

**Perquimans County Board of Education**  
**Regular Session – April 22, 2024**

The Perquimans County Board of Education met in regular session on Monday, April 22, 2024, at 6:00 p.m. in the boardroom at the Central Office. Audio access was available to the public by dialing a telephone number and entering a meeting ID and passcode.

Board Chair Russell Lassiter called the meeting to order. He led the audience in reciting the Pledge of Allegiance to the American Flag and had prayer.

Board members present: Board Chair Russell Lassiter (in person), Kristy Corprew (in person), Dr. Anne White (in person), Leary Winslow (in person), and Matt Winslow (in person). Vice Chair Arlene Yates was not able to attend.

**Approval of Agenda**

Upon motion by Matt Winslow and second by Kristy Corprew, the Board voted unanimously to approve the agenda as presented.

**Special Recognitions**

On behalf of the Board, Superintendent Dr. Tanya Turner recognized the following:

**NC Farm to School Calendar Art Contest**

Violet Pollock, a 5<sup>th</sup> grade student at Hertford Grammar School, received Honorable Mention in the 2024 NC Farm to School Calendar Art Contest. HGS Art Teacher Robin Copeland submitted her work. Violet was one of over 3,600 entries from 56 counties in the state. Her artwork will be featured on the North Carolina Department of Agriculture & Consumer Services website.

**College of The Albemarle's Magazine, *Estuaries***

Jocelyn Jennings and Kendra Graham had their work published in the College of The Albemarle magazine, *Estuaries*, Jocelyn for Visual Arts and Kendra for Poetry and Literary Arts. Jocelyn and Kendra are students currently participating in College of The Albemarle's dual enrollment program at Perquimans County High School.

**North Carolina School of Science and Mathematics**

Kendyl Moreland was recently accepted to the North Carolina School of Science and Mathematics. She will be attending the Morganton campus in the fall. Kendyl is a 10<sup>th</sup> grade student who is in FFA and the Beta Club. She is AIG in Math and Reading and has earned all A's while in high school thus far. She plays soccer and volunteers at Camp Cale and her church. She hopes to go to UNC CH and become a pharmacist.

**North Carolina Teaching Fellows**

Perquimans County High School Senior Vivien Lane and Perquimans Central School Teacher Assistant Megan Ferraraccio have been named recipients of the North Carolina Teaching Fellows Award. Vivien has been involved in many different clubs and organizations in high school, the most active being the theater arts program, which has shaped her desire to become a theater art teacher. She co-directed the play, "Little Women," and participated in a theater internship in the fall. She hopes to earn a degree in arts education (performing arts). Megan has an Associates Degree in Applied Science in Early Childhood Education from College of The Albemarle and is enrolled at East Carolina University online to pursue a bachelor's degree in Elementary Education which she will complete in May 2025. She will begin her student teaching internships this coming school year.

### Doctorate Degree

Dr. Sabrina Sears is an assistant principal at Perquimans County Middle School. She successfully defended her dissertation on April 11, 2024. She has an Ed.D. in Administration & Supervision, Elementary Education from Liberty University (2023); IPD Cadre Graduate from NCAE Educators of Color Cohort 2 (2022); M.Ed. in Education Administration & Supervision from Liberty University (2018); and M.S. in Education from Capella University (2013). Prior to coming to Perquimans County, Dr. Sears taught K-5 Exceptional Children, 6<sup>th</sup> Grade Science/Math, 4<sup>th</sup> Grade Reading, and 5<sup>th</sup> Grade Science/Social Studies.

### Approval of Minutes

Upon motion by Kristy Corprew and second by Matt Winslow, the Board voted unanimously to approve the minutes for the March 25, 2024 regular session with revisions and the April 8, 2024 joint budget work session as presented.

### Consent Agenda

None

### Public Hearing / Requests from the Public

- Tammy Miller-White stated that the NAACP received the letter of response from the Board regarding naming the track. She said that type of fundraising activity is not within the scope and mission of the NAACP; however, fundraising could be done by community leaders and individuals.
- Connie Brothers, a 1983 graduate of Perquimans County High School, spoke about naming the track for Captain Shirley Wiggins. She asked for more details about the sign and the storage building that would be purchased with the \$50,000 required by the Board.

