CASWELL COUNTY BOARD OF EDUCATION MINUTES
January 12, 2026

The Caswell County Board of Education met in regular session on Monday, January 12, 2026, at 9:00 a.m. in the Administration Building of Caswell County Schools. Members present: Chairman Mel Battle, Vice Chair Joel Lillard, Lisa Johnson-Knight, Nicole McGhee, Nicole Smith, and Trudy Blackwell. Others present include Interim Superintendent Lance Stokes (remotely), Brook Underwood, Jane Frazier, Sara Broadwell, Alan Poteat, John Berdine, Shannon Moretz, 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*). Vennie Beggarly arrived at 10:20 a.m.

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 Lisa Johnson-Knight, to approve the minutes of the December 15, 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 contract extension for Interim Superintendent through March 8, 2026. Nicole McGhee moved, seconded by Lisa Johnson-Knight, to approve the agenda as presented with changes as noted. The motion carried unanimously.

I. D. ANNOUNCEMENTS

- Interim Superintendent Lance Stokes shared recognitions will be made to bus drivers. Transportation Director John Berdine recognized the following:
    - Sarah Lee and Steve McGowan (August/September)
    - Sheila Maldonado and Paul Davis, Jr. (November)
    - Rosa Pressley and Karen Kennon (December)
- Mel Battle read aloud a thank you note from Romanda Smith-Graves in the recent loss of her mother.

I. E. PUBLIC COMMENTS

None at this time.

II. UNFINISHED BUSINESS

None at this time.

III. REPORTS

- Quarterly Reports were reviewed by Finance Director Brook Underwood

It was requested that a detailed listing be shared with the Board for landscaping.
It was requested that a Civic Center report be shared with the Board.

IV. NEW BUSINESS

1. Consent Agenda

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

Nicole Smith moved, seconded by Trudy Blackwell, to approve the consent agenda as presented.

Fundraising Requests for NL Dillard

- January Lollipop Sale (S. Chandler)
- February Valentine Carnations (L. Trent/M. Miller)
- March Quarter Auction (S. Chandler)
- April-May Plant Sale (S. Chandler)
- April-May Candy for Canines (S. Granado)

Professional Development – Interim Superintendent Lance Stokes
March 25-27, 2026 NCASA Conf. on Educational Leadership
Wilmington, NC

2. Handbook Changes for NL Dillard Middle School and Elementary

Based on recent changes to the Cell Phone Policy (Policy # 4318), changes are needed to the middle and elementary handbooks. Copies were shared with the proposed changes. It was noted the middle school's wording needs to be changed to reflect only middle school.

Upon review, Trudy Blackwell moved, seconded by Lisa Johnson-Knight, to approve the changes (with corrections for NL Dillard Middle) as presented. The motion carried unanimously.

3. Remote Learning Proposal

   Information was shared regarding a remote learning proposal in the event of inclement weather days. There were concerns with how certain classified staff could work at home during remote days based on their jobs (bus drivers, child nutrition) and felt it would be best to table this for a work session for further discussion.

   Joel Lillard moved, seconded by Nicole Smith, to table the remote learning proposal until the next work session. The motion carried unanimously. It was also shared that if inclement weather occurs before being discussed at the work session that the current proposed plan could be used.

4. Budget Amendment # 2

   Finance Director Brook Underwood reviewed Budget Amendment # 2. There was discussion with moving money from fund balance when it could possibly be used from other line items that have not been used. Concerns were discussed with the HVAC and plumbing costs and reimbursement from the county. Finance Director shared that it was best to submit the invoices all at once when the work is complete. Discussion continued regarding the balance left in capital expense and the amount that the county commissioners have. Finance Director shared most of the line items that have not been used are budgeted and the amount from the commissioners has been earmarked for particular repairs.

   A listing was shared with the capital outlay items. Board Attorney Ron Bradsher shared that when doing the budget next year, the board should try to negotiate having the funding the commissioners are using this year. The situation now takes away the boards options of how to use the funding because it has been allocated for specific items on what they are aware of.

   Upon further discussion concerning contingency line item and fund balance, Joel Lillard moved, seconded by Trudy Blackwell, to approve Budget Amendment # 2 with the amount of $11,862 to be moved from operational to contingency for emergencies. The motion carried unanimously. Finance Director will make changes as noted.

CASWELL COUNTY SCHOOLS **BUDGET AMENDMENT # 2**

Caswell County Board of Education made the following resolution:

Be it resolved that the following amendments be made to the
Budget Resolution for the fiscal year ending June 31,2026

#	Account Code	Description	Debit	Credit
1	4 6500 000 000 000 000 00	Operational	11,862.00	
	4 8500 000 000 000 000 00	Contingency		11,862.00

1 Additional funds needed for supplement for all staff

Funding Source: Local

Total appropriation in current budget:	**$556,800**
Amount of increase/decrease of amendment:	**$0**
Total appropriation in amended budget:	**$556,800**

Passed by majority vote of the Caswell County Board of Education
on the 12th day of January 2026

5. Budget Amendment # 3

Finance Director Brook Underwood reviewed Budget Amendment # 3 which used fund balance for the supplements that were given in December to classified employees. Lisa Johnson-Knight moved, seconded by Trudy Blackwell, to approve Budget Amendment # 3 as presented. The motion carried unanimously.

