

**Perquimans County Board of Education  
Regular Session – December 14, 2020**

The Perquimans County Board of Education met in regular session on Monday, December 14, 2020, at 6:00 p.m. in the administrative offices of Perquimans County Schools. This meeting was held in accordance with Governor Cooper’s Executive Order No. 141, Section 7, which states that the prohibition on Mass Gatherings does not apply to educational institutions or government operations. However, social distancing was observed and as a result, seating was limited. In addition, in accordance with Executive Order No. 147, face coverings were worn unless an exception applied. Audio access was available to the public by dialing a telephone number and entering a meeting ID and passcode.

Board Vice Chair Amy Spaugh called the meeting to order and welcomed everyone to the meeting. Leary Winslow led the audience in reciting the Pledge of Allegiance to the American Flag and said a prayer.

All board members were present: Chair Dr. Anne White (remote), Vice Chair Amy Spaugh (in person), Russell Lassiter (in person), Matt Peeler (in person), Leary Winslow (in person) and Arlene Yates (remote).

**Approval of Agenda**

Upon motion by Russell Lassiter and second by Arlene Yates, the Board voted unanimously to approve the agenda, including the addendum. Matt Peeler asked about voting on board policies 3102 Online Instruction and 4400 Attendance separately. It was the consensus of the Board to discuss these policies where they appeared on the agenda.

**Approval of Minutes**

Upon motion by Matt Peeler and second by Leary Winslow, the Board voted unanimously to approve the minutes of the November 23, 2020 regular meeting as presented.

**Consent Agenda**

Upon motion by Russell Lassiter and second by Matt Peeler, the Board voted unanimously to approve the personnel recommendations in the Personnel Summary Report and addendum for December 14, 2020 as presented by Superintendent Tanya Turner.

**Public Hearing / Requests from the Public**

Instructions were provided in the agenda for participation during the public comment period. No virtual or written requests were received for public comment.

**Unfinished Business**

The Board considered the policy updates for Fall 2020 as presented. After discussion about the wording of Policy 3102 Online Instruction and 4400 Attendance, the Board took the following action. Upon motion by Dr. Anne White and second by Arlene Yates, the Board voted 5 to 1, with Mr. Peeler opposing, to adopt the following policies in the Policy Update: Fall 2020 as presented.

1510/4200/7270	School Safety
1710/4020/7230	Discrimination and Harassment Prohibited by Federal Law
1740/4010	Student and Parent Grievance Procedure
1742/5060	Responding to Complaints
1750/7220	Grievance Procedure for Employees
1760/7280	Prohibition Against Retaliation
2120	Code of Ethics for School Board Members
2121	Board Member Conflict of Interest
3000	Goals and Objectives of the Educational Program

3102	Online Instruction
3300	School Calendar and Time for Learning
3410	Testing and Assessment Program
3460	Graduation Requirements
4001	Equal Educational Opportunities
4040/7310	Staff-Student Relations
4400	Attendance
4600	Student Fees
5020	Visitors to the Schools
5030	Community Use of Facilities
5070/7350	Public Records – Retention, Release, and Disposition
6305	Safety and Student Transportation Services
7232	Discrimination and Harassment in the Workplace
7325	Employee Use of Social Media
7510	Leave

The policies listed below have only minor changes to the text and/or technical changes such as changes to legal references, cross references, or footnotes.

1300	Governing Principle – Parental Involvement
1310/4002	Parental Involvement
1500	Governing Principle – Safe, Orderly, and Inviting Environment
1600	Governing Principle – Professional Development
1700	Governing Principle – Removal of Barriers
1725/4035/7236	Title IX Sexual Harassment – Prohibited Conduct and Reporting Process
1726/4036/7237	Title IX Sexual Harassment Grievance Process
2500	Hearings Before the Board
4023	Education for Pregnant and Parenting Students
4202/5029/7272	Service Animals in Schools
4328	Gang-Related Activity
4333	Weapons, Bomb Threats, Terrorist Threats, and Clear Threats to Safety
4335	Criminal Behavior
4345	Student Discipline Records
4353	Long-Term Suspension, 365-Day Suspension, Expulsion
7130	Licensure
7503	Teleworking
7820	Personnel Files
8510	School Finance Officer

### **New Business**

#### **Financial Statements for Year Ending June 30, 2020**

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, 2020. 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, and one finding on the concussion forms. After highlighting various items in the audit, Mrs. Winborne thanked Mr. Blanchard and his staff for their help during the audit process. Upon motion by Matt Peeler and second by Russell Lassiter, 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, 2020.

#### **Budget Amendments**

Chief Finance Officer Rube Blanchard presented budget amendments for the Board's consideration. Mr. Blanchard explained each amendment in detail and answered questions asked by board members. Upon motion by Matt Peeler and second by Arlene Yates, the Board voted

unanimously to approve State (Fund 1) – Budget Amendment #4, Local (Fund 2) – Budget Amendment #4, and Local (Fund 8) – Budget Amendment #4 as presented by Mr. Blanchard.

#### Monthly Financial Report

Mr. Blanchard presented the monthly financial report for December 2020. The first report showed year-to-date spent, outstanding POs, escrow, budget (pending approval) and year-to-date percentage spent for Fund #1, #2, #3, #4, #8, and #5. The benchmark was 50% and the actual year-to-date spent of the total budget as of December 8, 2020 was 41%. The second report provided a more detailed budget summary sorted by 2-digit Purpose Code for Funds #1, #3, #5, #2, #4, and #8. The last report provided an update on Capital Outlay as of December 8, 2020. The report showed revenue and expenses with current budget, year-to-date spent/encumbered, and budget remaining.

