

CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 24, 2024

The Caswell County Board of Education met in regular session on Monday, June 24, 2024, at 5:30 p.m. in the Administration Building of Caswell County Schools. Members present: Chairman Mel Battle, Vice Chair Joel Lillard, Vennie Beggarly, Gladys Garland, Nicole Smith, Tracy Stanley and Trudy Blackwell. Others present include Interim Superintendent JoAnna Gwynn, Austin Morris, Brook Underwood, and Board Attorney Ron Bradsher. Connie Kimrey recorded the minutes. (*Note: Others may have been present but did not sign the roster or names were not legible*).

I. A. CALL TO ORDER

The meeting was called to order by Chairman Mel Battle. A moment of silence was observed, followed by the Pledge of Allegiance.

I. B. APPROVAL OF MINUTES

Joel Lillard moved, seconded by Gladys Garland, to approve the minutes of the May 20, 2024, regular meeting and June 7, 2024 special called meeting minutes as presented. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

JoAnna Gwynn recommended approval of agenda as presented with addition of Item # 5, Superintendent Goals. Vennie Beggarly moved, seconded by Nicole Smith, to approve the agenda as presented with addition of Item # 5. The motion carried unanimously.

I. D. ANNOUNCEMENTS

None at this time.

I. E. PUBLIC COMMENTS

One individual signed up and will be heard in closed session.

I.F. CLOSED SESSION

Gladys Garland made a motion to go into closed session for the purpose of considering a personnel action that involves an officer or employee of this Board (NC General Statute 143-318.11(a)(6); and for the purpose of discussing information that is privileged, confidential or not a public record (NC General Statute 143-318.11(a)(1) and to confer with legal counsel. Nicole Smith seconded the motion. The motion carried unanimously.

I.G. OPEN SESSION

Joel Lillard made a motion to return to open session. Vennie Beggarly seconded the motion. The motion carried unanimously.

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II. REPORTS

None at this time.

III. UNFINISHED BUSINESS

None at this time.

IV. NEW BUSINESS

- 1. Consent Agenda
 - a) Requests for Transfer
 - b) Policy Updates
 - a. 1310/4002- Parental Involvement
 - c) Contract - Child Nutrition Vendor Contracts
 - d) NCSBA Invoice
 - e) Brady (parts for South AC)
 - f) LINQ renewal
 - g) Saffelle, Inc.
 - h) Interim Spending Resolution
 - i) SRO Elementary Invoice

JoAnna Gwynn recommended approval of the consent agenda as presented. Vennie Beggarly moved, seconded by Gladys Garland, to approve the consent agenda. Joel Lillard requested Items C and I be pulled to review separately. The motion carried unanimously with this change.

Requests for Transfer (2024/25)

Carraher, Warren	Caswell	to	Person (K)
Carraher, Scott	Caswell	to	Person (4 th)
Ellis, Parker	Caswell	to	Rockingham (12 th)
Ellis, Ryan	Caswell	to	Rockingham (9 th)
Ellis, Paige	Caswell	to	Rockingham (6 th)
Goots, Gavin	Caswell	to	Rockingham (12 th)
Herndon, Carley	Caswell	to	ABSS (9 th)
Mathis, Natalie	Caswell	to	ABSS (4 th)
McCain, Imani S.	South	to	Oakwood (5 th)

Policy # 1310/4002 - Updates only to Page # 13 to include community services available. (Waive 1st reading for approval).

NCSBA Invoice = Amount \$12,177 for 2024/2025 Membership Dues (does not include legal assistance fund contribution)

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Brady = Parts for AC at South (board was polled prior to board meeting)

Cost = \$12,688.06

Funding = Fund Balance

LINQ Invoice = \$21,624.59

Funding = 2.6510.801.326.000.000.00 \$17,732.16

Funding = 1.5400.019.418.000.000.00 \$ 3,892.43

Saffelle, Inc.

