

Perquimans County Board of Education
Regular Session – January 27, 2014

The Perquimans County Board of Education met in regular session on Monday, January 27, 2014, at 7:00 p.m. in the administrative offices of Perquimans County Schools in Hertford, North Carolina. Board members in attendance included Walter Leigh, Susan Cox, Steven Magaro, Wallace Nelson, and Arlene Yates. Ralph Hollowell was absent, but participated in the meeting via speaker phone.

Board Chair Walter Leigh called the meeting to order. Chairman Leigh led attendees in reciting the Pledge of Allegiance to the American Flag and opened the meeting with a word of prayer.

Special Recognitions

Superintendent Dr. Dwayne Stallings and Director of Maintenance Jonathan Nixon recognized the custodians from each school for earning a Grade “A” rating on the recent quarterly custodial inspection. Perquimans Central School received the highest rating with a score of 99. The following custodians were recognized for their efforts in keeping our schools clean and safe:

Perquimans Central School

Richard Spann, Jr.
Sandra Bizzell
Mary Williams
Ronald Wilson

Perquimans County Middle School

Webb Jackson
June Hunter
Eassie Revell
Elmer Rumble

Hertford Grammar School

Robert Banks
Willie Downing
Joyce Hunter

Perquimans County High School

Quinton Brickhouse
Bernadette Ferebee
Melvin Jackson
Annette Johnson
Tony Riddick
Elizabeth Tavares

Board of Education

Ruby Hughes

Substitutes

D'Mondrae Downing
Doris Lane
Gerald Walker

Approval of Minutes

Upon motion by Arlene Yates and seconded by Steven Magaro, the Board voted unanimously to approve the minutes of the January 13, 2014, special session and the December 16, 2013, regular session as presented.

Approval of Agenda

Upon motion by Susan Cox and seconded by Wallace Nelson, the Board voted unanimously to approve the agenda as presented.

Consent Agenda

Upon motion by Arlene Yates and seconded by Wallace Nelson, the Board voted unanimously to approve the Personnel Summary Report for January 27, 2014, as presented.

Public Hearing / Requests from the Public

None

Old Business

Upon motion by Steven Magaro and seconded by Wallace Nelson, the Board voted unanimously to act separately on the two proposed board policies.

Upon motion by Wallace Nelson and seconded by Steven Magaro, the Board voted unanimously to adopt the revised policy on Pediculosis (Head Lice) as presented.

In regard to the proposed Remote Participation policy, Steven Magaro stated that legal counsel provided minimal effort to provide guidance and support on the proposed policy. According to HR207, which was provided by Mr. Magaro, House committees vote and establish a quorum in absentia. He stated being physically present has been substantiated with technology. Wallace Nelson noted that the House itself does not vote in absentia. Ralph Hollowell asked how many school boards had adopted a remote participation policy. Mr. Nelson voiced his concerns about remote participation, in particular, about a board member's participation in closed session and quasi-judicial matters. Mr. Magaro stated he believed that use of remote participation would be acceptable if the majority of the members are present and the remote participant is not used for the deciding vote. He also agreed that the board member should not be in a public place when participating in closed session. At the conclusion of the discussion, the following action was taken. Upon motion by Steven Magaro and seconded by Susan Cox, the Board voted unanimously to table the proposed Remote Participation policy.

New Business

Director of Technology Victor Eure presented highlights of the revised Technology Plan for 2014-2016 which included inclusion of Home Base, Learning Management System, and STEM considerations. Mr. Eure noted that most things are moving toward "the cloud" such as Child Nutrition and Finance. Upon motion by Steven Magaro and seconded by Susan Cox, the Board voted unanimously to approve the Technology Plan for 2014-2016 as presented. Susan Cox thanked Mr. Eure for putting Perquimans County Schools in the forefront in the area of technology in the state. Dr. Stallings noted that he had not received any information about the Golden Leaf Grant since the interview and request for additional information.

