

Perquimans County Board of Education
Regular Session – May 23, 2016

The Perquimans County Board of Education met in regular session on Monday, May 23, 2016, at 6:00 p.m. in the auditorium at Perquimans County High School in Hertford, North Carolina. Board members Susan Cox, Arlene Yates, Ralph Hollowell, Steven Magaro, Amy Spough, and Anne White were in attendance.

Board Chair Susan Cox called the meeting to order.

Led by Sgt. Kent, students in the Structured Self Development (SSD) program at Perquimans County High School presented the flags and performed drill exercises.

Approval of Agenda

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

Approval of Minutes

Upon motion by Arlene Yates and seconded by Steven Magaro, the Board voted to approve the minutes of the April 18, 2016 Joint Work Session, April 25, 2016 Regular Session, and May 9, 2016 Special Session as amended. Mrs. Spough stated as a result of Mr. Magaro's email, she would like a study done to get the minutes to board members sooner for review. Mr. Cheeseman stated he would take this under advisement.

Graduation Ceremony Update

Superintendent Matthew Cheeseman informed the audience that the graduation ceremony will be held outside. He thanked Perquimans County High School Principal Melissa Fields and the graduation committee for recognizing what the community values, specifically having graduation outside. Mr. Cheeseman noted that concerns still exist around safety and security which will be addressed by the team.

Consent Agenda

Upon motion by Amy Spough and seconded by Steven Magaro, the Board voted unanimously to approve the Student Transfer Requests Report for May 23, 2016 as presented.

Public Hearing / Requests from the Public

None

Unfinished Business

None

New Business

Board of Education Committee Reports

Board committees met recently and discussed the following items:

Finance Committee – Mrs. Amy Spough

- Contract with the Masonboro Group for professional services for training and Strategic Plan continuation
- Contracted services which appear on the Personnel Summary Report for consideration

- Monthly financial report

Operations Committee – Steven Magaro

- Improving the overall conditions of those things that keep our schools running such as things that support our bus traffic, our grounds keeping, the maintenance and facilities of the building, and better ways to do business
- Better ways of serving our youth in forms of how the Child Nutrition Program is orchestrated and managed

Personnel Committee – Mrs. Arlene Yates

- Reviewed Personnel Summary Report for tonight's meeting
- Discussed non-renewal process for contract teachers
- Discussed license renewal requirements for certified staff
- Interviewing for the position of Director of Human Resources
- Continuing to look for highly qualified staff for our school system

Curriculum & Instruction Committee – Dr. Anne White

- Opportunity this fall to participate in Cohort IV with other systems to develop a comprehensive, multi-tiered system of support for all students
- Credit By Demonstrated Mastery - two phases (1) pass the test, score at least a level 5 and (2) develop and present a project that demonstrates that student has mastered the material
- Time for EOG and EOC testing which must take place within the last ten days of the school year and within the last five days of semester course
- Proctors needed in most of the schools for EOG and EOC testing
- District is completing a comprehensive self-assessment led by Carol Suter
- Four-day Read to Achieve Camp will be held this summer at Perquimans Central
- Drafts of Title I and AIG plans available for review and input at Central Office and online

Policy Committee – Mr. Matthew Cheeseman

In the month of June, constituents of the Policy Committee, including four or five current school administrators, will review the policies provided by the North Carolina School Boards Association, specifically the portions of the policies where changes are noted in red. The policies will then be presented to the Board for consideration.

Budget Amendment

Finance Officer Candy Tilley presented information regarding the proposed amendment and entertained questions from board members. Upon motion by Arlene Yates and seconded by Ralph Hollowell, the Board voted unanimously to approve State Public School Fund Budget Amendment #7 as presented.

Monthly Financial Report – April 2016

Finance Officer Candy Tilley presented the monthly financial report for April 2016. She noted that the Finance Committee reviewed the report in detail. Mrs. Tilley and other directors offered explanations and answers to questions regarding the report.

Insurance

Finance Officer Candy Tilley presented recommendations for insurance coverage for automobile, garage, worker's compensation, student accident and athletic coverage. She also entertained questions from board members about the policies. Upon motion by Amy Spaugh and seconded by Arlene Yates, the Board voted unanimously to enter into an agreement with Surry Insurance for automobile insurance, garage insurance, and worker's compensation insurance for 2016-2017, and with American Advantage Marketing Group for student accident and athletic coverage for 2016-2017.

