

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**

**July 29, 2024**

The Caswell County Board of Education met in regular session on Monday, July 29, 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, Tracy Stanley, Nicole Smith, and Trudy Blackwell. Others present include Superintendent JoAnna Gwynn, Austin Morris, Brook Underwood, Teresa Parker, Megan Ray, Eric Ray, Lance Stokes, Avery Artis, 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**

Gladys Garland moved, seconded by Vennie Beggarly, to approve the minutes of the June 24, 2024, regular meeting and June 24, 2024 work session meeting minutes as presented. The motion carried unanimously.

**I. C. APPROVAL OF AGENDA**

JoAnna Gwynn recommended approval of agenda as presented. Trudy Blackwell moved, seconded by Tracy Stanley, to approve the agenda as presented. The motion carried unanimously.

**I. D. ANNOUNCEMENTS**

Ms. JoAnna Gwynn recognized several new employees to the district. Dr. Austin Morris, Personnel Director, made the introductions as follows:

- Teresa Parker, Principal at South Elementary
- Avery Artis, Principal at North Elementary
- Dr. Megan Ray, Assistant Principal at Bartlett Yancey Sr. High School

**I. E. PUBLIC COMMENTS**

None at this time.

**II. REPORTS**

No reports at this time.

**III. UNFINISHED BUSINESS**

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Vennie Beggarly moved, seconded by Tracy Stanley, to remove from the table the following items:

- Policy # 5031, Use of School Facilities – Civic Center
- Policy # 4320, Tobacco Products – Students
- Portrait of a Graduate/Socio-Emotional Lesson Plans District Wide

The motion carried unanimously.

There were no questions regarding the two policies. Ms. Gwynn recommended approval of second reading of Policy # 5031 and Policy #4320. Vennie Beggarly moved, seconded by Nicole Smith, to approve second reading of Policy # 5031 and Policy # 4320. The motion carried unanimously.

Ms. Gwynn reviewed the Portrait of a Graduate/Socio-Emotional Lesson Plans that will be used district wide. She shared she discussed with the principals and all agreed that they would like to use this curriculum to assist with social and emotional issues. She shared that other districts have used this and have had much success. She would like to proceed with purchasing to assist with mental health issues as well. Ms. Gwynn also shared that she, Alyson Beavers and Shannon Apple are doing a research analysis of what we are using before anything is purchased.

Upon discussion, Ms. Gwynn recommended approval of the Portrait of a Graduate/Socio-Emotional Lesson Plans as presented at a cost of \$13,205.03 using Student Services funding. Gladys Garland moved, seconded by Vennie Beggarly to approve the Portrait of a Graduate curriculum as presented. The motion carried 6-1 with Lillard voting “No.”

Invoice Amount: \$13,205.03

Budget from ESSER: 3.5110.108.418

#### IV. NEW BUSINESS

##### 1. Consent Agenda

- a. Policy # 4318, Use of Cell Phones and Other Electronic Devices (waive 2<sup>nd</sup> reading)
- b. Policy # 1510/4200/7270, School Safety (waive 2<sup>nd</sup> reading)
- c. Policy # 3420, Student Promotion & Accountability (waive 2<sup>nd</sup> reading)
- d. Substitute Teacher Hourly Rates of Pay
- e. Request for Transfer
- f. iReady (renewal)
- g. Budget Amendments # 11 – 14
- h. Policy # 1710/4020/7230, Discrimination and Harassment Prohibited by Federal Law
- i. Policy # 1720/4030/7235, Title IX Nondiscrimination on the Basis of Sex

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- j. Policy # 1725/4035/7236, Title IX Sexual Harassment – Prohibited Conduct & Grievance Procedures
- k. Policy # 4023/7233, Pregnant & Parenting Students & Employees
- l. Policy # 4329/7311, Bullying & Harassing Behavior Prohibited
- m. Policy # 1742/5060, Responding to Complaints
- n. Policy # 1760/7280, Prohibition Against Retaliation
- o. Policy # 2500, Hearings Before the Board
- p. Policy # 4040/7310, Staff-Student Relations
- q. Policy # 7335, Employee Use of Social Media
- r. Policy # 7820, Personnel Files

The consent agenda items were reviewed.

Item # c (Policy # 3420, Student Promotion) was pulled for further clarification

Item # e (Request for Transfer) was pulled for discussion in closed session

Item # q (Policy # 7335, Employee Use of Social Media) was pulled for further discussion

Joel Lillard moved, seconded by Nicole Smith, to approve the new rates for Substitute Teacher Rates of Pay. The motion carried unanimously.

Upon review of the consent agenda, Ms. Gwynn recommended approval. Joel Lillard moved, seconded by Gladys Garland, to approve the consent agenda with Items C, E, and Q being removed and with approval to waive second reading of the policies. The motion carried unanimously.