Assistant Superintendent James Bunch presented the School Resource Officer Grant. He explained that the grant is a two-year grant for \$40,000 each year. Upon motion by Susan Cox and seconded by Arlene Yates, the Board voted unanimously to accept the School Resource Officer Grant as presented.

In regard to the proposed athletic storage unit for Perquimans County High School, Assistant Superintendent James Bunch referred to the drawing in the board materials to explain the proposed location for the unit which would be adjacent to the visitors' dugout in the baseball park. Public Information Officer Brenda Lassiter explained that \$25,000 was donated anonymously about 20 years ago to enhance the baseball park and to establish a tribute to Jimmy "Catfish" Hunter. She further explained that the money has grown over \$8,000 in interest over the 20-year period. Since there was nothing in writing to document how this money was to be used, Mrs. Lassiter contacted former Finance Officer Frances Hammer and former Superintendent Randall Henion. With this information, the administration proposed using the interest from this donation to build the athletic storage unit at Perquimans County High School. Mr. Bunch thanked Director of Maintenance Jonathan Nixon and his department as they will be doing the bulk of the work in the construction of the unit. Board Member Wallace Nelson noted that when he first read this proposal, it produced a negative feeling for using the money for a storage building rather than for a memorial to Jimmy Hunter. Mrs. Lassiter stated that Coach Roberson would like to create a tribute to Jimmy Hunter by having brick walls on each side of the entrance to the ball park, with enclosed shelves containing Jimmy Hunter memorabilia. Mr. Nelson asked that the record reflect that he would like the administration to see if there is any other money in the budget for this project so that the Board will not lose the \$8,200.00. Upon motion by Susan Cox and seconded by Steven Magaro, the Board voted unanimously to approve the use of \$8,247.00 from the Memorial Field Certificate of Deposit to construct an athletic storage unit in the Jimmy "Catfish" Hunter Baseball Park at Perquimans County High School.

Director of Maintenance Jonathan Nixon presented the second quarter utilities report for 2013-2014, comparing it to the second quarter report for 2012-2013. He noted that he is very pleased with where the system is right now with utilities usage; however, the coldest part of the winter will be reflected in the third quarter report to the Board.

Finance Officer Candy Tilley explained the reasons budget amendments were needed in each of the areas presented to the Board for consideration. Following her explanations, the Board took the following action. Upon motion by Wallace Nelson and seconded by Steven Magaro, the Board voted unanimously to approve State Public School Fund – Budget Amendment #4, Federal Grants Fund – Budget Amendment #5; Child Nutrition Fund – Budget Amendment #1, and Other Specific Revenue Fund – Budget Amendment #4 as presented.

Superintendent Stallings and Finance Officer Candy Tilley presented the Monthly Financial Report for December 2013. Dr. Stallings explained that the percentages spent (high 30% to 50%) are right on target for this point in the school year. Wallace Nelson asked about the percentage spent for transportation. Mrs. Tilley explained that the transportation budget is very tight, noting that an extra school bus was added for instructional reasons.

Mrs. Tilley also provided a report on the bank bids for Perquimans County Schools. She stated that the RFP for banking services went out in October, with paper copies of the RFP going to local banks. The RFP was also advertised in local newspapers as well as on the school district's website. Only one bank put in a bid which was PNC. In working with the bank, the staff at the local branch referred Mrs. Tilley to the main office in Raleigh. After talking with staff in Raleigh, the monthly bank fees for the district were reduced from \$800.00 per month to \$180.00 per month.

Upon motion by Steven Magaro and seconded by Susan Cox, the Board voted unanimously to approve the overnight field trip for Perquimans County High School Beta Club students to attend the North Carolina Beta Club Convention in Greensboro, NC, January 31, 2014 – February 2, 2014. Dr. Stallings noted that the administration would check the weather conditions before the group leaves for the trip.

The Board conducted a first reading of the following proposed board policy updates. Action will be taken at the February board meeting.