#### 2020 Facility Needs Survey

Maintenance Director Jamie Johnson presented the 2020 Facility Needs Survey for Perquimans County Schools. Every five years, local boards of education are required by G.S. 115C-521(a) to submit their Facility Needs Assessments (long-range plans) to the State Board of Education. This assessment/survey does not obligate funds for the county or board of education. The survey included information on new schools, additions, renovations, furniture/equipment, and land in 0 to 5 years and in 6 to 10 years. Upon motion by Matt Peeler and second by Dr. Anne White, the Board voted unanimously to approve the Perquimans County Schools 2020 Facility Needs Survey as presented. This information was presented to the County Commissioners on December 7, 2020 as it required the signature of the Chair of the County Commissioners as well.

#### Adding a Fourth Day to PCHS Schedule

Superintendent Tanya Turner reminded board members of the current operating plans.

- K-5/Plan A: Minimal Social Distancing (all students in school at same time)
- 6-12/Plan B: Moderate Social Distancing (limit density in facilities to meet NCDHHS requirements)
- Plan C: Monday for K-8; Thursday and Friday for 9-12; remote students Monday-Friday

Face-to-face registrations have increased at all four schools.

- Perquimans Central: 68% to 82.5% (303)
- Hertford Grammar: 65% to 83.5% (284)
- Perquimans Middle: 54% to 71% (305)
- Perquimans High: 51% to 65% (302)

The proposed four-day schedule for Perquimans High School would be as follows:

- Monday: full day
- Tuesday through Thursday: 9:30-1:30
  - Tuesday: 1<sup>st</sup> and 2<sup>nd</sup> period
  - Wednesday: 2<sup>nd</sup> and 3<sup>rd</sup> period
  - Thursday: 1<sup>st</sup> through 4<sup>th</sup> periods

Ms. Turner explained the benefits of a four-day schedule at Perquimans High School:

- Adds 84 (73.5) additional hours of face-to-face instruction over the semester (21 Thursdays)
- More EOC classes 2<sup>nd</sup> semester
- No early release days on Tuesday through Thursday
- Increased opportunity for OCS students to earn hours
- More revenue for School Nutrition
- Possible increase of face-to-face attendance and improved engagement

The budget impact (PRC 163 CARES Act Fund) of a four-day schedule at Perquimans High School includes an increase in fuel cost by approximately \$200 monthly (\$1,200 monthly vs. \$1,000) and an increase in Perquimans High School bus driver salaries, including benefits, from approximately \$55,000 to \$60,000 for second semester.

After a time of questions and discussion, the following action was taken. Leary Winslow made a motion to leave the schedule as it is until it could be determined how to get Perquimans High School students to school for full days. The motion was seconded by Matt Peeler. Mr. Winslow and Mr. Peeler voted in favor of the motion. Mr. Lassiter, Mrs. Yates, Dr. White, and Mrs. Spaugh voted against the motion. The motion did not pass.

Upon motion by Dr. White and second by Arlene Yates, the Board voted 5 to 1, with Mr. Winslow opposing, to add a fourth day, Thursday, to the Perquimans High School schedule beginning second semester as presented by Superintendent Turner.

#### Student Discipline Data

Assistant Superintendent James Bunch noted that there was one reportable offense at Perquimans County High School and one discipline incident at Hertford Grammar School, four at Perquimans Middle School, and two at Perquimans High School for the month of November 2020.

#### Superintendent's Report

Superintendent Tanya Turner provided the following report.

- Perquimans County Schools current enrollment as of December 11<sup>th</sup> was 1,639 students: PreK – 35; PCS – 377; HGS – 340; PCMS – 422; PCHS – 465
- Face-to-Face Enrollment:  
PCS: 82.54%, HGS: 83.5%, PCMS: 72.45%, PCHS: 65%
- Positive Cases/Quarantines since August 17<sup>th</sup>  
Employees: 18 positives, 45 quarantines  
Students: 16 positives, 100 quarantined for contact, 25 quarantined for symptoms
- New quarantine guidelines
- Update on Health Assessment and Immunization Requirements
- Athletic Update: Automated video production of sporting events, i.e. volleyball, is now available via Pixellot
- 2020 Christmas Card Contest verse and picture winners announced

#### Board Chair's Comments

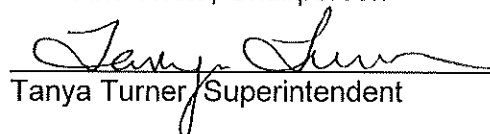
Vice Chair Spaugh thanked Dr. White and the Board for the opportunity to sit in for Dr. White at the meeting. Dr. White thanked Mrs. Spaugh for assuming the responsibility of running the meeting.

#### Announcements

- No Day – December 21, 2020; Christmas and New Year's Holidays – December 22, 2020 through January 1, 2021
- Regular Board of Education Meeting – Monday, January 25, 2021 at 6:00 p.m., Central Office

There being no further business, the meeting was adjourned at 7:15 p.m.

  
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Dr. Anne White, Chairperson

  
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Tanya Turner, Superintendent