

Perquimans County Board of Education
Regular Session – June 29, 2015

The Perquimans County Board of Education met in regular session on Monday, June 29, 2015, at 6:00 p.m. in the administrative offices of Perquimans County Schools in Hertford, North Carolina. Board members Susan Cox, Arlene Yates, Ralph Hollowell, Amy Spaugh, and Anne White were in attendance. Steven Magaro participated remotely via speaker phone.

Board Chair Susan Cox called the meeting to order. Ralph Hollowell led the audience in reciting the Pledge of Allegiance and Arlene Yates opened the meeting with a word of prayer.

Special Recognitions

King's Dominion Roller Coaster Competition Winners

Dr. Stallings recognized the 2015 King's Dominion Roller Coaster Competition winners from Hertford Grammar School. Led by Mrs. April Benton, the Overall Elementary Division winners included Jewel Benton, Colby Brown, Belle Pierce, and Mason Byrum. The "Most Creative" Award winners included Chloe Sehlmeier, Alyssa Montgomery, Jaden Sawyer, and Arabella Brunzelle.

Dr. Stallings recognized the winners from Perquimans County High School. The Overall High School Division winners included Kelly Hoeltzel, Katelynn Stokely, Caden Trueblood, and Will Berry. The "Most Thrilling" Award winners included Josh Parker, Jordan Chappell, Kenya Downing, and Hayley Cauley. These AP Calculus students were led by Mrs. Kim Tyson.

On behalf of the Board of Education, Dr. Stallings presented each student with a certificate of recognition for their award-winning efforts in the 2015 King's Dominion Roller Coaster Competition.

Presentation of Check for Literacy Program in Perquimans County Schools

Rising Junior Charles Maus presented a check for \$600.53 to Superintendent Stallings and the Board of Education for the literacy program in Perquimans County Schools. Charles collected this money as a part of his Eagle Scout Project, "Run the Maze Fun Run," which was held June 6, 2015 at 7:00 p.m. at the Perquimans County Recreation Center. The project was inspired by the book, *The Maze Runner*, by James Dashner. Charles will be attending the North Carolina School of Science and Math in the fall.

NCHSAA Bob McRae Superintendent of the Year Award

Board Chair Susan Cox presented Superintendent Dwayne Stallings with the Bob McRae Superintendent of the Year Award which was presented recently to Dr. Stallings by the North Carolina High School Athletic Association (NCHSAA). This prestigious award is given to the superintendent contributing the most to high school athletics. Ms. Cox noted that Dr. Stallings has served a six-year term on the NCHSAA Board of Directors as well as other statewide committees, including the appeals committee for the NCHSAA.

Approval of Minutes

Upon motion by Ralph Hollowell and seconded by Amy Spaugh, the Board voted unanimously to approve the minutes of the May 26, 2015 regular session as presented.

Approval of Agenda

Upon motion by Arlene Yates and seconded by Steven Magaro, the Board voted unanimously to approve the agenda as presented.

Consent Agenda

Upon motion by Amy Spaugh and seconded by Arlene Yates, the Board voted unanimously to approve the Student Transfer Requests Report for June 29, 2015, as presented. In regard to a question about the new charter school in Elizabeth City, the Northeast Academy of Aerospace and Advanced Technologies, Dr. Stallings noted there are 18 slots available for students from Perquimans County. Eighteen students would equate to one classroom teacher for our district. The district has not received any confirmations from students that they have been accepted or from the charter school about students from Perquimans County who would be attending. Board Member Amy Spaugh suggested that the district reach out to the charter school and be proactive in obtaining this information.

Upon motion by Arlene Yates and seconded by Amy Spaugh, the Board voted unanimously to approve the Personnel Summary Report for June 29, 2015, without the cross country coach vacancy, which has already been filled. When asked about where the district is in the interview process for vacant positions, Dr. Stallings noted that interviews are being conducted; however, some positions receive more applications than others. In regard to the teacher/basketball coach vacancy, Dr. Stallings noted it would be good if the candidate is versatile in his/her repertoire.

Public Hearing / Requests from the Public

None

Unfinished Business

Policy Updates – Spring 2015

Upon motion by Amy Spaugh and seconded by Anne White, the Board voted unanimously to adopt the following policy updates for Spring 2015 as presented:

1610/7800	Professional and Staff Development
1750/7220	Grievance Procedure for Employees
2110	Board Member Elections
2321	Closed Sessions
2610	Board Attorney
3220	Technology in the Educational Program
3300	School Calendar and Time for Learning
3450	Class Rankings
3460	Graduation Requirements
3470/4305	Alternative Learning Programs/Schools
3620	Extracurricular Activities and Student Organizations
4152	Unsafe School Choice Transfer
4400	Attendance
5022	Registered Sex Offenders
5024/6127/7266	Emergency Epinephrine Auto-Injector Devices
6000	Support Services
6230	School Meal and Competitive Foods Standards
6410	Organization of the Purchasing Function
7810	Evaluation of Licensed Employees
8510	School Finance Officer

