

**Perquimans County Board of Education
Regular Session – November 20, 2023**

The Perquimans County Board of Education met in regular session on Monday, November 20, 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.

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), Arlene Yates (in person), Kristy Corprew (in person), Dr. Anne White (in person), Leary Winslow (in person), and Matt Winslow (in person).

Approval of Agenda

Upon motion by Matt Winslow and second by Arlene Yates, the Board voted unanimously to approve the agenda with the addendum as presented.

Special Recognitions

None

Approval of Minutes

Upon motion by Kristy Corprew and second by Matt Winslow, the Board voted unanimously to approve the minutes for the October 23, 2023 regular session as presented.

Consent Agenda

None

Public Hearing / Requests from the Public

None

Unfinished Business

None

New Business

Budget Amendments

Chief Finance Officer Rube Blanchard presented budget amendments for State Funds (Fund 1), Federal Funds (Fund 3), and Capital Outlay Budget (Fund 4) for the Board's consideration. The budget amendments were presented in a new format which condensed the same information to one page. The three sections on the amendment show the same amounts in three different ways: revenue, two-digit purpose code, and program or PRC. Upon motion by Arlene Yates and second by Matt Winslow, the Board voted unanimously to approve State (Fund 1) Budget Amendment #1, Federal (Fund 3) Budget Amendment #1, and Capital Outlay (Fund 4) Budget Amendment #1 as presented.

Monthly Financial Report

Mr. Blanchard presented the Expense-Budget Analysis (YTD) for November 2023. The benchmark was 42%, with 42% actually spent YTD (excluding new school construction). The report was run on November 15, 2023, and did not include the November expenditures paid after that date. He also showed the budget summary sorted by 2-digit purpose code. There was one item that showed in the red, Fund 3, Purpose Code 6100s, due to the timing difference in approval of the budget and posting in the books. After reviewing the

Capital Outlay budget with Maintenance Director Jamie Johnson, the amounts in the comments column were transferred from those budget lines and adjusted for the completion of the track. This leaves a balance of \$90,026.34 in general repairs. For the following reports, instead of listing the General Statutes, Mr. Blanchard listed the types of expenditures that are eligible and not eligible for funding through each revenue source according to the DPI website. The balance of the Public School Building Capital Fund Lottery Fund was \$629,940.22 which included the addition of interest posted in September. The balance of the Public School Building Capital Fund School Building Repair & Renovation Fund (PSBRRF) was \$822,234.89 which included the addition of interest posted in September. The Public School Building Capital Fund Needs Based Lottery Fund, the funding source for the new school, was \$36,865,099.18 which included disbursements submitted to the County for payment in October for Terracon and Mr. Birath.

Fee Schedule 2023-2024

Chairman Lassiter said that Leary Winslow had contacted him and asked that this item be placed on the agenda for discussion. Mr. Winslow stated that he and Dr. White probably have had the most discussion about student fees, but on opposite ends of the spectrum. Mr. Winslow stated his concern was prompted by an all call that went out about two weeks ago which included a reminder to parents that only 50% of students had paid their student fees of \$20. He asked if 50% of parents are paying for 100% which he did not think was fair. He knew that Mrs. Moreland had said no student would be denied a field trip for not paying the fees. He also mentioned if administrators "clam down" on families that may not be able to afford the fee, it would go back to Dr. White's argument that it is a tough time to increase fees for families that are suffering from hardship. Mr. Winslow asked if fees were increasing because participation was low. He also asked if the fees were more than the amount needed or if they could get by with a \$10 fee. He also asked if each school needs to have their own line item in the budget to take care of this. He did not remember having to pay any fees when he was in school.

Dr. White stated the \$20 fee was not approved by the Board. She said the way they got around the fee was that they *asked* the parents to pay—it wasn't required. Dr. White said she saw where the fee was added back to the document after the Board did not approve it last year. She said field trips are supposed to be educational and required. If it is educational, then some kids cannot be denied their education; it has to be paid for otherwise. These fees are not listed for Central School and Hertford Grammar. They sell flowers and have other fundraisers at school. Dr. White said when she was at the middle school, she made sure that the children did not have to pay for anything because they raised the funds.

