MINUTES OF
THE WILSON COUNTY BOARD OF EDUCATION MEETING
December 14, 2020

The Wilson County Board of Education held its regular meeting on Monday, December 14, 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
Blake Boykin
Rhyan Breen
Debora Powell
Dr. Lane B. Mills, Secretary

Dr. Fitch, Mr. Mercer, Mr. Boykin and Mr. Breen 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 through links on the WCS Facebook, Instagram and Twitter pages and the WCS website. Dr. Fitch announced that in keeping with Executive Order #180, attendees would wear face coverings for the duration of the Board meeting.

Others present or participating virtually 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 Secondary Education David Lyndon, Executive Director of Federal Programs Robin May, Executive Director of Technology Matthew Mayo, Executive Director of Exceptional Children Melissa McFatter, Executive Director of Accountability and Testing Scott Sage, Executive Director of Finance Art Stanley, Director of Transportation Robert Harvey, Director of Maintenance Mark Letchworth, Director of Public Relations Amber Lynch, Director of School Nutrition Mary-Catherine Talton, WCS Athletic Director Jimmy Tillman, Wilson County Health Department Director Teresa Ellen 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.

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 the December 14, 2020, meeting of the Wilson County Board of Education. The motion passed unanimously (6:0).

II. Dr. Fitch introduced Ms. Horrison, who, acting as a notary public, administered the oath of office to elected and reelected Board members Velma Barnes, District 2; Henry Mercer, District 4; and Blake Boykin, District 6. All three were elected to serve four-year terms. (Oaths of office attached)

III. Board Policy 2200, *Election of Officers/Organization of Board*, states the Board will

elect a Board Chair and a vice-chair to serve for a term of one year or until his or her successor is elected. An organizational meeting for the election and qualification of officers may be held at the regularly scheduled December meeting of the Board.

a. Dr. Fitch turned the meeting over to Dr. Mills for the election of a chairman for the coming year. Dr. Mills opened the floor for nominations for chairman. Mr. Mercer nominated Dr. Fitch. Ms. Boyette nominated Mr. Breen. Mr. Mercer's motion, seconded by Mr. Breen, to close the nomination for chairman passed unanimously. The election of Dr. Fitch as chairman passed 4:3, with Ms. Boyette, Mr. Boykin and Mr. Breen casting the dissenting votes.

b. Dr. Mills then turned the meeting over to elected Chairman Fitch for the election of a vice chairman for the coming year. Dr. Fitch opened the floor for nominations. Ms. Barnes nominated Mr. Mercer for vice chairman. The chair declared the nominations closed by acclamation and recognized that Mr. Mercer would be the vice chair.

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

V. Dr. Fitch presented for approval the minutes of the November 9, 2020, Regular Board meeting and the minutes of December 7, 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 November 9, 2020, Regular Board meeting minutes and the December 7, 2020, Special Board meeting minutes. The motion passed unanimously.

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

- Dr. Fitch thanked the Board members for their continued support and confidence in electing her as the Chair. Dr. Fitch stated, "I will continue to work for the benefit of all the children as we continue in the unchartered waters we now find ourselves in and the new normal."
- Dr. Fitch congratulated Ms. Barnes, Mr. Boykin and Mr. Mercer on their election or re-election to the Wilson County Board of Education. She welcomed Mr. Boykin to his first Board meeting.
- Dr. Fitch thanked Dr. Mills, Central Office Staff, teachers, staff and all the employees of WCS for their efforts in getting the district through these trying times of the COVID-19 environment. She thanked the families, parents and students for their understanding and patience shown as changes in the learning environment have occurred. She also thanked the community and partners for their continued support of WCS. Dr. Fitch wished the students the best in testing and what is yet to come.
- Lastly, Dr. Fitch wished Season's Greetings to everyone as they prepare for the Holiday Break. She also wished a Happy Hanukkah, Happy Holidays, Happy Kwanzaa, Merry Christmas and Happy New Year to all.

