

Perquimans County Board of Education
Regular Session – August 19, 2019

The Perquimans County Board of Education met in regular session on Monday, August 19, 2019, at 6:00 p.m. in the administrative offices of Perquimans County Schools, Hertford, North Carolina. Board members Dr. Anne White, Amy Spaugh, Russell Lassiter, Matt Peeler, Leary Winslow, and Arlene Yates were present.

Board Chair Dr. Anne White called the meeting to order. Arlene Yates led the audience in reciting the Pledge of Allegiance to the American Flag and Russell Lassiter said a prayer.

Approval of Agenda

Upon motion by Arlene Yates and second by Amy Spaugh, the Board voted unanimously to approve the agenda as presented, including the addendums.

Special Recognitions

Superintendent Tanya Turner recognized the following:

Excellence in Management of the North Carolina State Public School Fund 2017-2018

Payroll Officer Sherry Tilley, Accounts Payable Sonya Winslow, and Finance Specialist Emily Midgett were recognized for outstanding financial achievement at the Division of School Business Services Summer Conference. Under the leadership of former Finance Officer Candy Tilley, our finance department received the Excellence in Management of the North Carolina State Public School Fund 2017-2018 for having shown effective cash management and use of state funds, accurate and timely financial reporting and no salary audit exceptions or position overdrafts as of fiscal year end. Perquimans County was one of only 35 school districts across the state to earn this award.

Approval of Minutes

Upon motion by Matt Peeler and second by Leary Winslow, the Board of Education voted unanimously to approve the minutes of the July 22, 2019 regular session as presented.

Consent Agenda

Upon motion by Arlene Yates and second by Amy Spaugh, the Board of Education voted unanimously to approve the student transfer request report and addendum for August 19, 2019, as presented by Superintendent Tanya Turner.

Upon motion by Amy Spaugh and second by Matt Peeler, the Board of Education voted unanimously to approve the Personnel Summary Report and addendum for August 19, 2019, as presented by Superintendent Tanya Turner.

Public Hearing / Requests from the Public

None

Unfinished Business

After discussion regarding revisions to Policy Code 4400 Attendance, the following action was taken. Upon motion by Russell Lassiter and second by Leary Winslow, the Board voted unanimously to approve the board policy revisions and new administrative regulation as presented with the exception of Policy Code 4400 Attendance, which will be considered at the September meeting. The following policies were approved as presented: Policy Code

1710/4021/7230 Prohibition Against Discrimination, Harassment and Bullying; Policy Code 3010 Accreditation; and Administrative Regulation Code 3420-R Credit Recovery Program.

New Business

Request for Separate Capital Outlay Bank Account

After discussion regarding the proposed bank account and budget amendments, the following action was taken. Upon motion by Russell Lassiter and second by Leary Winslow, the Board voted unanimously to establish a separate checking account for Capital Outlay Funding as requested by Chief Finance Officer Rube Blanchard. Currently the Capital Outlay Fund is a shared account with Local Funding. Establishing a separate account will help to significantly reduce chances of funding from either source to become co-mingled and also provide a clearer picture of the cash balance for both funds.

Beginning Teacher Support Program Plan 2019-2020

Chief Human Resources Officer Michelle Maddox provided detailed highlights for and fielded questions about the proposed Beginning Teacher Support Program Plan for 2019-2020. Upon motion by Arlene Yates and second by Matt Peeler, the Board voted unanimously to adopt the Beginning Teacher Support Program Plan for 2019-2020 as presented by Chief Human Resources Officer Michelle Maddox.

Perquimans County Youth Development Program

Program Coordinator Shatasha Miller presented a PowerPoint presentation on the Perquimans County Youth Development Program which has three components, Social Thinking Options Program (STOP), Teen Court, and Community Service/Restitution. Mrs. Miller presented the 2018-2019 program goals, the number of referrals made for each component, as well as the measureable objectives. She entertained questions and comments from board members regarding items mentioned in her presentation.

Accelerated Learning Center

Dean of Students Tammy Miller-White presented a PowerPoint presentation on the Accelerated Learning Center (ALC). The purpose of the ALC is to (1) intervene and address problems that prevent a student from achieving success in the traditional educational setting; (2) reduce the risk that the student will drop out of school by providing resources to help the student resolve issues affecting performance at school; (3) return the student to the traditional educational setting with the skills necessary to succeed; and (4) preserve a safe and orderly learning environment. During her presentation, Mrs. Miller-White presented risk factors, described the referral process, and noted strategies and best practices.

Board Policy Revisions – Policy Code 4400 Attendance

Director of Innovation and Policy Cynthia Perry presented the proposed revision to Policy Code 4400 Attendance. This policy will be considered at the September board meeting. At the request of the Board, Assistant Superintendent James Bunch, as well as the principals, provided informal feedback on the attendance policy.

