MINUTES OF
THE WILSON COUNTY BOARD OF EDUCATION MEETING
JUNE 10, 2019

The Wilson County Board of Education held its regular meeting on Monday, June 10, 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, Assistant Superintendent Dr. Norris Parker and Associate Superintendent Dr. Cheryl Wilson, as well as Board Attorney Richard Schwartz. 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 25 citizens in attendance.

1. After calling the meeting to order, Chairman Fitch amended the agenda by changing the draft policies listed under Instructional Services from information items to action items. Dr. Fitch called for approval of the agenda. Ms. Powell made the motion, seconded by Mr. Mercer, to approve the agenda as amended. The motion passed unanimously.

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

3. Dr. Fitch presented for approval the minutes of the May 20, 2019, Regular Board Meeting.

   Ms. Barnes made the motion, seconded by Ms. Boyette, that the Board approve the minutes of May 20, 2019. The motion passed unanimously.

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

   Before beginning the awards portion of the meeting, Dr. Lane Mills directed the audience's attention to the artwork displayed on the walls created by students at Jones Elementary. Dr. Mills thanked Art Teacher Ben Gufford for allowing Central Office to showcase the amazing creations of his students. He also recognized several students who attended the meeting with their parents to view the artwork.

- 2019-2020 Teacher and Principal of the Year - Dr. Mills recognized Britney Phillips, fourth-grade teacher at Lucama Elementary, and Marquis Spell, principal of Springfield Middle, for being named the 2019-2020 Teacher and Principal of the Year at a special event in May. He applauded them for being such great representatives for Wilson County Schools (WCS).

  Ms. Phillips has been teaching for nine years and this was her third year as a fourth-grade teacher at Lucama. Her principal, Mr. Marks, had this to say about her – "Her peers look up to her as a voice of reason and knowledge with any questions related to instruction. She plans hard, works hard and exhibits extreme concern about the education for all of her students." Dr. Mills also shared that Ms. Phillips' favorite movies are Hallmark movies; if she could take students on a trip anywhere it would be to Spain: and if she could pass on any wisdom to students it would be - Always stay true to who you are and don't let others have a negative influence on you. Mr. Spell has spent the past three years as the principal at Springfield and is in his 12th year as an administrator. He works hard to build a climate where students, staff and parents know that relationships are at the heart of everything. He remains visible, accessible and has close bonds with his students and staff - just check out social media to see him posting a selfie with students and staff every five minutes. Dr. Mills also shared that Mr. Spell's favorite movies include *Remember the Titans* and the *Bourne Identity* series; if he could take students on a trip anywhere it would be to a place with a struggling economic status so they could see that there is another side to life; and if he could pass on wisdom to students it would be - to dominate in all that you do and to treat people with respect and kindness because you never know where you will end up in life and whose life you will change.

- Character Education - Dr. Mills recognized Tammy Hobbs, a records administrator with the Wilson Police Department, for her kindness. For the past few years, she has baked and donated 300 cupcakes to the Exceptional Children Easter Egg Hunt sponsored by the Arc of Wilson. This year, 278 students with special needs participated in the event on April 3 at the Burt Gillette Soccer Complex. Ms. Hobbs does this out of the kindness of her heart, and Dr. Mills thanked her for her generosity. "We are fortunate to have amazing supporters like Ms. Hobbs who do so much for our students without expecting any recognition," said Dr. Mills.

5. Under Chairman's Report, Dr. Fitch congratulated the 2019-2020 Teacher and Principal of the Year, the graduating class of 2019 and the teachers who completed the WCS Beginning Teacher Program after three years. She also thanked the 52 staff members who retired from WCS for their many years of service and wished everyone a safe and enjoyable summer.

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

   - WCS announced the 2019-2020 Teacher and Principal of the Year at a celebration on May 21. Dr. Mills congratulated Ms. Phillips and Mr. Spell again and then

proceeded to thank Vester Auto Group for providing Ms. Phillips with a one-year lease of a car; Wells Fargo for providing $1,000 for Ms. Phillips to use in her classroom; The Wilson Education Partnership for providing cash awards and for co-sponsoring the event; the Beddingfield and Fike High students and staff who prepared the dinner and desserts; the Jones Elementary staff for allowing the event to take place at their school; and the Maintenance and Public Relations Departments for organizing and setting up the event.