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

- He welcomed Mr. Boykin to the Board and said he is looking forward to working with him in the future.
- Schedules for students have been adjusted as the holiday break approaches. Beginning December 17, all students will transition into remote learning through December 22. Christmas break will be December 23 through January 3. High school students completing EOC and CTE tests will still take exams as scheduled on campus as required by law.
- The curbside food service schedule has been adjusted. Middle schools are serving curbside meals on December 15 from 12-1 p.m. and high schools will serve from 11:30 a.m. - 1:30 p.m. Gardners Elementary and Vinson-Bynum Elementary are offering curbside meals to their families because those schools have already transitioned to remote learning. Beginning on December 16, all 23 traditional schools will offer curbside meals from 11:30 a.m. – 1:30 p.m. during the week. The last day of this schedule is December 22 because Christmas break begins December 23. Meals will not be served during the Christmas break.
- For the past several years, a contest has been held for elementary students to design the Christmas cards that are sent to colleagues in Wilson and across the state. Selecting the winner is always a hard decision because all of the students submit great designs. This year, Dr. Mills selected the following three winners: Charlotte (New Hope Elementary), Ella (Rock Ridge Elementary), and Jalissa (Winstead Elementary). Dr. Mills thanked these students for sharing their artistic talent.
- The Pixellot systems are set to be installed at Hunt High on December 10, Fike High on December 18, and Beddingfield High on December 22. At each school, the system will be installed in the main competition gyms and the football fields. Once the units are installed, calibrated, and activated, they are immediately ready to stream and available for fans to purchase subscriptions. The cost for subscriptions are $10.99 for a monthly pass and $69.99 for a yearly pass. Fans can subscribe to the events online. The links will be posted on our website.
- The Wilson County Health Department notified WCS of being selected by the NC Department of Health and Human Services (NCDHHS) to be a part of their pilot K-12 COVID Antigen testing program. Around 3,200 tests will be available. The Health Department participated in a webinar regarding the testing today. In conjunction with the Wilson Area School-Based Health Centers (WASH), the Health Department will continue to provide testing to WCS staff and students. Dr. Fitch welcomed Wilson County Health Director Teresa Ellen to the meeting. Ms. Ellen shared that NCDHHS invited WCS to participate in this pilot because the health department had already been testing through the WASH centers and had a good system in place. Ms. Ellen also shared that the pilot is for rapid testing, which is being provided by the NCDHHS at no cost to staff and students. Rapid testing will be done at the WASH facilities. Dr. Mills shared that more information will be provided to staff and students.
- Rock Ridge Elementary Third-grade Teacher Deanna Ciampa was selected as a finalist for the North Carolina Center for the Advancement of Teaching's (NCCAT) *2020 Prudential Beginning Teacher of the Year*

Award. Ms. Ciampa was the district winner and advanced to the regional level. She is now one of 27 regional winners competing for the state title. Regional winners will attend a leadership session at NCCAT's Cullowhee campus in April where finalists will be interviewed and a winner announced. WCS is proud of Ms. Ciampa and wish her all the best during this process.

- Lastly, Dr. Mills wished everyone a Merry Christmas and a Happy New Year.

VIII. Under Public Input, Director of Public Relations Amber Lynch read emails during this portion of the meeting from the following members of the public: Jeannette Lobocchiaro in reference to remote learning; Tonya Skinner in reference to high school re-entry; Wes and Paige Hill in reference to remote learning; Caleb Skinner in reference to teachers' concerns; and Cassandra Darden in reference to students returning to school and testing. It was the Board's consensus to have the Administration respond to each person that had addressed the Board through this format.

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

Information

A. Under Facilities Projects for 2019-2020 and Five- and Ten-Year Facilities Plan, the Administration shared for information only a list of completed and current projects for 2020-2021 and the 2020-2025 Five Year Plan and 2026-2030 Ten-Year Plan. The five- and ten-year plan includes various ongoing projects such as lead remediation and inspections completed by the health department. The comprehensive plan also covers athletics, facilities and a broad range of aspects throughout our buildings. In the future, the Administration will begin discussing and planning the facility needs with the Wilson County Commissioners. The facilities plan is shared with the NC Department of Public Instruction on their website and updated every five years. The plan is a living document that is updated as changes are made.

