacher Assistant

INFORMATION ITEMS

The Board received the following personnel list as information.

Certified

Battle, Angela-Retirement
Showman, Shawn-Resignation
Wright, Muriel-Resignation

Classified

Ellerbe, Christopher-Resignation
Fields, Cheryl-Resignation
Hayes, Joshua-Resignation
Kennedy, Myra-Resignation
King, Ernestine-Resignation
Liles, Sue-Retirement
Sanders, Gary-Resignation
Shirley, Renatha-Resignation
Tant, Eunice-Resignation

Dr. Fitch advised that face-to-face Board meetings will be placed on the Special Board Meeting Agenda on Monday for discussion and possible action.

XI. There being no further business at 8:32 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