

Perquimans County Board of Education
Special Session – March 2, 2015

The Perquimans County Board of Education met in special session on Monday, March 2, 2015, at 7:00 p.m. in the administrative offices of Perquimans County Schools in Hertford, North Carolina. Board members Susan Cox, Arlene Yates, Ralph Hollowell, Steven Magaro, Amy Spaugh and Anne White were in attendance.

Board Chairman Susan Cox called the meeting to order.

Approval of Agenda

A motion was made and seconded to approve the agenda as presented.

Unfinished Business

None

New Business

Closed Session

A motion was made and seconded to enter closed session pursuant to NCGS 143-318.11(a)(6) to conduct the Superintendent's mid-year evaluation.

Upon motion by Arlene Yates and seconded by Anne White, the Board voted unanimously to return to open session.

Personnel Summary Report

Upon motion by Steven Magaro and seconded by Anne White, the Board voted unanimously to approve the Personnel Summary Report for March 2, 2015 as presented.

Superintendent's Report

Strategic Plan

Dr. Stallings stated he would meet with Dr. West tomorrow regarding the next steps in the strategic planning process. The Board will vote on the plan in March or April. There are six goals and each goal will have a working group. Dr. Stallings would like to have a board member in a group for each goal, if possible.

Calendar Options

Dr. Stallings shared three calendar revision options with the Board since school was not in session on February 25, February 26, and February 27 due to inclement weather. One of those days was made up on Saturday, February 28.

Following a lengthy discussion about possible virtual workdays for teachers, possible virtual class for students, and possible make-up days during Spring Break and Memorial Day, it was suggested that Dr. Stallings poll board members on Monday after discussing the calendar recommendations with principals if another inclement weather day was missed on Friday.

Other

Dr. Stallings reminded board members that the classified salary schedule does not provide compensation for a classified employee who returns to school and completes an advanced degree. He and the Board discussed possible topics to include in a document that would address the issue. Included in this document may be the following criteria that must be met for the employee to receive the increase:

1. The advanced degree is in the area the employee presently works and would benefit him/her in their job.
2. The advanced degree is from an accredited institution of higher learning.
3. The degree is actually that, a degree and not a certificate of completion.
4. The employee is required to provide documentation in writing as to why the advanced degree will assist him/her in their present duties. The information should be provided to their supervisor and HR.
5. The employee understands before he/she begins the coursework that these and other possible criteria must be met before he/she would receive compensation for their earned degree.

There being no further business, the meeting was adjourned at approximately 8:40 p.m.

Susan B. Cox, Board Chair

Dwayne K. Stallings, Superintendent

Perquimans County Board of Education
Regular Session – March 23, 2015

The Perquimans County Board of Education met in regular session on Monday, March 23, 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 in the meeting via speaker phone.

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

Special Recognitions

Superintendent Dr. Dwayne Stallings recognized three staff members from Perquimans Central School as Employees of the Month for March 2015—Chiquita Sutton, Nancy Ann Harrell Rountree, and Traci Pierce. When a staff member at the school became ill at the beginning of the year, Ms. Rountree and Ms. Pierce stepped in and assumed leadership in a challenging Exceptional Children's classroom. They worked with various substitutes to ensure that all students received high quality, differentiated instruction based on their IEP goals. In addition to their classroom responsibilities, Ms. Rountree serves as the PTA president for PCS and Mrs. Pierce is a full-time student pursuing her dream of becoming an EC teacher. Also, Ms. Sutton ensured that all services and paperwork were maintained with fidelity. In addition to her responsibilities as Pre-K Itinerant Teacher and IEP chair, Ms. Sutton conducted IEP meetings for students and ensured all compliance issues were up to date, in addition to her regular responsibilities of providing early intervention services and working with Project Child Find. Ms. Sutton also coordinates EC Family Night, the District Special Olympics and serves on the District Autism Team. On behalf of the Board of Education, Dr. Stallings presented Ms. Rountree, Ms. Pierce, and Ms. Sutton with certificates and monetary gifts in recognition of outstanding service to the students and staff of Perquimans Central School.