Consent Agenda Items:

Policy # 4318, Use of Cell Phones and Other Electronic Devices

Policy # 1510, 4200/7270, School Safety

Substitute Teacher Hourly Rates of Pay

Daily Substitute Teacher Pay (2024/25)

Daily Substitute, Non-Certified \$15.00/hour

Daily Substitute, State Certified Teacher \$22.95/hour

Daily Substitute, CCS Teacher Assistant \$22.95/hour

Long-Term Substitute Teacher Pay (2024/25)

Long-Term Substitute, Non-Certified \$22.95/hour

(Includes Full-Time First Year Teachers, Pending State Licensure Decision)

Long-Term Substitute, State Certified Teacher Daily Rate (State Teacher Scale)

iReady (renewal)

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Funding: ESSER

Invoice Amount = \$38,299.42

Budget Amendments # 11, # 12, # 13, #14

<b>CASWELL COUNTY SCHOOLS</b>							<b>BUDGET AMENDMENT # 11</b>				
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	5100	000	000	000	000	00	Instructional Support	411,000.00		
	1	5200	000	000	000	000	00	Special Population Services		105,000.00	
	1	6200	000	000	000	000	00	Special Population & Development Services		5,000.00	
	1	6500	000	000	000	000	00	Transportation		290,000.00	
	1	6600	000	000	000	000	00	Financial & HR Services		11,000.00	
1 Informational only, Zero out state funds by purpose code for audit purposes.											
<b>Funding Source: State</b>											
									Total appropriation in current budget:	<b>\$25,127,653</b>	
									Amount of increase/decrease of amendment:	<b>\$0</b>	
									Total appropriation in amended budget:	<b>\$25,127,653</b>	

<b>CASWELL COUNTY SCHOOLS</b>							<b>BUDGET AMENDMENT # 12</b>				
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	2	5100	000	000	000	000	00	Instructional Support		61,000.00	
	2	5200	000	000	000	000	00	Special Population Services		10,000.00	
	2	5300	000	000	000	000	00	Alternative Programs and Service	50,000.00		
	2	5400	000	000	000	000	00	School Leadership Services		20,000.00	
	2	6200	000	000	000	000	00	Special Population and Development Services		2,000.00	
	2	6400	000	000	000	000	00	Technology Support Services	6,000.00		
	2	6500	000	000	000	000	00	Transportation	70,000.00		
	2	6600	000	000	000	000	00	Financial and HR Services	100,000.00		
	2	6900	000	000	000	000	00	Policy, Leadership and Public Relations Services	30,000.00		
	2	7100	000	000	000	000	00	Community Services		55,000.00	
	2	8100	000	000	000	000	00			108,000.00	
								<b>256,000.00</b>	<b>256,000.00</b>		
<b>Justification(s):</b>											
1 Information only, zero out purpose codes for audit purposes.											
<b>Funding Source: Local</b>											
									Total appropriation in current budget:	<b>\$3,380,362</b>	
									Amount of increase/(decrease) of amendment:	<b>\$0</b>	
									Total appropriation in amended budget:	<b>\$3,380,362</b>	

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CASWELL COUNTY SCHOOLS							BUDGET AMENDMENT # 13			
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	5110	000	000	000	000	00	Instructional Support		4,000.00
	4	6300	000	000	000	000	00	IT		100.00
	4	8500	000	000	000	000	00	Contingency		12,000.00
	4	9000	000	000	000	000	00	Operational	64,100.00	
	4	9100	000	000	000	000	00	Operational		48,000.00
									<b>64,100.00</b>	<b>64,100.00</b>
<b>Justification(s):</b>										
1 Information Only, Zero out purpose codes for audit purposes										
<b>Funding Source: CapOut</b>										
Total appropriation in current budget:									<b>\$1,162,640</b>	
Amount of increase/(decrease) of amendment:									<b>\$0</b>	
Total appropriation in amended budget:									<b>\$1,162,640</b>	

CASWELL COUNTY SCHOOLS							BUDGET AMENDMENT # 14			
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	8	5200	000	000	000	000	00	Special Population	46,000.00	
	8	5800	000	000	000	000	00	Health Care		37,000.00
	8	7200	000	000	000	000	00	Civic Center		9,000.00
									<b>46,000.00</b>	<b>46,000.00</b>
<b>Justification(s):</b>										
1 Information Only, Zero out purpose codes for audit purposes										
<b>Funding Source: CapOut</b>										
Total appropriation in current budget:									<b>\$1,518,280</b>	
Amount of increase/(decrease) of amendment:									<b>\$0</b>	
Total appropriation in amended budget:									<b>\$1,518,280</b>	

