

Perquimans County Board of Education  
Regular Session – March 25, 2019

The Perquimans County Board of Education met in regular session on Monday, March 25, 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 and welcomed staff and guests to the meeting. Matt Peeler led the audience in reciting the Pledge of Allegiance to the American Flag and Leary Winslow said a prayer.

**Approval of Agenda**

Upon motion by Arlene Yates and second by Matt Peeler, the Board voted unanimously to approve the agenda as presented, including the addendum for student transfers and a closed session for personnel.

**Good News**

**NCTIES Outstanding Leadership Award**

Jill Cohen – Director of Career Technical Education / IMC

**PQ Proud Employees of the Month**

Grades PreK-5

Classified – Mr. Melvin Jackson, Custodian at Perquimans Central School

Certified – Mr. Rodney Lyons, 4<sup>th</sup> Grade Teacher at Hertford Grammar School

Grades 6-12

Classified – Mr. Amos Fletcher, Custodian at Perquimans County Middle School

Certified – Mrs. Julie Roberts, Dean of Students at Perquimans County Middle School

**Approval of Minutes**

Upon motion by Amy Spaugh and second by Leary Winslow, the Board voted unanimously to approve the minutes of the February 25, 2019 regular session as presented.

**Consent Agenda**

Upon motion by Leary Winslow and second by Amy Spaugh, the Board voted unanimously to approve the Superintendent's recommendation regarding a student transfer request for 2018-2019 as presented, including the addendum.

Upon motion by Leary Winslow and second by Matt Peeler, the Board voted unanimously to approve the Personnel Summary Report for March 25, 2019 as presented.

**Public Hearing / Requests from the Public**

None

**Unfinished Business**

**Legislative Policy Updates Fall 2018**

Upon motion by Arlene Yates and second by Amy Spaugh, the Board voted unanimously to adopt the Fall 2018 Legislative Policy Updates as presented by Director of Innovation and Policy Cynthia Perry.

**Legislative Policy Updates  
Fall 2018**

1510/4200/7270	School Safety
1720/4015/7225	Discrimination, Harassment, and Bullying Complaint Procedure
2121	Board Member Conflict of Interest
3410	Testing and Assessment Program
3420	Student Promotion and Accountability
3430	School Improvement Plan
3470/4305	Alternative Learning Programs/Schools
4125	Homeless Students
4333	Weapons, Bomb Threats, Terrorist Threats, and Clear Threats to
Safety	
5025	Prohibition of <u>Drugs and</u> Alcoholic Beverages
6125	Administering Medicines to Students
6220	Operation of School Nutrition Services
6401/9100	Ethics and the Purchasing Function
6450	Purchase of Services
6560	Disposal of Surplus Property
7130	Licensure
7300	Staff Responsibilities
7610	Defense of Board Employees
7730	Employee Conflict of Interest
7920	Reduction in Force: Teachers and School Administrators
8305	Federal Grant Administration
9110	Use and Selection of Architects, Engineers, Surveyors, and
	Construction Managers at Risk
9120	Bidding for Construction Work

**The policies listed below have only minor changes to wording, legal references,  
and/or cross references.**

1310/4002	Parental Involvement
2670	Business Advisory Council
4152	Unsafe School Choice Transfer
5020	Visitors to the Schools
5030	Community Use of Facilities
6140	Student Wellness
6305	Safety and Student Transportation Services
6315	Drivers
7405	Extracurricular and Non-Instructional Duties

**Update to PLS Manual Sample Regulations**

<del>7130 R</del>	<del>Licensure</del>
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Proposed 2019-2020 School Calendar

Upon motion by Amy Spaugh and second by Matt Peeler, the Board voted unanimously to adopt the proposed 2019-2020 school calendar as presented. The school calendar is available on the district website under Announcements, as well as under the Staff tab and the Parents tab.

## **New Business**

### **Resolution to Dispose of Personal Property**

Upon motion by Arlene Yates and second by Amy Spaugh, the Board voted unanimously to adopt a resolution to dispose of certain personal property as presented by Director of Maintenance Jim Davison. Instead of having an auction, the items will be sold at a one- or two-day yard sale depending on the sales the first day. The yard sale will be held at Perquimans County Middle School at a date to be determined.

### **Proposed Local Current Expense Budget 2019-2020**

The Board conducted a first reading of the proposed Local Current Expense Budget for 2019-2020. Action will be taken at the April meeting.

### **Proposed Capital Outlay Budget 2019-2020**

The Board conducted a first reading of the proposed Capital Outlay Budget for 2019-2020. Action will be taken at the April meeting.

### **Out-of-State Field Trips**

Upon motion by Amy Spaugh and second by Matt Peeler, the Board voted unanimously to approve the following out-of-state field trips:

- April 16, 2019 and April 17, 2019  
Advanced Manufacturing, PCHS students  
Morning – Sumitomo (Virginia); Afternoon – COA and Hockmeyer (Elizabeth City)
- April 17, 2019  
6<sup>th</sup> – 11<sup>th</sup> grade students, including Youth Development Program students  
iFly Virginia Beach Indoor Skydiving (Virginia)
- May 3, 2019  
AIG Teacher – Mrs. LeeAnn Nixon  
Skydiving Center (Virginia)

## **Reports / Updates**

### **Bus Driver Perfect Attendance**

Director of Transportation Jeff Miller presented the quarterly report on bus driver perfect attendance. He noted that there were 21 drivers with perfect attendance for December, 19 with perfect attendance for January, and 13 with perfect attendance for February. For year-to-date, there are six drivers in the district with perfect attendance: PCS – Mae Belle Leigh; HGS – Debbie Tappin; PCMS – Aaron Burke; PCHS – Lillie White, Timothy Stewart, and Janice Butts. Mr. Miller announced that the annual Bus Rodeo will be held on Friday, April 12, 2019 at 9:00 a.m. at the bus garage.

### **Student Discipline Data**

Mr. Bunch presented the student discipline data for the month of March. He noted that there were no relevant data changes from the last two years compared to this year.

## **Interim Superintendent's Report**

### **Policy Code: 3320 School Trips**

When the field trip forms were recently revised, the policy was also reviewed at that time. According to the policy, the Board does not have to approve field trips, only the principal and superintendent. Starting next month, field trips will be communicated to the Board for information purposes only. Mr. Bunch referred to Policy Code: 3320 School Trips which states that school trips that involve travel out of state and/or an overnight stay must receive prior approval from the superintendent or

designee. Following a discussion, it was the consensus of the Board for board members to review the policy and bring it up at the next meeting to discuss, if necessary.

**Board Chair's Comments**

Dr. White thanked everyone for attending the meeting and for what they do every day.

**Announcement**

Regular Board of Education Meeting – Monday, April 29, 2019 at 6:00 p.m., Central Office

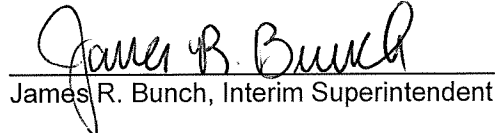
**Closed Session**

Upon motion by Arlene Yates and second by Leary Winslow, the Board voted unanimously at 6:50 p.m. to enter closed session pursuant to General Statute 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.

Upon motion by Leary Winslow and second by Matt Peeler, the Board returned to open session at 7:40 p.m.

There being no further business, the meeting was adjourned.

  
Dr. Anne White, Chairperson

  
James R. Bunch, Interim Superintendent