

Perquimans County Board of Education
Regular Session – October 23, 2023

The Perquimans County Board of Education met in regular session on Monday, October 23, 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. Matt Winslow 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 Dr. Anne White and second by Matt Winslow, the Board voted unanimously to approve the agenda and addendum as presented.

Special Recognitions

National Principals Month

Superintendent Dr. Tanya Turner recognized our principals in honor of National Principals Month. Each of the principals go above and beyond for their students and staff each and every day. They lead with passion and integrity which is why our schools are fully staffed with highly-qualified teachers in each classroom. Our principals show up early and stay late to ensure their students are taken care of and their staff is supported. Their leadership has brought positive attention to the Perquimans County School System and we are very thankful for each one of them. Dr. Turner presented certificates to Perquimans Central School Principal Tracy Gregory, Hertford Grammar School Principal Dr. John Lassiter, Perquimans County Middle School Principal Laura Moreland, and Perquimans County High School Principal Mickey Drew.

Perquimans County Schools Principal of the Year

Dr. Turner presented a plaque to Perquimans County High School Principal Mickey Drew for being named the 2023-2024 Perquimans County Schools Principal of the Year. Mr. Drew will represent Perquimans County in the Regional Principal of the Year competition later this fall. Mr. Drew began his teaching career in 1996, where he spent 18 years teaching all areas of Science, including AP Biology, Physics, Chemistry, Biology, Physical Science and Earth Science as well as serving as a coach in Camden County and Martin County. He served two years as an assistant principal at Perquimans County High School from 2012-2014, and then moved on to serve as principal with Elizabeth City-Pasquotank Schools for six years. He also served as Director of Federal Programs and Special Projects. Mr. Drew returned to the Perquimans County School family as principal of Perquimans County High School in 2020. Mr. Drew said he was very humbled by this recognition and hopes to represent the district very well. He recognized the three principals in the room with him saying they were very deserving individuals as well. Chairman Lassiter thanked the principals for all they do each and every day.

Approval of Minutes

Upon motion by Matt Winslow and second by Arlene Yates, the Board voted unanimously to approve the minutes for the September 25, 2023 regular session as presented.

Consent Agenda

Upon motion by Kristy Corprew and second by Matt Winslow, the Board voted unanimously to approve the consent agenda as presented which included Policy 4203/5023/7273 Naloxone/Narcan Administration in Schools.

Public Hearing / Requests from the Public

None

Unfinished Business

None

New Business

Financial Statements

Adam Scepurek, partner with Anderson Smith & Wike, PLLC, presented the financial statements for the fiscal year ending June 30, 2023. Board members were provided with a bound copy of the financial statements and a three-page letter which informed them that the audit went well. Mr. Scepurek said it was a clean audit report with no findings related to compliance. The financial statements included a clean, unmodified opinion letter and they accurately reflect the net position and fund balance of the school system as of June 30, 2023.

Mr. Scepurek highlighted several items in the statements and provided detailed explanations of each item.

- Page 4 – At year end, the Board's General fund reported fund balance of \$1.2 million an increase of \$156,000 compared to the prior year.
- Page 13 – Exhibit 3 Balance Sheet Governmental Funds
- Page 15 – Exhibit 4 Statement of Revenues, Expenditures, and Changes in Fund Balances
- Page 21 – Exhibit 7 Statement of Net Position Proprietary Fund Type
- Page 60 – Schedule of Revenues and Expenditures – Budget and Actual (Non-GAAP) School Food Service Fund
- Page 61 – Three letters: one over federal compliance, one over state compliance, and one over internal controls on financial statements and compliance – all three clean, unmodified opinions, materially complied with all federal and state requirements for the major programs
- Page 70 – Schedule of Expenditures of Federal and State Awards

Mr. Scepurek stated that adding fund balance while receiving extra federal dollars is a trend they are seeing statewide. When those funds expire, however, there will be some programs that will continue to need funding and decisions will have to be made. The Board thanked Mr. Blanchard and the finance team for their work. Upon motion by Arlene Yates and second by Matt Winslow, 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, 2023 as presented.

Monthly Financial Report

Chief Finance Officer Rube Blanchard said Perquimans is very fortunate to have the finance team that it has. They specialize in their specific area and they go above and beyond in the work that they do. He also thanked the Board for its support.