- The WCS Retirement Celebration was held June 6. Dr. Mills congratulated the 52 retirees, shared how much they would be missed and thanked them for their service.
- The 2018-2019 school year ended for students on May 30, and the graduation ceremonies at Beddingfield, Fike and Hunt High were held June 8. Dr. Mills congratulated the graduates and also shared that students in the Class of 2019 were offered $11,534,734 worth of scholarships. Of that amount, $8,417,622 was accepted. Dr. Mills led everyone in applause for the seniors.

Dr. Mills also shared details about upcoming events:

- On June 13, administrators meet with Dr. Mills for Summer Leadership Development to wrap up the school year and discuss goals for next school year.
- Plans are in full swing for Operation Backpack. Since 2012, WCS has been able to provide backpacks to students in need because of the incredible generosity of the community. On June 14, Chick-fil-A of Wilson Owner and Operator Christy Proctor will celebrate her birthday the same way she's done in the past – by supporting Operation Backpack with her own fundraiser - Bucks for Backpacks. Dr. Mills encouraged everyone to visit Chick-fil-A on June 14 between 10:30 a.m. to 8:30 p.m. if they would like to donate. Donation information is also on the WCS website and social media sites. WCS families in need of backpacks should attend Operation Backpack on August 17 from 9-11 a.m. at Fike High. Backpacks will be available on a first come, first serve basis.
- Interim Assistant Superintendent of Human Resource Services Dr. Wanda Dawson will conclude her time with WCS at the end of June. Prior to joining WCS, Dr. Dawson retired as the superintendent of Pamlico County Schools. Dr. Mills thanked her for coming out of retirement to help him and WCS the past six months – "I feel so fortunate to have had her expertise. She's had a tremendous impact in just a short amount of time." Dr. Norris Parker was recently hired to fill the position.
- Dr. Mills wished all staff and students a relaxing summer break.

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

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

Under Reportable Offenses 2016/2017 – 2018/2019, the Board received information about reportable offenses in the 26 schools. The information is also required to be shared at the state level. In 2016-2017, there were 70 reportable offenses compared to 64 during the 2017-2018 school year. Offenses include bomb threats, possession of a weapon and possession of a controlled substance. The Board members were informed that the numbers aren't always what they seem. For example, even if a school had three offenses for possession of a weapon, that number represents the number of students involved in an incident and not the number of weapons.

Under Bus Driver Certification 2018-2019, the Board received as information an update on bus driver certification. The district is still in need of bus drivers even after putting a requirement in place a year ago that newly hired teacher assistants, custodians and school nutrition staff be able to drive a bus. The district also encouraged current employees in those positions to obtain bus driver certification. The Board asked the Administration to draft a policy with clear expectations related to employment and bus driver certification. The Board may also consider partnering with the Department of Transportation to make determinations about whether an employee is medically able to drive a bus.

Under Contract Requiring Board Approval, Board Policy 2500.1 states that all contracts involving expenditures exceeding $90,000 must receive prior approval from the Board. Ready Contractors, Inc., submitted a bid of $111,698 for a paving project at Gardners Elementary and a bid for $132,085 for a paving project at Lee Woodard Elementary, pending attorney review. Mr. Mercer made the motion, seconded by Ms. Boyette, that the Board approve Ready Contractors for bids submitted for paving at Gardners Elementary and Lee Woodard Elementary Schools. The motion passed unanimously.

Under Continuing Budget Resolution 2019-2020, the Administration requests the Board to adopt an interim budget for the purpose of paying salaries and ordinary expenses of the school system until the 2019-2020 budget is adopted. General Statute 115C-434 allows the Board to authorize the superintendent to expend funds at the 2018-2019 budgeted level until the adoption of the 2019-2020 budget resolution. Mr. Mercer made the motion, seconded by Ms. Barnes, that the Board approve the Continuing Budget Resolution and adopt an interim budget for the purpose of paying salaries and ordinary expenses of the school system until the 2019-2020 budget is adopted. The motion passed unanimously.

Under 2018-2019 Budget Amendments, the Administration presented budget amendments for the 2018-2019 State Public School Fund, Current Expense Fund, Federal Fund, Child Nutrition Fund, Trust and Agency Fund, Before/After School Care Program Fund and Local Special Revenue Fund budgets ending June 30, 2019. General Statue 115C-434 authorizes the Board of Education to make appropriations for the budget year. Mr. Mercer made the motion, seconded by Ms. Boyette, that the Board approve the 2018-2019 Budget Amendments 106, 204, 306, 502, 602, 701 and 806. The motion passed unanimously.

