

CASWELL COUNTY BOARD OF EDUCATION MINUTES

October 28, 2024

The Caswell County Board of Education met in regular session on Monday, October 28, 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, Trudy Blackwell, and Tracy Stanley. Nicole Smith was absent. Others present include Superintendent JoAnna Gwynn, Austin Morris, Brook Underwood, Kayal Munley, Olivia Schumaker, Francis Schumaker, Fred Schumaker, Belinda Schumaker, Makayla Mitchell, Melissa Parsons, Michele Bouchard, Dwight Chandler, Carla Lynch, Melissa Lawson, Brandon Simpson, Melissa Poole, 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 Tracy Stanley, to approve the minutes of the October 14, 2024, regular meeting as presented. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

JoAnna Gwynn recommended approval of agenda as presented with addition to New Business, Item # 3, Fundraising Request for South Elementary. Joel Lillard moved, seconded by Trudy Blackwell, to approve the agenda as amended and requested that the MOU with Sheriff's Office be discussed in closed session. The motion carried unanimously with those changes.

I. D. ANNOUNCEMENTS

Superintendent JoAnna Gwynn recognized the following students and employees for excellence in support of the mission of Caswell County Schools:

- Oliva Shumaker, NL Dillard Middle
- Brandon Simpson, NL Dillard Middle
- Ashanti Lunsford, BYSHS
- Christian Jeter, BYSHS
- Michele Bouchard, Lead Mentor Teacher = NL Dillard Middle
- Danya Diggs, Lead Mentor Teacher = North Elementary
- Anna Foster, Lead Mentor Teacher = BYSHS
- Melissa Lawson, Lead Mentor Teacher = Oakwood Elementary
- Carla Lynch, Lead Mentor Teacher = South Elementary
- Melissa Parsons, Lead Mentor Teacher = Stoney Creek Elementary

Mel Battle recognized and congratulated the NL Dillard Middle School football team on winning the conference championship. He asked that they attend the next meeting to be recognized.

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I. E. PUBLIC COMMENTS

None at this time.

II. REPORTS

Child Nutrition

Makayla Mitchell, Child Nutrition Director, shared updates with the school nutrition department.

Ms. Mitchell was questioned on the grape juice and she was not aware but will look into it.

Ms. Mitchell shared that as of now if any equipment is not working, parts have been ordered and she is working with maintenance department for repairs.

Upon review, a listing was shared with items that need to be deemed surplus along with updated listing from Sysco for snacks to be included in the schools.

Joel Lillard moved, seconded by Vennie Beggarly, to deem the items as surplus as shared in the report. The motion carried unanimously.

- Printers (3)
- 3-door reach in freezer (1)
- Milk cooler (2)
- Ice cream box (1)
- TV's (2)
- Refrigerator (1)
- Mixer (1)
- Hot Serving Lines (3)
- Milk Box (1)
- 4-door Cold Pass thru (1)
- Whisks (2)
- Beverage Air (1)
- Warmer (2)
- Steamer (1)
- Comboven (1)
- Steamer (1)
- Microwave (1)

Joel Lillard moved, seconded by Tracy Stanley, to approve snacks with Sysco as surplus as presented. The motion carried unanimously.

Snacks = Sysco

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- Chips (Baked BBQ, Baked, Cheddar & Sour Cream, Doritos Cooler Ranch, Nacho Cheese, Spicy Sweet Chili, Flamas, Cheese Baked Cheetos, Hot, Flamin Hot Limon, Fantastix! Chili Cheese, Fried Onion Rings - Funyuns, White Cheddar Popcorn, Pretzels)
- Fruit Roll-Ups, Marshmallow Rice Treats, Chocolate Chip Cookies, Double Chocolate Chip, Cheese Baked Cheez-It, Fish Shaped Cheddar Crackers, Graham Bug Shaped Crackers, Pop tart = Blueberry, Chocolate, Cinnamon, Strawberry
- Ice Cream = Chocolate, Vanilla, Strawberry Fat Free, Ice Cream Bar on Stick - Fudge, Ice Cream Sandwich (Low Fat) Vanilla, Ice Cream Bar on Stick = Chocolate Crunch, Strawberry Crunch, Ice Cream Sunday Cone = Low Fat Cookies & Cream, Ice Cream Bar on Stick = Orange Sherbet, Push Up Sherbet - Cherry

Quarterly Reports

Brook Underwood, Finance Director, reviewed the quarterly reports and answered questions from the board.

