MINUTES OF
THE WILSON COUNTY BOARD OF EDUCATION MEETING
OCTOBER 19, 2020

The Wilson County Board of Education held its regular meeting on Monday, October 19, 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, Mr. Mercer, Mr. Breen and Ms. Boyette participated in the meeting at the Administrative Offices. The other Board members participated offsite. 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 by clicking a link on the WCS Facebook page and WCS website.

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 Technology Matthew Mayo, Director of Transportation Robert Harvey, Director of Maintenance Mark Letchworth, Director of Public Relations Amber Lynch, Director of School Nutrition Mary-Catherine Talton, Early College Principals (Krystal Cox and Randy St. Clair), District MTSS Coordinator Amy Nichols 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 Mr. Mercer, that the Board approve the agenda for October 19, 2020. The motion unanimously.

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

III. Dr. Fitch presented for approval the minutes of the September 21, 2020, Regular Board, September 28, 2020, Special Board Meeting, September 30, 2020, Special Board Meeting and October 12, 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 aforementioned minutes. The motion passed unanimously.

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

- At the last Board meeting, the Board discussed the National School Boards Association Magna Award Entry and the submission of a nomination for Seeds of Hope, should they be eligible for consideration. Based on the criteria, it was determined that the program is not eligible for consideration of this award. The nomination must be a WCS developed program. Dr. Fitch saluted Seeds of Hope for their work with the students in Wilson County.
- The North Carolina School Boards (NCSBA) Annual Conference will be held virtually on November 5-7, 2020. At the last Board meeting, the Board selected Ms. Barnes, Ms. Powell and Dr. Fitch to represent the Wilson County Board of Education as voting delegates for the Delegate Assembly. Mr. Mercer was selected as the alternate. Board members should notify Ms. Horrison to register for the upcoming conference.
- On October 22, 2020, elementary and middle school students will return to school in person or participate in the Virtual Academy. Elementary students will return on Mondays, Tuesdays, Thursdays and Fridays. Middle school students are divided in two groups. Students in the Green Group attend school on Mondays and Tuesdays. Students in the Blue Group attend Thursdays and Fridays. Remote learning for elementary and middle school students, and thorough cleaning at the schools will occur on Wednesdays. High school students will participate in remote learning or the Virtual Academy. The Virtual Academy will be offered Monday – Friday. As the second grading period is ending and we begin the new face-to-face learning, Dr. Fitch wished the Administrators, students and staff a safe and productive return to the classrooms. Everyone will be mindful of continuing circumstances around the COVID-19 figures and if necessary take any appropriate actions as time goes forward.

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

- Dr. Mills thanked the 26 principals in our schools. This month is National Principals Month. Dr. Mills commented that being a principal is a hard job and often a thankless one - especially this year. The district has a strong team and one that's been together a while. We've been fortunate to have the same principals in our district the past several years.
- Rock Ridge Elementary Third-grade Teacher Deanna Ciampa was selected as the WCS nominee for the North Carolina Center for the Advancement of Teaching (NCCAT) Beginning Teacher of the Year Award. NCCAT will announce the winner in December. Ms. Ciampa is in her second year of teaching and doing a great job at Rock Ridge. Dr. Mills also thanked Beginning Teacher Coordinators Sherri Jernigan and Yvette Jobe for their support of our Beginning Teachers.
- Dr. Mills recognized WCS Grant Writer Renee Turner for the tremendous work she has done since joining our team in March 2019. In her first year, she secured $17 million in grant funds for the district. Last week, she was invited to be a guest panelist during a national Zoomtopia conference because of her grant writing expertise. During the session, she shared best practices and also talked a lot about our successes and challenges as a district. Dr. Mills thanked Ms. Turner for her work. The district

appreciates the positive difference she is making in the lives of our students and staff as she secures grant funds.

- Dr. Mills thanked the students, staff and families for their continued hard work, adaptability and patience during this time of online teaching and learning. On Thursday, many of our students will return to school buildings. So much work has gone on behind the scenes to prepare for Thursday. Earlier this month, Dr. Mills was asked to be one of the keynote speakers during the Wilson Forward Annual Meeting and to talk honestly about the challenges that staff, students and families have faced and are still facing since the pandemic began in March. Dr. Mills shared an abbreviated version of his presentation from the Wilson Forward Annual Meeting, which included the following updates:
  - Transportation has completed routes for elementary and middle school students, and information has been shared
  - School Nutrition is prepared to start serving meals in the classrooms
  - Training on protocols for schools have been completed
  - Plans for drop-off and pickup of students have been reviewed
  - Classroom settings have been reviewed
  - Maintenance has delivered supplies for classrooms
  - Water is being provided by School Nutrition
  - We are piloting classes in five schools that will have synchronous (real time) instruction for face-to-face and Virtual Academy students
  - Purchased additional hotspots, devices, cords and cases
  - Real-time data dashboard for tracking positive COVID-19 cases and contacts by school and district will be live on Friday
  - Staff accommodations have been provided and documented
  - Classroom accommodations have been provided
  - Open houses at the elementary level are underway including mask pickups
  - Substitute modules have been provided online
  - Daily communication with the health department
  - According to Dr. Kim Almkuist – WASH Center at Forest Hills Middle will open all week for staff and students (if staff or students need COVID testing they must call ahead and testing can be done outside – students will need to complete packets at some point-be proactive)
  - Reentry Plan has been updated daily
  - Specific Plan A and Plan B Transition Plans for staff have been developed
  - We are still proceeding with typical school requirements (e.g., evaluations, report cards, state testing, school improvement plans, etc.)

