

Perquimans County Board of Education
Regular Session – February 27, 2017

The Perquimans County Board of Education met in regular session on Monday, February 27, 2017, at 6:00 p.m. in the multi-purpose room at Perquimans Central School in Winfall, North Carolina. Board members Amy Spough, Anne White, Ralph Hollowell, Russell Lassiter, Leary Winslow, and Arlene Yates were present.

Board Chair Amy Spough called the meeting to order. Leary Winslow led the audience in reciting the Pledge of Allegiance. Arlene Yates opened the meeting with prayer.

Approval of Agenda

Upon motion by Anne White and second by Leary Winslow, the Board voted unanimously to approve the agenda as presented.

Approval of Minutes

Upon motion by Arlene Yates and second by Ralph Hollowell, the Board voted unanimously to approve the minutes of the January 23, 2017 regular session as presented.

Consent Agenda

Ralph Hollowell recused himself from taking action on the Personnel Summary Report. Upon motion by Arlene Yates and second by Russell Lassiter, the Board voted unanimously to approve the Personnel Summary Report for February 27, 2017, including the addendum.

Public Hearing / Requests from the Public

None

Board Committee Reports

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

Good News

National Consortium for Health Science Education – (Laura Gardner, teacher)

This is the first time that Perquimans students have taken the National Consortium for Health Science Education National Health Science Assessment.

"The National Health Science Assessment is a validated, knowledge-based test designed to evaluate the extent of the candidate's knowledge of the National Health Science Standards and Objectives. The National Health Science Standards and Assessment are **supported by the Tri-Council of Nursing** (*American Association of College of Nursing; American Nurses Association; American Organization of Nurse Executives; National League of Nursing*) **and endorsed by Health Professions Network (HPN)** in successfully preparing health science students for transition into postsecondary health science programs. Upon successful passing of the test a student is awarded a certificate of proficiency on the health science standards."

Students who passed:

Autumn Bateman
Courtney Bright
William Byrum
Taylor Green
Alexis Howard
Elizabeth Lane
Madison Loftis
Amanda Pulley
Raegan Workman

Career and Technical Education Career Skills Certificate: Medical Terminology – (Laura Gardner, teacher)

The Career and Technical Education Career Skills Certificate: Medical Terminology is another new certification that Mrs. Gardner has added to her Honor's level class opportunity.

Students who received certification:

Alexis Howard
Raegan Workman
Taylor Green
Toni Woodward

Nomination for US Presidential Scholars Program in Career and Technical Education – (Angel White, teacher)

Joseph Caleb Richardson is one of five North Carolina CTE nominees for the U.S. Presidential Scholars Program. A state level selection committee has submitted Caleb's name to the Commission on Presidential Scholars for consideration at the national level. Caleb is currently working on his application for the national competition.

Greenhand Degree – (Angel White, teacher)

Carlton Baker – 9th grade
Chase Pippins – 9th grade
Shelley White – 9th grade

The FFA Greenhand Degree is the first degree of FFA membership. The student must put in a lot of work and demonstrate great knowledge of the overall FFA program to be eligible for this honor.

Fleet Reserve Association Americanism Essay Contest

Sarah Baker, a senior at Perquimans County High School, won second place in the Fleet Reserve Association (FRA) Americanism Essay Contest for the local branch. Sarah wrote about "What Memorial Day Means to Me." She will receive a \$75.00 check and certificate. The contest is open to all students in grades 7-12.

Chowan Arts Council Student Art Competition

Perquimans County Middle School – (Paula Fitzpatrick, teacher)

1st Place – **Kaitlyn Votava**, 7th Grade, "Just Me"
2nd Place – **Kristina Pierce Lang**, 7th Grade, "Leaf Print"
3rd Place – **Brock Lassiter**, 7th Grade, "Shoe"

Perquimans County High School – (Amber Kocher, teacher)

1st Place – **Jessicah Brown**, “Hallie Jean”

2nd Place – **Raquelle Allen**, “Mystical Essence”

Soybean Poster Contest Winners

1st Place – **Emily Meads** (Alta Allen, teacher)

2nd Place – **Anna Fisher** (Kim Daugherty, teacher)

3rd Place – **Elizabeth Gregory** (Rodney Lyons, teacher)

Honorable Mention – **Zamiyah Spellman** (Kim Daugherty, teacher)

Honorable Mention – **Dwuanee’ Williams** (Lindsey Benton, teacher)

Rotary Teachers of the Year

Megan Clayton – Kindergarten Teacher, Perquimans Central School

Kim Daugherty – 4th Grade Teacher, Hertford Grammar School

David McCartney – Math Teacher, Perquimans County Middle School

Laura Gardner – Health Occupations Teacher, Perquimans County High School

Horace Mann Crystal Apple Award

Nancy Rountree, a 5th grade teacher at Hertford Grammar School, was awarded the Crystal Apple Award which recognizes educators for the outstanding work they do or a significant achievement in teaching.

