

CASWELL COUNTY BOARD OF EDUCATION MINUTES

October 8, 2018

The Caswell County Board of Education met in regular session on Monday, October 8, 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, Ross Gwynn, Gordon Satterfield, Donna Hudson, and Tracy Stanley. Others present include Superintendent Dr. Sandra Carter, Nicole McGhee, Medina Jones, Vennie Beggarly, Wayne Owen, Sheena Sigmon, Carol Boaz, Amy Chandler, Emily Buchanan, Angela Underwood, Michael Adkins, Darrell McLean, and Jerry Hatchett. 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

Gordon Satterfield moved, seconded by Ross Gwynn, to approve the minutes of the September 24, 2018 regular meeting as presented. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

Dr. Carter recommended approval of agenda as presented. Sylvia Johnson moved, seconded by Donna Hudson to approve the agenda as presented. The motion carried unanimously.

I. D. ANNOUNCEMENTS

Lieutenant Darrell McLean and Captain Mike Adkins from the Caswell County Sheriff's Department were on hand to present four checks in the total amount of \$951.90 to the school system. The money was a percentage of the fines and forfeitures.

Dr. Carter reminded everyone that flu shots will be given again this year by North Village Pharmacy and information will be shared on the date and time. Also, the Caswell County Health Department will have a "drive-by" for flu shots on October 31, 2018 from 9:30 a.m. - 2:30 p.m.

The yearly Signature School breakfast is planned for December 14, 2018 and Oakwood Elementary will be recognized for 2018.

Board members will have lunch at Stoney Creek Elementary School today following the board meeting.

I. E. PUBLIC COMMENTS

None at this time.

II. UNFINISHED BUSINESS

BYHS Renovations/Referendum - Dr. Carter shared that an informational meeting is planned for 6:00 p.m. tonight and will review the needs of the schools and how it relates to the bond referendum.

Lawn Mower/Maintenance

Dr. Carter shared information regarding the lawn care for schools and the athletic fields. Upon review and discussion, Dr. Carter recommended approval of contract with Custom Cuts in the

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amount of \$46,000 to mow all schools except Bartlett Yancey High School. Funding will be used from landscaping line item with option to reevaluate each year.

The custodian at the high school will be responsible for mowing of high school ground, athletic complex at Bartlett Yancey High School and N.L. Dillard Middle School athletic fields. A written contract will be signed by both parties upon review by Board Attorney Ron Bradsher.

Sylvia Johnson moved, seconded by Tracy Stanley to approve yearly contract with Custom Cuts in the amount of \$46,000 as presented using landscaping line item. The motion carried unanimously.

Custom Cuts Outdoor Maintenance, 741 Rudd Ridge Road, Yanceyville, NC 27379

Contract Amount: \$46,000 (numbers adjusted per school with monthly payment = \$3,833.00)

Contract includes: mowing, trimming, herbicide applications and blowing walkways.

- Mowing weekly or as needed (per maintenance director)
- Trimming all non-mowing areas
- Edging all walkways and sidewalks
- Spraying herbicide-parking lots/bedding areas (materials included)
- Trim all shrubbery twice yearly
- Leaf removal in fall where needed

Custom Cuts has all insurance covered including workers comp, and all herbicide licenses.

III. NEW BUSINESS

1. Consent Agenda

Dr. Carter recommended approval of the consent agenda as presented. Ross Gwynn moved, seconded by Sylvia Johnson to approve the consent agenda as presented.

Donna Hudson questioned Budget Amendment # 3 and asked for additional justification information to be included going forward. The amount of \$114,728 was the transfer of funds for VIF teacher.

Upon no further questions, the motion carried unanimously.

