

Perquimans County Board of Education  
Regular Session – April 24, 2017

The Perquimans County Board of Education met in regular session on Monday, April 24, 2017, at 6:00 p.m. in the auditorium at Perquimans County Middle School in Winfall, North Carolina. Board members Amy Spaugh, Anne White, Ralph Hollowell, Russell Lassiter, Leary Winslow, and Arlene Yates were present.

Board Chair Amy Spaugh called the meeting to order. Russell Lassiter led the audience in reciting the Pledge of Allegiance. Arlene Yates opened the meeting with prayer.

Approval of Agenda

Upon motion by Arlene Yates and second by Ralph Hollowell, the Board voted unanimously to approve the agenda as presented, including the addendum.

Approval of Minutes

Upon motion by Arlene Yates and second by Leary Winslow, the Board voted unanimously to approve the minutes of the March 27, 2017 regular session as presented.

Consent Agenda

Upon motion by Leary Winslow and second by Arlene Yates, the Board voted unanimously to approve the Personnel Summary Report for April 24, 2017 as presented, including the addendum.

Public Hearing / Requests from the Public

None

Board Committee Reports

Board members provided committee reports as follows: Russell Lassiter – Finance Committee; Anne White – Personnel Committee; Leary Winslow – Operations Committee; and Arlene Yates – Curriculum & Instruction Committee.

Good News

**Envirothon**

The Perquimans County FFA team recently competed at the Coastal Envirothon at the Region 5 and 6 Envirothon at the Cool Springs Environmental Education Center in New Bern. They placed fifth in the region and will be advancing to the state competition in April.

Brandon Melton  
Colton Meads  
Luke Fuller  
Madison Loftis  
Lauren Winslow

**Perquimans Arts League**

In recognition of Youth Art Month, the Perquimans Arts League hosted an exhibit of art work by students from Hertford Grammar School, Perquimans County Middle School, and Perquimans County High School. A reception was held and first, second and third place prizes were

awarded. The show, entitled "Young at HeART," ran through the end of March. Art supplies collected from the Show Your Love: Adopt an Art Room were presented to Ms. FitzPatrick and Ms. Kocher for use in their classrooms.

Perquimans High School – Amber Kocher, Teacher

Kaylynn Watson – 1<sup>st</sup> place

Jessicah Brown – 2<sup>nd</sup> place

Raquelle Allen – 3<sup>rd</sup> place

Perquimans Middle School – Paula FitzPatrick, Teacher

Tiana Outland – 1<sup>st</sup> place

Jada Modlin – 2<sup>nd</sup> place

Courtney Copeland – 3<sup>rd</sup> place

Hertford Grammar School - Rachel West, Teacher

Anna Fisher – 1<sup>st</sup> place

Garrett Christian – 2<sup>nd</sup> place

Danielle Trueblood – 3<sup>rd</sup> place

### **Rotary Students of the Month**

Congratulations to **Brandy Downing** and **Brian Winslow** for being selected as the Rotary Students of the Month. These two individuals exemplify the Rotary Motto, "Service Above Self." They were recognized at the Rotary meeting on April 11<sup>th</sup>.

### **HOSA State Conference**

Congratulations to the following students for representing Perquimans County High school well at the HOSA State Conference: **Jessicah Brown, Toni Woodward, Madison Loftis, Amanda Pulley, McKenzie Twine, Tylar Workman, David Byrum, and Jarod Johnson**. The PCHS HOSA Organization was awarded the Gold Star Chapter Award, and **Mrs. Laura Gardner** was the recipient of the Gold Star Advisor Award.

### **Albemarle Band Clinic**

Congratulations to the following students for representing Perquimans County High School at the Albemarle Band Clinic: **Chelsea Harris, Rachel Gilbert, Jeremiah Brown, Sarah Baker, Jalen White, and Brian Winslow**. These students were able to perform with some of the best band students in our region. It is quite an honor to be selected. Mr. Ryan Minster is the PCHS Band Director.