Contract with The Masonboro Group, Inc.

Mr. Cheeseman presented a contract proposal from The Masonboro Group, the organization that assisted with the development of the district's strategic plan. Regarding our strategic plan and the direction our district needs to move academically for 2016-2017, Mr. Cheeseman asked Dr. Eddie West to develop a proposal. The proposal includes ongoing consulting services, professional development for administrators, board retreats, and other activities requested by the Superintendent. In addition, the Masonboro Group will provide grant writing services since our district does not have a full-time grant writer on staff. The grant writing service is included in the \$40,000 fee noted in the proposal. Mr. Cheeseman stated that although the proposal amount is more than was spent in the current year and previous year for professional development, it will allow professional development to be brought to our district so our professionals will not have to leave the county. Upon motion by Amy Spaugh and seconded by Steven Magaro, the Board voted 5 to 1, with Dr. White opposing, to enter into an agreement with The Masonboro Group, Inc. to provide professional services to ensure systemic school improvement, with additional legal review and revision of the contract.

Good News

The following students and staff were recognized during the Good News portion of the agenda:

Perquimans County Schools Retirees

Name	Years of Service	Position / School
Jessica Adams	30	Child Nutrition Assistant, HGS
Claudia Bunch	11	School Nurse, PCS
Betty Byrum	19	Distance Learning Facilitator, PCHS (retired last year)
Victor Eure	27	Director of Technology
Donna Harris	28	Child Nutrition Director, CO
Betty Hartley	24	Director of Testing and Student Information, CO
Brenda Hurdle	26	Teacher Assistant, PCS (retired last year)
Belinda Long	25	Child Nutrition Assistant, PCS
Nancy Maitland	28	Cafeteria Manager, PCS
Celeste Maus	31	Science Teacher, PCHS
Eassie Revell	10	Custodian, PCMS
Yvonne Stallings	22	Bookkeeper, CO
Catherine Tillett	32	EC Teacher, HGS
Lynwood Winslow	30	Choral Music and Theater Arts Teacher, PCHS
Sandy Winslow	29	Teacher Assistant, PCS (retired last year)

Perquimans County Board of Education Members Going off the Board

Susan Cox

Ms. Susan Cox currently serves as the Chairperson of the Perquimans County Schools Board of Education. She is in her second term of office with the Perquimans County Schools Board of Education, having been seated in July 2008 and re-elected in 2012. She served on the Perquimans County Schools Foundation for a number of years and was elected as chairperson for the Foundation in 2010. She is a member of the Personnel Committee.

Steven Magaro

Mr. Steven Magaro was elected to the Perquimans County Board of Education in 2012. He has served one term on the Board and is currently the Chairman of the Operations Committee.

Perquimans County Soil and Water Poster Contest

Third grade students in Tiffany Roberts' class placed in the Perquimans County Soil and Water poster contest:

Miranda Stallings – first place
Madelyn Stallings – second place
Anaiya Almodova – tied for third place
Madilyn Young – tied for third place
Taylor Honza – honorable mention

Asthma Awareness Poster Contest

Students from Hertford Grammar School recently participated in an asthma poster contest sponsored by the Albemarle Pediatric Asthma Coalition.

Hailey Scott – first place
Krystyn Noble – second place
Adrienne McDonald – third place

Soybean Contest Winners

Fourth grade students and teachers at Hertford Grammar School recently partnered with the NC Cooperative Extension Office for the annual Soybean Poster Contest. Winners and their families were recognized at the NC Soybean Festival. The following students placed:

Vincent Denny – first place
Marleigh Cooper – second place
Vivien Lane – third place
Faith Forbes – honorable mention
Keara Sauvageau – honorable mention

Math 24 Competition

Students from Hertford Grammar School recently participated in a Math 24 competition at Moyock Elementary School. There were 144 students who participated in the competition and Hertford Grammar School had four students to place in the top twelve. Mrs. April Benton was the coach of the team and worked with students to prepare them for competition. Student participants included:

Dawson Brickhouse
Landon Castle
Maura Colson
Elizabeth Conway
J.C. DeLeon
Jahsiah Felton
Lauren Heath
N'Kyra Johnson
Vivien Lane
Collin Roberts
Blair Russell
Kaiya Sawyer
Eby Scaff
Noah Swinney
Devin Teleky
Phillip Turcotte
Heaven Tripp
Alexis Williams
Hailee Williamson – Hailee was the overall winner from HGS at the end of the day.
Macon Winslow

Battle of the Books

Students from Hertford Grammar School recently competed in the Battle of the Books competition. This year Hertford Grammar School hosted the event at the Perquimans County Recreation Center. Students from nine different counties participated in this year's event. Hertford Grammar School came in 4th place this year. Mrs. April Benton did an outstanding job coordinating the Battle of the Books event for Region 1 and serving as our coach. Students who competed from HGS were:

Landon Castle
Maura Colson
Jacob Eure
Vivien Lane
Aidan Mummert
Blair Russell
Eby Scaff
Emma Smith
Georgia Wand
Ellie Ward
Hailee Williamson
Tori Williamson

Perquimans County Middle School Hunter Safety Team

At the district meet on March 12th, the Perquimans County Middle School Hunter Safety Team came in second place overall out of 13 teams. Our archery team came in first place, rifle team came in second place and orienteering and hunter skills team came in third place. Individual winners included 8th grader Clayton White of our hunter skills team, who came in first place out of 70 other participants. Also, 7th grader Nathan Williams came in third place for competing in all four events.

The Perquimans County Middle School Hunter Safety Team did very well on Saturday, April 30th in Ellerbee, NC at the State Hunter Safety Team Tournament. The middle school team was a brand new team that had never competed, competing against 24 other teams from around the state.

Overall, Perquimans County Middle School finished ninth in the state, with an eighth place finish in the hunter skills/orienteering team event, a fourth place finish in the rifle team event, an eighth place finish in the archery team event and a fourteenth place in the shotgun team event. Clayton White came in fifth place in the state individual middle school rifle event.

Team Members included:

Spencer Loftis
Clayton White
Makayla Squires
Jenna O'Neal
Logan Brown
Matthew Meads
Hunter Umphlett
Nathan Williams
Kaitlyn Ward
Jenna Ward
Willow Stokley
Kathryn Christian
Chase White
Summer Christian
Faith Christian

Perquimans County High School Hunter Safety Team

The Hunter Safety High School Team district shoot finals were held on March 12, 2016 in Columbia, North Carolina. Our high school team came in fifth place overall out of 20 other teams from around our district. Our archery team came in fifth place and our rifle team came in fourth place. Our orienteering and hunter skills team came in ninth place and our shotgun team came in eighth place. We had an individual winner from our shotgun team, Wayne Worley, who shot a perfect 200. In a shoot off, he beat out all the other shooters and came in first place. Wayne Worley would have continued to the state competition held on April 30, 2016 to represent the high school team in Ellerbee, North Carolina; however, he was unable to attend due to a change in date of the prom.

Team Members included:

Kaitlyn Christian
Jacob Godfrey
Brandelyn Harrell
Austin Ralph
Parker Robertson
Katrina Sanders
Nathan Scaff
Coy Symonds
Dylan Valousky
James Harvey Winslow

Jackson Woodell
Wayne Worley

Coaches for both Middle and High School Hunter Safety Teams included:

Edward Forbes
Rosa Forbes
Wayne Worley
Eddie Squires
Josanne Harrell
Tommy Stokley
Jay Christian
Jon Frumkin

North Carolina Governor's School

The Governor's School of North Carolina is a five and one-half week summer residential program for intellectually gifted high school students, integrating academic disciplines, the arts, and unique courses on each of two campuses. The curriculum focuses on the exploration of the most recent ideas and concepts in each discipline, and does not involve credit, tests, or grades. Madison Loftis was selected to attend the North Carolina Governor's School East at Meredith College. She will be studying Applied Science.

Rotary Students of the Month

Kyle Nixon and Diamonay Nelson were selected as the Rotary Students of the Month for April.

