

Perquimans County Board of Education
Regular Session – March 23, 2020

The Perquimans County Board of Education met in regular session on Monday, March 23, 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. 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 Amy Spaugh and second by Matt Peeler, the Board voted unanimously to approve the agenda as presented.

Special Recognitions

Superintendent Tanya Turner recognized the following:

PQ Proud Employees of the Month

Stephanie Fuller – Speech Pathologist, Hertford Grammar School

Melvin Jackson – Head Custodian, Perquimans Central School

Burroughs Wellcome Fund (BWF) Promoting Innovation in Science and Mathematics (PRISM) Grant

Rachel West – STEAM Teacher, Hertford Grammar School

Jill Cohen – Director of Career Technical Education/IMC

Superintendent Turner introduced Mr. Jamie Johnson, the new Director of Maintenance effective April 1, 2020. Mr. Johnson has served as Director of Maintenance for Edenton-Chowan Schools since July 2017. Ms. Turner shared information about his licenses and professional training. Mr. Johnson said it was an honor and privilege to serve Perquimans County students and staff and his goal is to make things better than they already are.

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 February 24, 2020 regular session, the March 10, 2020 special session, and the March 16, 2020 emergency 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 Requests Report for March 23, 2020, 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 for March 23, 2020, as presented by Superintendent Tanya Turner.

Public Hearing / Requests from the Public

None

Unfinished Business

Fall 2019 Updates – Part 2

Upon motion by Arlene Yates and second by Amy Spaugh, the Board of Education voted unanimously to adopt the policies in the Fall 2019 Policy Updates – Part 2 as listed below and Policy 3420 Student Promotion and Accountability and 3420-R Credit Recovery Program as presented.

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

2020-2021 School Calendar

Upon motion by Amy Spaugh and second by Matt Peeler, the Board of Education voted unanimously to adopt the proposed 2020-2021 School Calendar as presented.

New Business

Revised 2019-2020 School Calendar

Upon motion by Russell Lassiter and second by Arlene Yates, the Board of Education voted unanimously to approve the revisions to the 2019-2020 school calendar as presented. A discussion pursued regarding the current situation with the coronavirus and how it is affecting delivery of instruction. In regard to upcoming events such as graduation and prom, Ms. Turner stated that it is too early to cancel graduation, especially if students return on May 18th pending further guidance from the state. She stated she feels the same way about prom, even if it is held in the summer. In response to additional questions about the calendar, Ms. Turner stated the calendar will have to be amended again since the Governor has now ordered schools closed through May 15th.

School Health Advisory Committee Action Plan 2020-2023

Upon motion by Leary Winslow and second by Matt Peeler, the Board of Education voted unanimously to adopt the School Health Advisory Committee Action Plan for 2020-2023 as presented.

Resolution to Grant Emergency Powers to Superintendent

Upon motion by Leary Winslow and second by Amy Spaugh, the Board of Education voted 5 to 1, with Matt Peeler voting against the motion, to adopt a resolution to grant the Superintendent temporary powers to address the COVID-19 emergency as presented. The Board entertained discussion regarding the necessity for this resolution which was prepared by the NCSBA legal department and reviewed by the board attorney.

Reduction in Force

Board members questioned the request to return a document that was presented to them during open session. Dr. White stated she suggested this so the information would come directly from the Superintendent to the staff. After discussion, Ms. Turner stated that she was going to communicate the Board's decision to all staff tonight following the board meeting. Dr. White stated board members who wished to return the document could return it, and those who wished to keep it could keep it. Superintendent Turner read a prepared memo regarding the recommendation for a reduction in force according to Policy 7920 and 7921. Supporting the recommendation was financial data which was presented to the Board at the budget work session. Also included with the recommendation was a proposed plan for reduction in force of up to five licensed positions and three classified positions, along with the criteria to make those determinations. Upon motion by Leary Winslow and second by Matt Peeler, who both mentioned the possibility of looking at other areas that "could be trimmed," the Board of Education voted 5 to 1, with Arlene Yates voting against the motion, to authorize a reduction in force due to an anticipated budget shortfall and loss of funding resulting in a reorganization of licensed and classified employees for the 2020-2021 school year as presented by Superintendent Tanya Turner.