### Unfinished Business

None

### New Business

#### Presentation – Strategic Plan Update: Strategic Priority 4

Chief Academic Officer for Curriculum and Instruction Trisha Brickhouse presented an update on the 2020-2024 Strategic Plan, Strategic Priority 4, which is to recruit, retain, and support effective and diverse teachers and school leaders.

Action Step 4.1 was to decrease the district's teacher turnover rate by 10% annually. She noted that the turnover rate is measured from March to March and included data for 2018 through 2022.

Action Step 4.2 was to provide high-quality comprehensive mentoring and induction support for novice teachers in their first three years of teaching to increase both their effectiveness and their retention. 90% of BTs will be green on the teacher effectiveness model after year three. Mrs. Brickhouse provided information about BTs for 2021 through 2023.

Action Step 4.3 was 100% of teachers will receive specific and timely feedback on instructional practice through weekly walkthroughs conducted by their school administrators. Walkthrough data was provided for 2022-2023.

Action Step 4.4 was educators or leaders of color will attend a minimum of 3 recruitment fairs at HBCUs or speak with education majors prior to career fairs annually to develop relationships or partnerships. Mrs. Brickhouse provided information on recruiting events for 2019 through 2024.

Action Step 4.5 stated by 2024, 25% of students enrolled in PCHS's CTE Early Childhood career pathways will attend COA or a university partner for teacher education. Data was provided on enrollment in pathway and attending college teacher education program for 2020-2021 through 2023-2024.

Action Step 4.6 stated 100% of current principals, assistant principals will participate in professional development and leadership opportunities provided by the district. Professional Development for 2023-2024 was listed, along with the dates, topics and audience for each.

Action Step 4.7 stated 100% of the teachers in Perquimans County Schools with four or more years' experience will meet or exceed growth expectations annually. Data was provided for 2022-2023 EVAAS growth by school for Exceeded Growth, Met Growth, Did Not Meet Growth, # of Teachers and/or Content Areas, and Percent of teachers and/or content area meeting or exceeding growth.

Mrs. Brickhouse said this wraps up the life of this Strategic Plan which ends this year. There is a team working on a new Strategic Plan with specific goals and action steps for another five years.

#### Community Eligibility Provision vs Traditional National School Lunch Program

Director of School Nutrition Kimberly Cullipher said the purpose of her presentation was to provide an update on the Community Eligibility Provision Program which started this year and discuss the future of the program. Her presentation included information about Community Eligibility Provision (CEP) vs. Traditional National School Lunch Program. Perquimans County Schools qualify for a 4-year period to offer the CEP program. Updated numbers are reported annually; however, the previous year's numbers may be used if those numbers are a better qualifying number. All schools were grouped into the program under last year's two qualifiers (PCS and HGS) so that all schools could eat at no cost.

Ms. Cullipher explained in detail the benefits of the Community Eligibility Provision Program, financial obstacles, and possible solutions. During her presentation she entertained questions from board members. She provided SY 23-24 ISP Numbers and data for each school comparing Traditional Claiming vs. CEP Claiming. The data showed that CEP Claiming provides greater reimbursement for Perquimans Central School. Traditional Claiming provides greater reimbursement for Perquimans County High School, Herford Grammar School, and Perquimans County Middle School. A chart illustrating the difference between Traditional and Community Eligibility Provision projection, at the same participation rate, showed an estimated total amount of \$72,139.15 in local funds that would be required to operate CEP next school year. All students would eat at no cost. After presenting this information, Ms. Cullipher asked the Board how it would like for her to proceed for next school year.

When asked about continuing the program, Ms. Cullipher explained that School Nutrition generates its own money. Participation numbers and reimbursement rates are higher than they have ever been, however, food costs are up 45% and labor costs are up. The additional funds would be needed to supplement the program so that the district could continue to feed all students at no cost.