Monthly Fee = \$7,122.00

Effective July 1, 2024 - June 30, 2025

Funding = 2.6580.801.411.000.001.00 (Maintenance)

Interim Spending Resolution



Caswell County Schools
PO Box 160 Yanceyville, NC 27379
Phone 336-694-4116 Fax 336-694-4441

Date: June 24, 2024
To: Caswell County Board of Education
From: Brook Underwood
Re: Interim Spending Resolution

In accordance with NC GS 115C-434, a resolution is required to permit expenditure of all funds between July 1 and the adoption of budgets by the Board of Education. This will allow for the paying of salaries and usual operating expenses of the school system until such time as the Budget Resolution can be adopted. This request is to authorize expenditures at the same level as previously approved for the 2023-2024 school year. Recommending a resolution at this spending level early in the fiscal year should not cause problems if additional cuts are required.

RESOLUTION: Be it, therefore, resolved that the Caswell County Board of Education authorizes an appropriation of funds at the same level as 2023-2024 for the purpose of paying salaries and usual and ordinary expenses for the period of July 1, 2024 until adoption of the Budget Resolution for 2024-2025.

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2. CTE Local Plan 2025-2027

JoAnna Gwynn recommended approval of the CTE Local Plan for 2025-2027 as presented. Trudy Blackwell moved, seconded by Gladys Garland, to approve the CTE Local Plan for 2025-2027. The motion carried unanimously.

3. Portrait of a Graduate/Socio-Emotional Lesson Plans District-wide (Second Step)

JoAnna Gwynn asked the board to approve this as part of the second step curriculum as a tool for social/emotional and noted it has been used in the school district before. This will reach all students from K-12 and be built into all curriculum levels.

Discussion took place regarding how this will be built into the curriculum and noted that teachers were pressed last year with getting everything they needed to done. Trudy Blackwell moved, seconded by Gladys Garland, to approve the Portrait of a Graduate/Socio-Emotional Lesson Plans District-wide (Second Step).

Joel Lillard shared he would like to have more information before approving this amount. He asked if more information could be shared on how it will be implemented in the middle and high school levels.

Joel Lillard moved to table this item, seconded by Vennie Beggarly, until more information can be brought to the board for approval. The motion carried unanimously.

4. Budget Amendments # 7 - # 10

JoAnna Gwynn recommended approval of the budget amendments as reviewed and presented by Brook Underwood, Finance Director. Joel Lillard moved, seconded by Vennie Beggarly, to approve the budget amendments as presented. The motion carried unanimously.

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CASWELL COUNTY SCHOOLS										BUDGET AMENDMENT # 7	
Caswell County Board of Education made the following resolution:											
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30,2024											
#	Account Code							Description	Debit	Credit	
1	1	3100	000	000	000	000	00	Allocations from State Public School Fund		1,772,649.00	
	1	5110	001	121	000	000	00	Teacher Position Allotment	1,772,649.00		
2	1	3100	000	000	000	000	00	Allocations from State Public School Fund	2,570.00		
	1	5110	003	162	000	000	00	Regular Sub Pay		2,570.00	
3	1	3100	000	000	000	000	00	Allocations from State Public School Funds		512,454.00	
	1	5210	006	133	000	000	00	Health Services	62,454.00		
	1	5830	006	131	000	000	00	Health Services	250,000.00		
	1	5840	006	131	000	000	00	Health Services	200,000.00		
4	1	3100	000	000	000	000	00	Allocations from State Public School Funds		7,705.00	
	1	5134	020	124	316	000	00	International Exchange Teacher	7,705.00		
1	Position allotment match with State Budget										
2	Align PRC 003 with State dollar allotment										
3	Position allotment match with State Budget										
4	Position allotment match with State Budget										
Funding Source: State											
									Total appropriation in current budget:	\$ 23,415,996	
									Amount of increase/decrease of amendment:	\$ 2,290,238	
									Total appropriation in amended budget:	\$ 25,706,234	

