

# CASWELL COUNTY BOARD OF EDUCATION MINUTES

May 13, 2019

The Caswell County Board of Education met in regular session on Monday, May 13, 2019, at 9:00 a.m. in the Administration Building of Caswell County Schools. Members present: Chairman Gladys Garland, Vice Chair Donna Hudson, Mel Battle, Vennie Beggarly, Wayne Owen, Ross Gwynn, and Tracy Stanley. Others present include Superintendent Dr. Sandra Carter, Nicole McGhee, Sheena Sigmon, Wayne Crowder, Jull Crowder, JoAnna Gwynn, Jeff Bunnell, Cameron Crowder, Jonathan Bowden, Tristen Smith, Torrance Dowd, Amy Chandler, Jerry Hatchett, Lisa Lassister, Carol Boaz, Irvin, Janice and Grant Dailey, Nicole McGhee.

. Connie Kimrey recorded the minutes. (*Note: Others may have been present but did not sign the roster or names were not legible*).

## **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**

Tracy Stanley moved, seconded by Mel Battle, to approve the minutes of the April 8, 2019 regular meeting, April 8, 2019 work session, and May 8, 2019 special called meeting as presented.

Mel Battle requested that the April 8, 2019 regular meeting minutes be held for approval until after closed session.

The motion carried unanimously to approve the April 8, 2019 work session minutes and the May 8, 2019 special called meeting minutes.

## **I. C. APPROVAL OF AGENDA**

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

## **I. D. ANNOUNCEMENTS**

Lisa Lassister recognized students in the Pubic Firefighter Safety class. Those include: Jonathan Bowden, Cameron Crowder, Torrance Dowd, and Tristan Smith. Congratulations were extended to the instructor, Mr. Bunnell, and to the students.

## **I. E. PUBLIC COMMENTS**

None at this time.

## **II. UNFINISHED BUSINESS**

None at this time.

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**III. NEW BUSINESS**

1. Consent Agenda
  - a. Requests for Transfer
  - b. Budget Amendments # 18 & #19

Dr. Carter recommended approval of the consent agenda as presented. Donna Hudson moved, seconded by Wayne Owen, to approve the consent agenda as presented.

Transfer Requests:

Goots, Gavin	Caswell	to	Rockingham (7 <sup>th</sup> )
Goots, Guy	Caswell	to	Rockingham (10 <sup>th</sup> )
Stephens, Paxson	Caswell	to	Rockingham (7 <sup>th</sup> )
Stephens, Perry	Caswell	to	Rockingham (3 <sup>rd</sup> )
Adams, Meredith	Caswell	to	Person (4 <sup>th</sup> )
Poole, Meredith	Caswell	to	Person (1 <sup>st</sup> )
Carter, Addison	Rockingham	to	Caswell (1 <sup>st</sup> )*
Ridge, Bella	Danville-Pitt.	to	Caswell (3 <sup>rd</sup> )*
Ridge, Cheyenne	Danville-Pitt.	to	Caswell (5 <sup>th</sup> )*
Ridge, Brianna	Danville-Pitt.	to	Caswell (7 <sup>th</sup> )*

\*Parent = Employee of Caswell County Schools (tuition waived)

Budget Amendment # 18 & # 19

CASWELL COUNTY SCHOOLS								BUDGET AMENDMENT # 18			
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, 2019.											
#	Account Code							Description	Debit	Credit	
1	8	4890	425	000	000	000	00	Wolfpack Works Interventionist Grant - Revenue		42,345.00	
	8	5110	425	121	000	000	00	Wolfpack Works Interventionist Salary	31,814.00		
	8	5110	425	211	000	000	00	Employer Social Security	2,415.00		
	8	5110	425	221	000	000	00	Employer Retirement	6,000.00		
	8	5110	425	231	000	000	00	Employer Hospitalization	2,116.00		
									<b>42,345.00</b>	<b>42,345.00</b>	
<b>Justification(s):</b>											
1 Align budget to reflect funding from Wolfpack Works Interventionist Grant Received.											
Funding Source: Grant											
									Total appropriation in current budget:	\$	394,548
									Amount of increase/(decrease) of amendment:	\$	42,345
									Total appropriation in amended budget:	\$	436,893

