CASWELL COUNTY BOARD OF EDUCATION MINUTES
August 11, 2025

The Caswell County Board of Education met in regular session on Monday, August 11, 2025, at 9:00 a.m. in the Administration Building of Caswell County Schools. Members present: Chairman Mel Battle, Vice Chair Joel Lillard, Vennie Beggarly, Lisa Johnson-Knight, Nicole McGhee, Nicole Smith, and Trudy Blackwell. Others present include Interim Superintendent Lance Stokes, Brook Underwood, John Berdine, Alan Poteat, Sara Broadwell, 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 Chair Mel Battle. A moment of silence was observed, followed by the Pledge of Allegiance.

I. B. APPROVAL OF MINUTES

Nicole Smith moved, seconded by Trudy Blackwell, to approve the minutes of the July 28, 2025, regular meeting as presented with changes to Page # 9 (effective 8/1/25) and Page # 13 Coaching Level 5. The motion carried unanimously with these changes.

I. C. APPROVAL OF AGENDA

Interim Superintendent Lance Stokes recommended approval of agenda as presented. Joel Lillard moved, seconded by Vennie Beggarly, to approve the agenda as presented. The motion carried unanimously.

I. D. ANNOUNCEMENTS

None at this time.

I. E. PUBLIC COMMENTS

None at this time.

II. REPORTS

Fundraising Summaries 2024-2025

Fundraising summaries were reviewed and discussed. Concerns included the BUC Card and the small amount of profit. Other concerns included the reasoning for the fundraiser which included equipment. It was shared that this is for additional equipment outside of what is provided by the school. Mr. Stokes will ask that the information be more specific when submitting to the board in the future. Mr. Stokes was also requested to review the picture fundraisers and make sure these are worthy of continuing as the profits have decreased. He shared that the pictures are used for cumulative folders and this is difficult to gauge not knowing how many parents will purchase pictures.

III. UNFINISHED BUSINESS

- Action Items from last meeting – A listing of all action items for follow-up from the previous meeting was shared with the board and reviewed. Those include:

  - ❖ List of all furniture that was bought last year
  - ❖ List of all areas that were painted as well as updated flooring
  - ❖ List of what was spent with contingency funds last year
  - ❖ List of landscaping outside of mowing
  - ❖ Listing of what was included for safety and if insurance covered any of the claims

  Concerns were expressed with the length of time it took for installation of blinds. Maintenance Director shared the original purchase was from another company who went out of business and then had to be ordered from another vendor.

  Other concerns included budgetary items which were used and timing of budget amendments. Upon further discussion it was requested for this policy to come back to the board for review. Mr. Stokes shared that he will be transparent with spending and looking at budgetary restrictions. Training will also be occurring in the next two weeks and he also shared he realizes emergencies will occur and has and will continue to share that information with the board.

  - ❖ Cell Phone Listing

  Discussion took place on the listing and questioned why all the nurses do not have a cell. It was shared that those that are funded through the grants did not have a cell phone. Other questions included child nutrition director not having a phone and Mr. Stokes shared they elected not to have one due to budgetary concerns.

  Joel Lillard asked that continued discussion for cell phones be moved to Closed Session.

  - ❖ Capital Outlay Budget 2025-2026

  Discussion was had regarding the updated capital outlay budget. This update included the amount of $160,000 for an activity bus. Joel Lillard shared the amount for landscaping should be $163,800 instead of the $163,500 as listed. Upon no further questions, Mr. Lance Stokes recommended approval of the Capital Outlay Budget with the changes as noted. Joel Lillard moved, seconded by Vennie Beggarly, to approve Capital Outlay Budget with change to the amount for landscaping. The motion carried unanimously.

  - ❖ Local Budget 2025-2026

Finance Director Brook Underwood shared there were no changes to the local budget except for moving the $45,000 in interest and placing it in fund balance. Discussion was had regarding the Board of Education stipends and costs of conferences. It was shared that there was discussion of this in the past; however, no action was ever made to increase the line item.

Joel Lillard moved, seconded by Vennie Beggarly, to increase the individual line item for board members from $2100 to $3500. The motion carried unanimously.

Concerns from the board included the locations that are selected from the North Carolina School Boards Association and the costs related regarding rooms and restaurants in the vicinity which the board has no control of. Mr. Stokes shared that in speaking with other superintendents with larger districts that they have rotations on board members attending conferences and bringing information back to the whole board.

Mr. Lance Stokes recommended approval of the Local Budget with additions to the individual board line item as approved. Joel Lillard moved, seconded by Nicole Smith, to approve the Local Budget with increase to board line items. The motion carried unanimously.

IV. NEW BUSINESS

1. Consent Agenda

Interim Superintendent Lance Stokes recommended approval of consent agenda as presented. Trudy Blackwell moved, seconded by Lisa Johnson-Knight. The motion carried unanimously.