Reports / Updates

Athletic Complex Update

Chief Finance Officer Rube Blanchard presented in detail the Capital Outlay Revenue and Capital Outlay Expenditures for 2017-2018 and 2018-2019. Mr. Blanchard explained that part of the amount added to the capital outlay fund balance at year ending June 30, 2018, was the donated money that had not been spent at that point. Mr. Blanchard stated he believed the problem in 2018-2019 was with the lottery funds drawn down by the county, about \$400,000,

which were booked on our books in the budget; however, when the county paid those expenditures with the lottery funds, about \$397,000, they were not booked on our books. Therefore, it appeared on our books that there was \$397,000 left to spend. Mr. Blanchard stated it appeared at that point, expenditures from invoices were being moved from capital outlay to local funding. In order to avoid this from happening again, Mr. Blanchard stated he will be calling County Finance Officer Tracy Matthews each month for a report of expenditures paid by the County on our behalf. Those expenses will be put on our books and brought to the Board for approval at the next board meeting. Mr. Blanchard entertained questions and concerns from the Board regarding how this situation may have occurred.

2017-2018		2018-2019	
Capital Outlay Revenue		Capital Outlay Revenue	
Athletic Complex	\$714,759.30	Athletic Complex	\$445,630.00
Other Capital Outlay	\$519,025.76	Other Capital Outlay	\$579,319.62
Total	\$1,233,785.06	Total	\$1,024,949.62
Capital Outlay Expenditures		Capital Outlay Expenditures	
Athletic Complex	\$179,054.03	Athletic Complex	\$1,408,438.87
Other Capital Outlay	\$497,136.16	Other Capital Outlay	\$462,045.79
Total	\$676,190.19	Total	\$1,870,484.66
Capital Outlay Fund Balance		Capital Outlay Fund Balance	
Capital Outlay Fund Balance at YE 6/30/17	\$300,280.00	Capital Outlay Fund Balance at YE 6/30/19	\$857,874.87
Amount added to Fund Balance at YE 6/30/18	\$557,594.87	Estimated amount needed from Fund Balance at YE 6/30/19	\$(845,535.04)
Capital Outlay Fund Balance at YE 6/30/18	\$857,874.87	Capital Outlay Fund Balance at YE 6/30/19	\$12,339.83

Superintendent's Report

Superintendent Tanya Turner thanked the Board of Education for attending Convocation and participating in the program. Ms. Turner stated as of the first day of school last year, there were 1,603 students enrolled in Perquimans County Schools. As of now, there are 1,681 students enrolled, which is an increase of 78 students. At the end of last school year, there were 1,642 students enrolled. If this trend continues, our district could have more students enrolled at the end of this school year.

Ms. Turner mentioned that our high school athletic director is concerned about the conference realignment that will occur the fall of 2020. The realignment, which will be based on the number of students at the high school at that time, will determine in which conference our district will participate. If our high school enrollment numbers are below 500, our district will not be in the conference it is in now. Our district would move to the Cape Hatteras and Mattamuskeet conference, which would mean more bus mileage for the school system and longer trips for our students. In addition, the conference is not as competitive as the conference our district participates in now. Ms. Turner stated this further validates the need for our school system to tell our story.

Ms. Turner stated that Open House will be held Wednesday, August 21, 2019 and welcomed board members to visit our schools at that time. She said there was a huge attendance at our Back to School Bash, probably due to the fact that parents could get their student's schedule at that time. She also shared the athletics schedule for the week.

Board Chair's Comments

- Dr. White stated that Mr. Price's daughter, who is a finalist for serving on the State Board of Education, has asked about the possibility of our board expanding to include a student. When asked her thoughts on this, Ms. Turner stated she would like to start a Student Advisory Council at the high school which would allow more students to have a voice in the

school system. Dr. White stated she would refer Miss Price to Ms. Turner for information on her ideas for student involvement.

- Dr. White asked board members to consider the evaluation instrument that will be used to evaluate the Superintendent in June. She invited board members to visit NCDPI's website to review the state instrument.
- Dr. White asked board members to email her if they would like to see the notes she prepared for her presentation at Convocation.

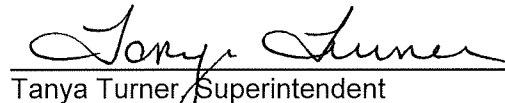
Announcements

- The NCSBA District I Meeting will be held Wednesday, September 4, 2019, from 4:00 – 8:00 p.m. at Manning Elementary School in Roanoke Rapids.
- The next regular Board of Education Meeting will be held Monday, September 23, 2019 at 6:00 p.m., at the Central Office.

There being no further business, the meeting was adjourned at 8:35 p.m.



Dr. Anne White, Chairperson



Tanya Turner, Superintendent