Perquimans County Middle School was one of seven area middle schools that participated in the two-day Albemarle Band Clinic. Under the direction of PCMS Band Director Mr. Malik Barrows, four outstanding 8<sup>th</sup> grade students were selected to attend: **Alicen Leary, Emma Nixon, Chenoa Stalnaker, and Armando Feliciano**.

### **Biggs Scholarship**

Congratulations to **Shykesha Kee** for being named the recipient of the Biggs Scholarship for \$2,500. The scholarship is renewable.

### **Battle of the Books Competition**

Mrs. Corrie Kemp recently took a team of students to Greenville, North Carolina to compete in the regional Battle of the Books competition. Our team placed fourth out of 11 teams that participated. These students read many books and worked hard to prepare for this event.

Lilah Byrum  
Michael Byrum  
Karsyn Clayton  
Kendra Graham  
Jocelyn Jennings  
Krista Linton  
Aunya Craigwell  
Jacob Eure  
Vivien Lane  
Blair Russell  
Kaiya Sawyer  
Ellie Ward

### **Math 24 Competition**

Fourth and fifth grade students recently competed at Moyock Elementary in the regional Math 24 competition. Mrs. Corrie Kemp took twenty students to the competition where Hertford Grammar School had three students who placed in the top twenty out of 144 students.

Shenandoah Price  
Kendra Graham  
Will Rucker  
Anna Fisher  
Lilly Winslow  
Karsyn Clayton  
Sam Adkins  
Troy Sutton  
Colin Tibbs  
Keara Sauvageau  
Ashley Stricker  
Hunter Overton  
Adrienne McDonald  
Kaiya Sawyer  
Blair Russell  
Dawson Brickhouse  
JC DeLeon Bradley  
Vivien Lane  
Collin Roberts

### **Completion of Instructor Requirements**

Congratulations to **Dee Winslow** and **Carole Laughton** who were recognized for their recent completion of instructor requirements for Reading Research into Classroom Practice and Math Foundations by Mr. Bill Hussey, State EC Director.

### Crystal Apple Award

**Trisha Brickhouse** was recognized by Patrick Reid from Horace Mann with the Crystal Apple Award for outstanding service to students and staff.

### Perquimans County Schools Annual Bus Rodeo

There were 19 drivers that participated in the annual Bus Rodeo on April 11<sup>th</sup>. Only 30 points separated the 4<sup>th</sup> through 10<sup>th</sup> place winners. This proves what an awesome team of dedicated and highly-trained professionals we have in Perquimans. We trust them with the safety and security of nearly 1,000 students each day.

1st place (with a perfect score two years in a row) – Mrs. Johnetta Banks, Perquimans Central School, Bus 131

2<sup>nd</sup> place – Mr. Timothy Jordan, Perquimans Middle School, Custodian/Substitute Bus Driver

3<sup>rd</sup> place – Mrs. Beverly Mercer, Perquimans Middle School, Bus 117

4<sup>th</sup> place – Ms. Ebony Reid, Hertford Grammar School, Bus 132

5<sup>th</sup> place – Ms. Debbie Jean Whedbee, Perquimans Central School, Bus 131

6<sup>th</sup> place – Ms. Satoria Parker, Perquimans Middle School, Bus 116

7<sup>th</sup> place – Ms. Frances Jordan, Hertford Grammar School, Bus 109

8<sup>th</sup> place – Ms. Mary Flemming, Perquimans High School, Bus 39

9<sup>th</sup> place – Mr. Aaron Burke, Perquimans High School, Bus 39

10<sup>th</sup> place – Mr. Devin Mallory, Perquimans Central School, Bookkeeper/Substitute Bus Driver

### Unfinished Business

None

### New Business

#### 1:1 Sustainability Plan and Lease for Chromebooks

Director of Technology Martha Nixon presented information about the 1:1 initiative and the proposed lease for Chromebooks. According to the requirements of the three-year Golden Leaf Grant, which began in 2014, Perquimans County Schools developed a 1:1 sustainability plan to refresh devices in grades 3 through 12 every three years. The County Commissioners agreed to support the grant request by putting \$175,000 toward the refresh of the 1:1 devices. Over the last three years, several things have been learned about being a 1:1 district: (1) to continue to provide intentional professional development for staff and administrators focusing on how to integrate 1:1 devices in the classroom to make an impact on teaching and learning; (2) to have a cost-efficient plan to sustain repairs, damages and 1:1 equipment for grades K through 12; (3) to ensure all families have equitable access to technology opportunities.

