

Perquimans County Board of Education  
Board Retreat – October 18, 2017

The Perquimans County Board of Education met on Wednesday, October 18, 2017, at 6:00 p.m. in the administrative offices of Perquimans County Schools in Hertford, North Carolina. Board members Amy Spaugh, Anne White, Russell Lassiter, Leary Winslow, and Arlene Yates were present. Ralph Hollowell was absent.

Board Chair Amy Spaugh called the meeting to order. Anne White 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 Russell Lassiter, the Board voted unanimously to approve the agenda, including the addition of a closed session regarding personnel at the end of the agenda.

Board Retreat Items

Funding Formula

Mr. Cheeseman stated he has been through two funding cycles since arriving in the district. The first year the County Commissioners increased funding in the amount of \$499,305 over the previous year. For the current school year, the Commissioners did not lower our local expenditures, but they did lower capital outlay. The one-to-one grant, which had always been listed as a set-aside, was moved into the budget line item. This looked like a 9% increase, when in fact it was a 35% decrease. A funding formula would help our school district know in February rather than June the amount of money allotted for the year. There are advantages in knowing the amount of funding in February as related to capital projects and personnel.

Mr. Cheeseman asked Dr. Eddie West of The Masonboro Group to present information regarding the attributes of a funding formula. Dr. West provided an overview of the process, including a timeline, for collaboratively developing a local funding formula with the County Commissioners. Mr. Cheeseman noted that a Joint Education Steering Committee had been formed and met this past July. Those in attendance included Mrs. Spaugh, Mr. Cheeseman, PCS Finance Director Candy Tilley, County Manager Frank Heath and County Commissioner Wallace Nelson. During that meeting, a funding formula was one of the topics discussed. The Board asked questions of Dr. West and also discussed variables involved in the process of creating such a formula with the Commissioners. Mr. Cheeseman suggested sending a survey to the school districts in the NERESA to determine if they have a funding formula or if they are in the process of developing a funding formula with their County Commissioners.

Goal Setting

Each board member received a copy of strategic goals for 2017-2018. The district's strategic plan follows closely the State Board's strategic plan. The goals were put into place to move the district accordingly. The document contained the six goals of the Perquimans County Board of Education, along with action items created by the Superintendent and his teammates to ensure moving forward as a district. Mr. Cheeseman created a progress monitoring tool that could easily be looked at to determine whether or not the district is on task with the action items. The baseline date is today, October 18, 2017. The document shows that the district is on target with those items as noted in green. However, the colors yellow or red may appear which would mean that the item has been postponed or stopped for some reason. Just as the School Improvement Teams meet, the Superintendent and his team will meet to determine if the district is or is not on pace for each item. On the check point date, depending on whether the item has

been completed or paused, there would be a discussion around why the item was paused. For example, there could be a funding issue, a personnel issue, or a timing issue. For each of the six goals, at least three action items were listed which equates to at least 18 action items to do in a ten-month cycle. However, not all employees are engaged in each action item. Right now, all items have been designated as on target.

When Mr. Cheeseman joined the team on January 1, 2016, the district had two C's and a D. The district now has two B's and a C. The Board's question might be how the district moved from two C's and a D to two B's and a C. This document is a tool to help stakeholders have the conversations about the vision, the mission and the strategic planning of the district. Mr. Cheeseman will review this document with team members each month to determine how the district looks in this regard. There is a disconnect in the school letter grades and the 60% composite score, which parents and students view as barely passing or failing. In North Carolina, letter grades do not represent the composite score.

Board members were provided a copy of a School Performance Data Analysis for Perquimans County 2014-2017. This information was shared with Tony Riddick, the Education Chair of the NAACP. The document shows information around grade level proficiency for school years 2014-2015, 2015-2016, and 2016-2017. In every category in Reading, Math and Science, on any of the three pages of the document, on any row of information, there is an increase. Mr. Cheeseman reviewed specific data information for each school. The goal setting is specifically from a global point of view of what the district is trying to do. The data is the end product of what the district is trying to do.

The district is starting to see changes. One might ask what types of changes are being made. There are changes in personnel, instructional design, scope and sequence, when the course is offered, how it is offered, by who it is offered, and the type of curriculum used. This year, the Board invested in iReady, through Curriculum Associates, for grades Grades K-8. There are some things that are not seen in the data such as students in a single parent family, students that are homeless, students that are in trouble with the law, students that come from a two-parent family that makes \$100,000 year with all the resources and gadgets they should have. At the site-based level, the data is broken down even further by child. Last year, HGS began the universal breakfast program. This year, PCS started the breakfast program on October 9<sup>th</sup> and had 93% participation rate on the second day. Research shows that students do better when they are eating healthy and in a secure, clean, and well-structured environment.

Mr. Cheeseman spoke about strategies being used at the school level to increase student performance. He stated the data is being shared with administrators, all schools, all grade levels, and community members, etc. in an effort to support the strategic goals of the district. He also spoke about reaching out to agencies that can help to recruit high-quality candidates to our district and region. He has met with and/or scheduled meetings with counselors, custodians, maintenance staff, data managers, bookkeepers, nurses, principals, assistant principals, and teachers. What do our students need and have we provided that skill set in a culturally-rich environment in which they can move forward? In looking at the data, our district still has a lot of work to do.

#### Athletic Complex

Mr. Cheeseman provided a copy of the Perquimans County High School Masterplan Complex Design from CHA. He stated that work has begun on surveying the land. The football field will be erected by August 2018 with lights, grandstand, press box, and fencing. Maintenance Director James Davison has done a lot of work on this, along with the Athletic Complex Design

Committee. Mr. Cheeseman referred to page 9 of 9 of the document, particularly the timeline. From August 15 to December 23, much of the behind-the-scenes work will be done, with construction scheduled to begin in February.

Mr. Cheeseman stated he met with Mr. Ed Nixon two weeks ago to talk about the transfer of land, which was a focal point of the County Commissioners in regard to how lottery funds could be used on land that the school district does not own. Mr. Nixon, who is also a member of the Athletic Complex Design Committee, has confirmed verbally that the land will be transferred as soon as the first equipment arrives on the site. Board members voiced some concern about the transfer of the property with regard to the timeline of the project; however, the Board acknowledged the signed option agreement with Dr. Nixon, although there is no definite timeline to transfer the property.

#### Other

At the regular board meeting on Monday, October 23<sup>rd</sup>, Chief Academic Officer Dr. Norris Parker will present information on HB13. Mr. Cheeseman encouraged board members to read information he provided to them regarding the legislation related to HB13. To be in compliance with this legislation, it will cost our district approximately \$500,000, which includes the cost of facilities and personnel. On October 31<sup>st</sup>, a report will be printed from Power School, the software package that houses all student information. By the end of November, the Superintendent will have to sign to confirm the accuracy of that report.

Dr. White asked about acknowledging correspondence received from the community.

#### Announcements

Regular Board of Education Meeting – Monday, October 23, 2017 at 6:00 p.m., Central Office

#### Closed Session

Upon motion by Anne White and second by Leary Winslow, the Board voted unanimously to enter into closed 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.

Upon motion by Leary Winslow and second by Arlene Yates, the Board voted unanimously to return to open session. No action was taken after returning to open session.

#### Adjourn

There being no further business, the meeting was adjourned.

  
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Amy G. Spaug, Board Chair

  
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Matthew F. Cheeseman, Superintendent