- a. Budget Amendment # 3 & # 4
- b. Requests for Transfer

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CASWELL COUNTY SCHOOLS										BUDGET AMENDMENT # 3		
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	5110	001	121	000	000	00	Teacher Salary		67,301.00		
	1	5110	020	121	000	000	00	Foreign Exchange Teacher Salary	48,373.25			
	1	5110	020	211	000	000	00	Employer Social Security	3,700.55			
	1	5110	020	221	000	000	00	Employer Retirement	9,123.20			
	1	5110	020	231	000	000	00	Employer Hospitalization	6,104.00			
2	1	3100	000	000	000	000	00	Allocations from State Public School Fund (New Revenue)		105,628.00		
	1	5210	029	142	000	000	00	Behaviorial Suppt - TA	27,889.16			
	1	5210	029	211	000	000	00	Employer Social Security	2,133.52			
	1	5210	029	221	000	000	00	Employer Retirement	5,259.90			
	1	5210	029	231	000	000	00	Employer Hospitalization	7,185.41			
	1	5830	029	131	000	000	00	Behavior/Guidance Services Teacher Salary	45,100.00			
	1	5830	029	211	000	000	00	Employer Social Security	3,450.15			
	1	5830	029	221	000	000	00	Employer Retirement	8,505.86			
	1	5830	029	231	000	000	00	Employer Hospitalization	6,104.00			
3	1	3100	000	000	000	000	00	Allocations from State Public School Fund (New Revenue)		9,100.00		
	1	5850	039	461	000	000	00	Safety & Security - Noncap Equipment	9,100.00			
									182,029.00	182,029.00		
Justification(s):												
1	Allotment Revision #10 - VIF Transfer (Foreign Exchange)											
2	Allotment Revision #10 - Behaviorial Support FY18-19 Funding Allocation											
3	Allotment Revision #11 - Safety Equipment Grant											
Funding Source: State												
Total appropriation in current budget:									\$ 20,472,924			
Amount of increase/decrease of amendment:									\$ 114,728			
Total appropriation in amended budget:									\$ 20,587,652			

CASWELL COUNTY SCHOOLS										BUDGET AMENDMENT # 4			
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	523	000	000	000	00	Cardinal Innovations-Social Work Grant (Revenue)		9,200.00			
	8	5320	523	192	000	000	00	Social Worker Grant-Extra Responsibility Pay	8,313.98				
	8	5320	523	211	000	000	00	Employer Social Security	636.02				
	8	5320	523	332	000	000	00	Travel	250.00				
2	1	5120	014	411	000	000	00	CTE-SUPPLIES					
3	1	5110	015	418	000	000	00	TECH-INSTR.SOFTWARE					
	1	5110	015	462	000	000	00	TECH-NONCAP INSTR.COMPUTER					
	1	6401	015	311	000	000	00	TECH-CONTR SVC					
	1	6401	015	312	000	000	00	TECH-WORKSHOPS					
	1	6401	015	332	000	000	00	TECH-TRAVEL					
	1	6401	015	343	000	000	00	TECH-TELECOMMUNICATIONS					
	1	6401	015	461	000	000	00	TECH-NONCAP EQUIPMENT					
4	1	5110	025	411	000	000	00	INDIAN GAMING-SUPPLIES					
5	1	5210	029	142	000	000	00	TEACHER ASSISTANTS					
	1	5210	029	211	000	000	00	EMPLOYER SOCIAL SECURITY					
	1	5210	029	221	000	000	00	EMPLOYER RETIREMENT					
	1	5210	029	231	000	000	00	EMPLOYER HOSPITALIZATION					
									9,200.00	9,200.00			
Justification(s):													
1	Cardinal Innovations Grant												
Funding Source: Grant													
Total appropriation in current budget:										\$ 385,348			
Amount of increase/decrease of amendment:										\$ 9,200			
Total appropriation in amended budget:										\$ 394,548			

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Requests for Transfer

Wilson, Jacob	South	to	Oakwood	(K)
Wilson, Joshua	South	to	Oakwood	(K)

2. Elliott's Auto Sales, Inc.

Dr. Carter recommended approval of purchase with Elliott's Auto Sales, Inc. of a trailer to haul forklift at a cost of \$5500.00 as presented. Gordon Satterfield moved, seconded by Sylvia Johnson to approve invoice with Elliott's Auto Sales, Inc., in the amount of \$5500.00 for purchase of trailer. The motion carried unanimously.

