MINUTES OF
THE WILSON COUNTY BOARD OF EDUCATION MEETING
APRIL 15, 2019

The Wilson County Board of Education held its regular meeting on Monday, April 15, 2019, 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
Beverly Boyette
Rhyan Breen
Gary Farmer
Debora Powell
Dr. Lane B. Mills, Secretary

Others present were Interim Assistant Superintendent Dr. Wanda Dawson and Associate Superintendent Dr. Cheryl Wilson, as well as Board Attorney Brian Shaw. Also present were Wilson Times Reporter Drew Wilson, Director of Public Relations Amber Lynch and Administrative Assistant to the Superintendent and Board Clerk Linda Horrison. There were more than 47 citizens in attendance.

1. After calling the meeting to order, Chairman Fitch amended the agenda under Administrative Services Committee by adding Contract Requiring Board Notification as an information item regarding external buildings at Springfield Middle and Vick Elementary and Approval of Reroofing Projects Contract as an action item. Under Instructional Services Committee, Dr. Fitch amended the agenda by adding an action item for a Recommendation Regarding Dr. Mills. Mr. Farmer requested moving the draft policies under Human Resource Services Committee to draft polices under the Instructional Services Committee so that they could be handled all at the same time. Dr. Fitch called for approval of the agenda. Ms. Powell made the motion, seconded by Mr. Mercer, that the Board approve the agenda with the stated additions and changes. The motion passed unanimously.

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

3. Dr. Fitch presented for approval the minutes of the March 18, 2019, Regular Board Meeting; the March 25, 2019, Work Session; and the April 8, 2019, Special Board Meeting. Ms. Barnes made the motion, seconded by Ms. Boyette, that the Board approve the minutes of the March 18, 2019, Regular Board Meeting; the March 25, 2019, Budget Work Session; and the April 8, 2019, Special Board Meeting. The motion passed unanimously.

4. Under Good News Presentations, Dr. Mills, with the assistance of Mr. Mercer, recognized the following groups and individuals:

- Principals Completing *Distinguished Leadership in Practice* Program – The Board recognized Winstead Elementary Principal Claudia Spencer, Darden Middle Principal Jagtar Singh and Springfield Middle Principal Marquis Spell for completing *Distinguished Leadership in Practice*. This is a rigorous, year-long leadership program through the NC Principals and Assistant Principals Association. Superintendent Dr. Lane Mills commended them for their hard work, leadership and commitment to their schools. He shared that he also recognized them at the March Administrators meeting and presented each of them with a pack of bacon from Smithfield Foods for the monthly *Bringing Home the Bacon Award.*

- Participants in the Prospective Teacher Internship Program - The Board recognized the 11 students and 10 teachers who are a part of the Wilson County Schools (WCS) Prospective Teacher Internship Program. All of the students are seniors who expressed an interest in pursuing education as a profession. They were placed with veteran teachers who serve as their mentors. The goal of the program is to support these seniors as they work to become educators. The students and their mentors are as follows: Elliott Haynes (Fike High) paired with Wells Elementary Teacher Miranda Walls; Lexi Hopwood and Shaquana Willingham (both Fike High) paired with Wells Elementary Teacher Kristin Sexton; Alexis Perry (Fike High) paired with Wells Elementary Teacher Tina McMichael; Sarah Bunn (Hunt High) paired with Lucama Elementary Teacher Morgan Willis; Alberty Jones (Hunt High) paired with Vinson-Bynum Elementary Teacher Pam Currie; Hope Nguyen (Hunt High) paired with Springfield Middle Teacher Amy Burnsworth Wood; Kaylee Ramirez (Hunt High) paired with Springfield Middle Teacher Sherrima Speight; Mary Vick (Hunt High) paired with Vinson-Bynum Elementary Teacher Sarah Ramos; Nicholas Tew (Hunt High) paired with Jones Elementary Teacher Christine Gilmore; and Logan Hinnant (Hunt High) paired with Rock Ridge Elementary Teacher Renee Bunn.

- Character Education – The Board recognized Ashley Ward, a sophomore at Hunt High, for her selection to attend the Disney Dreamers Academy in March. She was one of 100 students from across the nation selected for this incredible experience. Ashley received an all-expenses-paid trip to Walt Disney World to participate in the four-day program. She attended career workshops and heard from TV personalities. Ashley's acceptance was based on her response to several essay questions - one of which was focused on her dreams. Ashley wrote about her goal to work in the medical field in order to help others live more productive lives. Dr. Mills commended Ashley on her hard work and said that he knew she would make all of her dreams come true.