In planning for next school year, professional development will continue for teachers and administrators with support from the Friday Institute. A \$20.00 technology fee will be charged for students in grades K through 12. A hardship fund will be set up for families who need

assistance due to financial hardship, including a payment plan option, if needed. In addition, there will be a \$50 cap per family for families that have several students within our district. The technology fee will cover accidental damage, theft, loss and also chargers for students in grades 3 through 12 for the entire school year. The fee will not cover intentional damage. Over the last three years, an optional insurance plan has been offered for \$34.00; however, some families that opted out of the insurance paid \$100 or more for iPad damages. After reviewing and evaluating devices on state contract, the district will refresh devices with Dell Chromebooks. The district has received permission from Golden Leaf to move the iPads to Perquimans Central School for day use only in order to become a 1:1 district. The proposed lease includes the purchase of 1,600 Chromebooks and 28 charging carts in the amount of no more than \$160,000.00 per year in order to fulfill the grant requirements with Golden Leaf.

Following discussion regarding the reasons for moving from iPads to Chromebooks, the \$20.00 technology fee for each student, the recoupment of damage fees, moving the existing iPads to Perquimans Central School, the reasons why the iPads are not being sold back, the proposed lease agreement and specifically the paragraph about no warranties, the Board took the following action. Upon motion by Anne White and second by Ralph Hollowell, the Board voted unanimously to table action on the proposed 1:1 sustainability plan and lease for Chromebooks, pending review of the lease by the board attorney for consideration at the May board meeting.

#### Budget Amendments

Director of Finance Candy Tilley explained in detail the proposed budget amendments. Upon motion by Leary Winslow and second by Russell Lassiter, the Board voted unanimously to approve State Public School Fund – Amendment #8, Federal Grants Fund – Amendment #6, Capital Outlay Fund – Amendment #6, and Other Specific Revenue Fund – Amendment #7 as presented.

#### Financial Report

Mrs. Tilley presented the financial report for the month of March 2017. There were no concerns or questions noted regarding any of the funds at this time.

#### Proposed 2017-2018 Capital Outlay Budget

Mrs. Tilley presented the proposed 2017-2018 Capital Budget that Maintenance Director James Davison presented at the joint work session with the County Commissioners on April 17, 2017. Upon motion by Ralph Hollowell and second by Russell Lassiter, the Board voted unanimously to approve the proposed 2017-2018 Local Current Expense Budget and Capital Outlay Budget as presented for presentation to the County Commissioners on May 15, 2017.

#### Reduction in Force Update

Mr. Cheeseman stated that he will recommend the positions to be cut at the board meeting on May 22, 2017. In the interim, one teacher assistant resigned and found a new position and another declared retirement. Considering, some of those positions are closing. During the month of May, the district will work on a scoring rubric to ensure all teacher assistants understand how it is being scored and defined.

#### Senate Bill 254

There is a proposal to allow homeschool access to public school sports. Mr. Cheeseman sent an email to our senator, and copied board members, asking him not to approve this proposal, which would allow homeschool students to engage in a public school sport. For example, a homeschool student could play football for Perquimans County Schools and later go to Camden and play baseball against Perquimans County Schools in the same school year. Mr.

Cheeseman's reason for writing the senator included eligibility requirements, liability around who covers the students engaged in this program, as well as a homeschool student actually starting ahead of a student who attends school in the district.