- Request for Transfer
- Fundraising Requests (25-26)
- CCS – Caswell County Health Department Agreement (MOU)
- Speech & Occupational Therapy Specialists
- iReady (Curriculum Associates)

<u>Requests for Transfer</u>

Cobb, Charlotte	Caswell	to	Rockingham County (K)
Shoemaker, John	Caswell	to	Rockingham County (1st)
Kent, Zoey	North	to	Oakwood (4th)

<u>Fundraising Requests for 2025-2026</u>

<u>Bartlett Yancey Sr. High School</u>

BUC Card Sales (All Clubs/Sports)	Aug. 11 – Nov. 1, 2025

Vertical Raise (Cheerleading)	Aug. 25 – Nov. 25, 2025
Baby Bucs Cheerleading Camp (Cheerleading)	Oct. 11 & Oct. 27, 2025
Line Dancing with Bucs (Cheerleading)	Nov. 8, 2025 & Jan. 10, 2026
Homecoming Dance (Homecoming Committee)	Oct. 4, 2025
World's Finest Chocolate (BETA Club)	Sept. – Nov. 2025
Powder Puff Football Game & Conc. (Sr. Commt.)	Oct. 2, 2025

NL Dillard Middle School

Skip the Line (S. Willis-Fallen)	Sept. 2025
Back to School Dance (Alfreda Corbett)	Sept. 2025
Popcornopolis (S. Willis-Fallen)	Sept. 2025
Fall Pictures (D. Shaw)	Oct. 2025
Skip the Line Raffle (S. Willis-Fallen)	Nov. 2025
Ms. Fields Cookie Dough (S. Willis-Fallen)	Dec. 2025
Winter Dance (A. Corbett)	Dec. 2025
Skip the Line Raffle (S. Willis-Fallen)	Jan. 2026
Little Caesar's (S. Willis-Fallen)	March 2026
Spring Pictures (D. Shaw)	April 2026
8th Grade Prom (A. Corbett)	May 2026

Stoney Creek Elementary School

Book Fair (Media)	Fall 2025 / Spring 2026
Yearbook	Spring 2026
Pictures (Fall/Spring)	Fall 2025 / Spring 2026
Creative Foods	Sept. 2025
Raffle	Oct. 2025
Creative Foods	Feb. 2026
Reading for Education	March 2026
Raffle	March-April 2026

Mr. Stokes to follow-up on pictures and inquire about wording on profits to assist with field trips.

Contract – CCS/Caswell County Health Department
August 1, 2025 – May 31, 2026

Contract – Speech & Occupational Therapy Specialists
Cost - $64.00/hour
Estimated Annual Cost = $39,712
Responsibilities: Speech & Occupational Therapists Specialists will provide the system with speech therapists and/or speech therapists assistants (full/part time) to serve students at NL Dillard Middle School and Bartlett Yancey Sr. High School. They will provide direct speech/language instruction, complete evaluations, and develop/hold IEP meetings.

iReady – Curriculum Associates
Total = $25,774.86
Funding = Title I
For middle and high school level

2. Activity Bus – Carolina Thomas

Discussion took place regarding the purchase of a new activity bus. A quote from Carolina Thomas was reviewed. Transportation Director John Berdine shared that they have buses on the lot and would need to have our paint scheme applied to the bus which would probably take right at a month. Additional funding will be coming from Capital Outlay Fund Balance.

Joel Lillard moved, seconded by Vennie Beggarly, to approve purchase of activity bus with Carolina Thomas in the amount of $157,919.00 using Capital Outlay Funds. The motion carried unanimously.

Carolina Thomas Activity Bus $157,919.00
72 Passenger Activity Bus

3. Fueling Computer – SPATCO Energy Solutions

Transportation Director John Berdine reviewed information on the current situation with the fueling station which was struck by lightning. Currently information is being entered manually. The current provider does not have a replacement and the suggested quote with SPATCO Energy Solutions will be compatible with what we have. It was questioned if there will be a yearly fee and Mr. Berdine responded that it would not be any additional fees. He also shared this is an iCloud-based system and the Cost Clerk could do this from her desk when needing information.

It was questioned if this has been turned in on our insurance. Interim Superintendent Lance Stokes shared that a higher rate of premium will result in multiple claims and due to the infrastructure being old we are not replacing things that are damaged due to lightning but having to upgrade. Finance Director Brook Underwood shared that unless it is a replacement the insurance would increase as these are considered upgrades. It was also questioned what our deductible was. Finance Director shared that it may be $5000. It was asked if this would come from transportation funds and it was shared that it would not as it is part of the Caswell County Schools infrastructure.

Joel Lillard suggested using the $50,000 set aside in local funds for fuel if needed and use this money to pay for it and look at fuel needs as they occur later in the year.

Trudy Blackwell moved, seconded by Nicole Smith, to approve the fueling computer with SPATCO Energy Solutions in the amount of $24,377.36.

Joel Lillard moved, seconded by Vennie Beggarly, to amend the motion to include that funding be used from the fuel budget line in local funds ($50,000). The motion carried unanimously.

The original motion made by Trudy Blackwell, seconded by Nicole Smith, to approve the fueling computer with SPATCO Energy Solutions in the amount of $24,377.36 carried unanimously.

