

Perquimans County Board of Education
Regular Session – January 28, 2019

The Perquimans County Board of Education met in regular session on Monday, January 28, 2019, at 6:00 p.m. in the administrative offices of Perquimans County Schools in 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 Matt Peeler and second by Amy Spaugh, the Board voted unanimously to approve the agenda as presented.

Good News

Grade "A" Rating on Quarterly Custodial Inspections

<i>Perquimans Central</i>	<i>Hertford Grammar</i>	<i>Perquimans Middle</i>	<i>Perquimans High</i>
Ronald Wilson	Roberts Banks	Amos Fletcher	Quinton Brickhouse
Melvin Jackson	Willie Downing	Anita Mercer	Elmer Rumble
Mary Williams	Elizabeth Tavares	Elbert Sawyer, Jr.	Joyce Hunter
Sandra Bizzell			Bernadette Ferebee

Support Buildings

Ruby Ainsley

Grants

Perquimans County Middle School

Kaley Kiffner – Science Teacher

Ms. Kiffner was awarded a Coastal Studies Institute Dominion Grant, an NC Aquarium Scholars Grant, and two Donors Choose Grants for athletic uniforms.

Courtney Hale – Computer Science Teacher

Ms. Hale was awarded a Walmart Community Grant and seven Donors Choose Grants which have been used to purchase 12 new robots along with other programming and AR/VR materials. Some of Ms. Hale's students attended the meeting to provide a demonstration on coding.

Kelly Russell – Ag/Biotech Teacher

Ms. Russell was awarded a Lowe's Toolbox for Education Grant for a school garden.

Katie Phthisic – Language Arts Teacher

Ms. Phthisic was awarded a Donors Choose Grant to purchase flexible desks and seats to enhance the learning environment in her room.

Perquimans Central School

Helen Lane – Kindergarten Teacher

Ms. Lane was awarded a Donors Choose Grant to provide art supplies for her kindergarten students.

Stacey Pierce – Media Coordinator

Ms. Pierce was awarded a Perquimans County Schools Foundation Grant to purchase books for all kindergarten students to introduce swim lessons.

Perquimans County Schools Foundation, Inc.

Brenda Lassiter – Executive Director

Ms. Lassiter was recognized for her successful grant writing efforts. Recent awards include Northern Albemarle Community Foundation Grant for kinesthetic classrooms at HGS and PCMS; Ag Carolina's Fund for Rural NC Grant for an EC field trip to the livestock show; Roy and Sobelia Winslow Travel Grant for formal student travel abroad; and Avangrid Grant for Water Turtles swim lessons for kindergartners. Ms. Lassiter organizes the annual golf tournament fundraiser and manages 20+ scholarships and endowments for the Foundation.

Partnership with Perquimans County Middle School

The Bethel Baptist Church Family has partnered with Perquimans County Middle School on many projects around the campus. They built a walkway to the greenhouse, built shelving for the media center, provided meals for football players for away games, provided meals for basketball players for home games, sponsored a Back to School Supplies Drive for students, and provided \$20 gift cards to Wal-Mart to all teachers as a Welcome Back to School gift to buy supplies for their classrooms. On hand for recognition were Pastor Owensby, Mr. Stokely and Mr. Nixon of Bethel Baptist Church.

Add-On in School Administration

PCS Lead Teacher Dani White and Dean of Students Ginny Ambrose recently completed the requirements to receive an Add-On in School Administration from Gardner-Webb University.

2019 Wells Fargo Northeast Region Principal of the Year

On behalf of the Board of Education, Perquimans Central School Principal Melissa Fields was presented a plaque for being named the 2019 Wells Fargo Northeast Region Principal of the Year.

Approval of Minutes

Upon motion by Arlene Yates and second by Matt Peeler, the Board voted unanimously to approve the minutes of the December 7, 2018 special session, December 11, 2018 special session, and December 17, 2018 regular session as presented.

Consent Agenda

Upon motion by Matt Peeler and second by Amy Spaugh, the Board voted unanimously to approve the Superintendent's recommendations regarding student transfer requests for 2018-2019 as presented.

Upon motion by Arlene Yates and second by Matt Peeler, the board voted unanimously to approve the Personnel Summary Report for January 28, 2019 as presented, including the Interim Superintendent's contract.

Following approval of the Personnel Summary Report, Mr. Bunch introduced HGS Dean of Students Joycelyn Hinton as the Interim Principal of Perquimans County Middle School effective February 14, 2019. Mrs. Hinton thanked the Board for the opportunity to serve in this position. She recognized her family in attendance and thanked them for their support. Mrs. Hinton provided a synopsis of her career in education.

Public Hearing / Requests from the Public

None

Unfinished Business

None

New Business

Superintendent Search: Priority Criteria Preferences

After a time of discussion facilitated by The Masonboro Group, it was the consensus of the Board to have Dr. West compile the items as discussed and act on the criteria later in the agenda.

Consideration of Revision to Policy Code: 4400 Attendance

Mr. Bunch introduced a revision to Policy Code: 4400 Attendance. In Item C., Number 4., Mr. Bunch proposed to remove the wording, "which has been approved in advance by the principal." The Board will take action on this proposed change at the February meeting.

