

Perquimans County Board of Education
Regular Session – February 26, 2018

The Perquimans County Board of Education met in regular session on Monday, February 26, 2018, at 6:00 p.m. in the administrative offices of Perquimans County Schools in Hertford, North Carolina. Board members Dr. Anne White, Russell Lassiter, Ralph Hollowell, Leary Winslow and Arlene Yates were present. Amy Spaugh was absent.

Board Vice Chair Dr. Anne White called the meeting to order. Arlene Yates led the audience in reciting the Pledge of Allegiance. Leary Winslow opened the meeting with prayer.

Dr. White welcomed everyone to the meeting including special guests Miss North Carolina Victoria Huggins and Field Representative Betty Jo Shephard from Senator Richard Burr's office.

Approval of Agenda

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

Good News

The Board recognized the following individuals for their outstanding accomplishments:

Perquimans Farm Bureau Educational Grant

Kelly Russell – Biotechnology / Agriculture Educator, Perquimans County Middle School

Grade "A" Rating on Quarterly Custodial Inspection

PCS – Ronald Wilson, Melvin Jackson, Mary Williams, Sandra Bizzell

HGS – Robert Banks, Willie Downing, Anita Mercer

BOE – Ruby Ainsley

PCHS – Quinton Brickhouse, Elmer Rumble, Elbert Sawyer, Joyce Hunter, Bernadette Ferebee

Substitute – Frankie Ethridge

Literacy Advocate

Victoria Huggins – Miss North Carolina

No Kid Hungry 2018 Breakfast Challenge Winners – HGS School Nutrition Team

Geri Layden – Manager

Charlotte Saunders, Jamie Best, Kishonda Fletcher, Sarah Biter – School Nutrition Assistants

Kim Cullipher – Supervisor

Shirley Pelletier – Director of School Nutrition

Appointment by Governor to Teachers' and State Employees' Retirement System Board of Trustees

Oliver Holley – Chief Human Resource Officer

Approval of Minutes

Upon motion by Russell Lassiter and second by Arlene Yates, the Board voted unanimously to approve the minutes of the January 29, 2018 regular session and the February 1, 2018 special session as presented.

Consent Agenda

Student Transfer Requests

Upon motion by Leary Winslow and second by Arlene Yates, the Board voted unanimously to approve the Superintendent's recommendations regarding student transfer requests for 2017-2018 as presented.

Personnel Summary Report

Upon motion by Leary Winslow and second by Arlene Yates, the Board voted unanimously to approve the Superintendent's recommendations regarding personnel items as presented in the Personnel Summary Report and addendum for February 26, 2018.

Public Hearing / Requests from the Public

None

Unfinished Business

None

New Business

Presentations – NC Star School Improvement Plan Mid-Year Review

Principal Melissa Fields provided an update on the goals in the School Improvement Plan for Perquimans Central School: PBIS, MTSS, and Family Engagement.

Principal Jason Griffin provided an update on the goals in the School Improvement Plan for Hertford Grammar School: Classroom Management, Tiered Instructional System, Student Supports and Interventions, Student Transitions, and Digital Portfolios.

Finance

Budget Amendments

Finance Director Candy Tilley provided a detailed explanation for each item included in 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 #6, Federal Grants Fund – Amendment #3, and Capital Outlay Fund – Amendment #4 as presented.

Financial Report

Mrs. Tilley presented the Financial Report for January 2018. Board members did not have any questions regarding the report.

Field Trip Requests

Out-of-State Field Trips

Perquimans Central School Pre-K students will visit the Children's Museum in Portsmouth, Virginia, on April 19, 2018. Pre-K teacher Heather Rountree wrote a Donor's Choose Grant which will provide the funding for the trip. This was for information only; no action was needed.

Overnight Field Trips

PCHS students will participate in the HOSA State Leadership Competition in Greensboro, North Carolina, on March 21-24, 2018.

PCHS students will participate in the FFA Poultry Judging in Raleigh, North Carolina, on March 28-29, 2018.

PCMS and PCHS students will participate in Music in the Parks Festival in Baltimore, Maryland, and Washington, D.C., on May 11-13, 2018.