VI. Under Public Input, Director of Public Relations Amber Lynch read emails during this portion of the meeting from the following members of the public: Melissa Warren in reference to students returning to school; Jamie Driver in reference to re-entry; and Paul Edwards in reference to Plan A. 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:

A. Under School-Based Mental Health Services, WCS recognizes the importance of addressing students' mental health needs to provide the best opportunities for success. To support access to core efforts for families and youth, WCS is requesting proposals for school-based mental health services. The district is seeking to expand school-based services, which will have no impact on our current partnership with each agency. Proposals submitted by One-to-One, Getting Ready, Diverse and Pride of NC were reviewed and discussed utilizing a rubric. The Administration presented for information only the school-based mental health services providers for the 2020-2021 school year. These providers were selected by the WCS Social Emotional Learning Committee. A decision was made to offer a Memorandum of Understanding to Getting Ready and Pride of NC. Services are projected to begin in October 2020 for grades K-8 and January 2021 for grades 9-12. Ms. Nichols shared that the providers will have an option to renew for one consecutive year based on their performance. During remote learning, high school students will continue to receive services provided by Pride of NC through telehealth, and a mental health agency can be contacted to make referrals. Also, face-to-face support will be offered as well. The Memorandum of Understanding will state that "we try to avoid interruptions to the core instructional environment and look at times during the day to provide services." Family support sessions will be provided by the therapist at the student's home.

B. Under Contracts Requiring Board Notification, 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 and was shared with the Board as information only:

Name of Business	**Services Provided**	**Amount**
Trinity 3 Technology	Lenovo Thinkpads	$35,656.64
Trinity 3 Technology	Lenovo 300E Touchscreen Chromebooks	$68,598.62
Linq	Software service for Human Resources, Fund Management, Payroll, Budget Builder, Employee Portal and Fixed Assets	$71,318.00 (every 12 months for 3 years)

C. Under 2020-2021 Budget Amendments, the Administration presented budget amendments that represent the 2020-2021 State Public School Fund, Federal Fund, Capital Outlay Fund and Local Special Revenue Fund budgets ending June 30, 2021. General Statute 115C-434 authorizes the Board of Education to make appropriations for the budget year. Mr. Mercer made the motion, seconded by Ms. Boyette and Mr. Farmer, that the Board approve Budget Amendments 101, State Public School Fund; 301, Federal Fund; 401, Capital Outlay Fund; and 801, Local Special Revenue Fund as presented by the Administration. The motion passed unanimously.

D. Under Proposed Capital Projects for 2020-2021, the Administration presented the priority list that included: replacing a chiller at Lee Woodard Elementary, replacing the sewer pumps at Rock Ridge Elementary, purchasing two new activity buses, purchasing a backhoe for Maintenance and upgrading HVAC Controls at Fike High, Gardners Elementary and Barnes Elementary. Ms. Barnes made the motion, seconded by Mr. Mercer, that the Board approve the 2020-2021 priority list for capital projects with the stated corrections. The motion passed unanimously.

Mr. Farmer left the meeting at 5:29 p.m.

E. Under 2021-2022 Proposed Schedule for WECA and WAAT, the Administration presented the following proposed schedule for the early colleges:

WAAT & WECA (Monday – Thursday)
9:00 a.m. – 9:30 a.m. – Huddle Meetings
9:30 a.m. – 2:30 p.m. – High School Classes
2:30 p.m. – 4:00 p.m. – College Classes

Both Schools (Friday)
9:00 a.m. – 12:30 p.m. (Early Release for Students – No college classes)
12:30 p.m. – 3:30 p.m. (Staff Meetings, Professional Development, PLCs, etc.)

Ms. Cox and Mr. St. Clair shared that Huddle Meetings will allow time for breakfast and social emotional check-in with teachers. The proposed schedule will allow uninterrupted enrichment time for our students, small group opportunities and tutoring after school. This schedule will also align with the community college.

