

Perquimans County Board of Education  
Regular Session – February 24, 2020

The Perquimans County Board of Education met in regular session on Monday, February 24, 2020, 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 and welcomed guests to the meeting. Leary Winslow led the audience in reciting the Pledge of Allegiance to the American Flag and Arlene Yates said a prayer.

**Approval of Agenda**

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

**Special Recognitions**

Superintendent Tanya Turner recognized the following:

**PQ Proud Employees of the Month**

Courtney Hale – CTE Teacher, Perquimans County Middle School  
Debbie Tappin – Bus Driver, Hertford Grammar School

**Go Global NC Global Teachers – Australia 2020 Program**

Kelly Russell – CTE Teacher, Perquimans County High School

**Approval of Minutes**

Upon motion by Arlene Yates and second by Matt Peeler, the Board of Education voted unanimously to approve the minutes of the January 27, 2020 regular session as presented.

**Consent Agenda**

Upon motion by Amy Spaugh and second by Arlene Yates, the Board of Education voted unanimously to approve the Student Transfer Requests Report for February 24, 2020, which included requests for 2019-2020 and 2020-2021, as presented by Superintendent Tanya Turner.

Upon motion by Arlene Yates and second by Amy Spaugh, the Board of Education voted unanimously to approve the Personnel Summary Report for February 24, 2020, as presented by Superintendent Tanya Turner.

**Public Hearing / Requests from the Public**

None

**Unfinished Business**

None

**New Business**

**401K and 457 Plans for Employees**

Upon motion by Leary Winslow and second by Matt Peeler, the Board voted unanimously to approve the addition of the NC 401K Roth Plan and the NC 457 Plan for employees as presented by Retirement Education Counselor Chris Garavito and Chief Human Resources Officer Michelle Maddox.

Proposed 2020-2021 School Calendar

Chief Academic Officer of Curriculum and Instruction Melissa Fields presented the proposed 2020-2021 School Calendar as developed by the School Calendar Committee. This was a first reading only; action will be taken at the March meeting.

2019-2020 Summer Program Plan

Chief Academic Officer of Curriculum and Instruction Melissa Fields presented the 2019-2020 Summer Program Plan. The purpose of the summer program is EOC/EOG testing, credit recovery, repeating a course for credit, improving functional skills, and access to academic enrichment opportunities. Upon motion by Leary Winslow and second by Amy Spaugh, the Board voted unanimously to adopt the 2019-2020 Summer Program Plan as presented.

Technology 1:1 Refresh Options

Chief Technology Officer Martha Nixon provided detailed information regarding the 1:1 refresh options that were discussed at the December meeting. After the presentation and discussion, the following action was taken. Upon motion by Russell Lassiter and second by Amy Spaugh, the Board of Education voted unanimously for Option 2 for the technology 1:1 refresh for Perquimans County Schools. Option 2 included the following: return all current Dell Chromebooks, enter a 4-year lease to refresh grades K-12 with the option of purchasing or returning devices at the end of the lease, and enter into a new lease with annual payment due in July 2020 in order to save the district an increase in price per device.

Training Program on Child Sexual Abuse and Sex Trafficking

Assistant Superintendent James Bunch stated that SB 199 requires local boards of education to adopt and implement a child sexual abuse and sex trafficking training program for school personnel who work directly with students in grades K-12. School personnel should receive two hours of training every other year, beginning in the 2020-2021 school year. Perquimans County Schools will provide a child sexual abuse and sex trafficking education and awareness training program for teachers, instructional support personnel, principals, and assistant principals. The program will include at least two hours of training in the following areas: best practices from the field of prevention; the grooming process of sexual predators; the warning signs of sexual abuse and sex trafficking; how to intervene when sexual abuse or sex trafficking is suspected or disclosed; legal responsibilities for reporting sexual abuse or sex trafficking; and available resources for assistance. The law proposes that the training may be provided by local non-governmental organizations with expertise in these areas, local law enforcement officers, or other officers of the court. Upon motion by Arlene Yates and second by Matt Peeler, the Board voted unanimously to adopt the training program on child sexual abuse and sex trafficking as presented by Assistant Superintendent James Bunch.

Fall 2019 Policy Updates – Part 2

Director of Innovation & Policy Cynthia Perry presented the Fall 2019 Policy Updates – Part 2 (listed below) for a first reading. Superintendent Tanya Turner noted in Policy 7360/8225 Crowdfunding on Behalf of the School System, Item C. 1., each blank should contain the amount of \$500.00. In Item C.2. and C.3. of the same policy, each blank should contain the amount of \$2,000.00. Action will be taken on these policies at the March meeting.