Mr. Blanchard presented the Expense-Budget Analysis (YTD) for October 2023. The benchmark was 33%, with 29% actually spent YTD (without the new school construction budget). The report was run on October 18, 2023, and did not include the October payroll or expenditures paid after that date. He shared revenue and expenses for Capital Outlay and the proposed budget, YTD spent/encumbered, and budget remaining for each expense listed. The balance in Capital Outlay for repairs (general) was \$206,441.09. The balance of the Public School Building Capital Fund Lottery Fund was \$627,589.17. The balance of the Public School

Building Capital Fund School Building Repair & Renovation Fund (PSBRRF) was \$819,329.57. In addition, the Public School Building Capital Fund Needs Based Lottery Fund, the funding source for the new school, was \$36,873,716.68.

Policy 8325 Daily Deposits

Mr. Blanchard presented a proposed modification to Policy 8325 Daily Deposits. The current policy reads, "if the amount on hand is less than \$250.00, daily deposits are encouraged but are not required." With the passing of the state budget, G.S. 115-C-445 has now updated/increased the amount from \$250 to \$1,500. Upon motion by Arlene Yates and second by Kristy Corprew, in order to consider and adopt Policy 8325 on first reading, the motion stated was that the Board temporarily waive the requirements in Policy 2410 that policies introduced and recommended at a board meeting will not be adopted until a subsequent meeting and adopt Policy 8325 with the amount of \$250 changed to \$1,500 to match G.S. 115C-445 as presented. This waiver was applicable to this meeting only and only for the policy listed.

Recognition

Mr. Blanchard recognized Patricia Cartwright, the bookkeeper at Hertford Grammar School, for completing the NCASBO Treasurer's Academy. Mrs. Cartwright was not available to attend the meeting.

Schematic Design for New Intermediate School

Mr. Jimmy Hite of Hite Associates presented the preliminary schematic design for the new intermediate school. The design team has spent several months considering different concepts for the school and believe they have an outstanding concept for the new school. There are three design phases—schematic, design development, and construction plan. This was a preliminary design with a definite floor plan, site plan and structure to the building. Mr. Hite presented drawings of the site (approximately 85 acres), queuing lane for parent drop-off and pickup, staff and visitor/event parking, bus circulation and parking, athletic fields, secure playground spaces and courtyards. He also explained the various parts of the school building floorplan and highlighted specific areas using a larger, more detailed view. He showed a brief video of a 3-D conceptual model of the building and campus. Mr. Hite entertained several questions and concerns from board members, in particular questions about the queuing lane/loop for parent drop-off/pickup and the two-way traffic on the left side with buses coming in and cars going out. Upon motion by Dr. Anne White and second by Arlene Yates, the Board voted unanimously to approve the schematic design for the new Perquimans County Intermediate School as presented.

School Improvement Plans for 2023-2024

Principals Tracy Gregory (PCS), Dr. John Lassiter with Kadejha Elliott, 4th grade teacher (HGS), Laura Moreland (PCMS) and Mickey Drew (PCHS) presented their school's School Improvement Plan for 2023-2024. Each principal highlighted elements of their school's plan and answered questions from board members. Plans included measurable objectives to achieve goals, strategies to achieve objectives, resources and timelines. Upon motion by Dr. Anne White and second by Matt Winslow, the Board voted unanimously to approve the School Improvement Plans for 2023-2024 as presented.

Formation of Wrestling Club

Perquimans County Middle School (PCMS) Principal Laura Moreland introduced Mr. Ron Stites who is interested in forming a wrestling program in the county. Mrs. Moreland met Mr. Stites over the summer during a meeting with Mr. Drew and Mr. Bunch. Mrs. Moreland mentioned that golf is a new sport at PCMS because there was a group of students that came to Mrs. Moreland and expressed interest. Swimming was added because a few students came to Mr. Drew and expressed interest. Basketball is currently the only winter sport at PCMS. Students that are involved with extracurricular activities have higher academic attainment, social and emotional growth, and lower at-risk behaviors.

