CASWELL COUNTY BOARD OF EDUCATION MINUTES
November 17, 2025

The Caswell County Board of Education met in regular session on Monday, November 17, 2025, at 5:30 p.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, Teresa Parker, Angela Turner, Genieve Jones, Dr. Medina Jones, Avery Artis, Decolia Carter, Alyson Beavers, 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

Vennie Beggarly moved, seconded by Nicole Smith, to approve the minutes of the October 20, 2025, regular meeting as presented. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

Interim Superintendent Lance Stokes recommended approval of agenda as presented with addition of Item # 6, Bonus Supplement Pay. Joel Lillard moved, seconded by Nicole Smith, to approve the agenda as presented with changes as noted. The motion carried unanimously.

I. D. ANNOUNCEMENTS

- Interim Superintendent Lance Stokes congratulated students on the recent honor rolls that were posted. Thanks were given to our students on the events that took place to recognize our veterans in recognition of Veterans Day. Reminder of Thanksgiving lunch this week at all schools and board members are invited to attend and schools are looking forward to welcoming the guests for this special week. Finally, Oakwood was recognized for their multiple artwork entries at the North Carolina School Boards Association Annual Conference.
- Vice Chair Joel Lillard recognized Mel Battle as he was a nominee at the NCSBA Annual Conference for the Raleigh Dingman Award. This is a prestigious award and the outcome for the winner was very close. Mr. Battle was nominated by the Board of Education for his service and commitment to the school system. The Caswell County Board of Commissioners were also nominated for the Board of Commissioners award by the Board of Education for their service and commitment to the school system

I. E. PUBLIC COMMENTS

None at this time.

II. UNFINISHED BUSINESS

Contingency Funds

Information was shared regarding the contingency funds and a breakdown of when the amounts were paid out. It was questioned that emergency funding was converted to contingency and what exactly made these emergencies. Mr. Stokes shared it was not budgeted and occurred prior to August meeting therefore the money was moved around. It was shared that when using contingency funds that the board is to be informed at the next meeting and to be included in the official minutes per board policy.

III. REPORTS

- Alyson Beavers, Director Federal Programs, shared an overview of Federal Designations – TSI-CU and TSI-AT reports.
- Before and After School numbers were reviewed and per Mr. Stokes the program is self-sustainable.
- Civic Center Report was shared for last school year and for what has been rented for this year. It was requested that this report be shared quarterly to give a better idea of how things are going.

IV. NEW BUSINESS

1. Consent Agenda

   Interim Superintendent Lance Stokes recommended approval of consent agenda as presented.

   Joel Lillard moved, seconded by Vennie Beggarly, to approve the consent agenda as presented. Joel Lillard requested that the Cell Phone Policy be pulled for a separate vote. With this change, the consent agenda was approved unanimously.

   <u>Fall Policy Updates</u>
   - 1740/4010 – Student & Parent Grievance Procedure
   - 1750/7220 – Grievance Procedure for Employees
   - 2125/7315 – Confidential Information
   - 2127 – Board Member Technology Use
   - 3101 – Dual Enrollment
   - 3220 – Technology in the Educational Program
   - 3225/4312/7320 – Technology Responsible Use
   - 3226/4205 – Internet Safety

- 3227/7322 – Web Page Development
- 3400 – Evaluation of Student Progress
- 3460 – Graduation Requirements
- 4050 – Children of Military Families
- 4120 – Domicile or Residence Requirements
- 4240/7312 – Child Abuse and Related Threats to Child Safety
- 4270/6145 – Concussion and Head Injury
- 5150/7313 – Reporting to External Agencies
- 6310 – Organization of Student Transportation Services
- 7910 – Retirement
- 2302 – Remote Participation in Board Meetings
- 4130 – Discretionary Admission
- 4150 – School Assignment
- 4152 – Unsafe School Choice Transfer
- 7425 – School Administrator Contracts

Participate Invoices
Christian Rengifo Daza = 5th year / Bartlett Yancey Sr. High School
Amount = $23,265.00
Funding Source = (State) 1.5110.020.319.316

Participate Learning = 201 Sage Road, Suite 200
PO Box 3566, Chapel Hill, NC 27514
Invoice # 15275

2. School Improvement Plans were reviewed by principals
    - Bartlett Yancey Sr. High School = Decolia Carter
    - North Elementary = Avery Artis
    - South Elementary = Teresa Parker

Upon review, Vennie Beggarly moved, seconded by Nicole Smith, to approve all six school improvement plans as presented. The motion carried unanimously.