- Policy # 1710/4020/7230, Discrimination & Harassment Prohibited by Federal Law
- Policy # 1720/4030/7235, Title IX Nondiscrimination on the Basis of Sex
- Policy # 1725/4035/7236, Title IX Sexual Harassment – Prohibited Conduct & Grievance Procedures
- Policy # 4023/7233, Pregnant & Parenting Students & Employees
- Policy # 4329/7311, Bullying & Harassing Behavior Prohibited

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Policy # 1742/5060, Responding to Complaints  
Policy # 1760/7280, Prohibition Against Retaliation  
Policy # 2500, Hearings Before the Board  
Policy # 4040/7310, Staff-Student Relations  
Policy # 7820, Personnel Files

Ms. Gwynn recommended rescinding the policies listed below. Joel Lillard moved, seconded by Nicole Smith. The motion carried unanimously.

### 2. Rescinded Policies

Policy # 1726/4036/7237, Title IX Sexual Harassment Grievance Process  
Policy # 7232, Discrimination & Harassment in the Workplace

### 3. School Handbooks

Ms. Gwynn shared cover sheets were included in the packets for changes made for all school handbooks.

Discussion was had regarding the vaping discipline and how that will be handled. Recommendations were shared by the School Health Advisory Council Committee (SHAC) at a previous meeting and asked that they be included in handbooks. Upon lengthy discussion, it was agreed that this may be too overwhelming to handle with the suggestions made by SHAC. Mr. Stokes, Principal at Bartlett Yancey Sr. High School, shared his input when questioned by the board. Suggestions were as follows:

#### Section 10: Tobacco/Vaping Products on Campus

- 1<sup>st</sup> Offense - Up to 3 days suspension\*
- 2<sup>nd</sup> Offense - Up to 5 days suspension\*
- 3<sup>rd</sup> Offense - Up to 10 days suspension possible referral to alternative education program

\*Vaping Alternative to Suspension Options = In lieu of Out of School suspension, a parent meeting is held where a student/parent agrees to participate in the Healthy Futures Educational On-line program. The student will be assigned ISS and/or lose the privilege to participate in extracurricular activities included but not limited to Community Service.

Board Attorney Ron Bradsher also advised that you must be 21 to vape and if any issues are occurring this should be turned over to the SRO's and they should be handling. He suggested to contact the SRO immediately if a student is caught vaping as this is a criminal activity.

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Wording will be changed in the NL Dillard Middle School handbook to reflect the same consequences regarding vaping.

It was also suggested that a change be made to the wording on chromebooks for students at NL Dillard and they will be allowed to take them home as they have done in the past as well as to allow students to have bookbags at the middle school.

Elementary handbooks were discussed with the suggestion to have only one elementary handbook as each handbook varied and felt that the general information should be the same and consistent.

Other questions included a post on Facebook by South with kindergarten and staggered entry and students not attending school on Thursday. Ms. Gwynn will follow-up on this.

Upon review, Ms. Gwynn recommended approval of the handbooks for Bartlett Yancey Sr. High School with changes to the vaping discipline. Joel Lillard moved, seconded by Tracy Stanley to approve the high school handbook with changes as noted. The motion carried 6-1 with Beggarly voting "No."

Upon review, Ms. Gwynn recommended approval of the NL Dillard Middle School handbook with changes to the vaping discipline to reflect that of the high school. Joel Lillard moved, seconded by Vennie Beggarly, to approve NL Dillard Middle School handbook with changes to discipline to be consistent with the high school and for students to be assigned chromebooks to take home as well as allowing bookbags to students at the middle school. The motion carried unanimously.

Elementary Handbooks will be brought back to the next meeting for one general elementary handbook for approval.

### V. SUPERINTENDENT UPDATES

JoAnna Gwynn shared the following:

- Gym Floors will be refinished and a schedule will be made to stay on track for the future.
- Lottery Fund – Ms. Gwynn shared that estimates are being received and copies of the applications were shared with the board. This is a very lengthy process and all information will be needed. It was suggested to wait until our budgets are in place and look at what we have so we will make sure the matching funding is secure. A listing of repairs was shared and it was questioned if the carpentry students could assist in some of the smaller wood working projects (wellhouse at Stoney Creek, countertops, cabinets for EC). Other discussion included the trailers

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at Stoney Creek and if these really need to be updated with decking or can we dispose of them before spending money. Ms. Gwynn will look into this.

- District Facebook Page is active and posts have recently been added. The feature will not allow comments to be made and is for informational purposes only.
- BOE notebooks were collected and will be updated in the future.
- Smart Goals for the Superintendent were shared with the board.
- Fence at North – Maintenance Director has spoken with Sledge Sartin. Vennie Beggarly shared that one area needs to be marked that was not previously marked. They will be hydro-digging to stay safe and posts should be installed this week.
- Ms. Gwynn shared that Bartlett Yancey Sr. High School received accreditation.