Dr. Turner said that if parents don't pay the \$20 fee, students are not denied going on the field trip. The \$20 field trip fee has been on the report every year for the past three years and has been approved every year. Dr. White said she knew that it was not approved the first year because the Board decided to study it further. When information came back to the Board, Dr. White understood that it was not a required fee, but optional. Dr. Turner said last year the fees collected at the middle school were \$2,680 for the year. At this point this year, \$3,280 have been collected in fees at the middle school. She said this may be because of School Cash Online and the announcements. At this time, 170 students have paid and 196 have not paid. The middle school did do a Candyman Fundraiser this year and made \$3,600. They used the money for field trips, clubs, and supplies for the clubs. They receive grants for going to Jeanette's Pier, etc., but the grants do not pay for everything. They use the funds to pay the bus driver and mileage. At the end of last year, that money was completely spent.

Mr. Lassiter thanked Mr. Winslow for bringing this up and for Dr. White's perspective on this item. Mr. Lassiter agreed with Dr. White that field trips are educational; they are not like a club or an athletic team. They are part of the student's education experience. Mr. Lassiter proposed that the Board "live with" the fees that were approved for this year but do away with the all calls for the rest of the year. Next year, the Board would make

sure there are no field trip fees for anyone on the fee schedule. Leary Winslow said that would go back to his initial complaint that 50% are paying for 100%. Dr. White said the Board disapproved it last year and asked how it got back on the list. Mr. Winslow also wanted to know how many students had paid the \$20 technology fee and how many waivers there were for each school since that is one thing that is required. Dr. Turner said a report could be generated through School Cash Online. She said some of the fees are for the association students are involved with such as FFA and Beta Club. When Mr. Winslow mentioned amending the motion for the fees, Dr. Turner asked Mr. Blanchard if Finance would have to individually receipt refunds for fees paid. Mr. Blanchard said that School Cash Online charges a fee and they would have to keep that. Dr. White also voiced her concern about fees charged for dances at the middle school. The middle school fee is \$10 and the high school fee is \$5.00. After a discussion about how to move forward with this item, the Board decided to submit questions to the Superintendent and, if needed, take action at the January meeting. If there are no further questions, the Board will take a closer look at student fees when they are presented for consideration in August for next school year.

District Threat Assessment Policies & Procedures

Assistant Superintendent James Bunch and School Psychologist Rachael Hoar presented information on district threat assessment policies and procedures. Mr. Bunch stated in the 2018-2019 school year, schools in North Carolina and the Department of Public Instruction began talking about threat assessments and the need for them to occur in the school setting. Mr. Bunch, Dr. Griffin and other staff received some training that year to develop a threat assessment protocol. Each year they learned more and refined the process. HB605 made changes to the threat assessment protocol effective for next year.

Ms. Hoar came to Perquimans from Virginia where threat assessment legislation is more advanced than in North Carolina. She has been working with the Virginia DCJS best practices model for the last five years in Norfolk completing quite a few threat assessments. Ms. Hoar presented an overview of the district threat assessment process which has been revised to incorporate some of the best practices from Virginia. Information presented included a student threat assessment flow chart, triage form, full threat assessment form, district-level committee review, state reporting form, and training for staff in 2024. Dr. Turner, Mr. Bunch, and Ms. Hoar entertained questions and comments from board members regarding the presentation.

Strategic Plan Update

Chief Academic Officer for Curriculum and Instruction Melissa Fields provided an update on action steps 1.4 and 3.2 of the Strategic Plan.

Action Step 1.4 states that by 2024, all state measured assessments will meet or exceed growth as measured by EVAAS. In K-2 reading, Kindergarten met growth; 1st and 2nd grades exceeded growth. In reading, 3rd, 4th, 7th and 8th grades met growth; 5th and 6th grades did not meet growth. In math, 4th and 8th grades met growth; 5th grade exceeded growth; 6th and 7th grades did not meet growth. In science, 5th and 8th grades exceeded growth.