3. Laptops for Board Members (CDW-G Quote)

Discussion took place on how to proceed with beginning to use computers for board meetings. A quote from CDW-G was presented with costs for laptops for board members. It was questioned where the funding would be used. It was questioned if unused travel funds could be used and bring a budget amendment to the board. It was expressed that quite a bit of money is used on the paper copies and it may be cost efficient to proceed with paperless meetings. It was questioned if this could come from capital outlay budget. Mr. Stokes was unsure if this would be allowed due to certain restrictions; however, he will get

with the finance director and look into where funding can be used and will confirm with the board.

Lisa Johnson-Knight moved, seconded by Nicole Smith, to approve the quote with CDW-G in the amount of $7,327.31. The motion carried unanimously.

The timeframe for arrival is December and will look into options on how to proceed with board packet information.

4. Design Build Recommendation

Mr. Stokes shared information that was received from the request for quote for design build that was recently posted. A rubric was included with recommendation to use Brady. This will assist in the next steps for a facility plan and will also assist when applying for grants. In the past Brady has assisted with looking at a fresh air study and replacing and cleaning all coils in the schools. Mr. Stokes shared this will use a strategic budgetary approach and give a clean view of how to approach areas in need. It was questioned if there is a cost. Mr. Stokes shared there is no cost and it is free for the design build but a contract will be needed with company to move forward. This would be brought back to the board for approval. At this time, we need approval from the board to talk with them. Mr. Stokes stressed that no agreement would be approved until the information is brought to the board.

Trudy Blackwell moved, seconded by Nicole Smith, to approve the design build recommendation with Brady. The motion carried unanimously.

5. Calendar Committee Representative

Lisa Johnson-Knight volunteered to serve on the calendar committee.

Mr. Stokes shared information regarding calendar waiver question that was asked of him prior to the meeting. He read aloud calendar waiver guidelines and categories most schools how receive waivers fall under these categories. Last year it was suggested to see if our calendar could align with Piedmont Community College which would have students begin school a week earlier than normal. It was requested to talk to the calendar committee and get their input as well as reach out to the community by using a survey. It was also requested to include in the survey that there are consequences if we do not abide by the law and start early.

Other suggestions included having two calendars for the community to review and give input on. It was noted that other school districts provide two options to review and this may be a good way to receive input from parents. Mr. Stokes shared that one stipulation incudes that both semesters must be equal.

6. Supplemental Bonus Pay

Mel Battle shared that he has spoken with Mr. Stokes prior to this meeting regarding the supplemental bonus to clarify who would be receiving it. Mr. Battle shared that in the past the supplement given by the County Commissioners was for teachers which also included guidance counselors and nurses. He was not aware that when the word "all" was used it would include directors, principals and assistant principals. He was aware that the board wanted to do something for the classified and it was his understanding that was what was voted on and felt clarification was needed.

Joel Lillard concurred that he thought the additional money being used from fund balance was to go for classified employees and thought that was what the board voted on and was not aware it was to be used for the principals, directors and assistant principals. He shared that certified receive a low wealth supplement and the board recently approved the elementary and assistant principal bonuses and noted the high school and middle school principals receive another bonus and most recently directors received additional funding. Mel Battle confirmed that he was under the impression that the board voted for classified to receive the amount that was approved at the last meeting.

Mr. Stokes shared that when speaking with the commissioners and asking for the supplement it was expressed that all employees would receive something and the numbers that were given when presenting the budget were based on all employees. He wanted to make sure that he is being clear with what was shared with commissioners. Trudy Blackwell shared she thought all would get something as well and felt that was what was presented to the board. Joel Lillard shared that classified employees do not include everyone and the board has to use fund balance for classified to receive a bonus. These are the lower paid employees and that was the reasoning behind doing something for our classified employees. Nicole Smith questioned what would be the difference and Mr. Stokes shared if only classified were included the difference would be $14,762.79. Lisa Johnson-Knight suggested paying it this year and look at breaking it out next year. Nicole Smith also agreed noting that employees have been made aware and it would be difficult to go back and change at this point. Joel Lillard suggested removing the principals from the list and pay them the bonus that is set aside which would actually give them more noting that $3000 was given to elementary and $1500 to assistant principals and the high school and middle receive a separate supplement.