B. Under FinalForms Products and Services for Wilson County Schools Athletic Programs, the Administration presented the FinalForms products and services for WCS High School athletic programs. FinalForms is an athletic forms system that assists with collecting, verifying and distributing required athletic forms. It is designed to organize and verify required athletic documentation to meet compliance with the NC High School Athletic Association guidelines. The cost is $4 per athlete and coach. The total cost for the first year of service is $4,204. Billing will occur at the end of each athletic season and will be based on the number of athletes and coaches for that service. Athletes and coaches involved in multiple sports will be accounted for one time each year. The program will maintain physical forms, coach's certification and concussion forms. The district will begin use of the service in high schools for the first year. After the first year of assessment, the products and services will be discussed for the middle school athletics. This is for information only.

C. 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 contract, which is less than $90,000, has been approved by Dr. Mills and was shared with the Board as information only:

Name of Business	Services Provided	Amount
Softchoice	Microsoft renewals for servers and all WCS office accounts	$70,254.74

Action

A. Under 2020-2021 Budget Amendments, the Administration presented budget amendments that represent the 2020-2021 State Public School 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 Mr. Breen, that the full Board approve Budget Amendments 103, State Public School Fund; 403, Capital Outlay Fund; and 803, Local Special Revenue Fund. The motion passed unanimously.

B. Under 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 contracts exceed $90,000 and require Board approval:

Name of Business	Services Provided	Amount
Encore	290 Viewsonic Document Cameras	$100,611.88
Encore	Antennas to expand the outdoor access points coverage	$92,249.25
NC Department of Insurance	Property Insurance	$117,460.00

Ms. Powell made the motion, seconded by Ms. Boyette, that the Board approve the contracts as presented from Encore for 290 Viewsonic Document Cameras, the Encore contract for antennas to expand the outdoor access points coverage, and the NC Department of Insurance for property insurance. The motion passed unanimously.

C. Under Revised 2020-2021 Traditional and Early College Calendars, WCS was closed for students and staff on November 12, 2020, due to extreme rain and flooding. To allow staff to make up this day in the Traditional Calendar, the Administration is recommending moving the annual leave day on March 19 to November 12. March 19 will become an instructional day. To allow staff to make up this day in the Early College Calendar, the Administration is recommending moving the annual leave day on April 1 to November 12. April 1 will become an instructional day. To provide consistency in both calendars, the Administration is also recommending to change December 23 to an annual leave

day and December 28 to a holiday in the Early College calendar. The Administration recommends adoption of these revised calendars. The Board also discussed moving the optional teacher workday on February 15 to March 12 in the Traditional calendar to allow teachers time to work on report cards prior to their distribution. February 15 will become an instructional day. Ms. Barnes made the motion, seconded by Ms. Boyette, that the changes in the 2020-2021 Traditional and Early College calendars be approved, with the change of also the optional workday moving from the 15th of February to the 12th of March. The motion passed unanimously.

D. Under COVID-19 Updates, the Administration presented information regarding the current status from multiple departments/areas as they relate to COVID-19. This included an update on the number of active positive cases and contacts for staff and students, active number of quarantines by school, and the number of substitutes needed and filled by teacher assistants. Ms. Powell thanked Dr. Williams, Mr. Letchworth, Ms. Talton, other staff and the Health Department for their transparency, working together and the COVID-19 tracker information. COVID-19 Updates were listed as an action item on the agenda, but no action was needed.

E. Under 2020-2021 2nd Semester Transition Plan, the Administration presented a Transition Plan with details about all students returning to school during the second semester. The plan was developed based on the Governor's recent announcement; guidance documents from the North Carolina Department of Public Instruction (NCDPI) and the North Carolina Department of Health and Human Services (NCDHHS); family and staff input; and updates from the local Health Department. The Transition Plan is attached. The Board will need to decide on the Transition Plan in order for the Administration to prepare for the second semester.

