MINUTES OF
THE WILSON COUNTY BOARD OF EDUCATION
SPECIAL MEETING
OCTOBER 12, 2020

The Wilson County Board of Education held a Special Meeting on Monday, October 12, 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, Mr. Mercer, Mr. Breen and Ms. Boyette participated in the meeting at the Administrative Offices. The other Board members participated offsite.

Others present or 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 Technology Matthew Mayo, Executive Director of Secondary Education David Lyndon, Executive Director of Federal Programs Robin May, Executive Director of Finance Art Stanley, 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.

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 Board approve the Special Meeting of the Wilson County Board of Education for Monday, October 12, 2020. 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 12 administrative regulations, 12 revised policies and 3 draft policies.

Under Chairman's Comments, Dr. Fitch shared with the Board that Wilson County Schools (WCS) Board Policy 2302, *Remote Participation in Board Meetings*, states, "no Board member may participate remotely more than three times during a calendar year; however, in justifiable circumstances, the Board may, by two-thirds vote, agree to waive this limitation. A member may attend a meeting and participate in Board deliberations and decisions by remote participation if the member is prevented from physically attending the meeting due to: a personal illness, disability, order of quarantine or isolation, or government-issued 'stay-at-home' mandate." Due to COVID-19, the Board is in violation of this policy. The Board has been meeting remotely for several months and some Board members cannot attend in person due to health issues. At the Board's request, Ms. Cornetto will revise the policy to

remove the stipulations of the meeting. The revised policy will be discussed at the next Board meeting as a first read.

Dr. Fitch also shared that WCS Board Policy 2300, *Board Meetings*, states, "the Superintendent shall keep on file the schedule of regular meetings with the predetermined time and place." WCS Board Policy 2230, *Board Committees*, states, "the Board will organize standing committees for the purpose of conducting thorough deliberations and investigations of issues and informing and recommending action to the Board as appropriate." Due to current circumstances, for the past several months, standing committees of the Board for Administrative Services, Instructional Services and Human Resource Services, have been cancelled and regular Board meetings have been scheduled to begin at 4:00 p.m. instead of 7:30 p.m. At the next meeting, the Board should be prepared to provide feedback on continuing standing committee meetings or full Board meetings and the starting time for regular meetings.

Finally, Dr. Fitch shared that the Board is almost finished with revising policies. Ms. Cornetto is working on two major policies that will be discussed at the January Board meeting. Any other policies that need to be revised and reviewed will be an ongoing process that will be shared during regular Board meetings. Dr. Fitch thanked the Administration, the Board attorney and Board members for their input, due diligence and attention to detail during the revision of policies.

Under Policies to be Repealed, the following policies are being repealed by the Law Offices of Schwartz & Shaw, PLLC, to comply with North Carolina General Statutes and align with NCSBA and Wilson County School policies.

- Policy 1511, *Policy Draft Writer*
- Policy 3022, *Hiring Procedure*
- Policy 3024/4024, *Participation in Inmate Work Release Program*
- Policy 3200, *Initial Assignment*
- Policy 3500, *Temporary Assignments*
- Policy 3512, *Summer Teaching Assignments*
- Policy 3700/4600, *Salary*
- Policy 3720/4630, *Attorney Consultation with Employees*
- Policy 3901/4801, *JTPA Non-Discrimination and Grievance Policy*
- Policy 5033, *Classroom Interruptions*
- Policy 6010, *Compulsory Attendance Age*
- Policy 6112, *Homebound Students*
- Policy 6911, *Control of Lice and Nits*

Ms. Barnes made the motion, seconded by Mr. Mercer, that the Board repeal the aforementioned policies that you have in your Board packets and whose names have already been itemized to you. The motion passed unanimously.

Under Proposed Draft/Revised Policies and Administrative Regulations, 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 2300, *Board Meetings*
- Draft Policy 3103, *Alternative Degree Completion*
- Revised Policy 8340, *Insurance*

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:

- Revised Policy 1510/4200/7270, *School Safety*
- Revised Policy 1730/4022/7231, *Nondiscrimination on the Basis of Disabilities*
- Draft Policy 2127, *Board Member Technology Use*
- Revised Policy 3200, *Selection of Educational Resources*
- Revised Policy 4700, *Student Records* – First Reading
- Revised Policy 5220, *Collections and Solicitations*
- Draft Policy 6510, *Equipment, Materials and Supplies*
- Revised Policy 7560, *Permitted Salary Deductions for Absences and Discipline of Certain Exempt Employees*
- Revised Policy 7620, *Payroll Deductions*
- Revised Policy 8330, *Signatures*
- Revised Policy 9000, *Planning to Address Facility Needs*

The Board did not request any changes to the following administrative regulations:

- Administrative Regulation 1320/3560-R, *Title I: Consultation with Private School Officials*
- Administrative Regulation 3103-R, *Alternative Degree Completion*
- Administrative Regulation 3103-E1, *Wilson County Schools Authorization to Test*
- Administrative Regulation 3103-E2, *Community College Release Form*
- Administrative Regulation 3103-E3, *Community College Release Checklist*
- Administrative Regulation 3220-R, *Technology in the Educational Program*
- Administrative Regulation 3225/4312/7320-E1, *Student Acceptable Use Agreement*
- Administrative Regulation 3225/4312/7320-E2, *Employee Acceptable Use Agreement*
- Administrative Regulation 4270/6145-R2, *Return to Educational Activities Following Concussion*
- Administrative Regulation 4700-R, *Release of Directory Information*

The Board requested minor changes in the verbiage of the following administrative regulations:

- Administrative Regulation 3226/4205-R, *Internet Safety*

- Administrative Regulation 3227/7322-R, *Web Page Development*

The Board tabled the following administrative regulation to allow the attorney to research and provide alternatives that does not include cannabidiol (CBD):

- Revised Policy 7240, *Drug-Free and Alcohol-Free Workplace*

There being no further business at 2:42 p.m., Mr. Farmer made the motion, seconded by Mr. Mercer, to adjourn the meeting. The motion passed unanimously.

Dr. Christine L. Fitch, Chairman

Dr. Lane B. Mills, Secretary