

**Perquimans County Board of Education
Regular Session – August 22, 2023**

The Perquimans County Board of Education met in regular session on Tuesday, August 22, 2023, at 6:00 p.m. in the boardroom at the Central Office. Audio access was available to the public by dialing a telephone number and entering a meeting ID and passcode.

Vice Chair Mrs. Arlene Yates called the meeting to order. Dr. Anne White led the audience in reciting the Pledge of Allegiance to the American Flag. Kristy Corprew had prayer.

Board members present: Vice Chair Arlene Yates (in person), Kristy Corprew (in person), Dr. Anne White (in person), Leary Winslow (in person), and Matt Winslow (in person). Russell Lassiter was absent.

Approval of Agenda

Upon motion by Leary Winslow and second by Matt Winslow, the Board voted unanimously to approve the agenda as presented.

Special Recognitions

Dr. Anne White commended Superintendent Dr. Tanya Turner and the leadership team on an outstanding back-to-school Convocation. She said everything aligned with the standards and the student and graduate representatives did an outstanding job speaking. Dr. White also congratulated Mrs. Yates for being highlighted in *The Perquimans Weekly* and *The Daily Advance* for the Governor's visit to the Learning Center.

Approval of Minutes

Upon motion by Dr. Anne White and second by Kristy Corprew, the Board voted unanimously to approve the minutes for the July 24, 2023 regular session as presented.

Consent Agenda

Upon motion by Dr. Anne White and second by Matt Winslow, the Board voted unanimously to approve the consent agenda as presented which included revisions to Policy 4300 Student Behavior Policies – Regulations for PCS, HGS, PCMS, and PCHS and revisions to Policy 4316 Student Dress Code as presented.

Public Hearing / Requests from the Public

None

Unfinished Business

None

New Business

Revisions to Policy 6402

Dr. Turner informed the Board that the NCSBA recommended that the Board take action to either add language to the opening paragraph that allows the board to state its annual goal for the utilization of historically underutilized businesses or delete the statement. The statement is optional; a goal is not statutorily required for goods and services. After a time of discussion, the following action was taken. Upon motion by Leary Winslow and second by Matt Winslow, the Board voted 4 to 1, with Dr. Anne White opposing, to delete the statement in Policy 6402 regarding an annual goal for the utilization of historically underutilized businesses.

Fee Schedule

Chief Finance Officer Rube Blanchard presented the fee schedule for 2023-2024 for the Board's consideration. Each principal is required to submit any fee schedule changes to the board for approval. For the FY 2023-2024, the only changes noted were the yearbook cost at Perquimans Central School and Perquimans County Middle School. Perquimans Central School Principal Tracy Gregory requested an increase of \$5 (from \$20 to \$25) and Perquimans County Middle School Principal Laura Moreland requested the cost be listed as \$30-\$40 instead of \$25-\$30. After a time of discussion, the following action was taken. Upon motion by Kristy Corprew and second by Matt Winslow, the Board voted unanimously to approve the fee schedule for the 2023-2024 school year as presented as required by Board Policy 4600 Student Fees.

Request to Establish New Bank Accounts

Chief Finance Officer Rube Blanchard provided information to support the request to establish new bank accounts. Historical annual costs for bank service charges over the past four years from PNC were as follows: FY 2023 - \$16,543.79, FY 2022 - \$14,037.86, FY 2021 - \$11,133.65, and FY 2020 - \$8,732.00. In an effort to reduce these bank service charges, an RFP was submitted to PNC (current provider), Southern Bank, and First National Bank. The goal of this process was to lower monthly bank service charge costs, utilize electronic deposits where possible, and utilize institutions that were longstanding and have multiple branches, in the event another branch was needed.

As for the results of the RFP, PNC did not respond by the deadline. First National Bank and Southern Bank submitted their proposals and both offered significant savings in monthly service charges (with most months having a \$0 service charge by maintaining minimum balances, etc., which the district is well above). Southern Bank has three local branches within 25 miles of Hertford (Elizabeth City, Edenton, and Gatesville), with other branches in Ahoskie, Greenville, Kitty Hawk, Kill Devil Hills, and Manteo. First National Bank has one branch within 25 miles located in Hertford. They have other branches in North Carolina, with the nearest ones being in Williamston, Nags Head, Kitty Hawk and Greenville.

The recommendation to the Board was to continue using PNC for Child Nutrition bank accounts and individual school bank accounts. These accounts usually see daily cash deposits (i.e., fundraisers, meal purchases, and sporting events) which would require actual bank visits to make deposits. The recommendation also included transferring the local bank account, payroll account, capital outlay bank account, and School Cash Online account to Southern Bank. About 95% of the deposits to these accounts are mostly checks and/or electronic deposits. Remote Image Deposits (using deposit scanning machines) can be used for these types of deposits without having to visit the bank. In the event that cash/currency needs to be deposited to either the local bank account or the capital outlay account (which has happened on average approximately eight times per year), an in-person deposit would need to be made at the bank.

After commending Mr. Blanchard for always trying to save money for the district, Dr. Anne White made a motion to approve the resolution to leave Child Nutrition and individual school bank accounts with PNC, and to move Local, Capital Outlay, Payroll, and School Cash Online accounts to Southern Bank as presented. Leary Winslow seconded the motion. When asked about fees that would be incurred for the accounts that remain at PNC, Mr. Blanchard said he was told the fees would drastically decrease without the transactions from the local expense account. Mr. Blanchard entertained questions and comments from board members. Mr. Blanchard will monitor the fees for the remaining accounts at PNC and report to the Board on the charges.

