MINUTES OF
THE WILSON COUNTY BOARD OF EDUCATION MEETING
JANUARY 13, 2020

The Wilson County Board of Education held its regular meeting on Monday, January 13, 2020, at 7:30 p.m. in the Administrative Offices, 113 N. Tarboro Street. 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
Rhyan Breen
Beverly Boyette
Debora Powell
Dr. Lane B. Mills, Secretary

Others present were Associate Superintendent Dr. Cheryl Wilson, Assistant Superintendent for Human Resources Dr. Norris Parker, Director of Public Relations Amber Lynch 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. There were more than 41 citizens in attendance. Mr. Farmer was unable to attend the meeting.

I. After calling the meeting to order, Chairman Fitch called for approval of the agenda. Ms. Powell made the motion, seconded by Ms. Barnes, that the Board approve the agenda. The motion passed unanimously.

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

III. Dr. Fitch presented for approval the minutes of the December 9, 2019, Regular Board Meeting, and January 6, 2020, Special Board Meeting. Dr. Fitch requested the following revisions to the minutes on December 9, 2019. On page 1, 2a., the sentence reads, "Mr. Mercer nominated Dr. Fitch, seconded by Mr. Farmer." Since a motion was not made, a second was not necessary. Therefore, Dr. Fitch requested to strike through "seconded by Mr. Farmer." The sentence should read, "Mr. Mercer nominated Dr. Fitch." Also, on page 1, 2b., the sentence reads, "Mr. Farmer nominated Mr. Mercer for vice chairman, seconded by Ms. Powell." Since a motion was not made, Dr. Fitch requested to strike through "seconded by Ms. Powell" and change the sentence to, "Mr. Farmer nominated Mr. Mercer for vice chairman."

Ms. Barnes made the motion, seconded by Ms. Boyette, that the Board approve the minutes of December 9, 2019, Regular Board Meeting with the stated corrections, and approve the minutes of January 6, 2020, Special Board Meeting. The motion passed unanimously.

IV. Under Special Presentation to the Board, Wilson County Schools (WCS) Teacher of the Year Britney Phillips addressed the Board members and thanked them for all that they do for our schools and community. January is Board of Education Appreciation Month. She also brought one of her students from Lucama Elementary to hand out Thank You

Cards signed by the class. Earlier this month, School Nutrition prepared lunch for the Board. WCS is grateful for the service of Board Members Dr. Christine Fitch, Henry Mercer, Debora Powell, Rhyan Breen, Gary Farmer, Velma Barnes and Beverly Boyette.

V. Under Good News Presentations, Dr. Mills, with the assistance of Ms. Powell, recognized the following groups and individuals:

A. Exceptional Children's Education of Excellence Award Winner – The Board recognized Haley Baxley, an Exceptional Children's Teacher at Springfield Middle, for receiving the Educator of Excellence Award for WCS at the state's 69th Annual Conference on Exceptional Children. She received the award in Greensboro on November 21. Ms. Baxley is an incredible asset to WCS, and she goes above and beyond to guide and encourage her students. She shared that her students know before leaving her class each day to never let the fear of striking out keep them from playing the game – which is a great analogy since Ms. Baxley is also the softball coach at Springfield Middle, and they've won back to back championships. WCS applauds Ms. Baxley and congratulates her on the Educator of Excellence Award.

B. Character Education Award – The Board recognized Forest Hills Middle eighth-grader Bree Council with a Character Education Award, for taking the initiative to try out for the 2019 All County Honors Band. Forest Hills is currently without a band director, so Bree contacted Elm City Middle Band Director Adam Schultz and asked if she could still audition for Honors Band. Mr. Schultz told her that she could and helped her arrange transportation to the rehearsals. She was selected as the 2nd chair clarinet to perform in the Honors Band concert on November 16. During the concert, Bree was awarded the Leadership Award by Guest Clinician Jodi Elbing from Craven County Schools. Ms. Elbing heard about the lengths Bree went to in order to be a part of the band, and she was very impressed by her determination – as was Mr. Schultz, Forest Hills Middle Principal F.T. Franks and all of the other students selected for Honors Band. WCS is proud of her and knows she will continue to do incredible things in the future. * *WCS is grateful to Schwartz and Shaw for providing $25 gift cards to students who are recognized for good character.*