Remote Participation by Board Members

Board members received information compiled by Board Member Steven Magaro regarding a proposed policy for remote participation. The document addressed authority, guidelines, restrictions, and remote participation etiquette, and provided references for the information provided in these areas. The Board discussed whether the person participating remotely would be counted present when determining a quorum. The Board also discussed whether a request to the Board Chair at least 3 days prior to the meeting would be necessary to participate remotely. Mr. Magaro noted that this number was taken from another board's policy and could be changed. Mr. Magaro also mentioned the expectation for public officials to be engaged, not so much with their physical presence, but the expectation for the official's voice to be heard. Ms. Cox, Mr. Hollowell, and Mrs. Yates voiced their opinions on the importance of board members being physically present for board meetings. Mr. Magaro noted that the Board is discussing a posture change and there is no precedent for this paradigm change. Dr. White stated it appeared there were two issues to be resolved—the definition of a quorum and the 3-day advance notice requirement. She stated perhaps 24 hours or as soon as possible would be sufficient notice. Amy Spaugh mentioned that the district could explore using WebEx or some other similar application so that remote participants could see exactly what the other board members were seeing, as well as having a dedicated 1-800 number for the remote participant to use. It was the consensus of the Board to hand this matter to Attorney Rachel Hitch of Schwartz & Shaw for guidance. Ms. Hitch stated she would prepare this information in advance of the Board's next meeting to include in the board packet.

New Business

Timeline and Overview of Process for Superintendent Search

Dr. Edwin West, Jr. and Ms. June Gray were on hand to present a proposed timeline and overview of the process for the superintendent search. Dr. West discussed establishing the search criteria, the application, soliciting quality candidates, processing of applications, selecting semi-finalists, interviews, selection by the Board, the post selection process, and the search process evaluation. He also provided a summary of these items in the form of a timeline. Upon motion by Amy Spaugh and seconded by Arlene Yates, the Board voted unanimously to accept the proposed timeline for the superintendent selection process with the exception of the interview dates of November 17-18 which conflict with the North Carolina School Boards Association annual conference.

Child Nutrition Bids

Child Nutrition Director Donna Harris presented the bids for the new school year. Upon motion by Arlene Yates and seconded by Amy Spaugh, the Board voted unanimously to approve the following bids for food & supplies, milk and water/juice to be provided to the Child Nutrition Program for the upcoming school year as presented: food & supplies – Sysco Food Service/Hampton Roads; milk – Pet Dairy; bread – Flowers Baking Company; water and bottled juice – Pepsi Bottling Ventures; and produce – Greenville Produce.

Meal Price Increases

Mrs. Harris explained that an increase in the lunch prices for 2015-2016 was required by Perquimans County Schools' participation in the National School Lunch Program. Mrs. Harris also requested an increase in breakfast prices as it had been many years since the price of breakfast had increased while food prices have continued to rise. After some discussion about why teachers are charged a la carte for their meals, and why teachers can't get a larger portion size for the amount that pay, the Board took the following action. Upon motion by Anne White and seconded by Amy Spaugh, the Board voted unanimously to approve a lunch and breakfast meal price increase of \$.10 per lunch and \$.10 per breakfast for the 2015-2016 School Year as a result of computing the USDA Paid Lunch Equity Tool as required by Perquimans

County Schools' participation in the National School Lunch program. When asked about the cost for a "super-size" lunch, the Board decided it would take up this issue at a later date.

Request to Change Payroll Method for Child Nutrition

Mrs. Harris explained that Child Nutrition (CN) employees are currently being paid on a type of annualized salary formula that prepays them for time not yet worked. Mrs. Harris proposed paying CN employees after the time they work, just as bus drivers are paid, making them hourly employees effective August 2016. She explained that CN employees currently receive a full pay check on the first student day in August, although CN has not generated any revenue to match the pay. This creates a hardship for the CN program in August and September. Other disadvantages to prepayment include leave taken does not match the pay period and employees may be paid for inclement weather days that are not made up. Board members asked several questions of Mrs. Harris. When asked about what other districts are doing, Mrs. Harris stated that Edenton-Chowan uses an annualized salary formula, but was not sure what others are doing. She said if employees were paid hourly, they would not receive a check in August. They would receive a partial check in September and a full check in October. Mrs. Harris said there are currently 23 full-time cafeteria employees who work 6 hours per day. They are paid \$10.47 per hour, compared to the average pay for CN employees in this area which is \$8.87 per hour and the current minimum wage which is \$7.25 per hour. Mrs. Harris stated in this proposal the number of days per pay period would vary; however, she assured board members that all benefits would remain the same and there would be no pay cut for these employees. Some board members expressed their concerns with this proposal while others believed that it would be a good business practice to follow. Amy Spaugh made a motion to approve paying Child Nutrition employees after they have worked, thereby making them hourly employees, effective the 2016-2017 school year. Since there was no second to the motion, the motion failed.