Ms. Underwood was requested to share with the board details on any items that are 30% or more on the local budget and also give a detailed listing of how many students and the amount spent on charter schools at the next meeting.

Questions were asked regarding Before and After School and it was shared overtime is being paid in order to make this service work. It was questioned if this is something that can be looked into in order not to have to pay overtime. The positions are difficult to find due to the hours needed for coverage.

Ms. Underwood was requested to share a breakdown by school for the Before and After School Program with the board at the next meeting.

III. UNFINISHED BUSINESS

Memorandum of Understanding - Caswell County Sheriff's Office was moved to Closed Session.

IV. NEW BUSINESS

1. Policy # 6140, Student Wellness

Joel Lillard asked for this policy to be reviewed and expressed concerns with students not receiving enough time to eat lunch. Students are having to use the allotted time for lunch and bathroom visits. It was shared that the board thought at one time 30 minutes was allotted; however, the policy indicates 20 minutes.

Discussion took place on concerns if this would affect the schedule. It was shared that some teachers are allowing 30 minutes and others are only allowing 20 minutes and felt it should be consistent throughout the schools.

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Trudy Blackwell shared she would like to see the lunch schedules for each school before deciding. Ms. Gwynn shared that at NL Dillard Middle Team “A” goes to lunch and the past practice was that teachers receive a 30-minute duty free lunch with 90-minutes of instructional time and if they choose to have 20 minutes for lunch they have done so. Ms. Gwynn suggested having lunch at NL Dillard at the next meeting scheduled for November 12, 2024 and observe the lunch time schedules. It was shared that the longer students have after they have eaten there are more discipline problems that occur. Joel Lillard shared he didn’t feel this is fair if all teachers are not following the same schedule and didn’t feel 20 minutes is enough for a student to eat especially if they are having to use part of that time for bathroom visits. Mel Battle shared that are pros and cons both ways but the policy sets parameters to work in. Other discussion included students eating in the classroom and was not in favor of this.

It was requested to gather information regarding lunch schedules and bring back to the next meeting for additional discussion.

Joel Lillard moved, seconded by Vennie Beggarly, to approve first reading as suggested to policy # 6140, Student Wellness and receive information as requested. The motion carried unanimously.

Connie Kimrey shared that the policy also indicates that the School Health Advisory Council should review any changes to this policy as noted in the policy.

Suggested wording to include in Section B, CCS Nutrition Promotion Goals:

To allow students at least 15 minutes to eat breakfast and at least 30 minutes to eat lunch, counting from the time they have received their meal and are seated. This should not include a restroom break to be counted in this time. All meals should be consumed in the cafeteria when possible.

2. PE Uniforms

JoAnna Gwynn shared information on PE uniforms noting that NL Dillard still uses them and students who dress out receives a grade of 100. Each day a student does not dress out, ten points is deducted from their grade for not participating. Students do pay for their uniforms and one uniform is expected to be purchased over a three-year period and can be used at the high school. For students who cannot afford them, the school works with families. The school does not make a profit.

Mel Battle shared his concern included the wording in the handbook noting the high school indicates the uniforms are required and the middle school handbook indicates the uniforms are encouraged. Joel Lillard questioned why we actually need them and mentioned in years past students brought a change of clothes from home. Other concerns include taking the uniforms home to wash and parents not having a washing machine at home and not going to the laundry but once a week. Other concerns included the same uniform not fitting the student for three years.

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Ms. Gwynn was directed to find out what the schools are doing, how many students are being penalized, and have this information available at the next meeting for further discussion. It was shared that the staff is not doing anything wrong; however, it would be the student's responsibility to bring a change of clothes if things changed and then if they do not, the deductions would be made but not penalized because they cannot afford a uniform.

3. Fundraising Request – South Elementary

An additional fundraising request from South Elementary was presented for approval for the book fair. With staff being new, this request was overlooked. Ms. Gwynn recommended approval of the bookfair at South Elementary. Joel Lillard moved, seconded by Trudy Blackwell, to approve the additional fundraising request as presented. The motion carried unanimously.

