

# CASWELL COUNTY BOARD OF EDUCATION MINUTES

June 11, 2018

The Caswell County Board of Education met in regular session on Monday, June 11, 2018, at 9:00 a.m. in the Administration Building of Caswell County Schools. Members present: Chairman Gladys Garland, Vice Chairman Sylvia Johnson, Mel Battle, Donna Hudson, Ross Gwynn, Gordon Satterfield, and Tracy Stanley. Others present include Superintendent Dr. Sandra Carter, Nicole McGhee, Vennie Beggarly, Lyndsey Smithers, Emma Smithers, Libbie Smithers, Jennifer Coeburn, Kim Mims, Emily Buchanan, Andy Tyrrell, Jerry Hatchett, Suzanne Foster, Carla Massey, Lutisha Pyles-Rone, Tabitha Miles, Lisa Lassiter, Nelson Showalter, John Crews. Connie Kimrey recorded the minutes. (Note: Others may have been present but did not sign the roster).

## I. A. CALL TO ORDER

The meeting was called to order and a moment of silence was observed followed by the pledge of allegiance.

## I. B. APPROVAL OF MINUTES

Sylvia Johnson moved, seconded by Gordon Satterfield, to approve the minutes of the May 14, 2018 regular meeting as presented. The motion carried unanimously.

## I. C. APPROVAL OF AGENDA

Donna Hudson moved, seconded by Sylvia Johnson to approve the agenda as presented. Recommendation of new chorus class at N.L. Dillard Middle School was removed from the agenda at this time. The motion carried unanimously.

## I. D. ANNOUNCEMENTS

Personnel Director Nicole McGhee recognized the following individuals: Lutisha Pyles-Rones, Classified Employee of the Year, Tabitha Miles, Teacher of the Year, and Jennifer Coeburn, Principal of the Year.

CTE & Secondary Curriculum Director, Emily Buchanan, recognized Carla Massey who recently completed the North Carolina Department of Instruction Internship training for Career and Technical Education.

Finance Director Jeremy Teetor recognized school treasurers for completing NCASBO training. Peggy Boone from Stoney Creek Elementary, Suzanne Foster from South Elementary, and Jackie Wade from N.L. Dillard Middle were all recognized for their hard work and dedication.

## I. E. PUBLIC COMMENTS

Vennie Beggarly, 115 King Court, Providence, NC, 27315, requested permission for the North Elementary PTISO to build a shelter. The PTISO will fund the entire project and meetings have been held with Maintenance Director Jerry Hatchett. Funding will also include a swing set and slide. Building will be built by a licensed (insured & bonded) contractor and colors and other requirements will be approved by maintenance director to match the school.

Dr. Carter recommended approval of shelter to be built at North Elementary. Mel Battle moved, seconded by Tracy Stanley to approve a shelter at North Elementary with approved colors and requirements. The motion carried unanimously.

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II. UNFINISHED BUSINESS

- Dr. Carter informed the board that the PowerPoint presentation has been shared at all schools and posters will be placed in all schools displaying the proposed drawing for Bartlett Yancey High School (BYHS).

III. NEW BUSINESS

1. Consent Agenda

Dr. Carter recommended approval of the consent agenda as presented. Mel Battle moved, seconded by Ross Gwynn to approve the consent agenda as presented. The motion carried unanimously.

- a. Requests for Transfer
- b. Budget Amendments # 29 & # 30
- c. Brady Quote
- d. Saffelle, Inc. Contract
- e. Exceptional Children Summer Employment & Stipends
- f. 2018-2019 Annual PLS Update Fee
- g. 2018-2019 Errors & Omissions/General Liability Fund Renewal
- h. 2018-2019 NCSBA Membership Dues/Legal Asst. Fund Contribution
- i. CANVAS (Learning Management System)

Requests for Transfer

New Kindergarten Requests (2018-2019) – Note: Parents are employees of school system

Barringer, Robert	North	to	South (K)
Brixius, Lyli	Alamance-Burl.	to	Caswell / South (K)
Carter, Addison	Rockingham	to	Caswell (North (K)
Hughes, Nathan	Oakwood	to	North (K)

\*Students are children of CCS employees/requests may be rescinded if numbers in individual classrooms meet or exceed state levels or if other problems arise.