VI. Under Chairman's Report, Dr. Fitch congratulated everyone who was recognized with an award. She also recognized Chick-fil-A for partnering with WCS on Smart Cookies in the elementary schools again this year. She thanked Mr. Farmer for attending Smart Cookies at Winstead on December 16 with the class of Elaine Darden. She also thanked Ms. Barnes for her plans to attend Smart Cookies at Wells on January 23 with the class of Miranda Walls. Ms. Barnes volunteered to attend Smart Cookies on February 3 with the class of Nicole Hunt at New Hope; Mr. Breen volunteered to attend on February 18 with the class of Cynthia Hardy at Vinson-Bynum; and Ms. Powell volunteered to attend on February 24 with the class of Gretchen Godinez at Stantonsburg.

Dr. Fitch thanked *The Wilson Times* for their recent article on the grant we received to allow us to offer breakfast at no cost at the high schools and Forest Hills Middle. She shared that in 2016, the Board wrote a letter to the US Department of Agriculture

proposing that the USDA allow flexibility with the regulations that focus on *Use of Share Tables*.

VII. Under Superintendent's Report, Dr. Mills said that he hoped everyone had a wonderful Christmas break spending time with family and friends. The new semester started January 6, and he added that the rest of the school year goes fast and that there is still much to accomplish before the end of the year. Dr. Mills welcomed Scout Troops 89 and 789 to the Board meeting. The troops are required to attend a local government meeting for their Citizenship in the Community merit badge, and he told them he was happy they decided to attend the Board meeting.

Dr. Mills also thanked Pizza Inn and the Wash Factory for recent donations to WCS. Dr. Mills was able to take pizza to several schools to reward principals, and he used gift cards donated by the Wash Factory for Lane's Logo Lookout. This incentive recognizes staff who display the WCS logo on their cars, and it also assists in marketing WCS in the community.

Dr. Mills reminded the Board of the Chamber of Commerce's annual meeting on January 23 in the Kennedy Theatre at Barton College. All the Board members are planning to attend. One of the biggest supporters of WCS – Christy Proctor, the owner and operator of Chick-fil-A – will be honored with an award that night.

Dr. Mills also shared the following information about grants that WCS has received:

- Safe Schools granted WCS a total of $174,066, that will be used in four areas - the first is to hire an additional School Resource Officer who will rotate to Barnes, Vick and Hearne elementary schools, the second is for equipment to upgrade the camera system in one of our middle schools (the school will be determined at a later date), the third is for crisis services so we can contract with a licensed mental health service provider to provide in-school therapy to students and the fourth area is to train administrators, counselors and behavior specialists in restorative therapy, which would allow them to better assist students who have dealt with or are dealing with trauma in their lives.

- No Kid Hungry NC granted WCS $13,000 to implement innovative breakfast changes. The funding is based on the "breakfast gap," which is the amount of students who qualify for free or reduced meals that eat lunch but not breakfast at school. We selected four schools for the breakfast changes - the three traditional high schools and Forest Hills Middle. Forest Hills has the highest breakfast gap out of all the middle schools. Beginning January 6, students at those schools were offered breakfast at no cost. High school students also have a second chance at breakfast between first and second period.

- Walmart Neighborhood Market is providing money to place share carts at Barnes Elementary and Vick Elementary. This will begin on January 17. The carts cost $750 a piece. Students can place unopened food or beverage items that they do not want on the cart instead of throwing them away. These items are from the lunch line and could include unopened milk, yogurt, crackers and wrapped whole fresh fruit. Once an item is on the cart, another student can

select it. This will reduce waste in our cafeterias, combat food insecurity and encourage students to be good stewards of what they have been given. We are hoping to secure funding to place carts in other schools.