Under Superintendent Authorization to Approve Year End Budget Amendments, the Administration is recommending that the Superintendent be authorized to make the

necessary budget adjustments to balance the budget June 30, 2019. WCS is required to have a balanced budget at the end of the fiscal year. Mr. Mercer made the motion, seconded by Ms. Powell, that the Board authorize the Superintendent to make the necessary budget amendments to balance the budget June 30, 2019. The motion passed unanimously.

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

Under UNC College Adviser, the Board received information about the UNC College Advisers who serve at Beddingfield High (Ayoola Ajani), Fike High (Heather Jones) and Hunt High (Shawnna Gladney). The advisers are recent graduates of UNC-Chapel Hill who serve as advisers through the Carolina College Advising Corps. They assist students with college applications, SAT/ACT registration, financial aid and scholarship applications. Two of the positions are funded by UNC-Chapel Hill and the other position is funded by WCS.

Under Draft Policies, the Board is in the process of reviewing all of its policies to align them with NC General Statutes and North Carolina School Boards Association Policies. Each of the following policies are being read as a first draft, but they all have a major impact for the upcoming school year. The policies will be included in the student handbooks. Dr. Fitch asked the Board to consider waiving the first reading to make the timeline for publication in handbooks and make them available for student information.

Mr. Mercer made the motion, seconded by Ms. Barnes, that the Board waive the second reading of the draft policies that will be under discussion in just a moment. The motion passed unanimously.

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

Under Draft Policy 3225/4312/7320, *Technology Responsible Use* - First Reading, upon adoption of this policy, WCS Policy 5451, *Acceptable Use Policy for Technology*, will be removed. The Instructional Services Committee requested minor changes in the language of this policy. Dr. Fitch made the motion, seconded by Ms. Barnes, that the full Board approve Draft Policy 3225/4312/7320, *Technology Responsible Use*, with the stated changes and remove WCS policy 5451, *Acceptable Use Policy for Technology*. The motion passed unanimously.

Under Draft Policy 3226/4205, *Internet Safety* - First Reading, upon adoption of this policy, WCS Policy 5451, *Acceptable Use Policy for Technology*, will be removed. Dr. Fitch made the motion, seconded by Ms. Barnes, that the full Board approve Draft Policy 3226/4205, *Internet Safety*, as a second reading and remove WCS Policy 5451, *Acceptable Use Policy for Technology*. The motion passed unanimously.

Under Draft Policy 3320, *School Trips* - First Reading, upon adoption of this policy, WCS Policy 5430, *School Sponsored and Non-School Sponsored Trips*, will be removed. The Instructional Services Committee requested minor changes in the language of this policy. The Administration will create an Administrative Regulation for this policy. Dr. Fitch made the motion, seconded by Mr. Breen, that the full Board approve Draft Policy 3320, *School Trips*, second reading, and remove WCS Policy 5430, *School Sponsored and Non-Sponsored Trips*. The motion passed unanimously.

Under Draft Policy 3440, *Recognizing Excellence* - First Reading, upon adoption of this policy, WCS Policy 5522, *Honor Rolls*, and WCS Policy 5523, *Student Achievement and Academic Excellence*, will be removed. The Instructional Services Committee requested minor changes to this policy regarding Latin Honors. Dr. Fitch made the motion, seconded by Ms. Barnes, that Draft Policy 3440, *Recognizing Excellence*, second reading, be approved with the noted changes and upon approval remove WCS Policy 5522, *Honor Rolls* and WCS Policy 5523, *Student Achievement and Academic Excellence*. The motion passed unanimously.

Under Draft Policy 3460, *Graduation Requirements* - First Reading, upon adoption of this policy, WCS Policy 5540, *Graduation Requirements*, will be removed. Dr. Fitch made the motion, seconded by Ms. Barnes, that the full Board approve Draft Policy 3460, *Graduation Requirements*, second reading, with the noted corrections and remove WCS Policy 5540, *Graduation Requirements*. The motion passed unanimously.