Dr. Stallings also recognized the Perquimans County Schools Maintenance Department as Employees of the Month for March 2015. The staff of the Maintenance Department include Interim Director Aubrey Tynch, Dottie Best, Eddie Fowler, Charlie Mallory, Darrell Swinney, Wilbert Thomas, Robin Trueblood and Ed Williams. Dr. Stallings noted that the staff does an exceptional job each and every day, making sure the buildings are lighted, heated and/or cooled, and mechanically in working order. However, with the recent winter weather events in February, the maintenance staff came in early and worked late, even when schools were closed, to clear parking lots, sidewalks and entrances to our buildings so that staff and students could safely enter school campuses and facilities. On behalf of the Board of Education, Dr. Stallings presented each of the maintenance staff with a certificate and monetary gift in appreciation for the outstanding job they do each day for the students and staff of Perquimans County Schools.

Approval of Minutes

Upon motion by Amy Spaugh and seconded by Ralph Hollowell, the Board voted unanimously to approve the minutes of the February 23, 2015, regular session and the March 2, 2015, joint session with County Commissioners, as presented.

Approval of Agenda

Upon motion by Ralph Hollowell and seconded by Amy Spaugh, the Board voted unanimously to approve the agenda as presented.

Consent Agenda

Upon motion by Ralph Hollowell and seconded by Amy Spaugh, the Board voted unanimously to approve the Student Transfer Requests Report for March 23, 2015, as presented.

Upon motion by Ralph Hollowell and seconded by Arlene Yates, the Board voted unanimously to approve the Personnel Summary Report for March 23, 2015, as presented, including authorizing the Superintendent to hire an individual prior to the next board meeting (per Board Policy 7100), upon meeting the requirements for employment for the certified second grade position. In addition, Mr. Magaro requested some form of review of the details for staff resignations. Board Chairman Susan Cox noted that this would be taken into consideration at a later meeting.

Public Hearing / Requests from the Public

None

Unfinished Business

In regard to the proposed calendar for 2015-2016, Dr. Stallings noted that HB177, School Calendar Flexibility, was submitted by Representative Steinburg; however, a similar bill was not submitted by Senator Cook. Dr. Stallings stated that he doesn't think this will happen this year. However, if it does, the district may need to stay with the regular calendar if the legislation is passed too late in the year. Dr. White suggested advertising the regular start calendar with a note, "pending approval of an early start calendar that may be considered." Upon motion by Anne White and seconded by Arlene Yates, the Board voted unanimously to adopt the proposed regular start school calendar for 2015-2016 as presented.

New Business

Revised School Calendar for 2014-2015

Dr. Stallings described the first revisions to the school calendar that were adopted at the last board meeting. After missing four additional school days due to inclement weather, he examined the calendar again, noting that the district could utilize 1025 instructional hours or 185 school days. At this time, the district is well above the mandated hours for instruction at all four schools. Having said this, Dr. Stallings recommended to the Board that the school system finish the school year with 178 student days and utilize the required 1025 instructional hours. Therefore, Spring Break and Memorial Day will be kept intact. However, in keeping with the required 215 day calendar, two optional work days were added—June 17 and June 18. Upon motion by Anne White and seconded by Arlene Yates, the Board voted unanimously to adopt the revised school calendar for 2014-2015 as presented.

