

**Perquimans County Board of Education
Regular Session – January 22, 2024**

The Perquimans County Board of Education met in regular session on Monday, January 22, 2024, 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.

Board Chair Russell Lassiter called the meeting to order. He led the audience in reciting the Pledge of Allegiance to the American Flag and had prayer.

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

Approval of Agenda

Upon motion by Dr. Anne White and second by Kristy Corprew, the Board voted unanimously to approve the agenda as presented.

Special Recognitions

2023 National Board Certified Teachers - Renewal

Superintendent Dr. Tanya Turner recognized the following educators for renewing their National Board Certification. According to the National Board website, "National Board Certification is the most respected professional certification available in education and provides numerous benefits to teachers, students and schools. It was designed to develop, retain and recognize accomplished teachers and to generate ongoing improvement in schools nationwide." There are currently 22 employees in our district who are national board certified. The district has been recognized as a National Board Accomplished District because there are at least 20% of our teachers who are national board certified. The following employees have earned national board certification and have recently gone through the renewal process to renew their certification.

Holly Daniels – 4th Grade Teacher, Hertford Grammar School

Kimberley Jackson – Social Studies Teacher, Perquimans County High School (did not attend meeting)

Jenna Lassiter – 2nd Grade Teacher, Perquimans Central School

Julie Roberts – Assistant Principal, Perquimans County High School

Asheton Smith – 3rd Grade Teacher, Hertford Grammar School

Heather Winslow – Health/P.E. Teacher, Perquimans County Middle School

Nominee for 2024 U.S. Presidential Scholars Program

Dr. Turner recognized Perquimans County High School Senior Blair Russell for being selected as a state nominee in the next round of the U.S. Presidential Scholars Program. Blair represents the best of North Carolina's students based on her outstanding scholarship qualities in the General Education or CTE category. Candidates will go through the application process at the national level and the Commission on Presidential Scholars will notify the semifinalists mid-April. Scholars will be announced in May 2024.

School Board Appreciation Month

January is School Board Appreciation Month in North Carolina. On behalf of Perquimans County Schools, Dr. Turner thanked our board members for the vital role they play in our community and school system. As individuals and a collective board, each has a heart for education and making decisions in the best interest of our students. Dr. Turner presented each board member with a personalized journal with an ink pen and a certificate from the NCSBA.

Mr. Lassiter informed those attending for the special recognitions that they could be excused or stay for the remainder of the meeting.

Approval of Minutes

Upon motion by Matt Winslow and second by Dr. Anne White, the Board voted unanimously to approve the minutes for the December 18, 2023 regular session as presented.

Consent Agenda

None

Public Hearing / Requests from the Public

None

Unfinished Business

None

New Business

Finance

Special Recognitions

Chief Finance Officer Rube Blanchard recognized the following school bookkeepers who completed the NCASBO Treasurer Academy training in November: Sandy Tisdale – Perquimans Central School; Katie Ferebee – Perquimans County Middle School; and Katie Rucker – Perquimans County High School. Since the bookkeepers were not able to attend the meeting, Mr. Blanchard will present their certificates at an upcoming bookkeepers' meeting. Mr. Blanchard noted that Patricia Cartwright, bookkeeper at Hertford Grammar School, completed the training in September and was recognized at the October meeting. Mr. Blanchard also recognized Devin Mallory, accounts payable technician at the Central Office, for completing the NCASBO Director Academy and presented him with a framed certificate of completion.

Budget Amendments

Mr. Blanchard presented budget amendments for the Board's consideration, explained in detail the reason for each amendment, and entertained questions from board members. Upon motion by Leary Winslow and second by Matt Winslow, the Board voted unanimously to approve State (Fund 1) Budget Amendment #2, Local (Fund 2) Budget Amendment #1, Federal (Fund 3) Budget Amendment #2, Capital Outlay (Fund 4) Budget Amendment #2, and Local (Fund 8) Budget Amendment #1 as presented.