1. 1310/4002 Parental Involvement
2. 1740/4010 Student and Parent Grievance Procedure
3. 1750/7220 Grievance Procedure for Employees
4. 3200 Selection of Instructional Materials
5. 3410 Testing and Assessment Program
6. 3420 Student Promotion and Accountability
7. 3460 Graduation Requirements
8. 4135 Tuition for Discretionary Admissions
9. 5210 Distribution and Display of Non-School Material
10. 6140 Student Wellness
11. 6430 State Purchasing Requirements for Equipment, Materials and Supplies
12. 7100 Recruitment and Selection of Personnel
13. 7130 Licensure
14. 7240 Drug-Free and Alcohol-Free Workplace
15. 7520 Family and Medical Leave
16. 7810 Evaluation of Licensed Employees
17. 3000 Goals and Objectives of the Educational Program
18. 3120 Lesson Planning
19. 3510 Religious-Based Exemptions from School Programs
20. 7430 Substitute Teachers
21. 9200 Care and Maintenance of Facilities

In regard to the proposed changes to the 2013-2014 school calendar, Dr. Stallings noted that with the snow predicted for tomorrow, school may be released at 12:30 or earlier, if needed. He said it would be pertinent to have school on Saturday, if possible, from 8:00 a.m. to 1:00 p.m. in order to save instructional hours. He added if schools were closed for three days, he may need to propose adding days at the end of the year, and perhaps even changing the date of graduation. He noted that he would not like to use Easter Break for make-up days since those days have been identified as Bonus Annual Leave Days. If those days are not used by June 30, 2014, they are lost. Ralph Hollowell asked about the possibility of the State stepping in if so many days were missed. Dr. Stallings stated that waivers are usually granted to school districts in the western part of the state where inclement weather is more prevalent. Dr. Stallings stated that the school calendar could be 185 instructional days or 1,025 hours. The original calendar adopted by the Board contained 182 days, with three days being used last week for inclement weather. Dr. Stallings explained the proposed changes to the calendar and how he planned to maintain the required 1,025 instructional hours. Upon motion by Wallace Nelson and seconded by Arlene Yates, the Board voted unanimously to approve the changes to the 2013-2014 school calendar as presented. Dr. Stallings thanked Jonathan Nixon and his staff for the work they did clearing the parking lots and sidewalks at each of the school properties.

Superintendent's Report

Dr. Stallings shared a copy of the perfect attendance list for bus drivers and monitors, noting that there were eighteen employees with perfect attendance for the month of December, and seven who have maintained perfect attendance to date. He noted that our bus drivers do a good job in transporting our students, especially in times of difficult weather situations such as fog.

It was decided that the Board would conduct its second tour of schools, which would include Perquimans Central School and Hertford Grammar School, on Monday, February 24, 2014, at 9:00 a.m. After lunch, it will conduct the Superintendent's annual mid-year evaluation.

In regard to a date for a joint meeting with the County Commissioners, it was decided that there were no major topics to discuss at this time. There may be a meeting scheduled closer to budget time in April or May.

Board Chair's Comments

Chairman Leigh asked for volunteers to serve on the 2014-2015 Calendar Committee and to the SB402 / 25% Committee. Ralph Hollowell volunteered for the Calendar Committee and Susan Cox for the SB402 / 25% Committee.

Announcements

- County Commissioners' Meeting – Monday, February 3, 2014, at 7:00 p.m., Courthouse Annex, Board of Education Request for Lottery Funds
- Regular Board of Education Meeting – Monday, February 24, 2014, at 7:00 p.m., Board of Education Building

Steven Magaro announced that Senator Cooke will be in Little Washington for a Town Hall Meeting about the Common Core on February 3, 2014. A representative from the John Locke Foundation will be presenting.

There being no further business, the meeting was adjourned at 8:36 p.m.

Walter L. Leigh, Board Chairman

Dwayne K. Stallings, Superintendent