Budget Amendments

Chief Finance Officer Rube Blanchard presented budget amendments for State (Fund 1) and Local (Fund 8), explaining the effect on the budget by purpose code and PRC, the budgeted revenue, and expenditures by purpose code and PRC. Upon motion by Leary Winslow and second by Russell Lassiter, the Board voted unanimously to approve State (Fund 1) – Budget Amendment #5 and Local (Fund 8) – Budget Amendment #4 with the correction noted in Local (Fund 8). Mr. Blanchard fielded questions from board members regarding potential cost savings during this time that schools are closed.

Reports / Updates

Monthly Financial Report

Mr. Blanchard presented a monthly financial report as of March 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. In regard to school closures, there was discussion about personnel working and/or taking leave during this time. Ms. Turner noted that individuals who are working may be working in other jobs, rather than their regular job, in a purposeful way. When/if there are no jobs for employees to do, there may be opportunities for them to participate in online professional development that is appropriate for their job classification.

Student Discipline Data

Assistant Superintendent James Bunch presented the Student Discipline Data for February 2020. He noted that all schools showed a decrease in the number of student suspensions for February 2020 as compared to February of 2019. In addition, the total number of days students were suspended is down from last year at this time.

Superintendent's Report

Superintendent Turner reported that 2,329 meals have been served since last Wednesday, March 18 when the district was serving from the two hubs—Perquimans Central and Hertford Grammar. On Thursday, March 19, lunch distribution was extended with mobile distribution to various sites in the community. Ms. Turner thanked the school nutrition team and the transportation team for their work preparing and distributing meals. She also recognized new School Nutrition Director Kim Cullipher who has done an outstanding job, stepping into this position at a difficult time. In addition to school meals, Ms. Turner stated there are also boxes of food available from the Albemarle Food Bank to give to families who are in need. Starting tomorrow, additional sites will be added in the community including Stokes, Cameron Village and sites in Winfall.

Our teachers have contacted 1,238 students out of the 1,693 students in our school system. Teachers are using a survey to ask parents/students questions about needing food, having transportation to meal sites, having internet access, picking up their learning packet, among other questions. The responses to these questions are being recorded in a Google form so the responses can be tracked. The goal is for our teachers to continue to contact their students at least once per week, which is part of meeting the students' social/emotional needs.

Of the responses received, there are approximately 9% of families with no internet access or insufficient internet access. There are about 170 students that teachers have yet to contact.

In regard to remote learning, all of Perquimans Central School's learning is through learning packets, although they have links on the home learning page. Their instruction is by paper and pencil since they have no take-home technology. Approximately 87% of the students at Perquimans Central have received their learning packets for the first two weeks. This number may have increased as Mrs. Gregory and her staff made home visits today.

At Hertford Grammar School, 216 packets have been picked up from the school and there have been 235 unique viewers on the home learning website. At Perquimans County Middle School, 174 packets have been picked up with 291 unique viewers on the home learning website.

At Perquimans County High School, the information is harder to track with the different courses and the way students are enrolled. At some point, 635 students have accessed the online information. There are 97 students enrolled in COA classes who are completing their work. In addition, 227 packets, which represent multiple subjects, have been picked up. There are approximately 141 students who have not either accessed online assignments or picked up a packet at the high school. Ms. Turner stated it will be a real challenge to make sure 100% of our students receive their work and complete it as we have no control over that while they are at home.

At the State Board of Education emergency meeting this morning, the Board voted unanimously to seek a one-year waiver from the U.S. Department of Education for testing and accountability requirements. They should be made aware soon if the waiver request is approved. The tests that would be waived would include Reading and Math in grades 3-8, Science in grades 5 and 8, end-of-course tests in Math I and III, Biology and English II. It would also include school performance grades and all other elements LEAs are held accountable for on the school report cards in regard to testing and accountability.