3. Budget Amendment # 5

Dr. Carter recommended approval of Budget Amendment # 5 to allocate funds from roof repair and electrical to fund the purchase of trailer as presented. Sylvia Johnson moved, seconded by Mel Battle to approve Budget Amendment # 5 as presented. The motion carried unanimously.

CASWELL COUNTY SCHOOLS								BUDGET AMENDMENT # 5				
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	6580	001	541	000	000	00	Maintenance Equipment	5,872.00			
	4	9004	001	411	000	000	00	Roof Repair Supplies		2,936.00		
	4	9009	001	326	000	000	00	Electrical Contracted Repairs		2,936.00		
2	1	5120	014	411	000	000	00	CTE-SUPPLIES				
3	1	5110	015	418	000	000	00	TECH-INSTR.SOFTWARE				
	1	5110	015	462	000	000	00	TECH-NONCAP INSTR.COMPUTER				
	1	6401	015	311	000	000	00	TECH-CONTR SVC				
	1	6401	015	312	000	000	00	TECH-WORKSHOPS				
	1	6401	015	332	000	000	00	TECH-TRAVEL				
	1	6401	015	343	000	000	00	TECH-TELECOMMUNICATIONS				
	1	6401	015	461	000	000	00	TECH-NONCAP EQUIPMENT				
4	1	5110	025	411	000	000	00	INDIAN GAMING-SUPPLIES				
5	1	5210	029	142	000	000	00	TEACHER ASSISTANTS				
	1	5210	029	211	000	000	00	EMPLOYER SOCIAL SECURITY				
	1	5210	029	221	000	000	00	EMPLOYER RETIREMENT				
	1	5210	029	231	000	000	00	EMPLOYER HOSPITALIZATION				
									5,872.00	5,872.00		
Justification(s):												
1 Allocate funds from Roof Repair and Electrical to fund purchase of 22' Trailer.												
Funding Source: Capital Outlay												
Total appropriation in current budget:												\$ 520,610
Amount of increase/decrease of amendment:												\$ 0
Total appropriation in amended budget:												\$ 520,610

IV. REPORTS/UPDATES

None at this time.

V. SUPERINTENDENT UPDATES

None at this time.

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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. Donna Hudson seconded the motion. The motion carried unanimously.

VII. OPEN SESSION

Sylvia Johnson made a motion to return to open session. Donna Hudson seconded the motion. The motion carried unanimously.

VIII. PERSONNEL LISTING

Dr. Carter recommended approval of the personnel listing as presented. Donna Hudson moved, seconded by Sylvia Johnson to approve personnel listing as presented. The motion carried unanimously.

Resignation	
Stoney Creek Elementary	Harriette Fairley, 3 rd grade teacher = Eff. 10/26/18
Transportation Dept.	Isaac Wright, Mechanic = Eff. 10/12/18
Employment	
N.L. Dillard Middle School	Laquitta Marcia Jones, ITF/Media Specialist = Eff. 11/8/18
	Melvin Martin, Spanish Teacher = Eff. 10/24/18
Finance Dept./Central Office	Ann Paschal, Office Support III = Eff. TBD

IX. COMMUNICATIONS

- Lunch at Stoney Creek Elementary
- Master Board training = Nov. 5, 2018 @ 2:00 p.m.

X. BOARD MEMBER OBSERVATIONS

- None at this time.

XI. ADJOURN

Ross Gwynn made a motion to adjourn the regular meeting at 11:00 a.m., Sylvia Johnson seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on October 22, 2018 at 6:30 p.m. in the Caswell County Schools Administration Building.

Gladys Garland
Chairman

Dr. Sandra Carter
Superintendent