CASWELL COUNTY SCHOOLS **BUDGET AMENDMENT # 3**

Caswell County Board of Education made the following resolution:

Be it resolved that the following amendments be made to the
Budget Resolution for the fiscal year ending June 31,2026

#	Account Code	Description	Debit	Credit
1	2 4910 000 000 000 000 00	Fund Balance	91,188.61	
	2 5100 000 000 000 000 00	Supplement		91,188.61

1 Additional funds needed for supplement for all staff

Funding Source: Local

Total appropriation in current budget:	**$3,812,326**
Amount of increase/decrease of amendment:	**$91,189**
Total appropriation in amended budget:	**$3,903,515**

6. Calendar Survey

A draft copy of the calendar survey was shared with the board noting that this will go out with two draft calendars from the calendar committee for review and input. The plan is to bring the recommendation at the next board meeting. A traditional calendar and an early start calendar will be the options for input. It was questioned if the public is aware that there is a possibility that funding could be cut if the early calendar is approved. It was shared that information is listed on the calendar survey.

V. SUPERINTENDENT UPDATES

- Mr. Stokes shared information regarding joint meeting with the Board of County Commissioners scheduled for Tuesday, January 13, 2026 at 6:00 p.m. at the Gunn Memorial Library.
- The high school is taking exams this week and they have done a great job sharing the dismissal protocols with parents and students.
- Joel Lillard asked if information can be shared on the website listing the grant received for Oakwood and possibly share a list of the specifics as there is some confusion in the community with what the money is going to be used for.

VI. ATTORNEYS REPORT

None.

VII. BOARD MEMBER COMMENTS

Board members shared information on events they recently attended as well as sharing thanks to the staff for all they do and wishing students good luck on the exams.

(Vennie Beggarly arrived at this time = 10:20 a.m.)

Nicole Smith asked a question regarding the protocol for adding a structure to the high school and questioned who has to approve this. Interim Superintendent Lance Stokes shared it should come from the Athletic Director and Principal to the Superintendent. It has to be cleared that it does not impede with any operations and safety concerns.

Nicole Smith questioned the timeframe that teachers are to take when they are out and asked if it is in four hour or eight hour increments. Interim Superintendent shared that their time is the same as before for teachers and is different for classified teachers.

Nicole Smith requested that at the next work session the board look into the metal detectors noting that one brand has had lawsuits against the company and wasn't sure if this is something we need to look into.

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. Lisa Johnson-Knight seconded the motion. The motion carried unanimously.

X. PERSONNEL LISTING

Mr. Stokes recommended approval of the personnel listing as presented. Vennie Beggarly moved, seconded by Nicole Smith. The motion carried unanimously.

Mr. Stokes recommended approval of the hiring process for coaches as presented. Lisa Johnson-Knight moved, seconded by Nicole Smith. The motion carried unanimously.

Trudy Blackwell moved, seconded by Nicole McGhee, to approve the contract extension for Interim Superintendent Lance Stokes through March 8, 2026. The motion carried unanimously.

Resignations	
Bartlett Yancey Sr. High School	Ronald Dixon, Asst. Principal = Eff. 2/10/26
	Caitlyn Lassiter, Head JV Cheer Coach = Eff. 2/14/26 (will remain in her current position – resigning as coach only)
South Elementary	Noemi Graham, 1st Grade Teacher = Eff. 1/10/26
Retirement	
NL Dillard Middle School	Mel Glidewell Brown, Custodian = Eff. 4/30/26

Employment	
Central Office / AIG Dept.	Annabelle Jones, AIG Specialist Support Coordinator = Eff. 2/16/26
Substitutes	
	Erin Morgan (Long Term Media Sub for Stoney Creek) = Eff. 1/14/26
Monthly Supplement for School Psychologist = Monthly Cost to the district = $916.67 (Total $5,500.02) Fund 8 (restricted balance rate per month for 6 months – through 6/30/26)	

XI. ADJOURN

Joel Lillard moved to adjourn the meeting at 1:15 p.m., Trudy Blackwell seconded the motion and it carried unanimously. The motion carried unanimously.

The next regular meeting of the Board of Education will be held on January 26, 2026, at 5:30 p.m. in the Caswell County Schools Administration Building.

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Mel O. Battle
Chairman

Lance Stokes
Interim Superintendent