

Perquimans County Board of Education
Regular Session – December 16, 2019

The Perquimans County Board of Education met in regular session on Monday, December 16, 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, and Leary Winslow were present. Arlene Yates was absent.

Board Chair Dr. Anne White called the meeting to order and welcomed guests to the meeting. Matt Peeler 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 Leary Winslow and second by Amy Spaugh, the Board voted unanimously to approve the agenda as presented, including the addendum.

Special Recognitions

Superintendent Tanya Turner recognized the following:

2019 Superintendent Christmas Card Contest Winners

Perquimans Central School

1st Place Card – Gabriella Phelps, 2nd Grade
1st Place Verse – Mia Wellbrock, 2nd Grade

Hertford Grammar School

1st Place Card – Savanna Layden, 3rd Grade
1st Place Verse – Grayson Ellis, 4th Grade

Perquimans County Middle School

1st Place Card – Hailey Scott, 8th Grade
1st Place Verse – Aven Hall, 6th Grade

Perquimans County High School

1st Place Card – Jada Modlin, 10th Grade
1st Place Verse – Alyssa Gutierrez, 11th Grade

PQ Proud Employees of the Month

Patricia Cartwright – Hertford Grammar School
Linae Jacox – Perquimans County Middle School

Governor's Page Program

Allison Copeland – Senior, Perquimans County High School

Approval of Minutes

Upon motion by Amy Spaugh and second by Matt Peeler, the Board of Education voted unanimously to approve the minutes of the November 25, 2019, regular session as presented.

Consent Agenda

Upon motion by Leary Winslow and second by Matt Peeler, the Board of Education voted unanimously to approve the Student Transfer Requests Report for December 16, 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 for December 16, 2019, as presented by Superintendent Tanya Turner.

Public Hearing / Requests from the Public

None

Unfinished Business

None

New Business

Financial Statements of the Perquimans County Board of Education for Year Ending June 30, 2019

Donna Winborne of Donna H. Winborne, CPA, P.C., presented the financial report of the Perquimans County Board of Education for year ending June 30, 2019. Based upon the audit, Mrs. Winborne stated that the statements received an unmodified opinion, the highest level that can be received. A management letter was not issued this year. There was a governance letter, a communication required to be issued each year, but it did not have any specifics to present. In her presentation, Mrs. Winborne noted under Local Fund, the unassigned fund balance as of June 30, 2019 was \$2,731.00, which is low. The net change in the fund balance for the year was a decrease of \$107,483.00. In regard to School Food Service, budget to actual, there was a decrease of \$37,847.00. There was one financial statement finding this year, expenditures in excess of the budget. There were no findings on concussion compliance. Mrs. Winborne thanked Mr. Blanchard and his staff for their help during the audit process. Upon motion by Amy Spaugh and second by Matt Peeler, the Board voted unanimously to accept the auditor's report of the financial statements of the Perquimans County Board of Education for year ending June 30, 2019.

Technology 1:1 Refresh Options

Chief Technology Officer Martha Nixon presented information on technology 1:1 refresh options. In her presentation, she provided information about Chromebooks, quotes from DPI consultants about PQ's use of digital learning tools, and an analysis of Chromebook effectiveness. Currently, our K-2 school is 1:1 using 6-year-old iPads and there are 1600 Chromebooks that are 3-years-old. The Chromebooks are being leased, but will not be owned at the end of the lease. After considering the budget and talking with other districts, Mrs. Nixon presented a proposal for the 1:1 refresh: purchase the current 1600 Chromebooks at fair market value; provide K-2 with Chromebooks for day use only and a cart of testing devices at the schools for EOG, EOC backups and summer use; repair the current Chromebooks in-house using sustainability funds to support the needed parts; and begin a rotation model where only three grade levels are updated each year beginning with grades 9th, 10th and 11th for the 2020-2021 year without leasing. Mrs. Nixon presented a chart that illustrated the rotation refresh model and another chart with a draft sustainability plan budget. Since the district is required to give a 90-day notice to the leasing company, the Board of Education will consider the course of action for the refresh at the February meeting.

Fall 2019 Policy Updates – Part 1

Director of Innovation & Policy Cynthia Perry presented Part I of the Fall 2019 policy updates and highlighted certain policies. This was for a first reading only. Action will be taken at the January meeting.