This afternoon, Governor Cooper issued an executive order that all schools will be closed through May 15th for in-person instruction. His plans now are to reopen May 18th if it is safe. The number

for mass gatherings has been reduced from 100 to 50 beginning Wednesday. Currently, there have been no deaths in North Carolina and only 11 hospitalized.

Tomorrow, there will be a principals and directors meeting to do another phase of planning. They will talk about upcoming school events including graduation and prom, instruction moving forward, pick-up and drop-off days for learning packets, work schedules for classified and certified staff, remote work (hours for staff working from home), social and emotional needs (teachers contacting students on a weekly basis), and professional development opportunities for certified and classified staff.

Board Chair's Comments

Board Chair Dr. Anne White thanked Ms. Turner and her team for everything they have accomplished this past week. She said the North Carolina School Boards Association is aware of the stress superintendents must be under and has offered school boards resources on their website. One of their recommendations was to stay connected with the superintendent as there may be a time when the Board will have to be connected remotely to meet the mass gathering requirements while keeping the public connected. When asked about compliance with the public meetings law, Ms. Turner stated that she received guidance today from attorneys at Tharrington Smith on electronic board meetings. She is working with Mrs. Peele and Mrs. Nixon on what the board meeting might look like for next month, either using Zoom or WebEx. Board members voiced whether we would have a meeting next month if a shelter-in-place order was issued by the Governor in the next 30 days. A board member mentioned the possibility of connecting with a charter school to learn about their methods, as well as challenges, regarding remote learning in the event something like this were to happen in the future.

Dr. White also said another recommendation of the NCSBA was to let the superintendent lead and to stay connected remotely so the board can support what the superintendent is doing. By approving the resolution tonight, the board is letting the Superintendent lead so the board is not "jumping in her way." In addition, the leadership team should know the message, but the board should step back and allow Ms. Turner to send the messages and be ready to support the messages. In regard to digital opportunities, Dr. White stated if there are opportunities for the board to get staff development in this area, that might be a good idea. She invited board members to visit the NCSBA website for more information on their recommendations for board members.

The question was asked if the board is required to meet monthly. Ms. Turner read the general statute provided in the guidance from Tharrington Smith that local boards are required to meet at least four times during a calendar year—on the first Monday in January, April, July, and October of each year. If a shelter-in-place order is issued, it was suggested that the April meeting be cancelled if it is not necessarily needed and a called meeting scheduled if/when needed. No action was taken on this suggestion.

Mr. Winslow asked Mr. Blanchard from which fund/PRC the board members' stipends are paid. Mr. Blanchard stated the board stipends are paid from local (Fund 2) PRC 805. When asked where that money could be used, Mr. Blanchard stated the money could be used anywhere in Fund 2. Mr. Winslow stated he asked the question because he wondered if any board members would forego their stipend for the next 12 months which would provide about \$20,000 in Fund 2. No action was taken, but it was voiced for board members to consider.

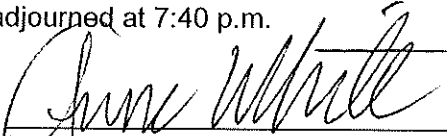
Regarding board members staying in contact, Mr. Peeler encouraged board members to take their Chromebook home with them. With the policy that was just approved, he said board members should be using school devices instead of personal devices to conduct school business

unless the Superintendent agrees to other forms of electronic devices to be used for school business. No action was taken, but it was provided future consideration.

Announcements

- Joint Work Session with County Commissioners – Monday, April 20, 2020 at 7:00 p.m., Central Office
- Regular Board of Education Meeting – Monday, April 27, 2020 at 6:00 p.m., Central Office

There being no further business, the meeting was adjourned at 7:40 p.m.



Dr. Anne White, Chairperson



Tanya Turner, Superintendent