- The Wells Fargo Blue Bell Foundation has awarded WCS $10,000 to place or replace art kilns in our schools. The schools will be decided at a later date. Several of our schools have a kiln but most are not in operation. The schools are - Wells Elementary, Elm City Middle, Jones Elementary, Gardners Elementary, Rock Ridge Elementary, Frederick Douglass Elementary, Darden Middle, Vinson Bynum Elementary, Springfield Middle and Winstead Elementary. Our students are hands-on learners and using the kilns and working with clay teaches them skills in geology, chemistry, geometry, physics, abstract thinking and creative problem solving - not to mention boosting their self-esteem and giving them an appreciation for the arts.

VIII. Under Public Input, no one addressed the Board during this section of the meeting.

IX. Under Committee Meetings/Instructional Services Committee – Committee Chair Dr. Fitch shared that the committee met today to discuss two information items and two action items.

Dr. Fitch turned the meeting over to Vice Chair Mr. Mercer for the purpose of receiving the report and carrying through the motion.

Under Her P.R.I.D.E. 2019-2020 (Positively. Respect. Intelligence. Determination. Excellence.), the Board received information on Her P.R.I.D.E, which is an achievement program that began in the fall of 2016 and complements The Gentlemen's Agreement. The program initially focused on 9th grade African American female students with the intent of offering personalized support from freshmen year through high school graduation. The program will include elementary and middle school students. The students are paired with a mentor with shared interests and communicate on a weekly basis. Her P.R.I.D.E. helps students build leadership skills and character traits such as honesty, integrity, goal setting, personal accountability and sound decision making. The Board asked the Administration to refine and develop the program so that it will be as successful as The Gentlemen's Agreement.

Under Girls in Mathematics & Science STEM Program (G.I.M.S.), the Board received information on the program that supports and encourages 8th grade middle school girls that have an interest in Science, Technology, Engineering, and Mathematics (STEM) to participate in a STEM pathway, or in advanced courses in high school. The girls are paired with female professionals employed in STEM-related fields. They learn about their mentor's profession, as well as pathways to achieve their career goals. This program is in partnership with the Wilson branch of the National Association for the Advancement of Colored People (NAACP). The Board asked the Administration to seek clarification and guidance on this program to share at a future meeting.

Under Proposed 2020-2021 Traditional Calendar, the Administration shared the proposed 2020-2021 traditional calendar with the Board. Option 1 was chosen based on staff surveys. The calendar that was chosen will allow the semester to end in December so that exams are completed prior to the Christmas break. The Board recommended a 2-hour delay on November 3, which is Election Day because several of our schools are used as polling places that can become congested with voters and students during the morning of Election Day. Polling booths open at 6:30 a.m. and the 2-hour delay will reduce traffic. Dr. Fitch made the motion, seconded by Ms. Barnes, that the full Board approve the traditional calendar for 2020-2021, with the change made for November 3. The motion passed unanimously.

Under Agreement Between Wilson County Schools and Vidant Medical Center, the Board tabled approval of an agreement between WCS and Vidant Medical Center at the last Board meeting after a few concerns were raised about HIPPA laws and confidentiality. The agreement provides guidance on the conditions required to place student interns from the WCS Health Occupations program at the new Vidant Medical Center in Wilson to receive education and training. The program will expand the educational opportunities available to WCS students who have an interest in pursuing a career in the medical field. Dr. Fitch made the motion, seconded by Ms. Barnes, that the full Board approve the Agreement Between Wilson County Schools and Vidant Medical Center as presented by the Administration. The motion passed unanimously.

Mr. Mercer turned the meeting back over to Dr. Fitch.

X. Under Discussion/Action Items, the Board is in the process of reviewing all of its policies to align with NC General Statutes and the North Carolina School Boards Association policies. Draft policies were reviewed and discussed at a Special Meeting on January 6. The Administration presented the following policies:

A. Draft Policy 4240/7312, *Child Abuse, Human Trafficking, and Related Threats to Child Safety – Reporting, Investigations, and Training* – Second Reading
B. Draft Policy 6316, *Other Employees as Bus Drivers* – Second Reading
C. Draft Policy 7100, *Recruitment and Selection of Personnel* – Second Reading
D. Draft Policy 7130, *Licensure* – Second Reading
E. Draft Policy 7240, *Drug-Free and Alcohol-Free Workplace* – Second Reading
F. Draft Policy 7260, *Occupational Exposure to Bloodborne Pathogens* – Second Reading
G. Draft Policy 7265, *Occupational Exposure to Hazardous Chemicals in Science Laboratories* – Second Reading
H. Draft Policy 7805, *Superintendent Evaluation* – Second Reading
I. Draft Policy 7810, *Evaluation of Licensed Employees* – Second Reading
J. Draft Policy 7811, *Plans for Growth and Improvement of Licensed Employees* – Second Reading
K. Draft Policy 7815, *Evaluation of Non-Licensed Employees* – Second Reading
L. Draft Policy 7820, *Personnel Files* – Second Reading
M. Draft Policy 7930, *Professional Employees: Demotion and Dismissal* – Second Reading
N. Draft Policy 7940, *Classified Personnel: Suspension and Dismissal* – Second Reading

Upon the adoption of the draft policies, the Administration requested the following current policies be removed from the Policy Manual:

- Policy 3007/4007/8307, *Drug-Free Workplace*
- Policy 3010/4010, *Equal Employment Opportunities*
- Policy 3020, *Recruitment, Selection, Retention and Promotion*
- Policy 3021, *Procedure for Candidate Evaluation*
- Policy 3023, *Advertising Vacancies*
- Policy 3025, *Criminal History Check of Applicants and Independent Contractors*
- Policy 3033/4033/8309, *Compliance with Bloodborne Pathogens Regulations*
- Policy 3100, *Certification or Licensing*
- Policy 3110, *Certification or Licensing Validation and Renewal*
- Policy 3210, *Specific Assignment and Conflict of Interest*
- Policy 3229, *Evaluation of Teaching Performance* Policy 4020, *Recruitment and Selection*
- Policy 3230/8254, *Action Plans for Certified Employees*
- Policy 3231, *Personnel Files*
- Policy 3420, *Teacher and School Administrator – Dismissal, Demotion, Non-Renewal, Suspension and Disciplinary Suspension*
- Policy 4020, *Recruitment and Selection*
- Policy 4021, *Procedure for Candidate Evaluation*
- Policy 4023, *Advertising Vacancies*
- Policy 4110, *Evaluation of Employees*
- Policy 4420, *Dismissal*
- Policy 8010, *Filling Administrative Positions*
- Policy 8240, *Recruitment*
- Policy 8180, *Evaluation of Superintendent* Policy 8250, *Selection*
- Policy 8250, *Selection*
- Policy 8253, *Evaluation*
- Policy 8255, *Promotion*

Mr. Breen made the motion, seconded by Mr. Mercer, that the Board approve Draft Policy 6316, *Other Employees as Bus Drivers*, as a second reading, listed on the agenda under Roman Numeral X, Discussion/Action Item B. The motion passed 4:2, with Mr. Breen and Mr. Mercer casting the dissenting votes. Mr. Breen believes that requiring teacher assistants to be bus drivers is unfair. Mr. Mercer suggested tabling the policy to a future meeting.

Mr. Breen made the motion, seconded by Ms. Boyette, that the Board approve the policies listed on the agenda under Roman Numeral X, Discussion/Action Items A and C–N, as a second reading, and repeal the old policies that are being replaced or combined with the new policies. The motion passed unanimously.

XI. At 8:08 p.m., Ms. Barnes 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 consult with the Board of Education attorney regarding the case of Melissa Karen Jordan v. Wilson County Board of Education and preserve the attorney-client privilege as provided in N.C.G.S. 143-318.11(a)(3). The motion passed unanimously.

At 8:44 p.m., Ms. Barnes made the motion to reconvene to open session. The motion, seconded by Mr. Mercer, passed unanimously.