Federal / State Programs

Director Brenda Dail presented the 2015-2016 Title I Plan, Title I Focus Plan, Rural Low-Income Schools (RLIS) Plan, and Title II Plan. Mrs. Dail provided information about the purpose, goals, and programs and services offered through these funds. The following action was taken regarding the proposed plans.

Upon motion by Ralph Hollowell and seconded by Amy Spaugh, the Board voted unanimously to approve the 2015-2016 Title I Plan as presented.

Upon motion by Ralph Hollowell and seconded by Arlene Yates, the Board voted unanimously to approve the 2015-2016 Title I Focus Plan as presented.

Upon motion by Arlene Yates and seconded by Amy Spaugh, the Board voted unanimously to approve the 2015-2016 RLIS Plan as presented.

Upon motion by Ralph Hollowell and seconded by Amy Spaugh, the Board voted unanimously to approve the 2015-2016 Title II Plan as presented.

Mrs. Dail also presented the Academically or Intellectually Gifted (AIG) Plan Interim Report to the North Carolina Department of Public Instruction for Spring 2105. The report provided the implementation status of the current local AIG plan, which is in effect 2013-2016 and approved by the Board of Education. The plan included six standards, along with the focused practice, implementation status and justification for each standard. This document was provided for information only. No action was needed.

Budget Amendments

Upon motion by Amy Spaugh and seconded by Arlene Yates, the Board voted unanimously to approve the following budget amendments as presented:

1. State Public School Fund – Budget Amendment #9
2. Local Current Expense Fund – Budget Amendment #4
3. Federal Grants Fund – Budget Amendment #6
4. Other Specific Revenue Fund – Budget Amendment #6

Finance Officer Candy Tilley noted that the Local Current Expense Fund was overspent by \$100,000.00. Of that amount, the district will accrue approximately \$45,000.00 in utilities costs. Other items include the costs for substitute custodians, strategic plan, retirement payout, legal fees, and unemployment. Dr. Stallings stated unexpected costs such as these are the reason for having fund balance. Mrs. Tilley noted the fund balance is now at approximately \$520,000.00.

Continuation Budget Resolution

Upon motion by Ralph Hollowell and seconded by Amy Spaugh, the Board voted unanimously to approve the 2015-2016 Continuation Budget Resolution as presented.

Insurance

Upon motion by Amy Spaugh and seconded by Anne White, the Board voted unanimously to enter an agreement with the North Carolina School Boards Trust for Errors and Omissions / General Liability Fund Contribution for 2015-2016 as presented.

Upon motion by Ralph Hollowell and seconded by Anne White, the Board voted unanimously to enter an agreement with Surry Insurance for automobile insurance for 2015-2016 as presented.

Upon motion by Arlene Yates and seconded by Amy Spaugh, the Board voted unanimously to enter an agreement with Surry Insurance for garage insurance for 2015-2016 as presented.

Upon motion by Ralph Hollowell and seconded by Anne White, the Board voted unanimously to enter an agreement with Surry Insurance for worker's compensation insurance for 2015-2016 as presented.

Upon motion by Anne White and seconded by Ralph Hollowell, the Board voted unanimously to enter an agreement with American Advantage Marketing Group for student accident and athletic coverage for 2015-2016 as presented.

2015-2016 Board Meeting Calendar

Upon motion by Anne White and seconded by Amy Spaugh, the Board voted unanimously to adopt the proposed 2015-2016 board meeting calendar as presented.

Superintendent's Report

Bus Drivers with Perfect Attendance

Dr. Stallings presented the bus drivers' perfect attendance report for May 2015. There were 13 employees with perfect attendance for the month of May and 7 with perfect attendance for the year: Maebelle Leigh, Sheneka Whidbee, Angela Hedgepeth, Lillie Simpson, Faye Riddick, Janice Butts, and D'Mondrae Downing.

Board Chair's Comments

None

Announcements

- Regular Board of Education Meeting, Monday, July 27, 2015, at 6:00 p.m., at the Board of Education Building. This is the organizational meeting of the Board. The chair and vice-chair will be elected at this meeting.
- Ms. Cox also asked board members to keep in mind the timeline for the superintendent search.

There being no further business, the meeting was adjourned at 8:46 p.m.

Susan B. Cox, Board Chair

Dwayne K. Stallings, Superintendent