MINUTES OF
THE WILSON COUNTY BOARD OF EDUCATION
SPECIAL MEETING
APRIL 8, 2019

The Wilson County Board of Education held a Special Meeting on Monday, April 8, 2019, at 1:00 p.m. in the Administrative Offices, 113 N. Tarboro Street. 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

Others present were Board Attorney Katie Cornetto, Associate Superintendent Dr. Cheryl Wilson, Interim Assistant Superintendent Dr. Wanda Dawson, Director of Maintenance Mark Letchworth, Administrative Assistant for Instructional Services Maureen Hooper and Administrative Assistant to the Superintendent and Board Clerk Linda Horrison.

After calling the meeting to order, Dr. Fitch amended the agenda by tabling Draft Policy 4240/7312, *Child Abuse – Reports and Investigations*, to allow legal counsel time to make necessary revisions based on legislation. Dr. Fitch called for approval of the agenda. Ms. Powell made the motion, seconded by Mr. Mercer, that the Board approve the agenda as amended and table Draft Policy 4240/7312, *Child Abuse – Reports and Investigations*. 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 as a first reading 17 proposed policy revisions and draft policies. The Board reviewed the following draft policies, which are necessary to align local Board policies with North Carolina general statutes and North Carolina School Board Association (NCSBA) policies. Ms. Cornetto provided legal guidance on the policies.

- Draft Policy 3200, *Selection of Educational Resources*
- Draft Policy 3430, *School Improvement Plan*
- Draft Policy 4352, *Removal of Student During the Day*
- Draft Policy 4720, *Surveys of Students*
- Draft Policy 5000, *Schools and the Community*
- Draft Policy 5010, *Parent Organizations*
- Draft Policy 5024/6127/7266, *Emergency Epinephrine Auto-Injector Devices*
- Draft Policy 5025, *Prohibition of Drugs and Alcohol*
- Draft Policy 5026/7250, *Smoking and Tobacco Products*
- Draft Policy 5028/6130/7267, *Automated External Defibrillator*
- Draft Policy 7110, *Information Provided by Applicant or Employee*

- Draft Policy 7120, *Employee Health Certificate*
- Draft Policy 7262, *Communicable Diseases – Employees*
- Draft Policy 7430, *Substitute Teachers*
- Draft Policy 7440, *Assignments/Reassignments/Transfers*
- Draft Policy 7500, *Workday and Overtime*
- Draft Policy 8220, *Gifts and Bequests*

After a discussion of the draft policies, it was the Board's recommendation that the Administration create Administrative Regulations (AR) for Policy 3200, *Selection of Education Resources* and Policy 5010, *Parent Organizations*. The AR for Policy 3200, *Selection of Education Resources*, will list resources that teachers can bring into their buildings and also cover the required forms that must be completed for these resources. The AR for Policy 5010, *Parent Organizations*, will provide details on bylaws for school organizations.

There were minor changes in the verbage of Policy 3200, *Selection of Educational Resources*; Policy 3430, *School Improvement Plan*; Policy 4352, *Removal of Student During the Day*; Policy 5010, *Parent Organizations*; Policy 5024/6127/7266, *Emergency Epinephrine Auto-Injector Devices*; Policy 7430, *Substitute Teachers*; and Policy 8220, *Gifts and Bequests*.

It was the Board's consensus to table Draft Policy 5025, *Prohibition of Drugs and Alcohol* and Draft Policy 5026/7250, *Smoking and Tobacco Products*.

Dr. Mills will have a discussion with the Wilson County Health Department on the process for new employees receiving physicals through the Wilson Area School-Based Health Clinic (WASH) if they do not have insurance coverage.

Dr. Dawson shared with the Board that Substitute Orientation is being held on April 10. The orientation will be conducted monthly, with the exception of July.

Ms. Boyette requested that the Board receive a list of the substitutes who provide instruction for four or more consecutive weeks and do not meet the certification and licensure standards for the grade level and subject area to which they are assigned.

Meeting break from 3:21 p.m. to 3:28 p.m.

Under Review of Preliminary Wilson Academy of Applied Technology (WAAT) Drawings, the Administration shared with the Board plans for two options for the WAAT project on the community college grounds. One option is a two story building and the second option is a three story building. It was the Board's consensus to build a three story building on the campus of Wilson Community College. The first floor will be used for labs and the second and third floors will be used for instruction. The Administration can now submit an application for funding.

Dr. Mills shared area views of Fike High after completion of the roofing project. He thanked the County Commissioners for funding this project.

At 3:49 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(a)(1) and (6) and 115C-319 through 321; 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 4:20 p.m., Mr. Farmer made the motion, seconded by Mr. Mercer, to reconvene to open session. The motion passed unanimously.

Under Reporting from Closed Session, Mr. Farmer made the motion, seconded by Ms. Barnes, to approve the personnel recommendation as recommended by the Administration. The motion passed unanimously.

There being no further business at 4:21 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