

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**  
**September 30, 2024**

The Caswell County Board of Education met in regular session on Monday, September 30, 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, and Nicole Smith. Trudy Blackwell was absent. Others present include Superintendent JoAnna Gwynn, Austin Morris, Brook Underwood, Melissa Lawson, Lisa Knight, Nicole McGhee, 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**

Vennie Beggarly moved, seconded by Nicole Smith, to approve the minutes of the September 16, 2024, regular meeting as presented. The motion carried unanimously.

**I. C. APPROVAL OF AGENDA**

JoAnna Gwynn recommended approval of agenda with addition of Item # 3, Title I Plan, and Item # 4, Memorandum of Understanding with Caswell County Sheriff's Office. Nicole Smith moved, seconded by Vennie Beggarly, to approve the agenda as presented with additions as noted. The motion carried unanimously.

**I. D. ANNOUNCEMENTS**

Superintendent JoAnna Gwynn shared that the high school, through various clubs, are collecting items for the hurricane relief operations. A flyer was passed out that shared various opportunities to assist. We are saddened by the devastation that Western North Carolina has endured and continue to keep our school districts and their families in our thoughts and prayers.

**I. E. PUBLIC COMMENTS**

None at this time.

**II. REPORTS**

JoAnna Gwynn shared information on the student/teacher ratio that was requested at the last meeting. Discussion was had regarding placement of teachers and the class sizes at North Elementary with the suggestion to combine classes so that all students have a certified teacher versus the teacher assistant. Per Ms. Gwynn, she and Dr. Morris, Personnel Director, have collaborated with Elementary Curriculum Director, Alyson Beavers, and Principal Avery Artis, and they all feel the current situation is working best at this time. Other concerns shared included the teacher assistant only being funded for last school year and it was questioned

# CASWELL COUNTY BOARD OF EDUCATION MINUTES

September 30, 2024

where these funds would be paid from. Ms. Gwynn shared the teacher assistant position is state funded. Concerns were shared with the amount of overage we are with state allotted positions. Other concerns shared were not being fair within the district when using teacher assistants at specific grade levels and at all elementary schools. It was discussed earlier in the year that numbers need to be in line and utilize certified teachers for our students noting concerns with the number of substitutes we've had to use in recent years.

Ms. Gwynn shared a copy of information that was discussed during a meeting that she, Mel Battle and Joel Lillard participated in with Piedmont Community College. They are looking at assisting our students make wise choices regarding college decisions. This meeting was very informative and good discussion was had.

### III. UNFINISHED BUSINESS

None at this time.

### IV. NEW BUSINESS

1. Consent Agenda
  - a. Fundraising Requests

JoAnna Gwynn recommended approval of the consent agenda as presented. Nicole Smith moved, seconded by Joel Lillard, to approve the consent agenda as presented. The motion carried unanimously.

#### Consent Agenda Items:

#### Fundraising Requests

#### NL Dillard Middle School

Fall Pictures / Spring Pictures

Yearbook

Pink Out Dance

Otis Spunkmeyer

Sneaker Ball Spring Fling

World's Finest Chocolate

#### North Elementary

Field Day T-shirts

Book Fair

Yearbook

Fall Pictures

## CASWELL COUNTY BOARD OF EDUCATION MINUTES

September 30, 2024

### Oakwood Elementary

Online Spirit wear  
Fall / Spring Pictures  
Fall Festival  
Book Fair  
SchoolStore  
Angel Tree Store  
Yearbook  
5<sup>th</sup> Grade Pictures

### Stoney Creek Elementary

Book Fair  
Spring Fling  
Yearbook  
Fall / Spring Pictures  
Fall Dance  
Online Catalog for Spirit Wear  
Reading for Education  
Creative Foods  
Note Card Sales

### South Elementary

Utilize 99 Pledges  
Fall / Spring Pictures  
Spring Book Fair

## 2. New Board Members / Annual Conference with NCSBA

Mr. Battle shared that it was suggested that the two new upcoming board members be allowed to attend the NCSBA Annual Conference if they have interest. Discussion took place and there were a few concerns mentioned.

Joel Lillard moved, seconded by Mel Battle, to allow the two new incoming board members to attend the annual conference in November. Upon further discussion, Joel Lillard rescinded his motion and Battle did also. It was agreed to bring back to the next meeting.

Continued discussion took place regarding wording in board policy where board members that are going off the board would not participate in professional development during their last three months of term. Vennie Beggarly expressed she would like to revisit this.

Tracy Stanley commented that she was not allowed to participate in events prior to be sworn in.

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**  
**September 30, 2024**

3. Title I Plan

Ms. Gwynn shared information and handouts on the Title I Plan. She reviewed information. Mr. Battle questioned Finance Director if a report can be given to the board at the end of year showing how all Title I funds are spent. It was shared this could be done but would take time to pull all together.