PCHS students will participate in the FFA State Convention in Raleigh, North Carolina, on June 19-21, 2018.

Upon motion by Leary Winslow and second by Arlene Yates, the Board voted unanimously to approve the overnight field trip requests as presented.

Board Policy Revisions

Superintendent Cheeseman presented proposed Policy Code: 7410 Teacher Contracts. The state is requiring districts to have a policy in place regarding teacher contracts. The draft policy will be posted on the district website for 30 days for stakeholder review and feedback. In regard to contract length, the draft policy reads in part:

A new or renewed contract will be for a term of one school year for teachers who have been employed by the board as a teacher for less than three years. For teachers who have been employed by the board as a teacher for three or more years and who are in good standing, a new or renewed contract will be for a term of two school years. After a teacher has completed a two-year contract, subsequent contracts will be for a term of four school years if the teacher is in good standing at the time of the contract offer. A teacher will be considered in good standing for purposes of this policy if: (1) the teacher received a rating of at least "proficient" on all standards of the teacher evaluation instrument on the two most recent annual evaluations; (2) has successfully completed a growth, improvement, or corrective action plan if placed on one while employed by Perquimans County Schools; (3) has not received letters of reprimand or other documented disciplinary action during the current contract term; (4) has not received a demotion or suspension without pay during the current contract term; and (5) there is no other relevant performance information in the personnel file that would support a decision to disqualify the teacher from a multi-year contract. A contract for a teacher who is not in good standing may be for a term of one year only, if the teacher's contract is renewed.

The policy also includes G.S. 115C-325.4, the reasons for teacher dismissal and non-renewal. Mr. Cheeseman entertained questions and comments from the Board regarding the proposed policy. The policy was presented for a first reading only. Action will be taken at the March meeting.

Proposed School Calendar for 2018-2019

Chief Academic Officer Dr. Norris Parker thanked the Calendar Committee for meeting on February 21, 2018. He described the calendar process and presented the proposed school calendar for 2018-2019. Dr. Parker explained that the number of instructional hours varies by school; however, by banking ten additional minutes each school day starting at the beginning of the school year, the number of instructional hours will be similar to this year's calendar. The proposed calendar was presented for a first reading only. Action will be taken at the March meeting. The proposed calendar will be posted online for 30 days for public review and comment.

Reports / Updates

HB 13 / HB 90 Class Size Update

Dr. Parker explained that HB 13 is now HB 90. The attachment from the North Carolina General Assembly illustrated the new progressions for class sizes over a period of four years. This year, the class ratio is 1:20 and next year will also be 1:20. In 2019-2020, the class ratio will be 1:19 and the following year, 2020-2021, will be 1:18. In 2021-2022, the class sizes will be 1:18 for Kindergarten; 1:16 for 1st Grade; 1:17 for 2nd Grade; and 1:17 for 3rd Grade. Dr. Parker stated that Perquimans County Schools is currently in compliance with the class size requirements, and if nothing changes, the district will be in compliance for the next four years. In looking at the projected enrollment numbers for grades K – 3 for next year, the district would be in compliance for class sizes. In the year 2021, 1st Grade would be out of compliance. However, putting a co-teacher under an ELA course code would dilute the number and bring the district into compliance.

Summer School

Dr. Parker stated the following dates have been established for Summer School for Perquimans High School, Perquimans Middle School and Hertford Grammar School: June 13-27 (including the first Friday), with testing scheduled on June 27. Hours for staff will be from 8:00 – 12:00 and for students from 8:30 – 11:30. There will be no transportation, but snacks will be provided and MacBooks will be made available.

Athletic Complex Update

Maintenance Director Jim Davison reported that a pre-bid meeting was held last week with several local contractors attending. Musco Lighting was the only out-of-town contractor. Bids will close at 4:00 p.m. on March 9, 2018. Mr. Davison is working closely with Communications Director Lisa Lane to plan the Groundbreaking Ceremony for the athletic complex. Once the date is established with the land owner, Dr. Nixon, invitations will be sent out for the event. The goal for the notice to proceed is April 2nd. At this point, all drawings for Phase 1 are with NCDPI and are waiting for engineering stamps. There has been much input and discussion about the restroom/concession stand building which remains the biggest challenge of the project.