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CASWELL COUNTY SCHOOLS								BUDGET AMENDMENT # 19		
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, 2019.										
#	Account Code							Description	Debit	Credit
1	1	3100	000	000	000	000	00	Allocations from State Public School Fund		3,955.00
	1	5110	085	411	000	000	00	Instructional Supplies	3,955.00	
									3,955.00	3,955.00
<b>Justification(s):</b>										
1 Allotment Revision #42 from State - Early Grade Reading Proficiency Device Allocation										
Funding Source: State										
Total appropriation in current budget:										\$ 20,787,665
Amount of increase/(decrease) of amendment:										3,955
Total appropriation in amended budget:										\$ 20,791,620

2. Brady Proposal for Chiller at Oakwood Elementary

Maintenance Director Jerry Hatchett shared information on US Communities which is a nonprofit governmental purchasing cooperative that reduces the cost of goods and services by aggregating the purchasing power of public agencies nationwide. This was used for the Brady Proposal. Mr. Hatchett also shared that Trane was very specific on who works on their chillers. Mr. Owen questioned if anyone checked with energy provider for rebates. Mr. Hatchett shared information regarding energy efficient schools.

Upon no further questions, Dr. Carter recommended approval of the contract with Brady as presented. Donna Hudson moved, seconded by Wayne Owen to approve the contract with Brady in the amount of \$106,191 plus a 10% contingency. The motion carried unanimously.

Funding: Capital Projects (HVAC) 4.9017.001.523.000.000.00

3. Budget Amendment # 20

Dr. Carter recommended approval of Budget Amendment # 20 as presented. Wayne Owen moved, seconded by Tracy Stanley, to approve Budget Amendment # 20 as presented. The motion carried unanimously.

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CASWELL COUNTY SCHOOLS								BUDGET AMENDMENT # 20		
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, 2019.										
#	Account Code							Description	Debit	Credit
1	4	9017	001	523	000	000	00	HVAC-Capital Projects	42,000.00	
	4	9001	001	326	000	000	00	Plumbing-Contracted Repairs		42,000.00
2	4	9007	001	326	000	000	00	Asbestos Mgmt-Contracted Services	1,900.00	
	4	9001	001	326	000	000	00	Plumbing-Contracted Repairs		1,900.00
									<b>43,900.00</b>	<b>43,900.00</b>
<b>Justification(s):</b>										
1 Align budget for Chiller Replacement at Oakwood Elementary.										
2 Align budget for 3 year Asbestos Inspections for all schools.										
Funding Source: Capital Outlay										
Total appropriation in current budget:									\$	520,610
Amount of increase/(decrease) of amendment:									\$	-
Total appropriation in amended budget:									\$	520,610

**4. Surplus Listing**

Maintenance Director Jerry Hatchett reviewed listing of items that need to be declared surplus. Mr. Hatchett also shared information on a website entitled "govdeal.com" which he will begin looking at for future surplus items that will alleviate having a surplus sale. More information will be shared in the future regarding using the website to sell surplus items.

Dr. Carter recommended approval of the items on the surplus listing to be deemed surplus. Tracy Stanley moved, seconded by Mel Battle, to approve the items on the surplus listing. The motion carried unanimously.

A date of a surplus sale will be shared with the board once confirmed.

**5. Resolutions**

Chairman Gladys Garland and Vice Chair Donna Hudson read aloud resolutions for former employees who have recently passed away. Tracy Stanley moved, seconded by Mel Battle to approve the resolutions as presented. The motion carried unanimously.

*Resolution in Memorial and Appreciation of the Life of*  
*Reverend Dr. Haywood T. Gray*

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*WHEREAS, Rev. Dr. Haywood T. Gray, was born on April 21, 1960, and formerly resided in Raleigh, NC, at the time of his death on April 18, 2019, and*

*WHEREAS, Rev. Haywood Gray was a faithful and loving son, husband, father, brother, and friend and his family's welfare was his major and constant concern; and*

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WHEREAS, Rev. Haywood Gray held the position of Executive Secretary-Treasurer of the General Baptist State Convention of North Carolina, Inc. from January 2005 until his death. Rev. Gray came to the General Baptist State Convention after a long and distinguished career as a pastor. For seventeen years, he was Pastor of Shady Grove Baptist Church in Pelham, North Carolina. For seven years following his service in Pelham, he was Pastor of Temple Memorial Baptist Church in High Point, North Carolina. He retired after twenty-four years as a pastor in 2004 in order to assume his current position with the Convention; and

WHEREAS, Rev. Haywood Gray's interests and avenues of service have been varied. As an elected official, he served two terms on the Caswell County Board of Education as well as a term as a Director of the North Carolina Schools Boards Association. As a denominational leader, he has served as Fourth Vice President of his state convention and as Moderator of Cedar Grove Missionary Baptist Association; and