Ms. Barnes thanked Ms. Cox and Mr. St. Clair for running a successful program.

Mr. Mercer made the motion, seconded by Ms. Barnes and Ms. Powell, that the Board approve the 2021-2022 proposed schedule changes for WECA and WAAT. The motion passed unanimously, Mr. Farmer was not present at the time of the vote.

Mr. Farmer returned at 5:38 p.m.

F. Under Board Meetings and Committees, Policy 2300, *Board Meetings*, states that

the Superintendent shall keep on file the schedule of regular meetings with the predetermined time and place to conduct the business of the Board. Policy 2230, *Board Committees*, states that 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. The Board will need to discuss and provide feedback on the time of future regular Board meetings and standing committee meetings. Mr. Breen made the motion, seconded by Ms. Boyette, that following the lifting of the restrictions on indoor meeting numbers and pandemic issues, the Board will begin having Board meetings at 6:30 p.m. The motion passed unanimously.

No action was taken on the Board committee meetings since the Board will revert back to the normal committee structure once the pandemic has ended.

Ms. Powell made the motion, that the Board just continue their 4:00 p.m. meetings for November, December and January. After discussion the maker of the motion agreed to amend the motion that the Board maintain the 4:00 p.m. Board meeting until all restrictions have been lifted and not specify November, December and January. Ms. Powell made the motion, seconded by Ms. Boyette, that the Board continue to meet at 4:00 p.m. until all restrictions have been lifted in regards to the COVID pandemic. The motion passed unanimously.

G. Under Revised Policy 2302, *Remote Participation in Board Meetings* – First Reading, this policy is being reviewed at the request of the Board to consider the number of times a Board member may participate remotely during a calendar year based on the pandemic. The policy 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." The Board would like to suspend the three meeting rule until after the pandemic instead of removing this paragraph from the policy. The Board also doesn't want to be required to vote to waive this limitation at each Board meeting. Board members that are currently meeting remotely have underlying health conditions that makes them more vulnerable. Mr. Breen made the motion, seconded by Ms. Boyette, that the Board waive or suspend the paragraph of Policy 2302, that no Board member may participate remotely more than three times during the calendar year; however, in justifiable circumstances; this is a justifiable circumstance and that the Board waive or suspend this paragraph until after the end of the pandemic situation. The motion passed unanimously. The paragraph will be waived or suspended until the 6:30 p.m. meetings begin. Based on current policy, this item will be reviewed again in January when a new calendar year begins. Since the Board voted to suspend the paragraph, Policy 2302, *Remote Participation in Board Meetings*, doesn't need to be discussed as a first reading as indicated on the agenda because the policy was not revised.

H. Under Draft and Revised Policies, the following policies were presented:
   1. Revised Policy 1510/4200/7270, *School Safety* – Second Reading
   2. Revised Policy 1730/4022/7231, *Nondiscrimination on the Basis of Disabilities* – Second Reading

3. Draft Policy 2127, *Board Member Technology Use* – Second Reading
4. Revised Policy 2300, *Board Meetings* – Second Reading
5. Draft Policy 3103, *Alternative Degree Completion* – Second Reading
6. Revised Policy 3200, *Selection of Educational Resources* – Second Reading
7. Revised Policy 4700, *Student Records* – Second Reading
8. Revised Policy 5220, *Collections and Solicitations* – Second Reading
9. Draft Policy 6510, *Equipment, Materials and Supplies* – Second Reading
10. Revised Policy 7560, *Permitted Salary Deductions for Absences and Discipline of Certain Exempt Employees* – Second Reading
11. Revised Policy 7620, *Payroll Deductions* – Second Reading
12. Revised Policy 8330, *Signatures* – Second Reading
13. Revised Policy 8340, *Insurance* – Second Reading
14. Revised Policy 9000, *Planning to Address Facility Needs* – Second Reading

The Board is in the process of reviewing all of its policies to align with general statutes and NCSBA policies. Draft policies were reviewed and discussed at a Special Meeting on October 12, 2020. The draft policies are being presented to the Board as a second reading.

Based on advice from legal counsel, Revised Policy 1730/4022/7231, *Nondiscrimination on the Basis of Disabilities* – Second Reading, was removed from the agenda. The previous revisions were based on the NCSBA revisions; however, because the Board did not adopt the variation of the NCSBA's policy, this revision is not necessary for the Board to adopt. Current Policy 1730/4022/7231, *Nondiscrimination on the Basis of Disabilities*, does not need to be revised. It was the Board's consensus to remove the policy from the agenda without taking any action.