E-Rate and RttT Wireless Infrastructure Initiatives

Technology Director Victor Eure shared information about an initiative to use the remaining Race to the Top (RttT) funds along with E-Rate to support the expansion of wireless infrastructure in schools statewide. Currently, our school district qualifies for E-Rate at 80% due to the percentage of students qualifying for free/reduced lunch. Mr. Eure explained that NCDPI put out for convenience contracts so that each LEA would not have to do it individually. All four of our schools qualify for this initiative; the age of the wireless infrastructure makes our schools eligible. Although our schools have wireless connectivity, this initiative would allow the wireless connectivity to be more dense by having more access points in the building. Our district would qualify for approximately \$266,000 in E-Rate and \$40,000 in Race to the Top for a total of \$300,000 to update the wireless connectivity. All connectivity upgrades are contingent upon receiving these funds. The deadline for filing Form 471 is April 16. RttT funds must be spent by August 16. Plans are to buy the equipment using RttT funds. At least two vendors must be selected—one for hardware and

one for cabling. Mr. Eure distributed a copy of approved vendors for this initiative. Due to the amount of money involved, it was the consensus of the Board that it would consider this matter in special session on Friday, April 3, 2015, at 8:00 a.m., immediately following the Employee Appreciation Breakfast at Perquimans County Middle School.

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 #6
2. Capital Outlay Fund – Budget Amendment #5

Monthly Financial Report

Dr. Stallings presented the financial report for February 2015. He reviewed each budget, noting that they are on target for this time of the year.

Board Policy Revisions

The Board conducted a first reading of revisions to Board Policy 1510/4200/7270 School Safety and Board Policy 6140 Student Wellness. Action will be taken at the April meeting.

Overnight Field Trip

Upon motion by Ralph Hollowell and seconded by Amy Spaugh, the Board voted unanimously to approve an overnight field trip for five PCHS FFA students, with teacher Angel White, to the Envirothon State Competition, Friday, April 24 to Saturday, April 25, 2015, in Burlington, North Carolina, as presented.

Superintendent's Report

Bus Drivers with Perfect Attendance

Dr. Stallings reported that twenty-one bus drivers earned perfect attendance during the month of February 2015 and that eight drivers have perfect attendance for the year to date.

Date for Work Session

Dr. Stallings recommended a date for a budget work session for the Board of Education. It was the consensus of the Board to schedule a budget work session on Monday, April 20, 2015, at 6:00 p.m.

Other

Dr. Stallings informed the Board that County Manager Frank Heath called with a proposed date of Tuesday, May 12, 2015, at 8:00 p.m. for the budget presentation to County Commissioners. Board members were in agreement with the proposed date.

Board Chair's Comments

On behalf of the Board, Board Chair Cox extended thanks to PCHS Principal Jordan and PCMS Principal Greene for the tour of schools this morning to see the wonderful things going on in our schools.

Ms. Cox also reminded board members that there are three more Employee Appreciation Breakfasts scheduled—March 30, 2015 at 7:15 a.m. at PCHS; March 31, 2015 at 8:00 a.m. at Central Office; and April 3, 2015 at 7:15 a.m. at PCMS.

Announcements

Regular Board of Education Meeting – Monday, April 27, 2015, at 6:00 p.m., Board of Education Building

There being no further business, the meeting was adjourned at 7:20 p.m.

Susan B. Cox, Board Chair

Dwayne K. Stallings, Superintendent

Perquimans County Board of Education
Special Session – April 3, 2015

The Perquimans County Board of Education met in special session on Friday, April 3, 2015, at 8:00 a.m. in the 7th Grade Teacher Resource Room at Perquimans County Middle School in Winfall, North Carolina. Board members Susan Cox, Arlene Yates, Ralph Hollowell, Amy Spaugh and Anne White were in attendance. Steven Magaro participated via speaker phone.

Board Chairman Susan Cox called the meeting to order. Arlene Yates opened the meeting with a word of prayer.

Approval of Agenda

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

Unfinished Business

None

New Business

Dr. Stallings asked Technology Director Victor Eure to present the item of business to the Board. Mr. Eure stated that it is time for the current wireless infrastructure in our schools to be updated and explained a possible funding opportunity available to accomplish this through E-Rate and Race to the Top (RttT) funding.