    * Schwartz and Shaw provides $25 gift cards to students who are recognized for good character. We are grateful for this kind gesture!

5. Under Chairman's Report, Dr. Fitch thanked Board Member Rhyan Breen for attending Smart Cookies at Vinson-Bynum Elementary on March 21 with the class of fifth-grade Teacher/Vinson-Bynum Elementary Teacher of the Year Wendy Watson. She also

recognized the second-grade class of Wells Elementary Teacher of the Year Tamara Harris. They were celebrated on April 2. Board Member Debora Powell agreed to attend the upcoming Smart Cookies at Rock Ridge Elementary with the class of Elizabeth Willoughby on May 7 and Board Member Velma Barnes will attend the event at Stantonsburg Elementary with the class of Kimberly Barnes on May 21. The Smart Cookies scheduled for May 1 at Winstead Elementary will be rescheduled.

Dr. Fitch congratulated the Wilson Education Partnership (WEP) on two recent fundraisers – *In Harmony* and Boots & Bow Ties. She commended WEP for showcasing the musical talent of students during *In Harmony* and showcasing the cooking of the Beddingfield High Culinary Program and Fike High Family and Consumer Science Program at Boots & Bow Ties. She also congratulated students involved in the 4-H Livestock Show and Sale in March and thanked Board Member Beverly Boyette for bringing greetings from the Board. She also thanked the Arts Council of Wilson for arranging all of the details for the New York Theatre Ballet to perform for our fourth-graders for the second year in a row.

Dr. Fitch congratulated WCS Executive Director of Certified Personnel Rick Walthall on his upcoming retirement and thanked him for his 17 years of service in the Human Resources Department. She also welcomed Dr. Norris Parker to WCS as the new Assistant Superintendent of Human Resources. Dr. Parker and his wife, Judge Regina Parker, attended the meeting. He will begin his duties on May 1. Dr. Fitch thanked Interim Assistant Superintendent of Human Resources Dr. Wanda Dawson for stepping into her role in January until that position could be filled. Dr. Fitch ended her comments by wishing everyone a safe and relaxing Spring Break.

6. Under Superintendent's Report, Dr. Mills shared information about events that occurred since the last Board meeting on March 18:

- The *In Harmony* collaborative concert was March 22. Dr. Mills said the high school chorus students, their teachers and Choreographer Amanda Bennett, who is the dance instructor at Hunt High, did a great job. He thanked the Wilson Education Partnership for sponsoring this fundraiser each year.
- WRAL recently featured WCS in two positive stories. The first focused on The Gentlemen's Agreement at Hearne Elementary. This program targets African American males and surrounds the students with mentors who guide them in becoming men of character. The program has traditionally been in the middle and high schools, but Hearne and Wells Elementary now have programs. WRAL also covered The Wilson Academy of Applied Technology (WAAT) in its *TechWire* publication. The article focused on WAAT's commitment to preparing students to graduate and secure local careers in STEM-related fields.
- The WCS mobile app was launched last month and can be downloaded on smartphones and devices for free. To date, more than 1,000 people have downloaded the app. Through the app, families can receive push notifications and find the latest

news and resources. To download, search Wilson County Schools – NC in the app store.

- Dr. Mills also recognized Dr. Norris Parker and his wife. He said he was looking forward to Dr. Parker beginning his role and knew that he would hit the ground running.

Dr. Mills also shared information about upcoming events:

- For parents who are interested in Spanish Immersion for their incoming kindergartner or rising first-grader, a Spanish Immersion Information Session is scheduled for April 16 from 5-6 p.m. at Frederick Douglass Elementary.
- Spring Break in the traditional schools begins April 19 with a teacher workday and continues the week of April 22-26. The early colleges had their Spring Break in March, so they will be in school during this time. Dr. Mills wished everyone a safe and relaxing break.
- Dr. Mills will present the 2019-2020 Local Current Expense and Capital Outlay Budgets to the Wilson County Commissioners on May 7 at 7 p.m.
- Teacher Appreciation Week is May 6-10
- High School Awards Days
  - Wilson Early College Academy: May 3 at 10:30 a.m.
  - Beddingfield: May 17 at 8:30 a.m.
  - Fike: May 20 at 8 a.m.
  - Hunt: May 21 at 8:30 a.m.
- WECA has two graduation ceremonies in May. Both are at Fike:
  - High School Graduation is May 16 at 7 p.m.
  - Wilson Community College Graduation is May 17 at 6 p.m.
- WCS Teacher and Principal of the Year Celebration is May 21, at 6 p.m. at Jones Elementary
- Special Olympics is scheduled for April 18 at Hunt High
- Dr. Fitch interjected to share information about the upcoming North Carolina School Boards Association Conference this summer. She shared that the organizers are requesting a presentation about The Gentlemen's Agreement and Her Pride.