CASWELL COUNTY SCHOOLS										BUDGET AMENDMENT # 8	
Caswell County Board of Education made the following resolution:											
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30,2024											
#	Account Code							Description	Debit	Credit	
1	1	3100	000	000	000	000	00	Allocations from State Public School Fund		14,616.75	
	1	5110	046	180	000	000	00	3rd Grade Reading Bonus	14,616.75		
2	1	3100	000	000	000	000	00	Allocations from State Public School Fund		390,386.31	
	1	5110	131	415	000	000	00	Textbook Allotment	390,386.31		
3	1	3100	000	000	000	000	00	Allocations from State Public School Funds		511,746.00	
	1	5110	007	135	000	000	00	Instructional Support	104,920.36		
	1	5810	007	131	000	000	00	Instructional Support	337,485.05		
	1	5830	007	131	000	000	00	Instructional Support	69,340.59		
4	1	3100	000	000	000	000	00	Allocations from State Public School Funds	24,841.00		
	1	5110	130	412	000	000	00	Old Textbook Allotment		24,841.00	
5	1	3100	000	000	000	000	00	Allocations from State Public School Funds		250,000.00	
	1	5110	009	000	000	000	00	Annual Leave, Longevity	250,000.00		
1	Position allotment match with State Budget										
2	Textbook allotment moved to PRC 131										
3	Position allotment match with State Budget										
4	Old Textbook, state uses PRC 131										
5	009 is a state given allotment this to align budget with expenditures										
Funding Source: State											
									Total appropriation in current budget:	\$ 25,706,234	
									Amount of increase/decrease of amendment:	\$ 1,141,908	
									Total appropriation in amended budget:	\$ 26,848,142	

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CASWELL COUNTY SCHOOLS										BUDGET AMENDMENT # 9	
Caswell County Board of Education made the following resolution:											
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2024											
#	Account Code							Description	Debit	Credit	
1	4	9017	001	326	000	000	00	HVAC Contracted Repairs	50,000.00		
2	4	6550	120	551	000	000	00	LEA Bus Lease	150,000.00		
1	4	4910	000	000	000	000	00	Fund Balance Appropriated		50,000.00	
2	4	3200	120	000	000	000	00	LEA Bus Lease Revenue		150,000.00	
									200,000.00	200,000.00	
Justification(s):											
1 Appropriate Fund Balance to Balance Budget and for Chiller Repair(should not be needed after final check run)											
2 To budget the revenue and expense for DPI bus lease program.											
Funding Source: CapOut											
									Total appropriation in current budget:	\$ 962,640	
									Amount of increase/(decrease) of amendment:	\$ 200,000	
									Total appropriation in amended budget:	\$ 1,162,640	

CASWELL COUNTY SCHOOLS										BUDGET AMENDMENT # 10	
Caswell County Board of Education made the following resolution:											
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2024											
#	Account Code							Description	Debit	Credit	
1	5	4910	035	000	000	000	00	Fund Balance Appropriated		125,000.00	
	5	7200	035	451	000	000	00	Purchased Foods	125,000.00		
									125,000.00	125,000.00	
Justification(s):											
1 Appropriate Fund Balance to Balance Budget with expenses											
Funding Source: Child Nutrition											
									Total appropriation in current budget:	\$ 1,812,321	
									Amount of increase/(decrease) of amendment:	\$ 125,000	
									Total appropriation in amended budget:	\$ 1,937,321	

5. Goals for Superintendent

Mel Battle continued reviewing the list of goals for the Superintendent that were not finished earlier in the work session.

6. Child Nutrition Vendor Contracts

Joel Lillard questioned the contracts and shared that he continues to hear concerns on the quality of the food noting that the food is not good. There were questions on the Pepsi

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contract by Nicole Smith and she asked if this is the same contract as the one the high school uses. Mel Battle questioned if the muscadine juice is part of the program this year noting that he received a letter which made mention it would be. It was shared that the vendor contracts are submitted as part of an alliance procurement system bid process and usually the most economically priced items are submitted for approval.