Mr. Eure presented Attachment #1 which was a matrix comparing different qualities of seven companies which could provide either wireless access points, switches, and install/configure access points and switches or all three of these operations. In the final calculations, ANC Xirrus had the highest total rating. Therefore, upon motion by Ralph Hollowell and seconded by Anne White, the Board voted unanimously to select ANC as the vendor in the NCDPI WiFi project to provide wireless access points, switches, and installation/configuration of the access points and switches for all four schools in our district for the amount of \$193,106.31.

Mr. Eure presented Attachment #2 which was a matrix comparing different qualities of four companies which could provide cable installation. Three companies provided bids and one company did not respond by the deadline. In the final calculations, Centurylink had the highest total rating. Therefore, upon motion by Arlene Yates and seconded by Ralph Hollowell, the Board voted unanimously to select Centurylink as the vendor in the NCDPI WiFi project to provide cabling for all four schools in our district for the amount of \$96,108.74.

Upon motion by Arlene Yates and seconded by Anne White, the Board voted unanimously to authorize the submission of the high density WiFi project for our district for E-Rate funding and to implement the project contingent on approval of 80% of the funding from E-Rate and 20% of the funding from Race to the Top (RttT). It is the understanding of the Board of Education that NCDPI will allocate RttT grant funds to meet the 20% funding contribution required from the school district.

Board Chair Susan Cox thanked Mr. Eure for taking the initiative in situations such as this and putting Perquimans County Schools in the forefront when it comes to technology for our school district.

There being no further business, the meeting was adjourned at approximately 8:17 a.m.

Susan B. Cox, Board Chair

Dwayne K. Stallings, Superintendent

Perquimans County Board of Education
Special Session – April 20, 2015

The Perquimans County Board of Education met in special session on Monday, April 20, 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, Steven Magaro, Amy Spaugh and Anne White were in attendance.

Board Chairman Susan Cox called the meeting to order. Steven Magaro led the audience in reciting the Pledge of Allegiance to the flag and Ralph Hollowell opened the meeting with a word of prayer.

Approval of Agenda

Upon motion by Steven Magaro and seconded by Amy Spaugh, the Board voted unanimously to approve the agenda, including a correction to change "Old Business" to "Unfinished Business."

Unfinished Business

None

New Business

Superintendent Dr. Dwayne Stallings and Finance Officer Candy W. Tilley presented the 2015-2016 proposed local current expense budget for Perquimans County Schools. In a detailed report, Mrs. Tilley went through each budget code, noting changes from last year's budget and providing explanations for the recommended changes. The total proposed Local Current Expense Budget for 2015-2016 is \$2,645,455.00, an 8.43% increase from the current budget and 8.49% increase from the original budget. Dr. Stallings noted that the increase would be less if Driver's Education and/or the SRO position become funded.

Dr. Stallings and Director of Maintenance David Buchanan presented the 2015-2016 proposed capital outlay budget for Perquimans County Schools. Mr. Buchanan noted that the available capital outlay fund balance as of December 31, 2014, is \$149,253.00. He used a PowerPoint presentation to illustrate the capital budget needs for each school and the district. He also presented an update of the 2011 long range maintenance and facility needs for each school and the school district, which totals \$13,990,972.04. The plan documented completed projects, projects underway, and projects still listed as a part of the long range facility plan. The sub-total of capital requests for 2015-2016 is \$334,989.00. With the \$175,000.00 sustainability plan for the 1:1 Grant, the grand total of capital requests is \$509,989.00.

Dr. Stallings, Mrs. Tilley and Mr. Buchanan answered board members' questions on various aspects of the budget, with some items to be researched prior to the regular meeting on April 27 when action will be taken on the proposed budgets.

There being no further business, the meeting was adjourned at approximately 7:45 p.m.

Susan B. Cox, Board Chair

Dwayne K. Stallings, Superintendent