7. Under Public Input, no one addressed the Board during the Public Input portion of the meeting.

8. Under Committee Meetings/Administrative Services Committee – Committee Chair Mr. Mercer shared that the committee met today to discuss three information items and three action items.

   Under Request for Wilson Area School-Based Health Clinic (WASH) Signage at Beddingfield High School, the Board received information about signage that the Wilson

County Health Department has requested to hang on the mobile unit housing the Wilson Area School-Based Health Clinic (WASH) at Beddingfield High. The same logo that is being used at the WASH Clinic at Forest Hills Middle will be used at Beddingfield's clinic.

Under Community Eligibility Provision (CEP) Program in Wilson County Schools, the Board received information about the federal Community Eligibility Provision (CEP) Program. CEP provides access to nutritious meals for students by allowing the nation's highest poverty schools to serve breakfast and lunch at no cost to all enrolled students without collecting household applications. Currently, all 14 WCS elementary schools, Daniels Learning Center and Darden Middle participate in the CEP Program.

The Child Nutrition Department is reimbursed using a formula based on the percentage of students categorically eligible for free meals based on information provided by state and local agencies such as the Supplemental Nutrition Assistance Program (SNAP) and Temporary Assistance for Needy Families (TANF) within the school zone. Associate Superintendent Dr. Cheryl Wilson explained to the Board that it appears that there are students who are eligible for free or reduced lunch status who have not been identified at some schools and this number is an important part of the calculation for other areas such as Title I and grants. The Administration is looking into ways to ensure the district is aware of each student who is eligible for free and reduced lunch. An inaccurate count does a disservice to students who could benefit from the status in other areas and also causes CEP to no longer be a cost saving measure for the district.

Under Contract Requiring Board Notification, Board Policy 2500, *Contracts*, states that the Superintendent is authorized to enter into contracts involving amounts up to $90,000, and the Superintendent shall report such contracts exceeding $20,000 to the Board at its next regularly scheduled meeting. The following contract, which is less than $90,000, was approved by Dr. Mills: an $82,300 contract with SPC Mechanical Corporation to change the AC units at Fike High. WCS will utilize funds leftover from Qualified Zone Academy Bonds (QZAB) to cover the cost.

Under 2019-2020 Local Current Expense and Capital Outlay Budgets, the 2019-2020 Local Current Expense Budget request is for $24,657,287 and the Capital Outlay Budget request is for $1,000,000, for a total request of $25,657,287. The Board met for a Budget Work Session on March 25 to go through the details of the budget. The budgets will be presented to the Wilson County Commissioners on May 7. General Statute 115C-447 requires an outside audit of school system accounts and accounts of individual schools at the end of each fiscal year. Mr. Mercer made the motion, seconded by Ms. Powell, that the Board approve the 2019-2020 Local Current Expense and Capital Outlay Budgets. The motion passed unanimously.

Under 2017-2018 Audit Report, the accounting firm of Carr, Riggs & Ingram, LLC conducted the 2017-2018 WCS audit. The firm shared that the individual school and school system books were some of the best they had reviewed and were determined to be in good order. The Board commended Dr. Mills and the WCS Finance Department led

by Executive Director of Financial Services Rene Evans. General Statute 115C-447 requires an outside audit of school system accounts and accounts of individual schools at the end of each fiscal year. Mr. Mercer made the motion, seconded by Ms. Boyette, that the Board approve the 2017-2018 Audit Report as provided by Carr, Riggs & Ingram. The motion passed unanimously.