Under Career-Technical Education (CTE) Local Plan, the CTE budget for 2019-2020 will focus on providing continued training materials and support to all CTE teachers, the implementation of a fire safety program at Beddingfield High; and the replacement of three CTE computer labs. WCS offers students 14 of the 16 state recognized career clusters for CTE in areas such as agriculture, architecture, business management, finance, health science, law, marketing, STEM engineering and transportation. The staffing for the program includes 51.5 teachers, three career development coordinators and one work-based learning coordinator.

In 2018-2019, CTE enrollments were 2,536 at the middle school level and 4,009 students at the high school level. Of those students, 146 students participated in work-based learning placements, including job-shadowing, internships and co-ops. Thirty-one local employers partnered with WCS to place students at their companies. Nine of the placements transitioned into paid positions and five became full-time employment.

Dr. Fitch made the motion, seconded by Ms. Barnes, that the full Board approve the 2019-2020 Career-Technical Education (CTE) Local Plan. The motion passed unanimously.

Under Removal of Board Policy 6412, *Record Keeping*, the Administration is requesting the removal of Board Policy 6412, *Record Keeping*, from the policy manual. At the last meeting, the Board approved the adoption of Policy 4345, *Student Discipline Records*, which replaces Policy 6412. Dr. Fitch made the motion, seconded by Ms. Barnes, that the full Board approve the removal of Board Policy 6412, *Record Keeping*, because we have approved Policy 4345, *Student Discipline Records*. The motion passed unanimously.

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

9. Under Discussion/Action Items - Wilson Community College Board of Trustees Appointment, the Board has one appointment to make each year to the Wilson Community College Board of Trustees. Jerry Dorsey' term expires this year. Mr. Dorsey has indicated that he will not resume his seat. At the May meeting, Dr. Fitch announced that Board of Trustees Chair Alice Freeman asked the Board to consider Tom Fyle, appointee of the governor whose term is ending this year, and Tracy Joyner, an educator with nearly 30 years of experience. Dr. Fitch nominated Dr. Carol White, retired educator/administrator with Durham Public Schools and Chair of the NAACP Education Committee. The Board was advised that any additional nominations for this appointment were to be submitted by May 31 to the Superintendent's Office. No additional nominations for the Board's consideration were received. To further the communication between the two Boards, it is proposed that on an annual basis the WCS Trustee appointees to Wilson Community College meet with the Board to share any information that will assist each body going forward. Ms. Barnes made the motion, seconded by Mr. Mercer, that the Board submit the name of Dr. Carol White to Wilson Community College Board for their trustees' seat. The motion passed unanimously.

10. At 8:35 p.m., Mr. Farmer made the motion, seconded by Ms. Boyette, 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 9:30 p.m., Mr. Farmer made the motion to reconvene to open session. The motion, seconded by Ms. Boyette, passed unanimously.

11. Reporting from closed session, Mr. Farmer made the motion, seconded by Ms. Boyette, to approve the closed session minutes of the May 20, 2019, Regular Board Meeting, and/but do not release the minutes for public inspection because of confidential student and personnel matters. The motion passed unanimously.

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

### Administrative

Delano-Gemzik, Jennifer-School Improvement Grant Coach

### Certified

Buck, Bonnie-School Counselor

### Coaches

Smith, Carl-Head Football (Beddingfield)

## INFORMATION ITEMS

The Board received the following personnel list as information.

### Certified

Barnes, Tinetta-Resignation
Britt, Bethany-Resignation
Brone, Stephanie-Resignation
Brown, Quatonia-Resignation
Brown, Tyler-Resignation
Dvozenja, Joseph-Resignation
Foye, Lestee-Resignation
Graham, Rasheda-Resignation
Hiett, Merriann-Resignation
Jackson, Larry-Resignation
Kelly, Shirley-Resignation
Martin-Cobb, Esther-Resignation
Metzler, Patricia-Resignation
Morris, Melanie-Resignation
Sutherland, Mary-Resignation
Taylor, Andreal-Resignation
Ward, Tanekqua-Resignation
Whitehead, Cassandra-Resignation

**Classified**

Kirby, Timothy-Resignation
Lee, Kenneth-Retirement
Moye, William-Resignation
Willis, Marc-Resignation

**Dismissals**

Mitchener, Moses-Student Support Behavior Specialist

It was the Board's consensus to have a Special Board Meeting on Friday, June 28, at 11 a.m., to discuss personnel matters. At this meeting, the Board will also discuss consideration of the 2019-2020 contribution to the North Carolina School Boards Action Center (NCSBAC).

12. There being no further business at 9:33 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