Joel Lillard moved, seconded by Nicole Smith, to pay the elementary principals and assistant principals the same bonus which was received last year and payment would be half now and half at the end of the year. The motion carried unanimously.

7. Cell Phone Policy # 4318

Joel Lillard shared that during the NCSBA conference one of the sessions was centered on cell phone and information was shared on middle schools who are not allowing the phones to be used at all during the day. He asked that this may be something the board wants to think about and bring back to the next meeting for approval.

V. SUPERINTENDENT UPDATES

- Mr. Stokes shared information regarding overview and recommendation for retesting.
- PTEC Signature School Breakfast is scheduled for December 11, 2025 and noted that South Elementary is the Signature School.
- Thanksgiving Break will take place next week.
- Remote learning plan and road closure school plan will be shared with the board.

VI. ATTORNEYS REPORT

None.

VII. BOARD MEMBER COMMENTS

Board members shared information on events they recently attended. All board members were complimentary on the excitement shared from principals and the growth that is being made within the schools. All attended the NCSBA Annual Conference and shared positive comments on sessions they attended. It was shared that it would be nice to do something at some point for our substitutes as they are a vital part of the school system.

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. Vennie Beggarly 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 the personnel listing as presented with omission of Item # 15. Vennie Beggarly moved, seconded by Nicole Smith. The motion carried unanimously.

Mr. Stokes recommended approval of Item # 15. Vennie Beggarly moved, seconded by Nicole Smith. The motion carried unanimously. (Mel Battle abstained himself from the vote).

Mr. Stokes recommended approval of principal pay at Bartlett Yancey Sr. High School for Decolia Carter, Interim Principal as presented. Joel Lillard moved, seconded by Nicole Smith. The motion carried unanimously.

Interim Principal Salary for Decolia Carter – Monthly $8,350 (retroactive pay to July 1, 2025). The pay will end when the interim position is no longer available with a 30-day notice. Interim Principal D. Carter will go back to Assistant Principal pay at the time of the end of the interim position (with 30-day notice) until the end of her Assistant Principal contract.

Resignations	
Bartlett Yancey Sr. High School	Michelle Inge, Social Studies Teacher = Eff. 10/21/25
	Antwain Cook, Head Football Coach = Eff. 12/1/25
NL Dillard Middle School	William O'Sick, 7th Grade Science Teacher = Eff. 10/31/25
	Casey Owen, Math Teacher = Eff. 11/28/25
Oakwood Elementary	Nancy Thompson, EC Resources Teacher = Eff. 11/30/25
Stoney Creek Elementary/South Elementary	Pamela Matherly, Music Teacher = Eff. 11/12/25
Retirement	
NL Dillard Middle School	Silvana Mazo, Media Specialist = Eff. 12/31/25
Employment	
NL Dillard Middle School	Laine Lockwood, School Nurse = Eff. 12/1/25
	MaKenna Plum, 7th Grade Science Teacher = Eff. 12/8/25
Oakwood Elementary	Julie Williams, EC Resource Teacher = Eff. TBD

Stoney Creek Elementary	Shelbia Battle, Interim Part Time School Nurse (20 hours per week) = Eff. 12/1/25
Employment - Coaches	
NL Dillard Middle	Julia Bowling, Wrestling Coach – Level 3 = Eff. 11/18/25
Rescinded Resignation	
Oakwood Elementary	Julie Williams, EC Resource Teacher = Eff. 11/6/25
Substitutes	
Effective 11/20/25	Tommy Crews
	Anthony Nunnally
	Lekisha Williams
	Kelley Dickerson – Child Nutrition
	Melissa Williams
	Ella Jones

Nicole Smith shared that during the NCSBA conference it was discussed how other systems handle meetings and some schools have wording included in their policies that board meetings cannot exceed a certain amount of hours. They made sure that the timeframe didn't interfere with recognitions, etc. She felt this was something that the board needs to look into to help with the timeframe of the meetings. It was shared that larger schools have committees in which business items are handled prior to board meetings which speeds up the process.

XI. ADJOURN

Joel Lillard moved to adjourn the meeting at 9:55 p.m., Vennie Beggarly seconded the motion and it carried unanimously. The motion carried unanimously.

The next regular meeting of the Board of Education will be held on December 8, 2025 at 9:00 a.m. in the Caswell County Schools Administration Building.

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Mel O. Battle
Chairman

Lance Stokes
Interim Superintendent