JoAnna Gwynn recommended approval of the child nutrition vendor contract listing as presented. Gladys Garland moved, seconded by Tracy Stanley, to approve the child nutrition vendor contracts as presented. The motion carried unanimously.

Grocery = NC Procurement Alliance
Sysco Raleigh
Includes general grocery, snacks, ice cream
Estimated Usage = \$883,477.39

Chemical & Supplies = NC Procurement Alliance
Southeastern Paper Group of NC

Fresh Produce = NC Procurement Alliance
R & H Produce

Water & Beverages
Pepsi & Sysco
Estimated Water & Beverages (SYSCO) = \$46,782.25
Estimated Water & Beverages (PEPSI) = \$42,036.25

7. SRO Elementary Invoice

Questions were asked regarding the amount for the invoice and if the SRO's worked the entire time that is listed. The Finance Director was asked to inquire with the County to find out what the starting and ending times are for the SRO and if this includes paying for the entire year. It was shared that the SRO's have not worked full time at the school this year and principals are not made aware if the SRO is not going to be at the school. Finance Director Brook Underwood shared that grant money is being used to pay for this invoice.

JoAnna Gwynn recommended approval of the SRO elementary invoice as presented. Joel Lillard moved, seconded by Vennie Beggarly, to approve the SRO elementary invoice as presented pending that Finance Director check to see where we are with payment. The motion carried unanimously.

SRO Elementary Invoice = \$121,216.00

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V. SUPERINTENDENT UPDATES

JoAnna Gwynn shared the following:

- Memorandum of Understanding by & between WestEd and Caswell County School at no cost. This is provided through a literacy grant for high school teachers at no cost. Grant is funded by the US Department of Education's Education Innovation and Research Program. This provides funding to create, develop, implement, replicate, or take to scale entrepreneurial, evidence-based, field-initiated innovations to improve student achievement and attainment for high-need students, and rigorously evaluate such innovations.
- Memorandum of Understanding with UNC-Helping Heels. Through UNC-Chapel for at least two counselors: one counselor at the middle school and one at the elementary school. No cost to system.
- Memorandum of Understanding with Comprehensive Community Support Service, PLLC for mental health support for all schools in the district. No cost to system.
- Memorandum of Understanding with Family Solutions and Support Services and Caswell County School Department for mental health support for all schools. No cost to the school system.
- Summer Learning STEM will be partnering with Gunn Memorial Library on June 27th at 1:00 p.m. (Story Lady) / July 11th at 12:00 (NC Zoo), and July 25th at 12:30 (MAD Science).
- Installation of vaping equipment should be complete at all elementary schools by the end of the week.

Joel Lillard questioned how the summer feeding program is working. Concerns were the only locations are in Yanceyville and felt that other areas of the county need assistance. James Fowler is the only one doing the deliveries.

VI. BOARD MEMBER OBSERVATIONS

- Vennie Beggarly shared she attended the summer conference recently. She shared an update on the fence at North Elementary.
- Gladys Garland attended the summer conference and visited several end of year activities at the schools.
- Joel Lillard shared he attended several end of year activities. He shared the child nutrition staff were excited with the equipment that arrived.
- Trudy Blackwell shared she attended graduation and commented on how well the students did with their speeches. She also attended the summer conference and noted one session stressed the safety and cautions of social media when posting pictures of students.

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VI. CLOSED SESSION

Gladys Garland made a motion to go into closed session for the purpose of considering a personnel action that involves an officer or employee of this Board (NC General Statute 143-318.11(a)(6); and for the purpose of discussing information that is privileged, confidential or not a public record (NC General Statute 143-318.11(a)(1) and to confer with legal counsel. Vennie Beggarly seconded the motion. The motion carried unanimously.

VII. OPEN SESSION

Nicole Smith made a motion to return to open session. Gladys Garland seconded the motion. The motion carried unanimously.