Bright Ideas Grant

Connie Ashley, the music and arts teacher at Perquimans Central School, won a Bright Ideas Grant entitled, “All Hands on Stage.” The funds will be used for the annual grade level musical performances.

Donor’s Choose Grant

Kaley Kiffner, an eighth grade teacher at Perquimans County Middle School, wrote a Donor’s Choose Grant called “21st Century Scientists Go Digital in the Lab.” This grant will enable students to have access to pocket scales, weighing boats, and lab scoops.

In addition, Mrs. Kiffner received notification in January that she had completed the requirements to become a Nearpod Certified Educator. Nearpod is a tool used by teachers to share information, increase student engagement, and assess students.

Windows of Opportunity Grant

The Accelerated Learning Center recently received a Windows of Opportunity grant in the amount of \$554.00 from Steve Vacendak, Executive Director of NC Beautiful to construct a tranquility pond on the grounds at the ALC. **Tammy Miller-White**, Dean of Students at the ALC, stated PCHS student **Hunter Joyner** immediately began thinking of ways students could expand the garden at the ALC and came up with the idea to create a pond. Students contacted local agencies and community members to gather information about pond habitats, upkeep, and cost. Students will begin digging the pond in early spring.

Asbestos Inspector Certification

Maintenance Director **James Davison** recently completed the requisite training for asbestos accreditation under TSCA Title II and met the requirements of and passed the examination of a 24-hour EPA asbestos inspector initial training course.

Grade "A" Custodial Rating – (James Davison and Mickey's Sales and Service)

Perquimans Central School

Ronald Wilson
Melvin Jackson
Mary Williams
Sandra Bizzell

Hertford Grammar School

Robert Banks
Willie Downing
Joyce Hunter

Board of Education

Ruby Ainsley

Perquimans County High School

Quinton Brickhouse
Amos Fletcher
Anita Mercer
Elizabeth Tavares
Bernadette Ferebee

Substitute

Frankie Ethridge

Unfinished Business

Board Policy Updates – Fall 2016

Upon motion by Anne White and seconded by Arlene Yates, the Board voted unanimously to adopt board policy updates for Fall 2016. For clarification, Mrs. Spaugh noted that in Policy 3620 Extracurricular Activities, the wording should be 'Students in the 6th grade are eligible to participate in all interscholastic athletics except football.' Also, the template for Merit-Based Bonuses should be removed as it is not needed. The following policies were pulled from the group for further review and will be acted upon at a later date: 3320 School Trips; 6220 Operation of School Nutrition Services; and 7241 Drug and Alcohol Testing of Commercial Motor Vehicle Operators.

New Business

Proposed School Calendar for 2017-2018

Dr. Norris Parker presented the proposed school calendar for 2017-2018 noting early release days, Christmas and Spring breaks. He also mentioned the recommendation to add ten minutes to each day starting with the first day of school to bank time in the event of inclement weather. This was a first reading only. Action will be taken at the March meeting.

Revised School Calendar for 2016-2017

Dr. Parker presented revisions to the school calendar for 2016-2017. Due to the inclement weather days on January 9th and 10th, June 15th and 16th were added to the calendar as optional workdays to satisfy the 215 days required for staff. Also, January 20th and March 24th were changed from early release days to full days and March 27th was changed from an optional work day to a regular school day. Upon motion by Arlene Yates and second by Ralph Hollowell, the Board voted unanimously to approve the revised school calendar for 2016-2017 as presented.

Budget Amendments

Director of Finance Candy Tilley explained in detail the proposed budget amendments. Upon motion by Anne White and second by Russell Lassiter, the Board voted unanimously to approve State Public School Fund – Amendment #6; Federal Grants Fund – Amendments #5; Capital Outlay Fund – Amendment #5; and Other Specific Revenue Fund – Amendment #5 as presented.

Financial Report

Mrs. Tilley presented the financial report for the month of January 2017. There were no concerns at this time.