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

Mr. Breen made the motion, seconded by Ms. Boyette, that the Board approve the policies listed on the agenda under Roman Numeral VII, Discussion/Action Items, letter H, Draft and Revised Policies 1 and 3-14, as a second reading, and repeal the corresponding old policies, as set forth in the handout dated October 19, 2020. The motion passed unanimously.

At the October 12, 2020, Special Board Meeting, Administrative Regulations were shared with the Board. The Board requested minor changes in the verbiage of Administrative Regulation 3226/4205-R, *Internet Safety*, and Administrative Regulation 3227/7322-R, *Web Page Development*. Dr. Fitch asked the Administration to share these Administrative Regulations at the next Board meeting so that the Board can see the changes.

VIII. At 6:15 p.m., Mr. Farmer made the motion, seconded by Mr. Mercer, 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 7:36 p.m., Mr. Farmer made the motion to reconvene to open session. The motion, seconded by Mr. Mercer, passed unanimously.

IX. Reporting from closed session, Ms. Barnes made the motion, seconded by Ms. Powell, 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 Ms. Boyette, to approve the closed session minutes of September 21, 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 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, along with the attached list of Substitute Teacher, Substitutes to be Reapproved 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.

Certified

Artis, Susette-CARES Interventionist
Barbee, Bonnie-Wolfpack WORKS Interventionist

Barber, Crystal-Part-time Interventionist
Bullock, Wanda-CARES Interventionist
Credle, Jewel-CARES Interventionist
Davis, Judy-Wolfpack WORKS Interventionist
Driver, Kara-EC Teacher
Ezzell, Jeanne-Wolfpack WORKS Interventionist
Falvo, Jeanne-Wolfpack WORKS Interventionist
Frazier, Susan-CARES Interventionist
Griffin, Sonya-CARES Interventionist
Helmer, Cathy-Wolfpack WORKS Interventionist
Jones, Brenda-Part-time Interventionist
Lucas, Delphine-CARES Interventionist
May, Lisa-Part-time Interventionist
McKeel, Toni-Wolfpack WORKS Interventionist
Mooring, Kathleen-3rd Grade Teacher
Noulles, Lindsey-Wolfpack WORKS Interventionist
Pearce, Lauren-CARES Interventionist
Pittman, Melissa-CARES Interventionist
Stover, Richard-7th Grade Math Teacher
Wooten, LuAnn-Wolfpack WORKS Interventionist

Classified

Amerson, Tiffany-Teacher Assistant
Anderson, Lynnette-EC Teacher Assistant
Bland, Shannon-EC Teacher Assistant
Bolden, Shawn-Enrichment Facilitator
Brown, Cedrick-Enrichment Facilitator
Chavez Martinez, David-12-Month Custodian
Crawford, Albert-12-Month Custodian
Edwards, Teisha-Enrichment Facilitator
Gray, Stacey-Teacher Assistant
Green, Aaron-Enrichment Facilitator
Hines, Stephanie-Enrichment Facilitator
Lopez, Yazin-Enrichment Facilitator
Maddrey, Stacey-Enrichment Facilitator
Martin-Cobb, Esther-Enrichment Facilitator
Mondragon Portillo, Raquel-12-Month Custodian
Pike, Angela-Payroll Specialist
Pittman, Tracy-Enrichment Facilitator
Sellers, Deanna-Enrichment Facilitator
Tomassi, Mario-12-Month Custodian
Wellington, Tony-Enrichment Facilitator
Wells, Amber-Part-time School Nurse
Whitehead, Edward-12-Month Custodian
Williams, Sherise-EC Pre-K Teacher Assistant
Wyatt, Martina-12-Month Custodian

INFORMATION ITEMS

The Board received the following personnel list as information.

Certified

Brown, Renee-Resignation
Gliniak, Racheal-Resignation
Johnson, Frank-Resignation
Jones, Stephen-Retirement
Newsome, Allison-Resignation (Resignation Rescinded as of 10/16/2020)
Perry, Susan-Retirement
Sharpe, Susan-Retirement
Smith, Jacobia-Resignation

Classified

Allegood, Melody-Retirement
Byrd, Belinda-Resignation
Evans, Janea-Resignation
Mondragon Portillo, Raquel-Resignation
Williams, Michelle-Resignation

Earlier during the meeting Dr. Fitch asked to review two Administrative Regulations that were discussed at the October 12, 2020, Special Board Meeting. The Administrative Regulations have already been shared through email with the Board and posted on WCS website. Therefore, the items will not be shared again at the next Board meeting.

XI. There being no further business at 7:40 p.m., Mr. Farmer made the motion, seconded by Mr. Mercer, to adjourn the meeting. The motion passed unanimously.

Christine L. Fitch

Dr. Christine L. Fitch, Chairman

Dr. Lane B. Mills, Secretary