Renewals (Out of County)

Adams, Meredith	Caswell	to	Person (3 <sup>rd</sup> )
Blackwell, Bethany	Caswell	to	Rockingham (12 <sup>th</sup> )
Herndon, Carley	Caswell	to	Alamance-Burlington (3 <sup>rd</sup> )
Herndon, Hailey	Caswell	to	Alamance-Burlington (7 <sup>th</sup> )

Renewals (Into County)

King, Ethan O’Ryan	Danville	to	Caswell (1 <sup>st</sup> ) ***Tuition applies
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Budget Amendments # 29 & # 30

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CASWELL COUNTY SCHOOLS	BUDGET AMENDMENT # 29		
Caswell County Board of Education made the following resolution:			
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.			
Account Code	Description	Debit	Credit
1.3100.000.000.000.000.00	Allocations from State Public School Fund		47,225.45
1.5110.003.162.000.000.00	Substitute Teachers	539.00	
1.6550.056.423.000.000.00	Transportation Gas/Diesel Fuel	378.00	
1.6400.073.462.000.000.00	School Connectivity-Noncap Equipment	40,291.00	
1.5420.009.184.000.000.00	Longevity	1,099.17	
1.6110.009.184.000.000.00	Longevity	1,336.02	
1.6540.009.184.000.000.00	Longevity	193.30	
1.6580.009.184.000.000.00	Longevity	2,311.54	
1.6620.009.184.000.000.00	Longevity	59.08	
1.6940.009.184.000.000.00	Longevity	802.37	
1.7200.009.184.000.000.00	Longevity	215.97	
		47,225.45	47,225.45
<b>Funding Source: State</b>			
<b>Justification: Allotment Revisions for: sub costs, fuel, final installment of connectivity reimbursement and longevity pay.</b>			
Total appropriation in current budget:			\$ 20,752,106.92
Amount of increase/decrease of amendment:			\$ 47,225.45
Total appropriation in amended budget:			\$ 20,799,332.37

CASWELL COUNTY SCHOOLS	BUDGET AMENDMENT # 30		
Caswell County Board of Education made the following resolution:			
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.			
Account Code	Description	Debit	Credit
3.3600.103.000.000.000.00	Title II Revenue	25,100.00	
3.5110.103.311.000.000.00	Contracted Services		23,305.49
3.6200.103.312.000.000.00	Admin Workshops		1,450.00
3.8100.103.392.000.000.00	Indirect Costs		344.51
3.5110.109.311.000.000.00	Contracted Services	1,295.54	
3.8100.109.392.000.000.00	Indirect Costs		1,295.54
3.6550.060.147.000.000.00	Bus Monitors	21,350.82	
3.8100.060.392.000.000.00	Indirect Costs	937.51	
3.8200.060.399.000.000.00	Unbudgeted		22,288.33
		48,683.87	48,683.87
<b>Funding Source: Federal</b>			
<b>Justification: Adjusting for reduction in Title II Revenue, shifted some Title II expenses to RLIS (PRC 109), and increasing budget for bus monitors.</b>			
Total appropriation in current budget:			\$ 1,218,601.25
Amount of increase/decrease of amendment:			(\$ 25,100.00)
Total appropriation in amended budget:			\$ 1,193,501.25

Brady Quote            \$6,179.22      North Elementary/Warranty Compressor Replacement  
1915 N. Church Street, Greensboro, NC 27405

Saffelle, Inc.            Monthly Fee of \$6,843.00  
Effective July 1, 2018 – June 30, 2019

Supper Employment & Stipends / Exceptional Children

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Preschool services:

- Shana LeGrant Not to exceed \$4,955.17 Funds: PRC 60 IDEA
- Preschool Professional Development Funds (PRC 119)
  - Shana LeGrant (3 days) & Lauren Appel (3 days)
- Reading Grant Funds (PRC 82) for HillRap Workshop
  - Julie Allen (North), Hollie Martin (South), Brenda Withers (South) / 1 day
- Austism Funds (PRC 118.01) and IDEA Funds (PRC 60) for TEACCH Workshop
  - Edith Farmer (Oakwood), Amanda Craig (Dillard) = 5 days
  - Sharone Hamlett (TA Oakwood) = 5 days @ daily rate of pay
- IDEA Funds (PRC 60) for EC Summer Institute Workshop
  - Janice Castle (Dillard) 1 day
  - Kerry Duncan (Dillard) 1 day
  - Hollie Martin (South) 2 days (3 additional days TBD later in year)
  - Ruth Millar (Dillard) 4 days
  - Shana LeGrant (BYAB) 1 day
  - Lauren Appel (BYAB) 3 days
- EC Staff Development (PRC 60) for ECATS and Compliance Workshop
  - District EC Staff = Scheduled for August 16 & 17
  - (Stipends are requested for EC teachers/therapists for only August 16)