Bus Replacement Financing Agreement

Upon motion by Leary Winslow and second by Arlene Yates, the Board voted unanimously to enter into a financing agreement with Banc of America Public Capital Corporation to purchase two replacement yellow school buses. NCDPI will make the payments on behalf of the district.

TSA Consulting Group – Third Party Administrator Contract

Mrs. Tilley informed the Board that the district will designate TSA Consulting Group, Inc. (TSACG) as the contracted plan administration services provider for the 403(b) supplemental retirement at no cost to the district. The company will administer the accounts on behalf of our employees. The previous company would not integrate with the district's software; the TSA Consulting Group will integrate with the district's software.

Reports / Updates

Student Discipline Data

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

Bus Driver Perfect Attendance

Transportation Director Jeff Miller announced that there were 19 bus drivers with perfect attendance for the month of January, and 8 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, Debbie Tappin, Timothy Steward, and Henry Miles. In addition, he noted that Mae Belle Leigh has had perfect attendance for 4 years to date and Janice Butts for 8 years to date.

In observance of Love the Bus Month, the Transportation Department had a cake and ice cream social for bus drivers and transportation staff with 38 in attendance. Also, EC Specialist Carole Laughton Suter rode an EC bus during the morning route and the other EC bus during the afternoon route, touring the entire county.

Beginning Teacher Support Program (BTSP) Monitoring

Federal Programs Director Brenda Dail announced that the BTSP received accomplished and distinguished ratings during a recent monitoring visit. She said the success of the visit was a team effort. In addition, Human Resources Director Oliver Holley thanked Heather Forbes and Trischa Quinlan for their help in this process.

Superintendent's Report

Data Study: Student Transfer Requests

Of 80 students transferring out of the district, 41% of them are released from the Five Mile Y area of the county. Of that 41%, 25 of those students are released for Kindergarten, 1st and 2nd grades. This is important information to consider around the K-3 class size issue. Next month, a full report will be presented regarding where our students go, what grade they are in, and the reasons why they are released from our county.

Athletic Complex / Update on RFP for Architects

The RFP was postponed because of line 8 on page 4 as it was brought to our attention that it may not be aligned to a general statute. Specifically, the RFP asked those bidding for the job to provide certain work for free in their presentation. That line item will be rewritten and the RFP will be sent out again by the end of the week. This delay should not prevent having a football field in place by August of 2018.

Cost Effectiveness Study

With the K-3 class sizes and potential 5% cut in federal funding and 2% cut in state funding, the Superintendent asked the Masonboro Group to do a cost effectiveness study in a five to six year plan based on the continuance of federal and state cuts and class size reductions, as well as a continued decrease in enrollment. The Superintendent should have the report to share with the Board in June.

Draft Budget Proposal 2017-2018

There are four line items that the district is proposing for the 2017-2018 local budget: teacher salary supplement, classified salary scale, curriculum & instruction, and capital outlay (developing a 3-year plan). The teacher supplement is the bargaining chip for bringing high quality teachers to our district since the teacher salaries are the same for everyone across the state. In regard to classified salaries, currently the classified salary scales are at 70% fair market value. The Superintendent will propose to increase those salaries to 100% fair market value over the next three years. In regard to curriculum & instruction, in 2014-2015, the district had two C's and one D and in 2015-2016, two C's and one B. Two schools exceeded growth, the schools are out of low performing, our district is in the top 30% in the state, and Hertford Grammar School is ranked number two in the region. The current school year data for 2016-2017 will not be published until September, which is after the county commissioners decide the amount they will give the district for next year. This year, the presentation to commissioners regarding curriculum & instruction will not necessarily be about personnel, but there will be an action plan. Mr. Cheeseman and Mrs. Tilley will share this information with County Manager Frank Heath when they meet with him this week.

Board Chair's Comments

Mrs. Spough thanked the staff, faculty and fellow board members for a good month.

Announcement

Regular Board of Education Meeting – Monday, March 27, 2017 at 6:00 p.m. in the multi-purpose room at Hertford Grammar School.

Closed Session

Upon motion by Arlene Yates and second by Leary Winslow, the Board voted unanimously at 7:04 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; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.


Upon motion by Ralph Hollowell and second by Arlene Yates, the Board voted unanimously at 8:04 to return to open session.

No action was taken after returning to open session.

There being no further business, the meeting was adjourned.



Amy G. Spaugh, Board Chair



Matthew F. Cheeseman, Superintendent