WHEREAS, Rev. Haywood Gray had his first published work in 1992 and it became the official manual for ushers in General Baptist Churches in North Carolina. His second work was published in 2016, Guided by an Unseen Hand: The Ministry Autobiography of Haywood T. Gray. He is a former Trustee of Shaw University Divinity School. Presently, he sits on both the Board of Trustees of Shaw University and the Board of Directors of Central Children's Home in Oxford, North Carolina. Shaw University awarded the Honorary Doctor of Divinity degree to him in 2006. Rev. Gray preached the Gospel from childhood, after thirty-five years in preaching and more than 4,400 sermons delivered, he considered himself to be clay in the Potter's hands --- ever shaping, ever changing, ever growing. He was a proud member of Christian Faith Baptist Church in Raleigh, North Carolina. He will be remembered by his Community and Board of Education for his commitment to education; and being known for his benevolence and servant's heart to children; and

NOW THEREFORE BE IT RESOLVED that the Caswell County Board of Education wishes to honor the memory of Rev. Haywood Gray and expresses its sympathy to his family by causing a copy of this Resolution to be spread upon the official minutes of the Board of Education and a copy forwarded to the family.

This the 13<sup>th</sup> day of May 2019.

\_\_\_\_\_  
Gladys Garland, Chairman

\_\_\_\_\_  
Donna Hudson, Vice Chairman

\_\_\_\_\_  
Mel O. Battle

\_\_\_\_\_  
Ross Gwynn, Jr.

\_\_\_\_\_  
Vennie Beggarly

\_\_\_\_\_  
Wayne Owen

\_\_\_\_\_  
Tracy P. Stanley

\_\_\_\_\_  
Dr. Sandra E. Carter, Superintendent

*Resolution in Memorial and Appreciation  
Of the Life of  
Annie Mandeline Saunders Mitchell*

WHEREAS, Annie Mandeline Saunders Mitchell, was born on September 6, 1920, and resided at 282 High Rock School Road, Blanch, NC, 27212, at the time of her death on April 13, 2019, and

WHEREAS, Annie Mitchell, was a faithful and loving wife, mother, grandmother, sister, and friend and her family's welfare was her major and constant concern; and

WHEREAS, Annie Mitchell was a lifelong resident of Caswell County. She graduated from Caswell Training (High) School in 1937. She received her certification from the University of North Carolina Education System in Management and Food Nutrition.; and

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***WHEREAS**, Annie Mitchell was an employee of Caswell County Schools as Cafeteria Manager of High Rock Elementary School 26 years. She was a custodian and bus driver until her retirement. She touched the lives of many students throughout her career. She will be remembered by her Community and Board of Education for her leadership and her commitment to education; and being known for her benevolence and servant’s heart to children; and*

***NOW THEREFORE BE IT RESOLVED** that the Caswell County Board of Education wishes to honor the memory of Annie Mitchell and expresses its sympathy to her family by causing a copy of this Resolution to be spread upon the official minutes of the Board of Education and a copy forwarded to the family.*

*This the 13<sup>th</sup> day of May 2019.*

\_\_\_\_\_  
*Gladys Garland, Chairman*

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*Donna R. Hudson, Vice Chairman*

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*Mel O. Battle*

\_\_\_\_\_  
*Vennie Beggarly*

\_\_\_\_\_  
*Ross Gwynn, Jr.*

\_\_\_\_\_  
*Wayne Owen*

\_\_\_\_\_  
*Tracy P. Stanley*

\_\_\_\_\_  
*Dr. Sandra Carter, Superintendent*

**6. Academically or Intellectually Gifted (AIG ) Plan**

Carol Boaz presented the AIG Plan for 2019-2022.

Dr. Carter recommended approval of the AIG Plan for 2019-2022 as presented. Ross Gwynn moved, seconded by Vennie Beggarly, to approve the AIG Plan for 2019-2022 as presented. The motion carried unanimously.

**IV. REPORTS/UPDATES**

Finance Director Amy Chandler reviewed the quarterly reports for the third quarter.

**V. SUPERINTENDENT UPDATES**

Dr. Carter shared that the Caswell County Board of County Commissioners have voted on using Dewberry and Davis as the architect for the Bartlett Yancey High School renovation. They are currently in negotiations with costs. If an agreement cannot be reached they will look at their second choice for the architect. At this time, Dr. Carter suggested the board may want to review the plans as this is a good opportunity to do so. Brian Bradner agreed to meet and look at the final drawing before it goes out for bid for construction. This would be a good time to make sure the drawing is what we are asking for. Dr. Carter will share dates with the board to meet with Mr. Bradner and review drawings.