1310/4002	Parental Involvement
3225/4312/7320	Technology Responsible Use
3228/7323	Use of Personal Technology to Conduct School Business
3620	Extra-Curricular Activities
4325	Drugs and Alcohol *CDB/THC Prohibitions

4334/5035/7345	Use of Unmanned Aircraft
4700	Student Records
5015	School Volunteers
5210	Distribution and Display of Non-School Materials
5220	Collections and Solicitations
6125	Administering Medicines to Students
7240	Drug-Free and Alcohol-Free Workplace
7360/8225	Crowdfunding on Behalf of the School System
7410	Teacher Contracts
1200	Governing Principle-Student Success
1400	Governing Principle-School Initiatives
1500	Governing Principle-Safe, Orderly and Inviting Environment
1600	Governing Principle-Professional Development
1700	Governing Principle-Removal of Barriers
1800	Governing Principle-Stewardship of Resources
The following policies are not part of the NCSBA Fall 2019 Policy Update, but are policies brought forth by administrative request for changes to improve school-based practices.	
3420	Student Promotion and Accountability
3420-R	Credit Recovery Program

### Agreement for Legal Services

Superintendent Tanya Turner presented a proposed agreement for legal services with Tharrington Smith including, but not limited to, personnel matters, special education, and litigation. The Board of Education currently uses the services of Schwartz & Shaw. However, due to timeliness of receiving requested information and costs of services, the administration sought information for services through Tharrington Smith, a firm that the administration is familiar with and has used in a previous school district. After discussion, the Board took the following action. Upon motion by Amy Spaugh and second by Arlene Yates, the Board voted unanimously to enter into an agreement with Tharrington Smith for legal services including, but not limited to, personnel matters, special education, and litigation as presented by Superintendent Tanya Turner. Mrs. Spaugh mentioned contacting Schwartz & Shaw to let them know the reasons for this change.

### Fiscal Audit Contract

Upon motion by Arlene Yates and second by Amy Spaugh, the Board voted unanimously to approve the annual fiscal audit contract with Donna H. Winborne, CPA, PC, for fiscal year ending June 30, 2020, at a cost of \$25,500 as presented by Chief Finance Officer Rube Blanchard. Mr. Lassiter asked that this contract be presented for information only in the future since the Board previously voted on and is currently in a three-year contract with this firm.

### Budget Amendment

Chief Finance Officer Rube Blanchard presented one budget amendment, explaining the effect on the budget by purpose code and PRC, the budgeted revenue, and expenditures by purpose code and PRC. Upon motion by Amy Spaugh and second by Matt Peeler, the Board voted unanimously to approve State (Fund 1) – Budget Amendment #4 as presented.

### Reports / Updates

#### Monthly Financial Report

Mr. Blanchard presented a monthly financial report as of February 17, 2020, which included a budget summary sorted by Fund and two-digit Purpose Code; a financial report showing the percentage of budget spent; and a Capital Outlay budget update.

### Student Discipline Data

Assistant Superintendent James Bunch presented the Student Discipline Data for January 2020. He noted that all schools showed a decrease in suspensions for January 2020 as compared to January of 2019.

### Superintendent's Report

In her report, Ms. Turner announced a budget work session for the Board of Education on Tuesday, March 10, 2020, at 1:00 p.m. at the Central Office and a budget work session with the County Commissioners on Monday, April 20, 2020, at 7:00 p.m. at the Central Office. She reminded the Board about the Town Hall Strategic Planning Meeting on Thursday, February 27, 2020, at 6:00 p.m. at Perquimans County High School and presented a timeline for the strategic planning process, as well as an agenda for the Town Hall meeting. Ms. Turner reminded the Board that School Nutrition Director Shirley Pelletier is retiring and her last day will be Friday, February 28, 2020. Lastly, Ms. Turner shared the playoff dates and times for the girls' and boys' basketball teams.

### Board Chair's Comments

Dr. White thanked Ms. Turner and her team for the work they are doing in the strategic planning process.

### Announcement

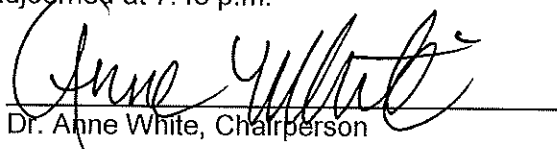
Regular Board of Education Meeting – Monday, March 23, 2020 at 6:00 p.m., Central Office

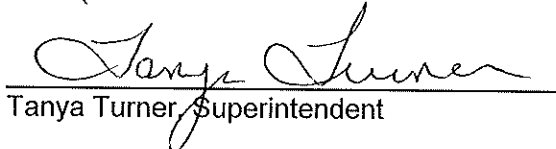
### Closed Session

Upon motion by Arlene Yates and second by Matt Peeler, the Board voted unanimously to enter closed session pursuant to G.S. 143.318.11(a)(1) to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes to consider closed session minutes.

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

There being no further business, the meeting was adjourned at 7:48 p.m.

  
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Dr. Anne White, Chairperson

  
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Tanya Turner, Superintendent