Resolution regarding School Calendar Flexibility

Upon motion by Amy Spaugh and second by Arlene Yates, the Board voted 5 to 1, with Matt Peeler opposing, to adopt a resolution that would support giving local school boards more control over local school calendars. This resolution will be sent to our legislative delegation and to the NC School Boards Association. Our County Commissioners may entertain adopting a similar resolution.

Appointment of Board Member to School Calendar Committee

Upon motion by Arlene Yates and second by Amy Spaugh, Matt Peeler was elected to serve as the board member representative on the school calendar committee for 2019-2020.

Overnight Field Trips

After a discussion regarding the consistency of overnight field trips for band, sports, etc., the Board took the following action. Upon motion by Amy Spaugh and second by Arlene Yates, the Board voted 4 to 2, with Leary Winslow and Russell Lassiter opposing, to approve the following overnight field trips as presented.

- All-Eastern District Band: February 1-2, 2019 (1 student)
East Carolina University, Greenville
- Carolina Band Festival Honor Band: February 14-16, 2019 (2 students)
University of North Carolina, Greensboro
- FFA Rally: March 7-8, 2019 (40 students)
North Carolina A & T State University, Greensboro

The Board asked Mr. Bunch to investigate HIPAA laws regarding authorization for medical consent on field trip documents.

Reallocation of Capital Funds for Perquimans Central School HVAC

Upon motion by Matt Peeler and second by Arlene Yates, the Board voted to reallocate capital funds for the Perquimans Central School HVAC repairs as presented by Director of Maintenance Jim Davison. Mr. Davison explained that quotes for this project were obtained through an informal bid process. The total cost of the project is \$84,838.00 with 10% for contingency.

Budget Amendments

Upon motion by Matt Peeler and second by Amy Spaugh, the Board voted to approve State Public School Fund – Amendment #5, Local Current Expense Fund – Amendment #1, Federal Grants Fund – Amendment #3, and Other Specific Revenue Fund – Amendment #2 as presented by Chief Finance Officer Larissa York.

Budget Preparation Manual

Ms. York presented the Budget Preparation Manual for fiscal year 2019-2020. The manual contains a budget calendar, flow chart, budget responsibility charts, budget request procedures, budget

codes and budget code format. Ms. York noted that it is imperative to align all expenditures with our Strategic Plan and School Improvement Plans to maximize student achievement.

Reports / Updates

Class Size Update

Mr. Bunch stated that there were no changes to mention regarding class sizes other than the number of students at each grade level. Future reports will be presented as needed.

Student Discipline Data

Mr. Bunch presented the student discipline data for January. In looking at trends, he noted that there were more suspensions at each school in January compared to the previous two years.

Superintendent Search: Priority Criteria Preferences

Upon motion by Matt Peeler and second by Arlene Yates, the Board voted to adopt the superintendent search criteria per the Board's discussion and as compiled by Dr. Eddie West and Dr. Julius Walker of The Masonboro Group. Following this action, the Board engaged in conversation regarding the timeline for the search, specifically the deadline for accepting applications.

Interim Superintendent's Report

Virtual School Days (PQRL)

When the 2019-2020 school calendar is presented to the Board for consideration, it will have three days designated for remote learning opportunities. In the event of inclement weather, these days will be used to count toward instructional hours. Mr. Bunch presented a timeline regarding planning and preparation for implementation next school year.

PowerSchool Glitch

The district was notified by DPI of the PowerSchool glitch soon after Christmas. Teachers were asked to review their grades, with only a few instances where grades had to be changed. There have been no reports of widespread contamination of grades through PowerSchool Plus.

Charter School / Homeschool Letter

A letter from Mr. Bunch was sent to all parents who live in Perquimans County with students at NEAAAT, as well as parents with homeschool students, letting them know of all the great things that are happening in our school district. He invited them to contact his office to set up an appointment to visit our schools.

PQ Virtual Academy

Mr. Bunch stated that the school system would like to offer homeschool students in our district the opportunity to take two classes virtually, starting in 6th, 7th, and 8th grades. These enrollments would be counted in our ADM. The PQ Virtual Academy is still in the planning phase.

District Website

Mr. Bunch invited board members to visit the district website, noting that updates have been made including a revised organizational chart.

Board Chair's Comments

Dr. White thanked everyone for their diligence through the board meeting and for buying-in to Perquimans County Schools and staying here to help make our vision a reality.

Announcements

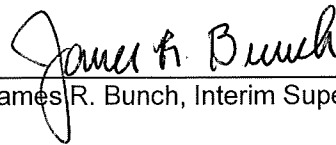
- 2019 NCSBA Equity Event: February 21, 2019 at 9:00 a.m. – February 22, 2019 at 11:30 a.m., Raleigh

- Regular Board of Education Meeting – Monday, February 25, 2019 at 6:00 p.m., Central Office
- NCSBA National Conference – March 30-April 1, 2019, Philadelphia, PA

There being no further business, the meeting was adjourned at 8:58 p.m.



Dr. Anne White, Chairperson



James R. Bunch, Interim Superintendent