Mr. Stites shared information about his athletic background and his service in the Navy. He said there are 50 students, 22 males and 28 females, interested in wrestling. This is a developmental opportunity for young men and women where they can learn life-long skills of emotional control, confidence and resiliency. The PCMS cafeteria would be used for practice and USA wrestling club sites would be used for tournaments. Wrestling is a winter sport in North Carolina, November 1 to February 16-19. For 2023-2024, club sport at PCMS falls under USA Wrestling, with a minimum of three tournaments per year. NCDPI is the athletic reference manual with the NCHSAA manual providing additional details. In 2024-2025, wrestling would be a club/regular conference sport. High school athletes would be allowed to participate. The middle school would practice first followed by a separate high school practice at PCMS. Equipment, which includes wrestling mat, tape, cart, hospital grade cleaner, uniform, headgear, singlets, shorts, shirt, jacket, crewneck, sweat pants, compression pants and shoes would cost approximately \$24,000. Costs would be paid for by external and community donations. USA Wrestling organization provides secondary team/individual accident insurance (\$25/wrestler, \$125/club). Coverage includes Secondary Sports Accident Insurance (Chubb) for injuries sustained while wrestling. General Liability protects all members and volunteers from liability claims. USA Wrestling provides extensive training for coaches. Emergency medical support would be provided by County EMS. Mr. Stites provided a list of potential sponsors for the program. Mr. Stites and Mrs. Moreland responded to questions and comments from board members. Upon motion by Arlene Yates and second by Dr. Anne White, the board voted unanimously to approve the formation of a Wrestling Club for Perquimans County Middle School as presented.

Strategic Plan Update

Chief Academic Officer for Curriculum and Instruction Melissa Fields provided an update on activities 1.1, 1.2, and 3.1 of the Strategic Plan. Action Step 1.1 states that by 2024, EOG and EOC grade level proficiency will increase by ten percentage points from the 2020-2021 academic year. The areas in blue showed that the district is already at the strategic plan goal of ten percentage points in ten out of eighteen subject areas. Action Step 1.2 states that by 2024, EOG and EOC subgroups (Black, White, Economically Disadvantaged, Students with Disabilities) will increase by an average of three percentage points annually. In 3rd grade, the goal was met in two out of eight areas. In 4th grade, the goal was met in six out of eight areas. In 5th grade, the goal was met in seven out of eight areas. In 6th grade, the goal was met in two out of eight areas. In 7th grade, the goal was met in six out of eight areas. In 8th grade, the goal was met in five out of eight areas. In 5th and 8th grade Science, all of the goals were met. In Math I and III, the goal was met in six out of eight areas. In English, the goal was met in three out of four areas. The goal was not met in Biology. Action Step 3.1 states that by 2024, all reportable subgroups will perform at or above the state average. Third grade exceeded the state average in five out of eight areas. Fourth grade exceeded the state average in six out of eight areas. Fifth grade exceeded the state average in all subgroups. Sixth grade exceeded the state average in two out of eight areas. Seventh grade exceeded the state average in four out of eight areas. Eighth grade exceeded the state average in three out of eight areas. Science exceeded the state average in all areas. Math I exceeded the state average in all areas; Math III did not. English II and Biology did not exceed the state average. Future updates to the Board include: November – 1.4 and 3.2 (EVAAS); December – 1.3, 1.5, 1.6, 1.7, 3.3, 3.4 (Other Data Indicators); January – Strategic Priority 2; and March – Strategic Priority 4.

Digital Video System for School Buses

Assistant Superintendent Mr. James Bunch presented the bid tabulation information for the digital video system for school buses. Cameras on buses currently range from ten to thirteen years old and have become hard to manage. The RFP was posted on August 29, 2023 with a bid due date of September 27, 2023. Vendor questions were responded to on September 18, 2023 via email. Bids were received for five cameras per bus to eight cameras per bus. Four bids were received for 115 cameras (five cameras per bus), three

bids for 138 cameras (six cameras per bus), and two bids for 184 (eight cameras per bus). Mobile Fortress provided a total cost of \$93,195.00, which included camera price of \$75,472.25, installation price of \$6,164.00, and annual fees of \$10,350. WYN Technologies provided a total cost of \$150,381.85, which included camera price of \$87,131.00, installation price of \$63,250.00, and annual fees of \$0. With Mobile Fortress, principals can sit at their desk and pull up the cameras immediately while the bus is in motion. They can see where the bus is going as well as the road conditions. There will be a button near the driver where, if there is a disturbance on the bus, the driver can push the button to immediately email the video to the principal. With WYN Technologies, their specialty now is bus cameras. With their system, when a bus pulls in to the bus lot, there will be a web-based platform where the film from that bus would download on a computer at the Transportation Department. The Transportation Department would have to look at the video, email it to the principal or put it on an SD card and take it to the principal, which is something the district was trying to avoid. This has been budgeted for in Capital Outlay Funds. The district is waiting to hear on a grant from the Federal Government that was written last year, which includes \$95,000 for bus cameras. The district is supposed to be notified in October if it received the grant or not. If the district receives the grant before this becomes a reality, the grant funds would be used. Right now, funding would be 100% from Capital Outlay Funds. Based on the needs of the county and on what the principals said was important to them, the recommendation was that the digital video system for school buses be awarded to Mobile Fortress, the company that put in the current cameras and that is located in North Carolina. Mr. Bunch responded to questions and comments from board members. Upon motion by Leary Winslow and second by Matt Winslow, the Board voted unanimously to select Mobile Fortress as the vendor for the digital video system for school buses as presented.