Diamonay Nelson was recognized for her participation in leadership activities while maintaining a high level of academic success. She has maintained a grade point average of 3.5 or higher during her high school career. She is active in numerous clubs and is a trainer for the high school track team and recorded statistics for the Pirates football team. She plans to attend East Carolina University in the fall to major in nursing or merchandising with a minor in business.

Kyle Nixon has been involved in school and community activities throughout his high school career. He is president for the Future Business Leaders of America Club, is an active participant in the Beta Club and is on the Career and Technical Education Board. He participates in PI Competitions because he has a love for math and numbers. He has participated in various community service projects. He plans to attend college to study accounting.

Forestry Team and Vet Science Team

On April 29th at the FFA Regional Rally, the Perquimans Forestry Team competed against seven other teams in the Northeast Region. The team placed second overall which earned them the opportunity to compete at the state competition in June. The team members were:

Caleb Richardson
Luke Fuller – Luke was the high scoring individual for the entire event.
Colton Meads
Jacob Godfrey

At the rally, the PCHS FFA Vet Science Team was also recognized for their performance in the fall competition. They placed third in our region. Team members were:

Madison Loftis
Heather Chappell
Morgan Chase
Madison Midgette

2016 Virginian Pilot Scholastic Achievement Team

The Virginian-Pilot Scholastic Achievement Scholarship and Recognition Program is an annual salute to the best and brightest high school students from Hampton Roads, the Eastern Shore, and northeastern North Carolina. The Virginian-Pilot recognizes students whose applications best demonstrate outstanding personal leadership, service and academic achievements.

Senior Team

Brandon Edward Winslow – Team Captain
Taylor Jaye Chappell
Charlesa Nakia Leigh

Junior Team

James Parker Robertson
Shykesha Danielle Kee
Alexis Elizabeth Howard

Sophomore Team

Gabrielle Kristine Corprew
Raegan Tylar Workman
McKenzie Faith Twine

Bus Driver's with Perfect Attendance

Transportation Director Jeff Miller announced the following bus drivers with perfect attendance for the month of April 2016:

There were sixteen drivers with perfect attendance for the month of April, with six of those having perfect attendance for the year: Perquimans Central School – Maebelle Leigh, Sheneka Whidbee, and Mary Williams; Hertford Grammar School – Timothy Steward; Perquimans County Middle School – Faye Riddick; and Perquimans County High School – Janice Butts.

Bus Rodeo Winners

First Place: Johnetta Banks – TA/Bus Driver at PCS
Mrs. Banks received a perfect score and represented our district in the regional/state rodeo in Raleigh in May.

Second Place: Debbie Jean Whidbee – TA/Bus Driver at PCS

Third Place: Ebony Reid – Bus Driver at HGS

(Mrs. Banks and Mrs. Whidbee are split-route drivers for the same bus route.)

Albemarle Electric Membership Corporation Bright Ideas Grant
Lynwood Winslow – Choral Music and Theatre Arts

For more than 20 years, the Bright Ideas education grant program, sponsored by North Carolina's Touchstone Energy cooperatives, has expanded learning opportunities in North Carolina classrooms by awarding grants to Tar Heel teachers for innovative, classroom-based projects that would not otherwise be funded.

William Byrum Honored Educator Scholar
Angel White – Agriculture Educator / FFA Advisor

The William Byrum Honored Educator Scholarship pays tribute to Mr. Byrum and his devotion to Perquimans County Schools. With a career that spans over forty years, Mr. Byrum served as a classroom teacher, high school principal, central office administrator and as a member of the Perquimans County Board of Education. Fittingly, the William Byrum Scholarship is awarded annually to the Perquimans County Schools Teacher of the Year. Each year, the William Byrum Honored Educator Scholar is able to attend a North Carolina Center for the Advancement of Teaching (NCCAT) program of choice. The scholarship covers all costs associated with the teacher's participation in an NCCAT program and payment for the substitute teacher while the scholar is at NCCAT. Moreover, the teacher receives \$250 for use in their classroom.

Horace Mann Crystal Apple Award

The Crystal Apple Award recognizes educators for the outstanding work they do or for a significant achievement in teaching. This year's recipients of the award included:

Rachel Bengé
Amy Parker
Alta Allen
Colin Woodley

A special thank you was extended to Patrick Reid of Horace Mann for being a partner in education.