South Elementary = Book Fair (November 18-22, 2024)

V. SUPERINTENDENT UPDATES

JoAnna Gwynn shared the following:

- Caswell County Civic Center rental policy. Ms. Gwynn shared we have a renter interested in the week of spring break; however, we do not have any staff who are willing to work that week and we cannot technically make them work. Our staff work a lot of extra hours for rentals at the Civic Center and they are wanting to be off the week of spring break as well. Principals have been asked if their custodians are interested in working and there has been no interest. It was requested that the custodians sign off on a sheet of paper if they are interested in working or not and the same situation would apply to the IT personnel if this is needed.
- Grants awarded to Stoney Creek were shared. Those include:
 - NC Department of Natural and Cultural Resources = \$10,560.00 (Dr. Hilary Dodson-Moore & Casey Evans)
 - Bright Ideas Grant = \$2,000 (Casey Evans, Hannah May, Viviana Jaramillio)
 - The Outdoor Stoney Creek Classroom = \$1,500 (Stoney Creek teachers & Dr. Hilary Dodson-Moore)

VI. ATTORNEYS REPORT

None.

VII. BOARD MEMBER OBSERVATIONS

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Trudy Blackwell shared she visited NL Dillard Middle and spoke with the principal. She noted the principal is working with making changes to have certified teachers teach our students. Things were going well and she also visited the high school and felt students were on task and working.

Gladys Garland expressed thanks to the community for the candy trail today in which many students were enjoying.

Vennie Beggarly attended conference games at the high school and middle school and also attended the powder puff game which was very nice. She attended the meeting at NL Dillard and also was appreciative of the staff recognitions made earlier in the meeting.

Mel Battle shared he was appreciative of the call that Ms. Gwynn made on Sunday night and felt that was a good gesture.

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 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

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. Joel Lillard moved, seconded by Gladys Garland, to approve the personnel listing as presented. The motion carried unanimously.

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|--------------------|--|
| Employment | |
| Oakwood Elementary | Tara Gaddy - Pre-K Teacher = Eff. 10/31/24 |
| | |
| Substitutes | |
| | Hattie Jeffreys |
| | Angela Lipscomb |
| | Gary Poole |
| | Sierra Ricchiuto |
| | Ta'Niya Stephens |
| | |

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| Transfer | |
| NL Dillard Middle School | Kaiya Johnson – Teacher Assistant at North to NLD = Eff. 10/23/24 |

Memorandum of Understanding (MOU) CCS and Caswell County Sheriff's Office

JoAnna Gwynn recommended approval of the MOU with the sheriff's office as presented. Vennie Beggarly moved, seconded by Tracy Stanley, to approve the MOU with the sheriff's office as presented. The motion carried unanimously.



TONY DURDEN, JR.
 Sheriff of Caswell County

Memorandum of Understanding

Caswell County Sheriff's Office-Caswell County School System

This agreement is made between the Caswell County Sheriff's Office and the Caswell County School System. This agreement is effective August 23, 2024.

Purpose:

This purpose of this agreement is to establish reimbursement guidelines for security services provided by the Caswell County Sheriff's Office to the Caswell County School System for events such as graduation, sporting events, prom etc.

Responsibilities:

- *The Caswell County Sheriff's Office will invoice the school directly on a monthly basis
- *The Caswell County School System will issue a check to the Caswell County Sheriff's Office only
- *Officers will fill out a time sheet for the school each time they work
- *The Caswell County School System is responsible for emailing time sheets to mpoole@caswellcountync.gov

Expectations:

- Visibility; spread out along with movement; etc
- *The deputies selected for duty need to patrol the area, especially during half time and when there is a high concentration of people in a specific area
- *We ask that deputies spread out and monitor specific areas, for example (one the right side of bleachers, left side of bleachers, concession stand, front gate and on the track)
- *Basketball Games (deputies should spread out, and one needs to be visible in the lobby at all times)
- *Officers need to be available for administrators to help intervene when issues arise

Rate of Pay:

- *Caswell County Sheriff's office will assess an hourly rate of \$30.00 an hour per officer

Caswell County Sheriff's Office

Agreed to by:

Tony Durden
 Printed Name

Tony Durden
 Signature

10/17/2024
 Date

Caswell County School System

Agreed to by:

JoAnna Gwynn
 Printed Name

JoAnna Gwynn
 Signature

10/29/24
 Date

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XI. COMMUNICATIONS

- Vennie Beggarly will serve on the calendar committee.
- Ms. Gwynn shared the Deputy State Superintendent has shared they would like to visit Caswell County Schools in December.
- Next meeting is on Tuesday, November 12, 2024 due to Veteran’s Day Holiday.
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XII. ADJOURN

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

Mel O. Battle
Chairman

JoAnna Gwynn
Superintendent