Report / Updates

None

Superintendent's Report

Dr. Turner presented the following information in her report:

- Vacancies
Unfilled: (2) Math Teachers at PCHS, Social Studies Teacher at PCHS, English Teacher at PCHS (plan in place for full face-to-face instruction with a highly-qualified teacher), EC Teacher Assistants (2), HVAC Mechanic
Filled Pending Board Approval: Child Nutrition Assistants, TLC Assistant, STEAM Teacher (replaces Music at HGS), Tutors
- PQ Ambassador Fellow Program – Growing Our Own Teachers
- Enrollment Summary
October 23, 2023 - PCS: 401/36 Pre-K, HGS: 395, PCMS: 372, PCHS: 535, Total: 1703
- November State Board of Education Meeting (Harvey Hall of the Murphy Center at East Carolina University)
October 31st – Welcome from the Northeast by Dr. Turner
November 1st – Literacy Highlights from Perquimans Central School
- A Public Hearing will be held by the Winfall Town Council at the Winfall Town Hall on October 30, 2023 at 6:00 p.m. regarding the 80 acres of land on Winfall Blvd. to be used to build a new intermediate school.
- PQ Marching Pirates – Panther Classic Champions Class 3A: Color Guard – 1st, Visual – 1st, General Effect – 1st, Music – 1st, Overall – 1st, Best Pit Crew, People's Choice Award
- PCHS Theatre – *Little Women*, November 8th and 9th at 7:00 p.m.
- Athletics – Softball press box/concession stand, Baseball monument, Track/Soccer Field, Volleyball – 2nd round of state playoffs

- NCSBA County Commissioners of the Year – Awards Ceremony, Tuesday, November 14th at 4:45 p.m. at the Sheraton Four Seasons Greensboro
- Important Dates

Board Chair's Comments

None

Announcements

- Presentation of Perquimans Central School's Literacy Journey at the State Board of Education Meeting – Wednesday, November 1, 2023, 10:15 – 11:15 a.m., in Harvey Hall at the Murphy Center at East Carolina University, 9999 Pirates Walk, Greenville, NC
- Veterans Day – Friday, November 10, 2023
- North Carolina School Boards Association Annual Conference – November 13-15, 2023
- Regular Board of Education Meeting – Monday, November 20, 2023 (meeting scheduled one week early due to the Thanksgiving Holiday)
- November 22, 2023 – Annual Leave; November 23-24, 2023 – Thanksgiving Holiday

Closed Session

Upon motion by Arlene Yates and second by Matt Winslow, the Board voted unanimously at 8:43 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

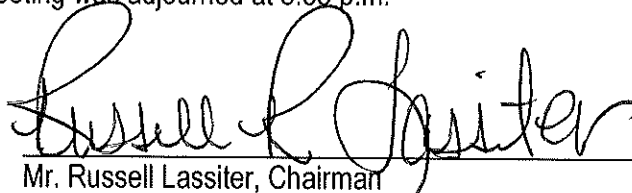
Upon motion by Kristy Corprew and second by Matt Winslow, the Board voted unanimously at 8:52 p.m. to return to open session.

Personnel Summary Report

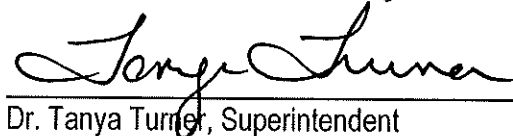
Upon motion by Matt Winslow and second by Arlene Yates, the Board voted unanimously to approve the Superintendent's recommendations regarding personnel items as presented.

Adjournment

There being no further business, the meeting was adjourned at 8:53 p.m.



Mr. Russell Lassiter, Chairman



Dr. Tanya Turner, Superintendent