2018-2019 Errors and Omission/General Liability Fund Total: \$3,787.00

2018-2019 North Carolina School Boards Membership Dues & Legal Assistance Fund  
Contribution Total \$13,477.00

CANVAS (Learning Management System)

Funding: 8.5110.516.418

\$5,984.00	Due July 1, 2018
\$5,984.00	Due July 1, 2019
\$5,984.00	Due July 1, 2020

2. New Course @ N.L. Dillard Middle School  
Approval of Spanish Class  
Dr. Carter recommended approval of Spanish course to be offered as an elective at N.L. Dillard Middle School beginning 2018/19 as presented. Tracy Stanley moved, seconded by Gordon Satterfield. The motion carried unanimously.
3. Caswell County Schools (CCS) Procurement Plan / School Nutrition Program  
Kim Mims, Director of Child Nutrition, reviewed the CCS Procurement Plan for 2018-2019. Upon review, Dr. Carter recommended approval of the CCS Procurement Plan as presented with minor change to page 18 as discussed. Gordon Satterfield moved, seconded by Ross Gwynn to approve the CCS Procurement Plan/School Nutrition Program as presented with change to Page # 18. The motion carried unanimously.
4. Approval of new Advanced Placement United States Government and Politics Course  
Emily Buchanan reviewed information on the AP US Government and Politics Course. If approved, the course will be offered in the spring semester and will focus on text and non-textbook based original source material, scholarly works in the subject area, and other

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documentation and archive based materials. In order to receive full weighted credit, students must take the AP exam given in May at a cost of \$93.00.

Upon review, Dr. Carter recommended approval of the AP United States Government and Politics Course. Tracy Stanley moved, seconded by Gordon Satterfield. The motion carried unanimously.

### 5. Grant Receipt to FFA / Tractor Supply

Emily Buchanan shared information regarding grant funds in the amount of \$1,715.00 from Tractor Supply to be used for the FFA Chapter.

Dr. Carter recommended approval of the grant funds in the amount of \$1,715.00 from Tractor Supply to be used for the FFA Chapter as presented. Gordon Satterfield moved, seconded by Tracy Stanley. The motion carried unanimously.

### 6. 2018-2019 Local Planning System (LPS) for Career & Technical Education Program

Emily Buchanan reviewed the LPS Plan for 2018-2019 and answered questions from the Board of Education.

Upon no further questions, Dr. Carter recommended approval of the 2018-2019 LPS Plan as presented. Tracy Stanley moved, seconded by Mel Battle to approve the 2018-2019 LPS Plan for CTE. The motion carried unanimously.

## IV. REPORTS/UPDATES

None at this time.

## V. SUPERINTENDENT UPDATES

- Dr. Carter shared she attended the County Commissioners work session. Teacher supplements were not approved as well as the request for a second social worker for the upcoming budget. Dr. Carter noted she knew the commissioners have a difficult task in decision making on the budget. Donna Hudson questioned if information was discussed regarding losing the teacher supplement and the effect it would have on small schools and supplemental funding. Finance Director Jeremy Teetor shared he has sent an email to North Carolina Department of Instruction to see what effect this would have; however, he has not heard back at this time.

## VI. CLOSED SESSION

Tracy Stanley made a motion to go into closed session for the purpose of considering a personnel action that involves an officer or employee of this Board (NC General Statute 143-318.11(a)(6); and for the purpose of discussing information that is privileged, confidential or not a public record (NC General Statute 143-318.11(a)(1) and to confer with legal counsel after a five minute break. Sylvia Johnson seconded the motion. The motion carried unanimously.

## VII. OPEN SESSION

Donna Hudson made a motion to return to open session. Tracy Stanley seconded the motion. The motion carried unanimously.