Overnight Field Trip Request

Upon motion by Arlene Yates and seconded by Amy Spaugh, the Board voted unanimously to approve the overnight field trip request for Gabby Lassiter, GEAR UP North Carolina, Student Coordinator, to take twelve Perquimans County High School students to Cheerleading Camp at North Carolina State University, Monday, August 1 – Wednesday, August 3, 2016 as presented.

2016-2017 Career and Technical Education (CTE) Plan

CTE Coordinator Jill Cohen distributed a copy of a PowerPoint presentation regarding the CTE Local Plan. She provided the 2016-2018 CTE Goals, for which the Perquimans County Schools Strategic Plan Goals (2015-2020) are the foundation. She also provided the Perquimans County Career Technical Education Year in Review, which included accomplishments for 2015-2016. Mr. Magaro applauded the CTE program, noting that the program is valuable for our youth. Upon motion by Dr. White and seconded by Mrs. Yates, the Board voted unanimously to approve the 2016-2017 CTE Plan as presented.

EMT Memorandum of Understanding

Mrs. Cohen stated the district has entered into an agreement with our local EMS program for EMT where we will be borrowing equipment, going for ride-a-longs, etc. According to Mr. Leicester, there are 22 students currently willing to enter the program in the fall. It is a rigorous program at the community college level that is offered for 11th and 12th graders only. The Public Safety enrollment has increased this year by 118%. Ms. Cox noted that we are working very closely with the community and the county in providing classes for students in Fire Fighter Safety, EMT, and Public Safety that the county asked us to consider offering our students.

Federal Programs

Director Brenda Dail stated the proposed plans contain input from principals, instructional facilitators, school improvement teams, Title I Advisory Committee, Focus Committee, parents, business and community leaders, and surveys. Mrs. Dail entertained questions from board members as the plans were presented.

2016-2017 Title I Plan

Title I is an entitlement grant, from which funds are used to improve the academic achievement of students in Title I schools. Title I schools are schools with a high percentage of children from low-income families. Three schools are being recommended for Title I status in Perquimans County for 2016-2017 to increase their support and accountability requirements: Perquimans Central School, Hertford Grammar School and Perquimans County Middle School. Mrs. Dail explained the programs and services provided by these funds.

2016-2017 Title I Focus Plan

Focus schools are identified by using three years of EOG data and are schools whose scores indicate they are contributing to the state's achievement gap. Hertford Grammar School is still in the status of being a Focus School. Mrs. Dail explained the strategies outlined in this plan.

2016-2017 Rural Low-Income Schools (RLIS) Plan

Funds from the RLIS grant are provided to rural school districts that serve children from low-income families to increase student growth and achievement. Mrs. Dail explained how these funds are used in our school district.

2016-2017 Title II Plan

The Title II Plan deals with improving teacher and principal quality. With this grant, there are opportunities and funds to find and maintain quality staff for our school district. Mrs. Dail provided details as to how this money is spent.

Upon motion by Steven Magaro and seconded by Amy Spaugh, the Board voted unanimously to approve the 2016-2017 Title I Plan, the 2016-2017 Title I Focus Plan, the 2016-2017 Rural Low-Income Schools (RLIS) Plan, and the 2016-2017 Title II Plan as presented.

Superintendent's Report

Student Discipline Data – Mr. Cheeseman presented the monthly student discipline data and noted that principals were to present to answer questions. Mrs. Spaugh asked if each school's data could be presented in a similar format.

Next Generation Superintendent Development Program – Mr. Cheeseman announced that he has been accepted in the Next Generation Superintendent Development Program for the 2016-2017 school year. The program, under the leadership of Jack Hoke, begins in October.

Legislative Update – Mr. Cheeseman stated he spoke to Representative Steinburg last week about our interest in keeping the school report card scale at 15 points. Currently, the State has to change the scale from 10 points to 15 points. Also, regarding the 80-20 percentage of performance versus growth, Mr. Cheeseman stated he pleaded our case with Representative Steinburg to keep the percentage at 50-50.