Dr. Turner stated it appears that the district will break even this school year. She mentioned that the projected dollar amount needed to operate the CEP program next year may not be that high if Perquimans Central School is added to it since that school is profiting. The \$72,000 amount is a worst-case scenario.

After additional discussion, questions, and comments, the Board took the following action. Upon motion by Dr. Anne White and second by Leary Winslow, the Board voted unanimously to remain in the CEP program for the next academic year and monitor its progress.

## Finance

### Monthly Financial Report

Chief Finance Officer Mr. Rube Blanchard presented the Expense-Budget Analysis (YTD) for April 2024. The benchmark was 83%, with 71% actually spent YTD (excluding new school construction). The report was run on April 16, 2024, and did not include the April payroll or expenditures paid after that date. He also showed the budget summary sorted by 2-digit purpose code with the same information. The Capital Outlay report for April showed a balance of \$32,019.17 for general repairs. The balance of the Public School Building Capital Fund Lottery Fund was \$706,322.66, which included lottery revenue and interest for February 2024. The balance of the Public School Building Capital Fund Public School Building Repair & Renovation Fund (PSBRRF) was \$1,075,501.30. The balance of the Public School Building Capital Fund Needs Based Lottery Fund Project Allocation, the funding source for the new school, was \$36,005,362.16.

### Proposed Budget Request for Fiscal Year 2024-2025

Mr. Blanchard presented the proposed budget request for fiscal year 2024-2025 that will be presented to the County Commissioners next Thursday night. He highlighted two items that had changed since meeting with the Commissioners: (1) added \$21,019 due to a reduction in the Low Wealth Supplemental Funding; and (2) removed \$22,305 for PQ Ambassador Instructor due to the Education Foundation receiving a grant to cover the cost of this position. Therefore, the amount of additional funding requested changed from \$392,897 to \$391,611. The total request for General (Local) Funding was \$3,781,157, an addition of \$391,611 from the current year's funding. The total request for Capital Outlay Funding was \$235,000; no additional funding was requested for FY 2024-2025. Other information included in the request was the proposed budget for 2024-2025 by Purpose Code, detail of the additional amount requested for local funds, Capital Outlay Revenue, State Funds by Purpose Code, Federal Funds by Purpose Code, Child Nutrition Funds and Other Special Funds. Upon motion by Matt Winslow and second by Dr. Anne White, the Board voted unanimously to adopt the proposed budget request for fiscal year 2024-2025 as presented.

### Superintendent's Report

Dr. Turner provided the following report.

- Enrollment: PCS – 412/40 Pre-K; HGS – 392; PCMS – 372; PCHS – 517 (14 early graduates not included); Total 1693 (without 14 graduates) /1707 (with 14 graduates)
- Vacancies: 2 Receptionists (HGS & PCS); Chief Finance Officer, Elementary Teachers (PCS & HGS); Music Teacher (PCS); Science (PCHS); Social Studies (PCHS); PE Teacher (TBD); 2 Math Teachers (PCHS); ELA Teacher (PCHS); HVAC; Electrician; Media Coordinator (PCHS); Custodian (HGS); Groundskeeper/Painter; Fire Tech Teacher (PCHS); Middle School Math
- Mr. Bunch and Mrs. Miller have been working on the Supplemental Grant Application that has to be submitted by June 30, 2024 (for the new intermediate school). Dr. Turner said she had a phone conversation with Catherine Truitt who told her the district will get the \$12 million which includes the \$3.1 million. A district cannot get more than \$12 million according to the statute. Dr. Turner has shared this information with Frank Heath. Catherine Truitt did not win the primary so she will not be on the ballot in the November election. Hopefully, this will not prevent our district from getting this money.
- New Intermediate School Update
  - The Design Development Phase of planning for the new school has been completed and plans reviewed with staff.
  - Staff comments are being incorporated into the Construction Documents and these documents are in the process of being completed for submission to various agencies for review. The review process among the various agencies will take several weeks, and there will likely be resubmissions required for some of them.
  - On the building site, the final geotechnical exploration work has been completed and the draft reports are being written for review by our consulting engineers. This data will be used for the building foundation design and also to estimate the amount of earth fill needed for the site.