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**VIII. PERSONNEL LISTING**

Dr. Carter recommended approval of the personnel listing as follows:

Section II A (Paula Diggs, School Counselor N.L. Dillard Middle School)

Mel Battle moved, seconded by Ross Gwynn to approve Section II A of the personnel listing as presented. The motion carried 4-3 with Hudson, Stanley, and Johnson voting "No."

Section II B (Stephanie Guill, 6<sup>th</sup> grade Math Teacher N.L. Dillard Middle School)

Mel Battle moved, seconded by Donna Hudson to approve Section II B of the personnel listing as presented. The motion carried 6-1 with Stanley voting "No."

Section II C (Elis Ulecka, 6<sup>th</sup> grade Science Teacher, N.L. Dillard Middle School)

Mel Battle moved, seconded by Ross Gwynn to approve Section II C of the personnel listing as presented. The motion carried unanimously.

Section II D (Owen Wall, Athletic Trainer, Bartlett Yancey High School)

Ross Gwynn moved, seconded by Mel Battle to approve Section II D of the personnel listing as presented. The motion carried 5-2 with Stanley and Johnson voting "No."

<b>Resignation</b>	
<b>Stoney Creek Elementary</b>	Amanda Andrews, 5 <sup>th</sup> grade teacher - Eff. 6/15/18
	Madeline Helbling, Music Teacher - Eff. 7/1/18 (South & Stoney Creek)
<b>N.L. Dillard Middle School</b>	Barbara Carver, Bus Driver - Eff. 6/8/18
	Casey Owen, Math Teacher - Eff. 5/17/18
<b>South Elementary</b>	Denise Herman, 3 <sup>rd</sup> grade teacher - Eff. 6/15/18
<b>Bartlett Yancey High School</b>	Julie Dortch, CTE: Marketing/Sports & Entertainment Teacher - Eff. 6/15/18
<b>Retirement</b>	
<b>Bartlett Yancey High School</b>	Zenaida Daniel, Math teacher - Eff. 6/30/18
<b>North Elementary</b>	Robert Palmer, PE Teacher - Eff. 8/1/18
<b>N.L. Dillard Middle School</b>	James Totten, Jr., School Counselor - Eff. 7/1/18
<b>Transfers</b>	
<b>Bartlett Yancey High School</b>	Kayla Alexander Gatewood, Math teacher Dillard to BYHS = Eff. 7/1/18

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	Katherine Pinkleton, Science teacher Dillard to BYHS = Eff. 7/1/18
<b>N.L. Dillard Middle School</b>	Ashley Evans, Family & Consumer Science teacher BYHS to Dillard = Eff. 7/1/18
<b>North Elementary</b>	Kimberly New, 5 <sup>th</sup> grade teacher Stoney Creek Elem. to North Elem. = Eff. 7/1/18
<b>Employment</b>	
<b>N.L. Dillard Middle School</b>	Paula Diggs, School Counselor (replaces James Totten) = Eff. 8/17/18
	Stephanie Guill, 6 <sup>th</sup> grade math teacher = Eff. 8/17/18
	Elis Ulecka, 6 <sup>th</sup> grade science teacher = Eff. 8/17/18
<b>Bartlett Yancey High School</b>	Owen Wall, Athletic Trainer, Level 10 Coaching Supplement Scale - Eff. 8/17/18

Dr. Carter recommended approval of the revised contract listing. Mel Battle moved, seconded by Donna Hudson to approve the revised contract listing as presented. The motion carried unanimously.

Dr. Carter recommended amending the minutes of May 14, 2018, to include the corrected listing of approved contracts. Gordon Satterfield moved, seconded by Mel Battle to approve amending the May 14, 2018 minutes to include an updated contract listing as presented. The motion carried unanimously.