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Dr. Carter shared that everything has been approved for the school safety and lottery funds have been requested. A request for an itemized list was received. Once the funding has been received the safety features will begin; however, it will not interrupt the end of year testing/instruction. Maintenance has indicated they can do some of the needed things in the shop area.

Dr. Carter inquired on the payoff period for N.L. Dillard. County Manager indicated to pay off before the next note is due.

**VI. CLOSED SESSION**

Mel Battle 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. Wayne Owen seconded the motion. The motion carried unanimously.

**VII. OPEN SESSION**

Tracy Stanley made a motion to return to open session. Mel Battle seconded the motion. The motion carried unanimously.

Dr. Carter recommended approval of the April 8, 2019 regular meeting minutes as presented. Mel Battle moved, seconded by Donna Hudson, to approve the April 8, 2019 regular meeting minutes as presented. The motion carried unanimously.

**VIII. PERSONNEL LISTING**

Dr. Carter recommended approval of the personnel listing as presented pending clearance of positive background checks. Tracy Stanley moved, seconded by Donna Hudson, to approve personnel listing as presented pending clearance of positive background checks. The motion carried unanimously.

<b>Resignation</b>	
<b>Transportation</b>	Anthony Leak, Dir. of Trans. - Eff. 6/14/19
<b>Stoney Creek Elementary</b>	Tiffany Hicks, Temporary 4 <sup>th</sup> grade teacher = Eff. 5/7/19
<b>North Elementary</b>	Crystal Hughes, Data Mgr./Bookkeeper = Eff. 5/24/19
<b>North &amp; Oakwood Elementary</b>	Brent Long, PE Teacher = Eff. 5/3/19

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<b>Oakwood Elementary</b>	Colleen Seifert, Receptionist = Eff. 4/12/19
<b>Central Office</b>	Brandi Teetor, School Social Worker = Eff. 6/13/19
<b>Retirement</b>	
<b>N.L. Dillard Middle</b>	Sherri Crumpton, 8 <sup>th</sup> grade Science = Eff. 7/1/19
	Richard Snyder, 8 <sup>th</sup> grade Social Studies = Eff. 7/1/19
<b>South Elementary</b>	Sharon Stanfield, 1 <sup>st</sup> grade teacher = Eff. 7/1/19
<b>Transfer</b>	
<b>Central Office / Finance</b>	Romanda Smith-Graves, Data Manager/Bookkeeper @ Oakwood to Finance Dept. = Eff. Date to be determined
<b>Employment</b>	
<b>Central Office / Elem. Curr.</b>	Kathy Guill, Office Support III = Eff. 5/4/19 (replaces Susan Purdue)
<b>Central Office / Receptionist</b>	Laura Miles-Chandler, Office Support II = Eff. 5/14/19
<b>North Elementary</b>	Ocie Henderson, Bus Aide = Eff. 5/14/19
<b>Oakwood Elementary</b>	Felecia Randolph, Bus Aide = Eff. 5/14/19
<b>Bartlett Yancey High School</b>	Tabitha Smithey, Bus Driver = Eff. 5/14/19
<b>N.L. Dillard Middle</b>	Melvin Henderson, Custodian = 11 month position changed to 12 month position = Eff. 5/14/19
<b>Substitutes</b>	
	Latisha Brown, Admn. Asst. Sub. (Central Office) - Eff. 5/14/19
	James Poole, School Food Services (Eff. 5/8/19)

Contracts

Dr. Carter recommended approval of central office and teacher contracts as presented. Ross Gwynn moved, seconded by Tracy Stanley, to approve contract listing for central office and teachers as presented. The motion carried unanimously. Wayne Owen recused himself from the vote.