Monthly Financial Report

Mr. Blanchard presented the Expense-Budget Analysis (YTD) for January 2024. The benchmark was 58%, with 50% actually spent YTD (excluding new school construction). The report was run on January 16, 2024, and did not include the January payroll or expenditures paid after that date. He also showed the budget summary sorted by 2-digit purpose code with the same information. In the Capital Outlay budget, there was \$90,644.17 remaining in the general repairs line item. The balance of the Public School Building Capital Fund Lottery Fund was \$666,474.55, which included lottery revenue for December 2023 and interest earned. The balance of the Public School Building Capital Fund School Building Repair & Renovation Fund (PSBRRF) was \$967,310.82, which included lottery revenue for December 2023 and interest earned. The balance of the Public School Building Capital Fund Needs Based Lottery Fund, the funding source for the new school, was \$36,851,162.66. Dr. Turner fielded questions from the Board about possible grants for the new school.

Budget Calendar for 2024-2025 Fiscal Year

Mr. Blanchard presented the proposed budget calendar for the 2024-2025 fiscal year for the Board's information. He requested that the Board set a date in March for the annual budget retreat. It was the consensus of the Board to meet on Monday, March 4, 2024, at 4:30 p.m. for the budget retreat. The Board also discussed a date for a budget work session with the County Commissioners. Last year, the meeting date for the joint work session was on the Commissioners' scheduled work session date. This year, the Perquimans County Schools Foundation Annual Scholarship Awards Ceremony is scheduled on the Commissioners' regular work session date, April 15, 2024. The Board asked Mary Kay to contact Mr. Heath to ask if the County Commissioners could possibly meet on Monday, April 8, 2024 for the budget work session.

Strategic Plan Update

Chief Academic Officer for Curriculum and Instruction Melissa Fields provided an update on Strategic Priority 2 which is to provide services and staff to support the social, emotional, and physical needs of our students ("the whole child") in a safe, secure, orderly and innovative learning environment.

Action Step 2.1 states that by 2024, PCS will not exceed the state average for short term suspensions annually. This data has not been released by the state.

Action Step 2.2 states to maintain at least 95% or higher attendance at each school annually. There were improvements in attendance at all schools with the exception of the middle school. Overall, the attendance for the county was improved from previous years.

Action Step 2.3 states to remain below the state average in the high school dropout rate overall and in each subgroup annually. This data has not been released by the state.

Action Step 2.4 states that 100% of our teaching staff will participate in professional development related to culturally-relevant pedagogy. Several professional development sessions were listed for 2020-2024.

Action Step 2.5 states 100% of the respondents to the annual safety survey will agree that their school is safe or very safe. Responses for 2022-2023 "How safe do you feel at school/work?": Perquimans Central School – 100%; Hertford Grammar School – 97%; Perquimans Middle School – 87%; Perquimans High School – 89%; combined parents – 94.1% (171 parents); combined staff – 98.4% (63 staff).

Action Step 2.6 states by 2024, 100% of teachers integrate digital citizenship. All teachers participate in digital citizenship training annually.

Action Step 2.7 states by 2024, 100% of our staff will be provided training, coaching, and ongoing support on how to implement and incorporate Resilience and Trauma Informed practices with students daily. Several professional development sessions were listed for 2020-2024.

Action Step 2.8 states by 2024, 100% of our teaching staff will be provided training, coaching, resources, and ongoing support to ensure the staff meets the social, emotional, and unique learning needs of students with disabilities and English Language Learners. Several professional development sessions were listed for 2020-2024.

There will be an update on Strategic Priority 4 at a future meeting.

2023-2024 Summer Program Plan

Mrs. Fields presented the proposed 2023-2024 Summer Program Plan. The purpose of the summer school program includes EOG/EOC testing, credit recovery, repeating a class for credit, improving functional skills and access to academic enrichment opportunities. The student eligibility criteria is for grade levels 3-12 with assessments in Reading (excluding grade 3), Math, Science, NC Math I, Biology, and English II. There will be eight instructional days beginning June 5th for four hours per day for a total of 32 instructional hours. Testing will be held on June 14th. This was a first reading only. Action will be taken at the February meeting.

2024-2025 School Calendar

Mrs. Fields presented the proposed school calendar for 2024-2025. She highlighted holidays, optional work days, required work days, early release days, and annual leave days. Based on previous years, Convocation would be held August 19, 2024 and Open House on August 22, 2024. The proposed first day of school for students would be Monday, August 26, 2024. The proposed last day of school for students would be Friday, May 30, 2025. The proposed calendar was voted on and approved by all School Improvement Teams. This was a first reading only. Action will be taken at the February meeting. Mrs. Fields entertained questions and comments from board members about the proposed calendar.