Under Approval of Reroofing Projects Contract, the Administration presented the winning bidder, AAR of NC, Inc, with a bid of $506,900 for reroofing projects at Vick Elementary and the Transportation Department and also soundproofing and acoustic work in the auditorium at Vick Elementary pending attorney review. Board Policy 2500.1, *Contracts*, states that all contracts involving expenditures exceeding $90,000 must receive prior approval from the Board. Mr. Mercer made the motion, seconded by Ms. Boyette, that the Board approve the base bid of $506,900 for AAR of NC, Inc. for reroofing projects at the Transportation Department, Vick Elementary Auditorium and soundproofing and acoustics in the auditorium at Vick Elementary pending attorney review. The motion passed unanimously.

Under Committee Meetings/Instructional Services Committee - Committee Chair Dr. Fitch shared that the committee met today to discuss two information items and 12 actions items.

Under Draft WCS/WCC Early College Memorandum of Understanding and Draft WCS/WCC Career and College Promise Memorandum of Understanding, WCS and Wilson Community College have a strong partnership to support students that are dual enrolled in both entities through the early college and the Career and College Promise Program. The Board received information about recently drafted Memorandums of Understanding (MOUs) between WCS and the college. The MOUs are written guidelines of the processes and procedures of the partnership as related to dual enrollment. The MOUs will prove beneficial in the future as Board members and school leaders change over the years.

Under USDA Rural Development Distance Learning and Telecommunications Grant, the Board received information about the USDA Rural Development Distance Learning and Telecommunications Grant that WCS is applying for. Five schools have met the rurality score required to be candidates for the grant - Elm City Middle, Speight Middle, Springfield Middle, Beddingfield High and Hunt High. The Distance Learning and Telemedicine Grant Program is specifically designed to assist rural communities in acquiring distance learning and telecommunication technologies so local teachers, who serve rural residents, can link to other teachers as resources.

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

Under North Carolina Association of Education (NCAE) Teacher Rally, the NCAE is planning a teacher rally on May 1, 2019. The district is anticipating a high number of staff absences. The Administration is recommending to change May 1st to an Optional Workday to provide for anticipated shortages for classrooms. Students will not be

required to make up the day because WCS has enough hours built into the calendar. Students at the early colleges will attend school, and staff there will work a normal day. The Board discussed offering lunch for all students at six school sites. Those sites will be determined at a later date. Dr. Fitch made the motion, seconded by Ms. Barnes, that to accommodate the rally, the Board establish May 1 as an Optional Teacher Workday and six sites, to be determined by the Administration, be centralized to feed students that normally would eat at school. The motion passed unanimously.

Under Title I School Eligibility, much like the federal Community Eligibility Provision (CEP) Program funds discussed earlier in the Board meeting, Title I funding is based on the percentage of students eligible for free or reduced lunch. All schools that are identified as having 75 percent or higher of their student population eligible for free or reduced lunch must be identified as Title I Schools and receive the federal funds. Schools with 40-70 percent are eligible for Title I funds, but they are not required to receive the funding. The Administration is looking into processes that will ensure each student who is eligible for free and reduced lunch is counted so that schools maintain their Title I status for 2019-2020 as well as determine if additional schools need to be added to the list. Currently, there are 15 schools in WCS that receive Title I funds. Dr. Fitch made the motion, seconded by Mr. Farmer, that the Title I Eligibility be tabled to next month's meeting. The motion passed unanimously.

Under Spanish Immersion Program, at the March 2019 Board meeting, the Board voted to expand the Spanish Immersion Program at Frederick Douglass Elementary to include fifth grade. The Board also decided to offer transportation but agreed to work out the details at the April Board meeting. The Board discussed four transportation options for 2019-2020.

Option 1: Current Bus Transportation – Students living in the Frederick Douglass district will ride existing routes. New bus riders (kindergarteners and first graders) will be added to the existing routes as they are enrolled. Students who live in the Wells and Hearne Elementary districts are either picked up at individual stops at their respective homes or picked up at Wells and Hearne Elementary (car riders outside of Wells and Hearne Elementary district or walkers). The reverse happens in the afternoons.

Option 2: Reassignment/Special Programs – Transportation would not be provided. WCS current policy allows for transportation in terms of schools such as the early colleges that have transportation provided. Spanish Immersion is a program and not a school, therefore no transportation would be provided. Families will provide transportation based on special programs and the reassignment policy.