School	Yr 1 Contract	Yr 4 Contract	Career Status	License Pending
Central Office	Brandi Teetor Donna Kimbro	Lauren Appel Adhemar Renuart	Lisa Lassiter Del Shana LeGrant Tammy Zylka Lori Daniel	
North Elementary	Julie Allen Carla Edwards Maggie Millwood Susan Painter Ryan Moretz Lisa Ranzo Taylor Vernon Julie Wall Paige Wall	Deborah Arnold Danya Diggs Jennifer Giles Mauriah Smith Mary Chavez	Leshia Adkins April Boswell Stacey Gammon Stephanie Hodges Teletha Jones Katie Louhoff Cynthia McNeil Sandra Newberry Karen Self Shirley Shive Emily Smith	Jana Lee
School	Yr 1 Contract	Yr 4 Contract		License Pending
Oakwood Elementary	Semond Coleman Rhonda McFalls Helen Moore Ryan Moretz Jessica Pollard-Ridge Michelle Robinson Laura Salcedo Courtney Smith Ginger Spicer Mitch Stewart Julie Wall	Erin Allen Elizabeth Brown Christine Crozier Melissa Gillie Jennie Hall Amanda Haney Tabitha Miles Elizabeth Powell Lauryn Thomas	Kathryn W. Brandon Sue Cumbo Edith Farmer Elizabeth Griffin Malinda Mitchell Johnny Mitchell	Carolyn Childress

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School	Yr 1 Contract	Yr 4 Contract	License Pending
Whitney Witty			
South Elementary	Leslie Blackwood Anderlicia Glass Amber Epperly Casey Evans Barbara Jane Hodges Brittany Lambert Norma Lee Brittini Macedo Hollie Martin Kandice Stanfield-Ceparano	Carlene Bailey Jessica Chester Brenda Withers Yvette Worsham	Kelly Smith Barringer Amy Blackwood Anna Butts Carla Lynch Lynn Moretz Justin Scruggs Sharon Stanfield Sheletha Williamson
Stoney Creek Elem.	Amanda Andrews Susan Price-Cole Marceai Foster Rose Graves Logan Webb Monica Zupancich	Kimberly New Lisa Strader Jasmine Wilson	Denzil Carter Elizabeth deAristizabel Elizabeth Kirby Teresa Perkins Michelle Purnell Calla Wilson
Bartlett Yancey	Mary Beth Brown Jeffrey Bunnell Todd Christensen Taylor Gauldin Karen Godlock Danielle hall Stephanie Hammock Sharon Inge Jeanette Long Shari Manning April McDonald Troy Nevells Carmen Pagan Taylor Paschal Christopher Pinkleton Sarah Smith Jared Terrell Owen Wall Karen Worlds	June Akers Andrea Anika Jonathan Barnes Jenna Bengel Rita Best Rebecca Brewer Maghen Brixius Anna Foster Cameron Graves Jolandria Graves Carshina Ingram Adam Moore Emily Reagan Melissa Teets	John Carver Ashley Evans Sidney Graves Karen Holshouser Maribeth Howe Leslie Jenkins Parker Kiser Deborah Leigh Carla Massey Brandi Mathis Deborah Maxey James McKercher Jr. Kelly McVay Erik Phelps Keith Rush Jane Sartin Cynthia Smith Lori Daniel Adhemar Renuart
N.L. Dillard	Sonia Granado Rachel Shumaker Doretha Winstead	Julia Allen Sherri Crumpton Kayla Gatewood Margaret Hinrichs Stephanie Hollifield Kristie McDowell Kimberly Meadows Katherine Pinkleton Anna Poindexter Brenda Reid Richard Synder	Michele Bouchard Todd Bouchard Amanda Craig Dora Denault Joshua Fuqua Michael Gillespie Neter Gunn Joel Johnson Richard Johnson Ella Jones Justin Jones Ruth Miller James Nicks Angela Ouzts Paul Overmann Carolyn Poteat Emily Pruitt Jonathan Walters

**IX. COMMUNICATIONS**

- Master Board Training = 1:00 p.m. June 11, 2018
- Overnight Field Trip = FFA State Convention (June 19-21) & FFA State Leadership Conf. (White Lake, NC) (July 29-Aug. 3)



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**X. BOARD MEMBER OBSERVATIONS**

- Tracy Stanley inquired if others were aware that guidance was taken out of the rotation at the elementary levels. Dr. Carter stated that was a suggestion from the NC Guidance Association and it is a site-based decision.

**XI. ADJOURN**

Ross Gwynn made a motion to adjourn the regular meeting at 12:20 p.m., Sylvia Johnson seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on June 25, at 6:30 p.m. in the Caswell County Schools Administration Building.

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Gladys Garland

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Dr. Sandra Carter

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Chairman

Superintendent