Contract

Maintenance Director Jamie Johnson said last year he talked about switching out all of the water source heat pumps in B Building at the high school, in the cafeteria and the auditorium. This was broken up into a couple of different quotes. One was for the emergency need to get the auditorium back on line as quickly as possible.

Through the procurement procedure, he was able to break it down by building to get the quotes. With the lead time on commercial systems right now, it took about 12 months to get the units in and installed for the auditorium. A unit went out in B Building last June. It was ordered in June of last year and as of now, in August of this year, it still has not been shipped. With the ESSER III deadline of September 2024, Mr. Johnson said he would like to get the units ordered now. He used the original quote and this was a second quote. He asked two other companies for quotes, but they declined. He said the availability of commercial services is almost non-existent in our area. This proposal is from Hoffman Mechanical Solutions. Walt Adcock lives in Hertford and his kids go to school here. He has partnered with us on several projects and has given us excellent service. This quote is more than \$20,000 less than the other company. This will replace every water source heat pump at the high school. Mr. Johnson was told there is a ten-week lead time on this equipment. He hopes to get the equipment in around Thanksgiving and have it installed over Christmas break. The cost of the equipment will be paid out of ESSER III funds. Upon motion by Dr. Anne White and second by Leary Winslow, the Board voted unanimously to enter into a contract with Hoffman Mechanical Solutions for Perquimans County High School water source heat pump replacement in the amount of \$214,283.56, contingent upon review of the contract by the school board attorney.

Soccer Field Surfacing

Mr. Johnson explained that since ESSER III funds are being used to pay for the track, the soccer field had to be cut from the project. Initial plans were to seed the soccer field; however, there is a risk of erosion due to rain or a major storm. After talking with some companies that do sod and grass, it was determined that it would be a wise decision to sod the soccer field. The cover crop would not provide a playing surface, only minimum erosion control during the winter. The price of the sod is not to exceed \$48,750. The sod will begin to protect immediately and can be played on the next soccer season. The price of seeding a Rye/Fescue mixture would be \$1,850 until Bermuda could be planted next year. Mr. Johnson recommended sodding the soccer field so that it can be done right the first time. Once the asphalt surface is laid, equipment should not cross the track. Mats are made for crossing the track to protect it. Golf carts, lawn mowers, etc. that cross the track to the infield will have to use a mat. The lowest quote received for sodding was from Brown's Landscaping, which is already contracted by A. R. Chesson on the project to do the minimum seeding. The cost of the sodding project would come from Capital Outlay. Recently the district received the June payment for the ½ cent sales tax, \$35,000, which was not included in what was allocated or assigned. Mr. Johnson said the old football field had a reel. Mr. Brown gave him a price to run a line for the reel for irrigation. Currently there is no water around the track. It is estimated to take two to three days to install the sod. Upon motion by Matt Winslow and second by Kristy Coprew, the Board voted unanimously to sod the soccer field not to exceed \$48,750.

Reports / Updates

None

Superintendent's Report

Dr. Turner shared the following information:

- Vacancies – Unfilled: Math Teachers (2) at PCHS, Social Studies Teacher at PCHS, English Teacher at PCHS, Speech Language Pathologist, Custodian at PCHS, ALC Coordinator at PCHS. (There is a plan in place for full face-to-face instruction with highly-qualified teachers for math, social studies and English at PCHS.
- Vacancies – Filled pending Board approval: Exceptional Children's Teacher at PCHS, Exceptional Children's TA at HGS, Art Teacher at PCMS, Custodian at PCMS, half-time retired Social Studies Teacher, Bus Driver (2), Child Nutrition Assistant (filled pending background checks/board approval)
- Enrollment Summary – As of August 22, 2023, PCS – 396/36 PreK, HGS – 400, PCMS – 367, PCHS – 533, for a total of 1,696, compared to 1,653 as of August 31, 2022.

- Upcoming Events – August 24th Open House (PCS and HGS 4:00 – 6:00 p.m., PCMS and PCHS 5:00 – 7:00 p.m.), August 28th First day of School for Students, August 29th Commissioners Tour of Schools (HGS and PCHS 6:30 p.m.), August 30th Commissioners Tour of Schools (PCS and PCMS 6:30 p.m.)

Board Chair's Comments

Vice Chair Mrs. Arlene Yates said she hoped all was well with Mr. Lassiter and his family and that the school system was off to a good new year.

Announcements

Regular Board of Education Meeting – Monday, September 25, 2023 at 6:00 p.m. at Central Office

Closed Session

Upon motion by Leary Winslow and second by Matt Winslow, the Board voted unanimously at 6:57 p.m. to enter closed session pursuant to G.S. 143.318.11(a)(1) and (6) to consider closed session minutes, student transfer requests, and personnel matters.

Return to Open Session

Upon motion by Leary Winslow and second by Matt Winslow, the Board voted unanimously at 7:07 p.m. to return to open session.

Personnel Summary Report

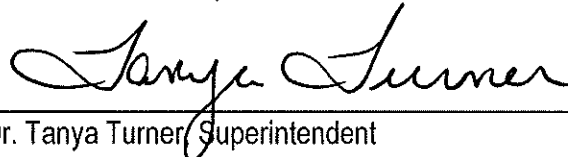
Upon motion by Leary Winslow and second by Matt Winslow, the Board voted unanimously to approve the Superintendent's recommendations regarding personnel items as presented.

Adjournment

There being no further business, the meeting was adjourned at 7:08 p.m.



Mr. Russell Lassiter, Chairman



Dr. Tanya Turner, Superintendent