At the high school, biology and English II did not meet growth; however, all math met growth. In CTE post assessments, Animal Science II, Business Law, and Interior Design I did not meet growth. Agriculture Mechanics I, Automotive Fundamentals, Automotive Service I, Career Management, Horticulture II, and Health Science I met growth.

Action Step 3.2 states that by 2024, all schools, grades, and content areas will meet or exceed growth measures for all reportable subgroups. For the K-2 reading assessment, in Kindergarten, the Black subgroup exceeded growth, white subgroup met growth, and students with disabilities did not meet growth. In 1st and 2nd grades, all subgroups exceeded growth. For reading, in 3rd grade, the black and white subgroups met

growth and the students with disabilities did not meet growth. In 4th grade, the black and students with disabilities subgroups met growth, and the white subgroup exceeded growth. In 5th grade, the black and white subgroups did not meet growth and the students with disabilities subgroup met growth. For math, data was not available for 3rd grade subgroups. In 4th grade, the white and students with disabilities subgroups met growth and the black subgroup exceeded growth. In 5th grade, all subgroups exceeded growth. For reading, the 6th grade black and students with disabilities subgroups met growth and the white subgroup did not meet growth. In 7th grade, the black and students with disabilities subgroups met growth and the white subgroup did not meet growth. In 8th grade, the black and white subgroups exceeded growth and the students with disabilities subgroup did not meet growth. For math, in 6th grade, none of the subgroups met growth. In 7th grade, the white and students with disabilities subgroups met growth and the black subgroup did not meet growth. In 8th grade, the white and students with disabilities subgroups met growth and the black subgroup did not meet growth. For science, all subgroups in 5th and 8th grade exceeded growth.

For Math I (8th grade), the white subgroup exceeded growth; it was not applicable for black and students with disabilities subgroups. For Math I (PCHS), the black subgroup did not meet growth and the white and students with disabilities subgroups met growth. For Math 3, all subgroups met growth. For end-of-course tests in English II and biology, none of the subgroups met growth.

Future updates to the Board include: January – Strategic Priority 2 and March – Strategic Priority 4. Mrs. Fields entertained questions and comments from board members regarding the presentation.

Update on New Intermediate School

John Birath of the Building Management Advocacy Group provided the following update on the new intermediate school.

- Winfall approved special use zoning for the proposed site.
- Terracon sampled the soils to see if the site is buildable. The results came back favorable; it is a very buildable site. No deep foundations are needed. Soil will be brought in to raise the finish level and traditional construction methodology will be used.
- Timmons Group performed the wetland delineation and environmental phase one analysis. The environmental phase one analysis is a background search to make sure a buried oil tank or other hazardous material was not there at any time and to make sure the site is safe. A contract was issued for all services in the amount of \$15,500. The wetland surveys are complete.
- The County is doing the survey for topography.
- Timmons will meet with the Corp to do a walkthrough to approve the wet land delineations. No issues are foreseen because designs are not close to touching any of that area.
- They are working to negotiate a contract with Bolton & Merck to do the traffic impact analysis. The anticipated amount of the contract is \$18,500.
- There are three design phases of the project: schematic design, design development, and construction documents. After the third phase, they will be ready for permits and bidding. Right now, the project is in the design development phase. The goal is to have the project ready to bid in June or July. The construction period would be about 18-20 months. The anticipated date that the school would be ready would be the August 2026 school year.
- Since the Board received a presentation on the drawings and site layout last month, the information has been presented to the HGS school staff and will be presented to the PCMS staff next week. Favorable dialogue has been received so far.

Chairman Lassiter requested a timeline for the project so that board members could respond to questions from the public about the progress of the project. Mr. Birath said he has talked with Dr. Turner about compiling information to post on the district website.