SPATCO Energy Solutions
Sales Office = Winston Salem, NC / Sales Person = Aaron Mills
Fueling Computer
Cost $24,377.36
Funding = Local Budget = Transportation Fuel ($50,000)

4. Scruggs Electric (Installation of Electric for Propane Bus)

Information was reviewed from Scruggs Electric LLC to install electrical needs for the propane bus. Per the Maintenance Director Alan Poteat, he reached out to several vendors and only received one quote. It was suggested that our maintenance department could possibly do it; however, with the number of things needed to complete prior to school starting it would be difficult. It was questioned what funding would be used and it was shared that originally when discussed approximately $10,000 was going to be used from transportation funds.

Nicole Smith moved, seconded by Trudy Blackwell, to approve Scruggs Electric, LLC to install the electrical for the propane bus in the amount of $13,642.65 using local funds. The motion carried unanimously.

It was questioned who is using the electric bus. Transportation Director John Berdine shared that it is assigned to Oakwood. Currently the charger is not working and Carolina Thomas is working on a replacement (at no charge). It should be here prior to school starting. When questioned how far the bus can go on the charge, Mr. Berdine shared he was told 250 miles; however, he has not tested that out.

V. SUPERINTENDENT UPDATES

- Video is required to share with staff and students within the first five days of school. Dr. Medina Jones has a toolkit prepared to send home alerting parents and explaining the information. Mr. Stokes shared the Board of Education will also view the video. Timeframes will be established for substitute teachers
- Information from Campbell Shatley, PLLC was shared regarding cell phone information and our current policy is in compliance.

- Information was shared regarding Helping Heels (UNC) who will send two counselor interns and will be stationed at South and Oakwood (as a requirement it must be stationed at a school with a counselor). This is no cost to the district.
- Mr. Stokes spoke with NLD and Athletic Director regarding middle school tryouts and the DPI timeframe
- Duke provides college advisor to the high school (at no cost) and they assist with students and life beyond college not just on college applications, etc. An MOU will be coming to the board at the next meeting.
- Staff are working hard and Mr. Stokes had a long meeting with Child Nutrition, Maintenance, and Transportation and are communicating information in preparation of the new school year.
- Beginning Teachers are here today for training/orientation.
- Mr. Stokes, Maintenance Director Alan Poteat and Finance Officer Brook Underwood met with the County Manager and Interim Finance Officer for the County (Melissa Miller). Discussion included the county allotment for capital reserve and establishing communications. We are ready to move forward with projects and hope to establish an open line of communication with the two boards.
- Mr. Stokes wished all staff and students who have birthday in August a Happy Birthday.

VI. ATTORNEYS REPORT

None.

VII. BOARD MEMBER COMMENTS

It was shared that the sentiments shared with the two families who lost a child who were students in the district were very appreciative of the board reaching out to them. Continued prayers for both families. Others expressed thanks for choosing Caswell County Schools and an example of a student creating a video for teachers sharing that the students were ready for you (teachers) was very inspirational and as we approach a new school year it is time to get ready.

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. Nicole Smith seconded the motion. The motion carried unanimously.

IX. OPEN SESSION

Joel Lillard made a motion to return to open session. Nicole Smith seconded the motion. The motion carried unanimously.

X. PERSONNEL LISTING

Mr. Stokes recommended approval of personnel listing as presented. Nicole Smith moved, seconded by Joel Lillard, to approve personnel listing as presented. The motion carried unanimously.

Mr. Stokes recommended approval of summer salaries (summer learning) as presented for a one-time only payout. Trudy Blackwell moved, seconded by Nicole Smith, to approve a one-time payout for summer learning as presented. The motion carried unanimously.

Resignations	
Bartlett Yancey Sr. High School	Rebecca Steinbach – Dance Teacher = Eff. 8/4/25
South Elementary	Emily King – Teacher Asst. = Eff. 8/6/25
Employment	
NL Dillard Middle School	Joshua Recore – Math Coach = Eff. 8/18/25 (will be used as Math Teacher until vacancy is filled)
Bartlett Yancey Sr. High School	Ronald Dixon – Interim Assistant Principal = Eff. 8/18/25
Bartlett Yancey Sr. High School / NL Dillard Middle School	Paul Davis – Bus Driver = Eff. 8/25/25
	Lillian Graves – Bus Driver = Eff. 8/25/25
Stoney Creek Elementary	Ida Strunk – Data Manager/Secretary – Eff. 8/18/25 (Pay Grade 57 – Step 0)
Substitutes	
	Kevin Conyers = Eff. 8/25/25

XI. ADJOURN

Vennie Beggarly moved to adjourn the meeting at 3:40 p.m., Nicole Smith seconded the motion and it carried unanimously. The motion carried unanimously.

The next regular meeting of the Board of Education will be held on August 25, 2025 at 5:30 p.m. in the Caswell County Schools Administration Building.

Mel O. Battle	Lance Stokes
Chairman	Interim Superintendent