Option 3: Shuttle Bus – Bus riders in the Spanish Immersion program will ride their base school buses. The shuttle bus will make the rounds to the schools of participating Spanish Immersion students. Other students will arrive at Wells and/or Hearne Elementary via car or walking. The shuttle bus will stop at Wells and/or Hearne Elementary to pick up students. Students will ride the shuttle bus to Frederick Douglass. The reverse will happen in the afternoons.

Option 4: Shuttle Bus – Students arrive at Wells and/or Hearne Elementary in time to arrive at Frederick Douglass by 7:45 a.m. Transportation is arranged by families (car or walk) to Wells and/or Hearne Elementary.

Dr. Fitch made the motion, seconded by Mr. Farmer, that Option 1 for transportation of Spanish Immersion be continued for the school year 2019-2020. The motion passed 6:1, with Dr. Fitch casting the dissenting vote.

Under Draft Policies, the policies listed under Human Resources Committee are being moved to this segment of the meeting. The Board is in the process of reviewing all of its policies to align them with North Carolina General Statutes and the North Carolina School Boards Association policies. The policies were reviewed and discussed as first readings at the Board's policy meeting on April 8.

Dr. Fitch made the motion, seconded by Ms. Barnes, that the 15 policy drafts be approved as presented and the removal of any policies that they replace. The motion passed unanimously. The 15 policies include Instructional Services and Human Resources 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, *Survey 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 5028/6130/7267, *Automated External Defibrillator*
- Draft Policy 8220, *Gifts and Bequests*
- 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*

Under Recommendation Regarding Dr. Mills, the Board received information from Dr. Fitch on the 2019-2020 A. Craig Phillips North Carolina Superintendent of the Year Nomination. The nomination is due at the regional level May 31. Ms. Boyette made the motion, seconded by Mr. Mercer, that the Wilson County Board of Education nominate Dr. Lane Mills for the Central Carolina Regional Superintendent of the Year for the outstanding growth shown by Wilson County Schools over the last two years. The motion passed unanimously.

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

9. At 8:44 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. 143-318.11(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; 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 9:34 p.m., Mr. Farmer made the motion to reconvene to open session. The motion, seconded by Ms. Boyette, passed unanimously.

10. Reporting from closed session, Mr. Farmer made the motion, seconded by Ms. Barnes, to approve the closed session minutes of the March 18, 2019, Regular Board Meeting, and April 8, 2019, Special Board Meeting, and/but do not release the minutes for public inspection because of confidential personnel matters. The motion passed unanimously.

    Under Human Resource Services, Mr. Farmer made the motion, seconded by Mr. Mercer, 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.

Certified

Barber, Crystal (Temporary)-Part-time Interventionist
Ellis, Tiffany (Lateral Entry)-CTE-Family and Consumer Science
Harris, Carolyn (Lateral Entry)-CTE-Public Safety/Law Enforcement
Jackson, Joshua (Lateral Entry)-Art
Jones, Crystal-School Social Worker
Langley, Alice (Interim)-Part-time Interventionist
Sauls, Aspen (Lateral Entry)-4th Grade

Classified

Melvin, Muriel-12-Month Custodian
Riggs, Donna-Teacher Assistant
Smith, James-12-Month Custodian
Yelverton, Monica-Teacher Assistant

Substitute Teachers

Bass, Deborah-Substitute
Bass, Tammy-Substitute
Bland, Shannon – Substitute
Cockrell, Janie-Substitute
Eatmon, Chineta-Substitute
Johnson, Sherry-Substitute
Joyner, Priscilla-Substitute
Proctor, Sue-Substitute
Spell, Carolyn-Substitute
Sutton, Cynthia-Substitute
Waddell, Summer-Substitute

INFORMATION ITEMS

The Board received the following personnel list as information.

Administrative

Eddy, Melissa-Resignation

Certified

Anders, Cecily-Resignation
Barnes, Kimberly-Retirement
Currie, Pamela-Resignation
Devane, Carolyn-Resignation
Donajkowski, Julia-Resignation
Letchworth, Pamela-Retirement
Reyes, Nathalie-Resignation
Sheek, Douglas-Resignation
Spivey, Victoria-Resignation
Stevens, Kelly-Retirement
Wise, Kimberly-Retirement

Classified

Davis, Isiah-Resignation
Driver, Brittany-Resignation
Hart, Patricia-Resignation

Moye, Betty-Retirement
Thorne, Gail-Retirement

Dismissals

Winston, Michael-12-Month Custodian

12. There being no further business at 9:36 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