2018-2019 Transportation Goals

Prior to Mr. Miller's presentation, Mr. Cheeseman noted that since beginning as Superintendent of Perquimans County Schools, he has heard from stakeholders across the county that some students have about an hour and forty-five minute ride time. The district is looking for ways to decrease ride time by at least 30 minutes as a starting point. Mr. Cheeseman thanked Director of Transportation Jeff Miller and Cost Clerk/TIMS Coordinator Julie Williams for their time and effort in compiling the information for this presentation.

Mr. Miller presented a detailed study on ride time for students. He provided information on current bus operations and bus routes. He explained a plan to reduce maximum ride time to an hour and fifteen minutes which was divided into two parts, PreK-2nd Grades and 3rd – 12th Grades. The plan included restructuring bus routes by adding buses, combining bus fleets for HGS, PCMS and PCHS, and creating additional group stops. Mr. Miller illustrated anticipated average ride times and explained the impacts on the schools, students, bus drivers and the school district. He noted that all information presented in the study was dependent on student enrollment, bus ridership, and bus stop locations. Mr. Miller concluded his presentation by stating that maximum student ride times can be reduced, but it will be costly and have an impact on our school system on many levels.

Mr. Cheeseman acknowledged Ms. Betty Jo Shephard, a field representative from Senator Richard Burr's office. He reiterated the fact that there are no state laws regulating the length of a bus ride; however, this does not keep parents from voicing their concerns. This study illustrates the need for greater fiscal funding and/or greater means to transport our students. Mr. Cheeseman entertained questions and comments from board members regarding the study.

Student Discipline Data

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

Superintendent's Report

2018 PCHS Graduation Survey

Students and their families were recently surveyed about the day/time they would like to have graduation, either Friday evening at 6:00, Saturday morning at 10:00 or Saturday night at 7:00. The majority responded to keep graduation on Friday night at 6:00 p.m., which is the last day of school.

Joint Education Steering Committee

Board Chair Amy Spaugh, Maintenance Director Jim Davison, and Superintendent Cheeseman met recently with Commissioner Chair Wallace Nelson and County Manager Frank Heath to discuss a potential funding formula. The Commissioners are interested in the concept, but wanted to delay the funding formula for a year since their budget preparation begins in March. The Commissioners invited the Board of Education to attend a meeting of both boards on March 19th at 4:00 p.m. to talk about additional expenditures the district might face.

Regional Teacher of the Year

The Perquimans County Schools Teacher of the Year Ms. Kaley Kiffner had her interview today for the state Teacher of the Year. The results will not be known for at least six weeks. Mr. Cheeseman thanked Ms. Amy Parker, last year's regional Teacher of the Year, and Ms. Lisa Lane, Director of Communications, for conducting a mock interview with Ms. Kiffner to prepare her for today's interview.

Emergency Preparedness

Mr. Cheeseman met recently with EMS Director Jonathan Nixon and Perquimans County Sheriff Shelby White to discuss the preparedness of our campuses. In light of recent events, an active shooter drill is being planned for June 12th at Perquimans County Middle School, with a planning meeting being scheduled in May. In regard to events that occurred with behaviors last Thursday and Friday, Mr. Cheeseman thanked the Sheriff's Department for their prompt responses and for their professionalism in working with those students and their families, as well as our employees, to help them understand what is appropriate and inappropriate and the consequences for words being used in the schools.

Vice Chair's Comments

On behalf of Chair Amy Spaugh, Dr. White thanked everyone for their hard work and diligence in going the extra mile every day.

Announcements


Regular Board of Education Meeting: Monday, March 26, 2018 at 6:00 p.m., Central Office

Adjournment

There being no further business, upon motion by Ralph Hollowell and second by Leary Winslow, the meeting was adjourned at 8:29 p.m.



Amy G. Spaugh, Board Chair



Matthew F. Cheeseman, Superintendent