Following her presentations, board members congratulated Mrs. Fields on her retirement and thanked her for her service to our school district.

Update on New Intermediate School

John Birath of the Building Management Advocacy Group distributed a timeline to board members which was prepared by Architect Jimmy Hite of Hite Associates. Mr. Birath reviewed the timeline with the Board, pointing out the phases of the building track including design development, completion of construction documents, completion of agency reviews/advertising, out for bid/prebid, Board of Education approval and award, construction (approximately 18 months), occupancy, and school beginning in the new facility in August of 2026. There was a separate track for the site which showed the various phases since design development began prior to the site being secured. Mr. Birath entertained questions and comments from board members.

Revised Board Policy 4400 Attendance

Superintendent Turner presented revisions to Policy 4400 Attendance, in particular Item B. Tardiness and Early Departures. These revisions were presented to the Board for a first reading at the December meeting. There was much discussion about consequences for tardies and early departures and how the consequences may be different at the elementary level versus the middle and high school levels. For clarification, Dr. White pointed out on page 5, under Chronic Absenteeism, the language about accumulation of tardies and/or early dismissals from school. Item #2 and #4 under G. Chronic Absenteeism should be removed.

Kristy Corprew asked how principals will deal with the ongoing tardies. Dr. Turner noted that the middle school is going to implement after school detention after three tardies. If a student does not show up for after school detention, then it will become an in-school suspension. There was a discussion about the effectiveness of in-school suspension. Dr. Turner said that Mr. Drew believes the high school's procedure for dealing with tardies has been effective. Dr. Turner read from the high school handbook the consequences for tardies. She stated that each time a student is taken to the Judicial Attendance Council (JAC), the parent has to be present. The data for absences and tardies is shared at the JAC. However, Judge Harriss has no jurisdiction over students 16 years and older.

Leary Winslow said unfortunately students are being punished for tardies and parents are not being held accountable. Dr. Turner said that principals are going to align the consequences for tardies/early departures so that it won't be drastically different from school to school; however, of course, there will be differences

between PCS and PCHS. The Board continued a discussion on this topic, particularly around holding parents more accountable for tardies and principals carrying out the consequences for tardies. Dr. Anne White moved to adopt proposed revisions to Board Policy 4400 Attendance as presented with the removal of Item G., #2 and #4. There was no second to the motion so the motion died.

Leary Winslow stated the Board could do a better job of staying within the law and defining consequences. When Matt Winslow asked if the principals could be present to create a new section in the policy for Chronic Tardiness, Dr. Turner said the principals met and came up with the revisions to the policy that were presented. She said she will discuss this policy further with principals. Matt Winslow asked if the policy were adopted and the principals implemented it, if the principals could report quarterly to track the tardies. Dr. Turner said that K-8 was considering communicating with parents once the policy was approved. After five tardies, there would be a parent meeting. Once a student accumulated three tardies beyond the five, a student would be assigned after school detention. If a student reached eleven tardies, there would be another detention, then 14 would be another detention, then 17 another detention, should the tardies continue. Due to the children's age, Perquimans Central School did not want to do after school detention. They were going to use interventions during the student's connect time. The high school wanted to continue with what they have in place. However, Dr. Turner stated if this needed to be streamlined K-12, then it would be streamlined K-12. Leary Winslow stated if the consequences were in policy, then the principals could refer a parent to the board's policy.

Chairman Lassiter asked Dr. Turner to bring a revised policy to the Board next month to include the concerns presented by the Board and to have the principals present at the meeting, if necessary.

Policy Updates Fall 2023

Dr. Turner presented policy updates for Fall 2023 from the North Carolina School Boards Association for the Board's consideration. This was a first reading only. Action will be taken at the February meeting.

NCSBA Legislative Committee Application

Dr. Turner presented a memo from the North Carolina School Boards Association (NCSBA) inviting the Board to nominate one of its members to serve on NCSBA's Legislative Committee. She noted that the NCSBA President will appoint one at-large member from each of the eight education regions to serve a two-year term. The Committee's primary task is to develop the draft NCSBA Legislative Agenda for consideration and adoption by the Delegate Assembly. The nominee has to be able to attend two meetings in person and one meeting virtually. Dr. White nominated Kristy Corprew as a nominee for the Committee. This was seconded by Matt Winslow and unanimously approved by the Board.