7241	Drug and Alcohol Testing of Commercial Motor Vehicle Operators
2300	Board Meetings
4040/7310	Staff-Student Relations
4333	Weapons, Bomb Threats, Terrorist Threats and Clear Threat to Safety
4400	Attendance
5070/7350	Public Records Retention, Release and Disposition
5071/7251	Electronically Stored Information Retention
6420	Contracts with the Board
7100	Recruitment and Selection of Personnel
7130	Licensure

2010	Board and Superintendent Relations
6305	Safety and Student Transportation Services
3102	Online Instruction
4240/7312	Child Abuse- Reports and Investigations
4270/6145	Concussion and Head Injury
6120	Student Health Services
6140	Student Wellness
6220	Operation of School Nutrition Services
6230	School Meals and Competitive Foods Standards
6315	Drivers
7820	Personnel Files
8220	Gifts and Bequests
8340	Insurance
8350	Fixed Assets Inventory

Superintendent Evaluation Instrument

Upon motion by Matt Peeler and second by Amy Spaugh, the Board voted unanimously to adopt the superintendent evaluation instrument as presented. Dr. White outlined the process for goal setting and completing the evaluation. At the appropriate time, the instrument, which is actually a Google form, will be completed by board members individually and discussed collectively.

Budget Amendments

Chief Finance Officer Rube Blanchard presented four budget amendments, explaining the effect on the budget by purpose code and PRC, the budgeted revenue, and expenditures by purpose code and PRC for each fund. Upon motion by Leary Winslow and second by Amy Spaugh, the Board voted unanimously to approve State (Fund 1) – Budget Amendment #2; Local (Fund 2) – Budget Amendment #2; Capital Outlay (Fund 4) – Budget Amendment #2; and Local (Fund 8) – Budget Amendment #2 as presented.

Reports / Updates

Monthly Financial Report

Mr. Blanchard presented a monthly financial report as of December 9, 2019, 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.

Bus Driver Perfect Attendance Report

Transportation Director Jeff Miller presented the Bus Driver Perfect Attendance report for the first quarter of the 2019-2020 school year: September – 19; October – 13; and November – 20. Perquimans Central School had two drivers with perfect attendance for the quarter, Hertford Grammar School had three, Perquimans County Middle School had one, and Perquimans County High School had three.

Student Discipline Data

Assistant Superintendent James Bunch presented the Student Discipline Data for November 2019. In reviewing data for the past three years, Mr. Bunch noted that the rate of suspensions have decreased dramatically, with the exception of Perquimans County Middle School.

Addendum

Gift Agreement – Athletic Complex

After discussion on the proposed gift agreement for the field house at the Athletic Complex, the following action was taken. Matt Peeler made a motion that was seconded by Leary Winslow to adopt the gift agreement for the Athletic Complex as presented. After further discussion, Mr. Peeler withdrew his motion. Upon motion by Leary Winslow and second by Matt Peeler, the Board voted unanimously to accept the gift agreement with revisions to 2.c. to read that the

parties agree that the field house will only be utilized by Perquimans County Schools as determined by the Superintendent.

Superintendent's Report

At the request of the Board, Superintendent Tanya Turner presented an overview of EVAAS, Education Value Added Assessment System. She noted the reports that are available in EVAAS, and explained the School Value-Added Report for each school as well as strategies to address areas of improvement.

Board Chair's Comments

Dr. White expressed appreciation to Ms. Turner and her team for their leadership.

Announcements

- Christmas and New Year's Holidays: December 23, 2019 through January 1, 2020 – Schools and Central Office closed
- Regular Board of Education Meeting – Monday, January 27, 2020 at 6:00 p.m., Central Office

Closed Session

Upon motion by Amy Spaugh and second by Leary Winslow, the Board voted unanimously at 8:48 p.m. 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 and 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; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

Upon motion by Russell Lassiter and second by Matt Peeler, the Board voted unanimously at 9:03 p.m. to return to open session. No action was taken after returning to open session. There being no further business, the meeting was adjourned at 9:03 p.m.



Dr. Anne White, Chairperson



Tanya Turner, Superintendent