It was shared there are larger pots of carry over money this year due to ESSER but this will not be the case going forward. Joel Lillard questioned if the Title I Plan should come to the board for approval. Ms. Gwynn shared it was not a requirement but it that is how the board would like to proceed she would make sure that happens. Mr. Lillard shared he thought in years past it had been shared with the board prior to submitting to DPI.

4. Memorandum of Understanding (MOU) with Caswell County Sheriff's Office

Ms. Gwynn shared an MOU that was asked for the Board of Education to approve. This is for officers working events such as graduation, sporting events, prom, etc.

It was requested to hold this item for discussion until closed session.

**V. SUPERINTENDENT UPDATES**

JoAnna Gwynn shared the following:

- Metal detectors should arrive on Thursday for the high school and dates have been moved up for the others that are on order.

**VI. ATTORNEYS REPORT**

None.

**VII. BOARD MEMBER OBSERVATIONS**

- Vennie Beggarly shared she has worked with volleyball team with selling raffle tickets, attended softball games, and felt that the clear bag policy has went over well with no issues.
- Mel Battle shared he felt that the NCSBA should be deciding soon regarding the upcoming law conference and didn't feel it was based solely on the hotel. He shared that when entering the building the front door is always open and think about security when using doors that are not open to the public. He also suggested a work session if the board felt it is needed.
- Joel Lillard expressed concerns with Parent Night noting the times and would ask that those in charge be mindful of parents who work until 5:00 p.m. The recent

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**  
**September 30, 2024**

session that was held ended at 5:15 p.m. and asked that later times be looked at to accommodate our working parents.

- Tracy Stanley shared she received several calls and/or texts regarding the activities that were held last Thursday evening and noted she was under the impression that all activities were cancelled. Ms. Gwynn shared that the email to the board indicated that; however, when speaking with individual schools with Title I nights planned, some decided to proceed as planned. Ms. Gwynn shared the information posted did not include that they would be cancelled.

**VIII. 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.

**IX. OPEN SESSION**

Vennie Beggarly made a motion to return to open session. Gladys Garland seconded the motion. The motion carried unanimously.

**X. PERSONNEL LISTING**

Ms. Gwynn recommended approval of the personnel listing as presented. Vennie Beggarly moved, seconded by Gladys Garland, to approve the personnel listing as presented. The motion carried unanimously.

<b>Resignations</b>	
NL Dillard Middle School	Dana Crowder, Counselor - Eff. 10/31/24
Bartlett Yancey Sr. High School	Amber Wilmouth, Child Nutrition = Eff. 9/24/24 Raul Alvarado, Custodian = Eff. 9/19/24
<b>Retirement</b>	
NL Dillard Middle School	Michele Bouchard, ELA Teacher = Eff. 12/31/24
<b>Employment</b>	
NL Dillard Middle School	Alexis Paugh, Science Teacher = Eff. 10/7/24
Bartlett Yancey Sr. High School	Lamar Johnson, Custodian = Eff. 10/2/24
Oakwood Elementary	Tiffany Long, Kindergarten Teacher = Eff. 10/10/24

**CASWELL COUNTY BOARD OF EDUCATION MINUTES**  
**September 30, 2024**

<b>Part Time</b>	
Central Office / BYSHS	Lisa Lassiter = CTE Coordinator/School Counselor = Eff. 10/2/24 Part Time = 20 hours per week with no benefits (CTE Funded)
<b>Reclassification of Substitute Custodians to Part-Time Custodians</b>	
NL Dillard Middle School	Mae Sue Poteat = Substitute Custodian

**Bus Driver Rate / Teachers**

JoAnna Gwynn recommended approval of a flat rate of \$28.00/hour be paid to teachers who drive a bus or those that would not go into overtime. Joel Lillard moved, seconded by Nicole Smith, to approve flat rate of \$28.00/hour for teachers who drive a bus. The motion carried unanimously.

**Instructional Coach Position - Bartlett Yancey Sr. High = New Position**

JoAnna Gwynn recommended approval of an instructional coach position for one year using Title I funds for the high school. Tracy Stanley moved, seconded by Nicole Smith, to approve an instructional coach position for one year for the high school using Title I funds. The motion carried unanimously.

**XI. COMMUNICATIONS**

Dates for November board meetings were discussed as November 11<sup>th</sup> is a holiday. The board agreed to meet at 9:00 a.m. on Tuesday, November 12<sup>th</sup>. There will only be one meeting in December (December 9, 2024 at 9:00 a.m.).

(Gladys Garland left the meeting at this time).

Vennie Beggarly shared that she had heard positive comments on how early the call went out last Thursday due to the hurricane issues and a remote learning day. She thanked Ms. Gwynn for sharing information quickly. Joel Lillard asked if all staff worked remotely and Ms. Gwynn shared they did.

**XII. ADJOURN**

Vennie Beggarly made a motion to adjourn the meeting at 8:20 p.m., Joel Lillard seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on October 14, 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