Superintendent's Report

Dr. Turner provided the following report.

Vacancies

Unfilled – HVAC Mechanic, Fire Tech Teacher, Teacher Assistant (PCS), Media Coordinator (PCHS), 2nd Grade Math, (2) Math Teachers (PCHS), English Teacher (PCHS), High School Soccer Coach (interviews today and tomorrow), Accounts Payable Specialist
Filled pending Board approval – Social Studies Teacher (PCMS), 3rd Grade Teacher (HGS), EC Teacher Assistant (PCHS), Payroll Specialist

Enrollment

PCS – 406/40 PreK; HGS – 392; PCMS – 373; PCHS – 521; Totals 1692/1706

Child Nutrition Update

Dr. Turner presented a chart comparing numbers of meals served/dollar amount Pre-Covid, Covid, Transitioning out of Covid, and Post Covid. There were 25,882 more meals from August to December than last year. There were 23,818 more meals from August to December than the pre-Covid year and 10,885 more meals from October to December than the 2021-2022 free year.

Road Map of Need

Dr. Turner presented information from the Roadmap of Need, which is a whole child needs assessment that presents county-level data and ranking on 20 indicators of wellness across five domains: economic development, physical health, mental health and safety, education inputs, and education outcomes. She shared information relevant to Perquimans County in each of the five domains. Overall rankings placed Perquimans County 51 (3rd quartile). In the five domains, Perquimans County ranked 68 (3rd quartile) in Economic Development; 67 (3rd quartile) in Physical Health; 84 (4th quartile) in Mental Health and Safety; 33 (2nd quartile) in Education Inputs; and 14 (1st quartile) in Education Outputs. Out of 100 counties, this is the highest ranking Perquimans County has received since 2013.

Track Update

Dr. Turner reported that the shot put and discus slabs have been poured; the slab for the high jump take-off has been poured; the long jump and triple jump pit have been finished; and all other necessary equipment that is needed to run a track meet has been ordered and should be delivered by February 16th (blank guns, carts for hurdles, rings and toe board, cage for discus).

Webpage for New School Updates

By February 1st, a new page will be added to the district website which will provide updates on the new intermediate school. It will highlight the guiding principle and desired outcomes. There will also be a video narrated by Dr. Turner in which she shares information about the current status of the project.

Dr. Turner also provided a list of upcoming dates.

Board Chair's Comments

Chairman Lassiter noted that while it is important for board members to share their views on topics discussed during the meeting, they should be respectful of their fellow board members.

Announcements

Regular Board of Education Meeting – Monday, February 26, 2024 at 6:00 p.m.

Closed Session

Upon motion by Kristy Corprew and second by Matt Winslow, the Board voted unanimously at 7:56 p.m. to enter closed session pursuant to G.S. 143.318.11(a)(1) and (6) to consider closed session minutes and personnel matters.

Return to Open Session

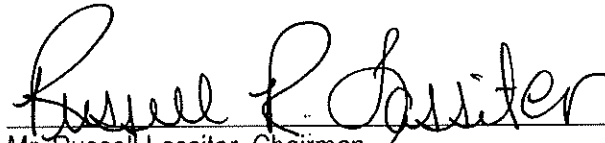
Upon motion by Matt Winslow and second by Kristy Corprew, the Board voted unanimously at 7:59 p.m. to return to open session.

Personnel Summary Report

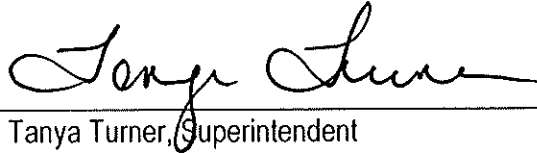
Upon motion by Matt Winslow and second by Kristy Corprew, the Board voted unanimously to approve the Superintendent's recommendations regarding personnel items as presented, including the addendum.

Adjournment

There being no further business, the meeting was adjourned at 7:59 p.m.



Mr. Russell Lassiter, Chairman



Dr. Tanya Turner, Superintendent