Local Budget Update

Mr. Cheeseman stated he was very excited to announce that, preliminarily, the County Commissioners have agreed to consider the County Manager's request, on the school system's behalf, to increase the amount of our local funding by an additional \$499,305, a \$400,000 increase in Local Current Expense and a \$99,305 increase in Capital Outlay. Last year the district received \$2,375,000 in Local Current Expense; next year the district will receive \$2,775,000. Last year the district received \$264,500 in Capital Outlay; next year the district will receive \$363,805. These amounts have to be voted on by the County Commissioners, but are the official recommendations from County Manager Frank Heath. The increase will help us with teacher supplements, classified position schedules, as well as with the Transportation and Operations Departments around concerns of safety. Mr. Cheeseman applauded the action of the County Commissioners and thanked everyone who had input and showed support on May 12th and through the entire process.

Other

Regarding the fiscal opportunity to oversee the finances of the charter school in our region, Mr. Cheeseman stated he had no recommendation to enter into a partnership with the charter school at this time.

Board Chair's Comments

Presentation by Vice Chair Arlene Yates – Mrs. Yates will make this presentation at the annual school board retreat.

North Carolina School Boards Action Center – Ms. Cox received a letter from the North Carolina School Boards Action Center about joining the group for a fee of \$2,000. When asked in previous years about joining the group, the Board chose not to participate. The Action Center is a spin-off of the School Boards Association to provide additional lobbyist at the legislature. Upon motion by Ralph Hollowell and seconded by Anne White, the Board voted unanimously not to participate in the North Carolina School Boards Action Center at this time.

Superintendent's Evaluation

Each year the Board of Education is charged with evaluating the superintendent. In the past, the Board has used the North Carolina instrument to evaluate the superintendent. However, after reviewing the instrument, Ms. Cox stated she believed that the instrument would be more appropriate to use for a superintendent who has been in the district for a year or several years. Ms. Cox was concerned that the instrument would not accurately portray what Mr. Cheeseman has done in the five months since he became superintendent. Ms. Cox contacted Dr. West of the Masonboro Group who stated the Board did not have to use the state instrument. Dr. West had several instruments that he had used in the past that would give a better assessment of what the superintendent has done in the five months he has been here. Ms. Cox distributed a copy of the instrument she received from Dr. West and asked board members to review it and provide feedback by Tuesday, June 1st. If the Board decides not to use the instrument from the Masonboro Group, the state instrument will be used. Ms. Cox also asked about setting a date to deal with the superintendent's evaluation since Mr. Cheeseman will not be here for the meeting on June 29th. It was the consensus of the Board to meet on Monday, June 13th at 6:00

p.m. to conduct the superintendent's evaluation and to consider personnel items as needed. It was noted that Mr. Magaro will participate remotely.

Announcements

- Last Day of School Early Release – Friday, June 10, 2016 at 12:30 p.m.
- PCHS Graduation Ceremony – Friday, June 10, 2015 at 7:00 p.m. at Perquimans County High School, Memorial Field
- Regular Board of Education Meeting – Wednesday, June 29, 2016 at 6:00 p.m. at CO

Upon motion by Steven Magaro and seconded by Arlene Yates, the Board voted unanimously to retire the colors.

Ms. Cox thanked the students in the SSD program for their participation in the board meeting. She also thanked Mrs. Fields and the staff at Perquimans County High School for hosting the meeting.

Upon motion by Steven Magaro and seconded by Arlene Yates, the Board voted unanimously at 8:00 p.m. to enter closed session pursuant to G.S. § 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee and G.S. § 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

Upon motion by Steven Magaro and seconded by Ralph Hollowell, the Board voted unanimously at 9:25 p.m. to return to open session.

After returning to open session, the following action was taken:

Upon motion by Arlene Yates and seconded by Anne White, the Board voted unanimously to approve the Superintendent's recommendations regarding personnel items as presented. Following approval of the Personnel Summary Report, Superintendent Cheeseman introduced Mr. Oliver Holley, the new Director of Human Resources effective June 20, 2016.

There being no further business, the meeting was adjourned at 9:30 p.m.

Susan B. Cox, Board Chair

Matthew F. Cheeseman, Superintendent