The following options were presented to the Board:

- Option 1:
    - Elementary School Plan A - Elementary school students will attend school in person on Mondays, Tuesdays, Thursdays and Fridays or participate in the Virtual Academy on Mondays through Fridays. Remote learning for elementary school students, professional learning for staff and a thorough cleaning of the schools will occur on Wednesdays.
    - Middle School Plan B – Middle school students will attend school on an alternating schedule and be assigned to either the Green Group or the Blue Group, or students can also choose the Virtual Academy.
        - Green Group – Students will attend school in person on Mondays and Tuesdays. Remote learning for middle school students, professional learning for staff and a thorough cleaning of the schools will occur on Wednesdays. The students will participate in remote learning on Thursdays and Fridays.

        - Blue Group – Students will participate in remote learning on Mondays and Tuesdays. Remote learning for middle school students, professional learning for staff and a thorough cleaning of the schools will occur on Wednesdays. Students will attend school in person on Thursdays and Fridays.
        - Virtual Academy – Middle school students will attend the Virtual Academy Monday – Friday.
    - High School Plan C – High school students will participate in remote learning or the Virtual Academy Monday – Friday.
- Option 2
    - Elementary School Plan A - Elementary school students will attend school in person on Mondays, Tuesdays, Thursdays and Fridays or participate in the Virtual Academy on Mondays through Fridays. Remote learning for elementary school students, professional learning for staff and a thorough cleaning of the schools will occur on Wednesdays.
    - Middle School Plan B – Middle school students will attend school on an alternating schedule and be assigned to either the Green Group or the Blue Group, or students can also choose the Virtual Academy.
        - Green Group – Students will attend school in person on Mondays and Tuesdays. Remote learning for middle school students, professional learning for staff and a thorough cleaning of the schools will occur on Wednesdays. The students will participate in remote learning on Thursdays and Fridays.
        - Blue Group – Students will participate in remote learning on Mondays and Tuesdays. Remote learning for middle school students, professional learning for staff and a thorough cleaning of the schools will occur on Wednesdays. Students will attend school in person on Thursdays and Fridays.
        - Virtual Academy – Middle school students will attend the Virtual Academy Monday – Friday.
    - High School Plan B – High school students will attend school in person one day a week on an alternating schedule or students can also choose the Virtual Academy. The students will participate in remote learning the remaining days of the week. Remote learning for high school students, professional learning for staff and a thorough cleaning of the schools will occur on Wednesdays.
- Option 3
    - Elementary School Plan A - Elementary school students will attend school in person on Mondays, Tuesdays, Thursdays and Fridays or participate in the Virtual Academy on Mondays through Fridays. Remote learning for elementary school students, professional learning for staff and a thorough cleaning of the schools will occur on Wednesdays.
    - Middle School Plan C – Middle school students will participate in

remote learning or the Virtual Academy Monday – Friday.
    - High School Plan C – High school students will participate in remote learning or the Virtual Academy Monday – Friday.
- Option 4
    - All students will continue in remote learning or the Virtual Academy Monday – Friday.

Regardless of the option selected, students served in the Adapted Curriculum will continue to have a face-to-face option when students at any time return.

The Administration is recommending the following:

	Elementary	Middle	High	Option
January 4 – 22*	**C**	**C**	**C**	**4**
	*Instructional staff may return during the first two weeks. Administrative staff, custodians and district staff return on January 4. All staff return on January 19.			
January 25 – June 2	**A**	**B**	**B**	**2**

Virtual Academy remains an option for all students for the remainder of the course/year. The Administration shared that being in remote learning January 4-22 will provide a waiting period after the holiday break and give everyone time to recover due to previous numbers of positive cases during the holidays.

Ms. Powell made the motion, seconded by Ms. Barnes, that the recommendation presented by the Administration that we return on January 4-22 with all schools on a remote learning schedule and from the 25th of January to June 2, that our elementary be in the A option, that's all the students back in school; and middle and high school on the B option, which is a hybrid learning; at the high school level, it's remote 4 days a week and in place 1 day; and at the middle school, it would be half and half, so 3 days remote and 2 days face-to-face. The motion passed 6:1, with Mr. Boykin casting the dissenting vote. Mr. Boykin was concerned about Exceptional Children being in remote learning January 4 – 22.

