MINUTES OF
THE WILSON COUNTY BOARD OF EDUCATION
SPECIAL MEETING
OCTOBER 31, 2024

The Wilson County Board of Education held a Special Meeting on Thursday, October 31, 2024, at 1:00 p.m. in the Administrative Offices, 113 N. Tarboro Street. Chairman Dr. Christine L. Fitch called the meeting to order at 1:00 p.m. with the following members present:

Dr. Christine L. Fitch, Chairman
Henry E. Mercer, Vice-Chairman
Velma Barnes
Blake Boykin
Rhyan Breen
Debora Powell
Dr. Lane B. Mills, Secretary

Others present were Associate Superintendent Dr. Cheryl Wilson, Assistant Superintendent Robin May, Assistant Superintendent Dr. Ben Williams, Chief Finance Officer Shannon Collins, Executive Director of Facility Services Greg Woodard, Director of Facility Services Daryl Woodard, Director of Public Relations Amber Lynch, Board Clerk Linda Horrison and Board Attorney Katie Cornetto. Also present was *The Wilson Times* Reporter Olivia Neeley. Board Member Beverly Boyette was not in attendance.

The meeting was livestreamed through the Wilson County Schools (WCS) YouTube Channel. The public can go to YouTube to find the video or go to the WCS Facebook, Instagram and Twitter pages and the district website for the YouTube link.

After calling the meeting to order, Dr. Fitch asked for approval of the agenda. Ms. Powell made the motion, seconded by Mr. Breen, that the agenda for the Special Meeting be approved. The motion passed unanimously, 6-0.

Dr. Fitch led the Pledge of Allegiance, followed by a moment of silence.

Under Chairman's Comments, Dr. Fitch did not make any comments.

At 1:03 p.m., Ms. Barnes made the motion, seconded by Mr. Boykin, that the Wilson County Board of Education go into Closed Session 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, 6-0.

At 1:42 p.m., Ms. Barnes made the motion to reconvene to Open Session. The motion, seconded by Mr. Breen, passed unanimously, 6-0.

Reporting from Closed Session, Dr. Fitch read a statement that the Board of Education has terminated for convenience its contract with Skinner Farlow and Kirwan Architects to design the new Frederick Douglass Elementary School. The two parties agreed to a settlement of $495,000 as payment for the completed work. The Wilson County Board of Commissioners allotted funds for the settlement amount. The Board of Education must now begin the process of selecting an architectural firm to design the new Frederick Douglass Elementary School.

Under Discussion/Action – Request for Qualifications (RFQ) – Frederick Douglass Elementary, the Board will need to adopt a new RFQ for the Frederick Douglass Elementary School project. An RFQ was presented by the Administration and has been reviewed with the Board attorney. The Board was asked to direct the Administration to submit a Request for Qualifications for an architect for Frederick Douglass Elementary. The proposal deadline is November 13, 2024. The Administration shared that Barnhill Contracting is still the Construction Manager at Risk for the project.

Mr. Breen asked for language to be added to the RFQ that firms submitting proposals include any experience modifying templates or previous designs to fit the requirements of the project. It was the Board's consensus to amend the RFQ.

Ms. Barnes made the motion, seconded by Ms. Powell, that the Board include as part of the RFQ the aforementioned language suggested by Mr. Breen to ascertain the persons who respond have the ability to work with templates that have been previously used and to make modifications in order to meet the site requirements. The motion passed unanimously, 6-0. This language will be added as part of the RFQ under experience.

Mr. Boykin made the motion, seconded by Mr. Breen and Mr. Mercer, that the Board direct the Administration to move forward with the RFQ for the Frederick Douglass Elementary project. The motion passed unanimously, 6-0.

There being no further business at 1:50 p.m., Mr. Breen made the motion, seconded by Mr. Mercer, to adjourn the meeting. The motion passed unanimously, 6-0.

Christine L. Fitch

Dr. Christine L. Fitch, Chairman

Dr. Lane B. Mills, Secretary