VIII. PERSONNEL LISTING

JoAnna Gwynn recommended approval of the contract listing as presented with omission of Item # III - E. Joel Lillard moved, seconded by Nicole Smith, to approve the personnel listing as presented with exception as noted. The motion carried unanimously.

JoAnna Gwynn recommended approval of personnel listing Item # III - E as presented. Tracy Stanley moved, seconded by Trudy Blackwell. The motion carried 6- 1 with Beggarly voting "No."

One Year Contract (2025)	
Bartlett Yancey Sr. High School	NL Dillard Middle School
Kenneth Bennett, AD Director (for BYSHS and NLD Middle School)	Stephanie Brooks
	Silvana Mazo
Teresa Hawker	
Stoney Creek Elementary	
Hannah May	

Resignations	
NL Dillard Middle School	LaChelle Allen - Counselor (declined the position) - Eff. 6/19/24
North Elementary	Taylor Vernon, Teacher = Eff. 7/12/24
Oakwood Elementary	Whitney Witty, Teacher = Eff. 6/14/24

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Employment	
Oakwood Elementary	Julie Allen - EC Teacher = Eff. 8/19/24
	Bessie Davis, Teacher = Eff. 8/19/24
	Vanezzia Claiborne, Pre-K Teacher = Eff. 8/19/24
	Romanda Smith-Graves = Counselor = Eff. 9/16/24
	Brandi Beame = Teacher Asst. = Eff. 8/19/24
	Andrea Bunch = Teacher = Eff. 8/19/24
	Jessica Dery-Moore = Teacher Asst. = Eff. 8/19/24
	Genola Allen = Child Nutrition Manager = Eff. 8/19/24
North Elementary	Avery Artis, Principal = Eff. 7/1/24 = Two Year Contract
	Hannah Chambers = Data Manager/Bookkeeper = Eff. 7/1/24
South Elementary	Mary Bondurant = Teacher = Eff. 8/19/24
	Shenica Scott = Child Nutrition Manager = Eff. 8/19/24
	Rosa Pressley = Bus Driver = Eff. 7/1/24
NL Dillard Middle School	Elizabeth Bradley = Assistant Principal = Eff. 7/1/24 (11 months)
	Jolandria Graves = Family Consumer Sciences Teacher (CTE) = Eff. 7/1/24
BYSHS	Casey Lassiter = Counselor = Eff. 8/1/24
	Dr. Gregory Oliver = EC Teacher = Eff. 8/19/24
	Deana Murphy = Custodian = Eff. 7/1/24
	Jeremy Wright = Custodian = Eff. 7/1/24
District / Elementary	Emily Reagan = Elementary Education Administrative/Executive Specialist = Eff. 8/19/24
Central Office	Kandi Butts = Lead Data & Learning Systems Manager (IT Dept.) = Eff. 7/1/24 Paygrade 64 / Step 11
Substitutes	
	April Boswell = Eff. 7/1/24
	Martha Athey = Eff. 7/1/24

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Supplement

JoAnna Gwynn recommended approval of \$2,000 supplement for elementary principals. Trudy Blackwell moved, seconded by Vennie Beggarly. The motion failed 5-2 with Stanley, Lillard, Battle, Smith, and Garland voting "No."

IX. COMMUNICATIONS

Mel Battle reviewed dates for the next meeting in July. It was agreed to meet on July 15th at 9:00 a.m. and on July 29th at 5:30 p.m. Joel Lillard moved, seconded by Nicole Smith to approve the new meeting dates and times for July as suggested. The motion carried unanimously.

Mel Battle shared he and Vennie Beggarly and Ms. JoAnna Gwynn attended a meeting recently at Farm Bureau and shared they want to collaborate with the schools and noted they have scholarship money available for our students.

X. ADJOURN

Gladys Garland made a motion to adjourn the meeting at 9:15 p.m., Joel Lillard seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on July 15, 2024 at 9:00 a.m. in the Caswell County Schools Administration Building.

Mel O. Battle
Chairman

JoAnna Gwynn
Superintendent