Dr. Fitch advised the Board that the Administration reserves the right to make changes in the schedule based on the numbers that are being recorded. She thanked everyone for the development that went into these options and plans. She also thanked the teachers and staff for their efforts as of this point. Lastly, Dr. Fitch thanked the partners for their input and information.

Ms. Ellen shared with the Board that the Health Department expects to receive COVID-19 vaccines the week of January 21. Health care workers will receive the vaccine first. Educators are in the second group and the hope is that the vaccine will be offered to teachers during the last week in January or the first week in February. Teachers will be able to receive their vaccines at the WASH clinics.

F. Under 2021-2022 Board of Education Meetings, Policy 2300, *Board Meetings*, states that 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 of the Board were held on the third Monday of each month from February through October. During the months of November through January, the Board held regular meetings on the second Monday. The June Board meeting was scheduled prior to June 15 for Human Resources to meet required deadlines. The Administration drafted a schedule of regular meetings to begin at 6:30 p.m. in the Central Office Boardroom based on the dates of past meetings. The Board will need to take formal action to approve this schedule. Mr. Breen made the motion, seconded by Mr. Mercer, that the Board approve the 2021-2022 Board of Education meetings schedule as presented. The motion passed unanimously.

X. At 6:57 p.m., Mr. Mercer made the motion, seconded by Ms. Powell, 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 7:54 p.m., Mr. Mercer made the motion to reconvene to open session. The motion, seconded by Ms. Powell, passed unanimously.

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

Mr. Mercer made the motion, seconded by Ms. Boyette, to approve the closed session minutes of November 9, 2020, but do not release the minutes for public inspection because of confidential personnel matters. The motion passed unanimously.

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

ACTION ITEMS

The Board approved the following certified positions 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

Godwin, Cindy-Part-time Interventionist
Griffin, Angela-Pre-K Teacher
McIntosh, Jamie-EC Teacher
McMillian, Shonoda-4th Grade Teacher
Moore, David-Kindergarten Teacher
Murray, Brian-School Counselor
Ward, Haley-CTE-Technology Teacher

Classified

Atkinson, Mae-Part-time Interim EC Assistant
Harper, Sharea-Data Manager
Johnson, Marcus O'Neil-Teacher Assistant
Pittman, Michael-Teacher Assistant
Sharpe, Mattie-12-Month Custodian
Sherriod, Brittney-Teacher Assistant
Thorne, Gail-CARES Interventionist
Wiggins, Shareka-NC Pre-K Teacher Assistant
Williams, Lindsea-Teacher Assistant
Winstead, John-12-Month Custodian

Coaches

Richardson, Larry (V)-Assistant Boys Basketball
Sammons, Sheri-Softball
Singleton, Steve (V)-Assistant Boys Basketball
Willoughby, Paul-Head Football

INFORMATION ITEMS

The Board received the following personnel list as information.

Certified

Arrington, Sheritta-Resignation
Artis, Melissa-Resignation
Barnes, Amy-Retirement
Bass, Barbara-Retirement
Bass, Cassandra-Resignation
Bracey, Jason-Resignation
Clark, Adam-Resignation
Ellis, Joseph-Resignation
Honeycutt, Danusia-Resignation
Mullens, Nannie-Resignation
Strickland, Susan-Retirement
Thomas, Susan-Retirement
Wuebbles, Christie-Resignation

Classified

Anderson, Lynnette-Resignation
Cooper, Mildred-Resignation
Daniel-Baines, Lateisha-Resignation
Melvin, Muriel-Resignation
Simms, Lonnie-Retirement
Thigpen, Natasha-Resignation

XI. There being no further business at 7:57 p.m., Mr. Mercer made the motion, seconded by Ms. Boyette, to adjourn the meeting. The motion passed unanimously.

Dr. Christine L. Fitch, Chairman

Dr. Lane B. Mills, Secretary