#### Teacher Working Conditions Survey

Every other year, North Carolina puts out a teacher working conditions survey so the principal and Board of Education can see the pulse of the employees inside their school as far as what needs to be improved and what can be celebrated. This year, the survey was administered locally. The results will be forwarded to board members for their review and will be shared with principals during their summative evaluations.

#### Reports / Updates

##### Student Discipline Data

Assistant Superintendent James Bunch presented the student discipline data for the month of April. There were no questions from board members regarding the data.

##### Bus Driver Perfect Attendance

Transportation Director Jeff Miller announced that there were 16 bus drivers with perfect attendance for the month of March, and 6 with perfect attendance to date for this school year. Bus drivers with perfect attendance this school year to date include Sheneka Whidbee, Lillie White, Ebony Reid, and Timothy Jordan. In addition, he noted that Maebelle Leigh has had perfect attendance for 4 years to date and Janice Butts for 8 years to date.

#### Superintendent's Report

##### House Bill 13 – K-3 Class Size Update

Mr. Cheeseman reported that as the board meeting occurred, he received communication that the Senate made a decision regarding House Bill 13 on K-3 class size. The new version of the bill announced by the Senate would lower maximum class size for K-3 classes for the fall to 23 students. In 2018-2019, the maximum K-3 class size would range from 19 to 21. Also, in 2018, the average K-3 class size would drop to between 16 and 18 students, compared to 21 this school year. Superintendents are scheduled to participate in a conference call at 8:00 a.m. tomorrow morning to hear from leaders regarding how to message this with the media. This is great news for our district and may possibly change our budget request to our county which included a \$400,000 line item due to this legislation.

##### House Bill 375 – School Calendar Flexibility Update

If the Senate rules in favor of school calendar flexibility, districts could start school as early as August 15<sup>th</sup>. If approved, our district would re-form the Calendar Committee to look at a potential new calendar for next school year.

##### Financial Procedures Manual and Job Descriptions Manual

Mr. Cheeseman offered congratulations to Director of Finance Candy Tilley and Director of Human Resources Oliver Holley who worked with the Masonboro Group to create a financial procedures manual and a job descriptions manual. All employees now have a job description which is written in a format that communicates expectations and results. In regard to the financial procedures manual, all stakeholders will have access to procedures and guidelines dealing with money management. Mrs. Tilley and Mr. Holley have copies of these documents for their final review. Both documents should be posted on the district website by the end of May.

NC Star Training – May 24, 2017

At the last NERESA Superintendents' Council meeting, Mr. Cheeseman invited the surrounding counties to send representatives to attend the NC Star training in Perquimans on May 24, 2017. The training will expand our network around school improvement processes.

Curriculum Associates Training – May 10, 2017

Every teacher K-12 and all principals have asked for the K-12 umbrella around curriculum and instruction. During the NERESA meeting, Curriculum Associates (CA) did a phenomenal presentation for superintendents. Mr. Cheeseman invited CA to Perquimans to do a presentation on May 10, 2017 at 9:00 a.m. for a group of 20, including principals, teachers, and staff members, to hear and see this information first hand. Beaufort County Schools currently uses it for Grades K-8. Employees will learn about what CA has to offer and then make a recommendation based on the Common Core standards and North Carolina standards.

Athletic Complex Update

Mr. Cheeseman plans to release the Request for Proposals (RFP) in May. The district paused release of the RFP out of courtesy to those who are experiencing the RIF.

Board Chair's Comments

Mrs. Spaugh thanked everyone for attending and for their hard work. She also thanked the board members for the time they put in to build a great school system.

Announcements

- Budget Presentation to County Commissioners, Monday, May 15, 2017, at 8:00 p.m. Commissioners' Meeting Room
- Regular Board of Education Meeting, Monday, May 22, 2017, 6:00 p.m., Auditorium at Perquimans County High School

There being no further business, the meeting was adjourned at 7:38 p.m.

  
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Amy G. Spaugh, Board Chair

  
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Matthew F. Cheeseman, Superintendent