XII. Reporting from closed session, Mr. Breen made the motion, seconded by Ms. Powell, to amend the agenda to include the case of Melissa Karen Jordan v. Wilson County Board of Education. The motion passed unanimously. Mr. Breen reported on the settlement of Melissa Jordan v. Wilson County Board of Education (18 CVS 390) by stating that on March 26, 2018, Melissa Jordan filed a lawsuit against the Wilson County Board of Education for claims arising from her July 23, 2015 accident at Jones Elementary School. The Board's insurance carrier has agreed to pay Ms. Jordan $37,000 to resolve this matter, and Ms. Jordan has filed a voluntary dismissal with prejudice of all claims and has executed a release of all claims.

Ms. Barnes made the motion, seconded by Mr. Mercer, to approve the closed session minutes of the December 9, 2019, Regular Board Meeting, and do not release the minutes for public inspection because of confidential personnel matters. The motion passed unanimously.

Under Committee Report/Human Resource Services, Ms. Barnes 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 and classified positions, as well as substitute teachers 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 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.

Administrative

Dawson, Dr. Wanda P.-Interim Executive Director of Exceptional Children

Certified

Barnes, Lashanda (E)-2nd Grade Teacher
Brown, Tyler-Social Studies Teacher
Bynum, Carlena (R)-CTE-Health Occupations Teacher
Coon, Jana-School Counselor
Dickerson, Dawna (R)-Kindergarten Teacher
Pate, Danny-Part-time Science Teacher
Pitt, Lindsay (P)-EC Teacher
Skinner, Caleb (P)-Chorus Teacher
Viverette, Elizabeth-6th Grade Science Teacher

Classified

Batts, Velencia-School Secetary
Bulluck, Amanda-Data Manager
Farmer, Megan-Teacher Assistant
Harris, Sylvia-EC Teacher Assistant
Tant, Eunice-Teacher Assistant
Winslow, John-Athletic Trainer

Substitute Teachers

Bunn, Gabriel-Non-Certified Substitute
Combs, Rachel-Certified Substitute
Darden, Brittnay-Non-Certified Substitute
Driver, Kara-Certified Substitute
Finch, Jessica-Non-Certified Substitute
Gunter, Asa-Non-Certified Substitute
Joyner, Bryson-Non-Certified Substitute
Logan, Elizabeth-Certified Substitute
McArn, Isiaette-Non-Certified Substitute
Nelson, Jennifer-Non-Certified Substitute
Parker, Joan-Non-Certified Substitute
Waters, Rebecca-Non-Certified Substitute

Coaches

Bracey, Jason-Head Baseball (Toisnot)
Dramou, Martin-Head Girls Soccer (Toisnot)

Iannucci, Robert-Head Softball (Toisnot)
Jones, Glenn-Assistant Coach-AD (Fike)
Lewis, Maurece (V)-Cross Country (Toisnot)
Lucas, Jeffrey-Head Cross Country (Toisnot)
Lucas, Joseph (V)-Cross Country (Toisnot)
Matthews, Michael-Boys Golf (Fike)
Mizzelle, Chris-Head Girls Soccer (Fike)
Ramsay, Denise (V)-Girls Soccer (Toisnot)
Sherril, Patrick (V)-Baseball (Toisnot)
White, Erika (V)-Cheerleading-Winter (Toisnot)

INFORMATION ITEMS

The Board received the following personnel list as information.

Administrative

Wright, Dr. Robin E-Retirement

Certified

Daw, April-Resignation
O'Neal, Martaleigh-Resignation
Preston, Bobbie-Resignation
Proctor, Emma-Resignation
Rogers, Michelann-Resignation
Spargur, Heather-Resignation
Thompson, Charles-Resignation

Classified

Thompson, Eddie-Retirement

Under Committee Meetings/Human Resource Services Committee – Committee Member Ms. Barnes shared that the committee met today to discuss an information item.

Under Third Grade Reading, Fourth and Fifth Grade Reading, Fourth through Eighth Grade Math, AP/IB and CTE Teacher Bonuses, the Board received information on teacher bonuses for third grade reading, fourth and fifth grade reading, fourth through eighth grade math, AP/IB and CTE. The payments to qualifying teachers will be paid in January 2020. The Administration presented an overview of the January 2020 bonus process, which will be shared with the qualifying teachers.

XIII. There being no further business at 8:48 p.m., Ms. Barnes 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