Revisions to the 2023-2024 School Calendar

Chief Academic Officer Melissa Fields presented proposed revisions to the 2023-2024 school calendar. Perquimans County High School requested that the calendar be amended to allow for early release days during first and second semester exams. Historically, the last three days of exams have been early release days at the high school. This year, the Calendar Committee did not include early release days due to the high school and middle school sharing buses and the difficulty in getting subs. Dr. Turner said the Transportation Department would be able to manage the early release for the high school and still be back in time for the middle school release at regular time, noting that the staff at PCHS is going to make this happen. The proposed early release dates for Perquimans County High School are December 18th and 19th, 2023, and May 29th and 30th, 2024. December 20th and May 31st are already designated as systemwide early release days. Upon motion by Leary Winslow and second by Dr. Anne White, the Board voted unanimously to approve revisions to the 2023-2024 school calendar as presented.

Board of Education Representative on Calendar Committee

Mrs. Fields said a calendar committee meeting is planned for Thursday, January 11, 2024, at the high school for the 2024-2025 school year. Kristy Corprew served as the board representative on the Calendar Committee last year and volunteered to serve again this year. Upon motion by Matt Winslow and second by Dr. Anne White, the Board voted unanimously for Kristy Corprew to serve as the Board of Education representative on the 2024-2025 Calendar Committee which will meet on January 11, 2024.

Report / Updates

None

Superintendent's Report

Dr. Turner presented the following information in her report:

- Vacancies – Unfilled: HVAC Mechanic, PQ Ambassador Instructor, Fire Tech Teacher, EC Teacher Assistant (PCHS), ELL Tutor, *(2) Math Teachers at PCHS, *Social Studies Teacher at PCHS, *English Teacher at PCHS. (*Plan in place for full face-to-face instruction with highly qualified teacher.) Filled pending board approval: Chief Technology Officer, Chief Academic Officer, School Nutrition Assistant, EC Teacher Assistant (PCS)
- Enrollment Summary – As of November 20, 2023: PCS – 404/36 Pre-K; HGS – 393; PCMS – 366; PCHS – 532; Total – 1,695
- Photo of new Perquimans County Schools activity bus with 'P' logo (bus was in the parking lot for all to see)
- PCHS Volleyball Team 2023 Grand Marshal for Hertford Parade on Saturday, December 2nd at 2:00 p.m.
- PCHS Band Director Evan Copeland and PCMS Band Director Katie Copeland to march in the 2023 Macy's Thanksgiving Day Parade with The Band Directors Marching Band
- Important Dates

Board Chair's Comments

None

Announcements

- Regular Board of Education Meeting – Monday, December 18, 2023 at 6:00 p.m. (meeting scheduled one week early due to the Christmas Holiday)

Closed Session

Upon motion by Arlene Yates and second by Kristy Corprew, the Board voted unanimously at 7:21 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

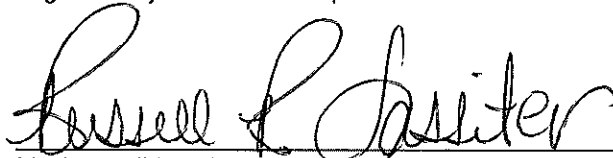
Upon motion by Kristy Corprew and second by Arlene Yates, the Board voted unanimously at 7:26 p.m. to return to open session.

Personnel Summary Report

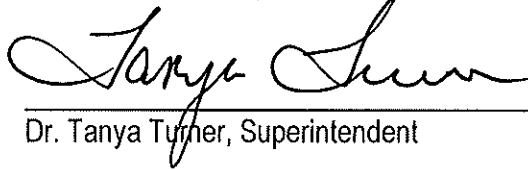
Upon motion by Matt Winslow and second by Kristy Corprew, the Board voted unanimously to approve the Superintendent's recommendations regarding personnel items as presented.

Adjournment

There being no further business, the meeting was adjourned at 7:27 p.m.



Mr. Russell Lassiter, Chairman



Dr. Tanya Turner, Superintendent