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<b>School</b>	<b>Yr 1 Contract</b>	<b>Yr 4 Contract</b>	<b>License Pending</b>
Central Office	Donna Kimbro Joseph Bunch		
Bartlett Yancey	Maria Acosta Jonathan Bradsher Ramonda Brooks Joshua Brumfield Jeffrey Bunnell Todd Christensen Sharon Inge Jeanette Long Shari Manning April McDonald Jeffrey Minton Troy Nevells Taylor Paschal Brian Totten Chrislin Strickland Donna Surface Owen Wall Karen Worlds Jamie Buchanan, ITF	Mary Beth Brown Carmen Pagan Sarah Smith Jared Terrell	Karen Godlock Christopher Pinkleton
NL Dillard Middle	Sonia Granado Stephanie Guill Danielle Flores LaNita Johnson Megan Kaltenbach Heather Karney Hannah Lynch Rachel Manning Melvin Martin Cassidy Shelton Alesia Smith Anthony Spinks Mary Stallings Robert Thomas Erin Weston	Matthew Trent Doretha Winstead	Paula Diggs Jessica Lunsford
North Elementary	Julie Allen Carla Edwards Ryan Moretz Lisa Ranzo Courtney Smith Olivia Talbert Taylor Vernon Julie Wall Paige Wall	Susan Painter	
Oakwood Elementary	Robin Harris Sonya Holman Anna Isaacs Rhonda McFalls Michelle Robinson Laura Salcedo LeighAnn Slaughter Whitney Witty	Jessica Pollard-Ridge Dale Mitch Stewart	Carolyn Childress Semond Coleman Ginger Spicer Tonya Stanley
South Elementary	Ellen Amos Leslie Blackwood Emma Burke Casey Evans Barbara Jane Hodges Norma Lee Brittini Macedo Hollie Martin Kandice Stanfield-Ceparano Alexandra Velasco Bailey Williamson	Amber Epperly Brittany Lambert	Anderlicia Glass
Stoney Creek Elementary	Marceai Foster Julie Ross Terrie Scales Heather Stroher Michelle Whitfield	Logan Webb	

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Administrative Contracts

Dr. Carter recommended approval of a two year contract to Assistant Principals Janice Castle (NL Dillard) and Chuck Hudson (BYHS). Donna Hudson moved, seconded by Wayne Owen to approve two year contracts for Janice Castle and Chuck Hudson. The motion carried unanimously.

Dr. Carter recommended approval of a one year contract to Andrew Tyrrell as Assistant Superintendent. Wayne Owen moved, seconded by Ross Gwynn, to approve one year contract for Andrew Tyrrell as Assistant Superintendent. The motion carried unanimously.

Dr. Carter recommended approval of a four year contract to Medina Jones, Director of Accountability & Testing. Tracy Stanley moved, seconded by Donna Hudson, to approve four year contract for Medina Jones as Director of Accountability & Testing. The motion carried unanimously.

Dr. Carter recommended approval of a four year contract to Carla Murray, Principal at North Elementary and to hold harmless for one year. Donna Hudson moved, seconded by Ross Gwynn, to approve four year contract for Carla Murray, Principal at North Elementary.

Donna Hudson withdrew her motion, Ross Gwynn withdrew his second to the motion.

Dr. Carter recommended approval of a two year contract to Carla Murray, Principal at North Elementary and to hold harmless for one year. Tracy Stanley moved, seconded by Mel Battle, to approve a two year contract to Carla Murray, Principal at North Elementary. The motion carried unanimously.

Dr. Carter recommended approval of a two year contract to Steve Evans, Principal at South Elementary and a two year contract to Terri Gullick, Principal at Stoney Creek Elementary. Tracy Stanley moved, seconded by Mel Battle, to approve a two year contract to Steve Evans, Principal at South Elementary and a two year contract to Terri Gullick, Principal at Stoney Creek Elementary. The motion carried unanimously

1 Year Contract	2 Year Contract	4 Year Contract
Andrew Tyrrell Assistant Superintendent	Janice Castle, Assistant Principal (NL Dillard)	Medina Jones, Director of Testing & Accountability
	Chuck Hudson, Assistant Principal (BYHS)	
	Carla Murray, Principal (North Elementary)	
	Steve Evans, Principal (South Elementary)	
	Terri Gullick, Principal (Stoney Creek Elementary)	

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**IX. COMMUNICATIONS**

Wayne Owen shared thanks to Connie Kimrey for the updated calendar of events. All board members were appreciative of the format. Mel Battle shared concerns with conflict of events.

**X. BOARD MEMBER OBSERVATIONS**

- Mel Battle questioned if a listing of home schools is available and also inquired on the charter school update. Dr. Carter shared that residence verification is taking place; however, after speaking with Sheriff Durden, the sheriff's office does not have enough manpower to assist in this capacity.
- Graduation = June 8, 2019
- Meet & Greet = May 14, 2019 @ 3:15 p.m.

**XI. ADJOURN**

Ross Gwynn made a motion to adjourn the meeting at 1:41 p.m., Tracy Stanley seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on June 10, 2019 at 9:00 a.m. in the Caswell County Schools Administration Building.

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Gladys Garland  
Chairman

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Dr. Sandra Carter  
Superintendent