(The board took a short break at 7:42 p.m.)

### VI. ATTORNEYS REPORT

Attorney Ron Bradsher did not have any updates on the deed.

### VII. BOARD MEMBER OBSERVATIONS

- Vennie Beggarly shared that Farmers' Lake will be hosting a fishing event for kids and also a canoe class on August 19<sup>th</sup>. She asked that this be shared with our students.
- Gladys Garland asked for summer school updates and how the job fair went. Ms. Gwynn shared summer school ends on August 1<sup>st</sup> and has went well. The job fair also went well and Austin Morris, HR Director, shared that ten people turned out. Of those, there may be two or three new classified hires. He hopes to do this on a quarterly basis.
- Nicole Smith questioned the CTE department and asked if the move from the teacher from high school to middle school will affect other teachers at BYSHS. Ms. Gwynn shared that only one animal science class will be offered. She has not received any negative comments in regards to the move.
- Tracy Stanley shared that chromebooks for the students who are in the Associates Program at PCC are not compatible. She also shared that there is no open house offered for students and felt that the kids are just sent over to learn how to find their way around on their own.
- Trudy Blackwell shared that DEEDS senior housing will be sending an invite to the board in the near future. Fifty-three apartments will be available in the old Dillard building.

### VIII. CLOSED SESSION

Joel Lillard 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

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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. Gladys Garland seconded the motion. The motion carried unanimously.

**IX. OPEN SESSION**

Gladys Garland made a motion to return to open session. Joel Lillard seconded the motion. The motion carried unanimously.

**X. PERSONNEL LISTING**

JoAnna Gwynn recommended approval of the personnel listing as presented. Nicole Smith moved, seconded by Vennie Beggarly, to approve the personnel listing as presented. The motion carried unanimously.

<b>Resignations</b>	
North Elementary	Christyna Edwards, Teacher Asst. = Eff. 7/18/24
	Kellie Smith Barringer, Teacher = Eff. 7/18/24
Bartlett Yancey Sr. High School	Jarrett Hanks, English Teacher = Eff. 7/16/24
NL Dillard Middle School	Nicole Hodges, School Nurse = Eff. 8/18/24
	Heather Lynn Karney, Social Studies Teacher = Eff. 8/16/24
Oakwood Elementary	Melissa Walls, Teacher Asst. = Eff. 7/17/24
<b>Employment</b>	
NL Dillard Middle	Dana Crowder, School Counselor = Eff. 8/5/24
	DeAsia Noble, Social Studies Teacher = Eff. 8/19/24
North Elementary	Sade Fountain, Teacher = Eff. 8/19/24
South Elementary	Diego Melendez, Teacher = Eff. 8/19/24
Oakwood Elementary	Rebecca Nelson, Teacher = Eff. 8/19/24
Exceptional Children Dept.	Dr. Brian Shaw, EC Behavior Support Liaison = Eff. 8/19/24
Bartlett Yancey Sr. High School	Larry Toomer, Teacher Asst. = Eff. 8/19/24
<b>Substitutes</b>	

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Transportation / Bus	Larry Farrish, Substitute Bus Driver
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Request for Transfer

Ms. Gwynn recommended approval of request for transfers with exception of Austin Nichols. Joel Lillard moved, seconded by Nicole Smith. The motion carried unanimously.

Ms. Gwynn recommended approval of request for transfer for Austin Nichols. The recommendation died for lack of a motion. Request will be denied.

Policy # 7335, Employee Use of Social Media

Joel Lillard moved, seconded by Vennie Beggarly, to approve Policy # 7335, Employee Use of Social Media and waive second reading. The motion carried unanimously.

**XI. COMMUNICATIONS**

- Dates for upcoming board meetings were discussed. Dates will stay the same for August (August 12<sup>th</sup> and 26<sup>th</sup> and meetings for September will be held on September 16<sup>th</sup> and 30<sup>th</sup>)
- Admin. Retreat - August 7<sup>th</sup> and board members are invited to attend from 8:15 a.m. to 9:30 a.m.
- Convocation - August 21<sup>st</sup> at 11:00 a.m.
- Wrestling mats are ordered for the middle school and the one for the high school is already here.

**XII. ADJOURN**

Gladys Garland made a motion to adjourn the meeting at 10:55 p.m., Joel Lillard seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on August 12, 2024 at 9:00 a.m. in the Caswell County Schools Administration Building.

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Mel O. Battle  
Chairman

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JoAnna Gwynn  
Superintendent