- The site topographic and utilities survey was received in February. The sewer depth on the road is sufficient for the school and outbuildings to avoid a sewer lift station, however, it is likely that a fire pump and ground level water storage tank will be required for the automatic sprinkler system which is required for all new schools.
- The wetlands consultant has received all information necessary and has applied to the Corp of Engineers for a Jurisdictional Determination of the wetlands found on the property. We do not impact any of the wetlands with our development plans.
- Our traffic consultant is in the process with obtaining data to share with NCDOT, to complete the study required for the project and recommend traffic patterns, road improvements, and storage for loading and unloading of students.
- PQ Ambassadors had the opportunity to participate in the ribbon cutting for the River Boat that came to Perquimans on Friday. They will be volunteering for the Miracle League that is taking place on May 11<sup>th</sup> at the Perquimans County Recreation Department. After it starts in May, it will continue for each Saturday in May and a few Saturdays in June. The Miracle League is the league that allows Exceptional Children to play baseball together. Each baseball player has a buddy that plays with them and helps them with running the bases and fielding the ball. Coach Rob will have some of his baseball players participate in that as well.
- In regard to the PQ Ambassadors Grant, Chief Human Resources Officer Dr. Shawn Wilson and Dr. Turner went to Raleigh to the UNC office on Thursday of last week. The terms of the grant have changed out of their control, but in the control of the lawmakers and legal counselors. The \$55,000 can no longer be used for scholarships. It has to be used strictly to further the Teaching Fellows Scholarship Program. They are trying to market the program to entice more students to apply to be a teacher. The money is supposed to be used to get students interested in the teaching profession. The money can be used to pay for the instructor, field trips to college campuses, guest speakers, supplies, and to supplement the Teaching Fellows Scholarship that students actually receive. It cannot be given to a non-Teaching Fellow. Dr. White expressed her thanks to Dr. Turner, Mr. Bunch, and the leadership team for all they do for our school system, especially for the grants.

### **Board Chair's Comments**

Mr. Lassiter thanked the Board for completing the ethics training by the deadline. Dr. White said the training mentioned that it was a misdemeanor to take closed session information out of closed session.

### **Announcements**

- Formal Budget Presentation to County Commissioners – Thursday, May 2, 2024 at 8:00 p.m. at EMS Auditorium. Board members are welcome to attend to support the administration as they present our budget needs to the Commissioners.
- Regular Board of Education Meeting – Monday, May 20, 2024 at 6:00 p.m. in the PCHS Gym for special recognitions, followed by board meeting at the Central Office

### **Closed Session**

Upon motion by Kristy Corprew and second by Matt Winslow, the Board voted unanimously at 7:26 p.m. to enter closed session pursuant to N.C. General Statute 143.318.11(a)(1) and (6) to consider closed session minutes, student transfer requests, and personnel matters.

### **Return to Open Session**

Upon motion by Leary Winslow and second by Matt Winslow, the Board voted unanimously at 7:48 p.m. to return to open session.

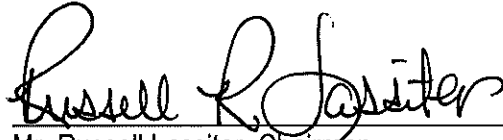
**Personnel Summary Report**

Upon motion by Leary Winslow and second by Kristy Corprew, the Board voted unanimously to approve the Superintendent's recommendations regarding personnel items as presented.

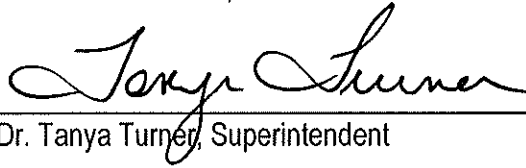
Dr. White mentioned that the Conference Track Meet will be held on Tuesday, April 30<sup>th</sup> at 12:00 noon at home if anyone would like to attend.

**Adjournment**

There being no further business, the meeting was adjourned at 7:51 p.m.



Mr. Russell Lassiter, Chairman



Dr. Tanya Turner, Superintendent