

CASWELL COUNTY BOARD OF EDUCATION MINUTES

September 24, 2018

The Caswell County Board of Education met in regular session on Monday, September 24, 2018, at 6:30 p.m. in the Administration Building of Caswell County Schools. Members present: Chairman Gladys Garland, Mel Battle, Ross Gwynn, Gordon Satterfield, Donna Hudson, and Tracy Stanley. Others present include Superintendent Dr. Sandra Carter, Nicole McGhee, Hannah Lynch, Cassidy Shelton, Tonya Stanley, Sonya Holman, Jessica Lunsford, Brent Long, Colleen Seifert, Fran Gantt, Andy Tyrrell, Emily Buchanan, Wayne Owen, Amy Chandler, Donna Surface, LaNita Johnson, and Carol Boaz. Connie Kimrey recorded the minutes. (Note: Others may have been present but did not sign the roster). Vice Chairman Sylvia Johnson was absent.

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 Mel Battle, to approve the minutes of the September 10, 2018 regular meeting as presented. The motion carried unanimously.

I. C. APPROVAL OF AGENDA

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

I. D. ANNOUNCEMENTS

Dr. Carter recognized the Student Services Department, specifically Mr. Tyrrell and Medina Jones in Testing and Accountability, on the work they have done over the past few months. Dr. Carter acknowledged that we have received a total of \$116,000 in safety grants with a recurring amount of \$33,000 next year. News was shared that it includes another \$9,100 grant received today for a mobile metal detector which will be housed at N.L. Dillard Middle School. The grant also includes hand-held metal detector wands at each school as well as a visitor kiosk at N.L. Dillard Middle School and Bartlett Yancey High School. We are matching approximately \$4,500 to purchase the kiosk.

Dr. Carter also shared information on the Cardinal grant and the CHOICES Program (Caswell Has Options for Intervention, Collaboration, and Excellence for Students) to address the need for students to make better choices with regards to replacing bullying behaviors and substance abuse through education, awareness, prevention and intervention strategies. This is currently a work in progress over the year and the lead social worker will write programs for K-12 as well as train and provide resources to our counselors. A brochure was handed out that shared information and objectives.

Personnel Director Nicole McGhee introduced recently new hires to the Board of Education. Those include: Jessica Lunsford, Cassidy Shelton, Hannah Lynch, LaNita Johnson, Brent Long, Colleen Seifert, Tonya Stanley, Sonya Holman, and Michelle Whitfield.

I. E. PUBLIC COMMENTS

None at this time.

II. UNFINISHED BUSINESS

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BYHS Renovations/Referendum – Dr. Carter updated the board that information continues to be shared at the school level and she plans to attend available meetings at the school levels. Also, a parent has expressed interest in offering assistance.

III. NEW BUSINESS

1. Consent Agenda

Dr. Carter reviewed briefly items on the consent agenda and recommended approval. Tracy Stanley moved, seconded by Gordon Satterfield to approve the consent agenda as presented. The motion carried unanimously.

Mel Battle asked for confirmation on the totals for the two requests for N.L. Dillard noting the total profit amount listed seemed incorrect. Dr. Carter shared that the total profit amount was the total profit on one item.

- a. Budget Amendment # 2
- b. Systel Invoice
- c. Additional Fundraising Requests
- d. 2018-2019 Revised School Calendar

CASWELL COUNTY SCHOOLS								BUDGET AMENDMENT # 2		
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 (New Revenue)		37,851.00
	1	6400	073	343	000	000	00	Technology Support-Telecommunications/Internet	37,851.00	
2	1	3100	000	000	000	000	00	Allocations from State Public School Fund (New Revenue)		81,932.00
	1	5110	015	312	000	000	00	Regular Curricular-Workshops	500.00	
	1	5110	015	411	000	000	00	Regular Curricular-Supplies	7,000.00	
	1	5110	015	418	000	000	00	Regular Curricular-Instructor Software	59,253.00	
	1	5110	015	461	000	000	00	Regular Curricular-Instructor Equipment	7,000.00	
	1	6401	015	312	000	000	00	Technology-Workshops	4,000.00	
	1	6401	015	332	000	000	00	Technology-Travel	3,000.00	
	1	6401	015	343	000	000	00	Technology-Telecommunications/Internet	500.00	
	1	6401	015	461	000	000	00	Technology-Noncap Equipment	679.00	
3	1	3100	000	000	000	000	00	Allocations from State Public School Fund (New Revenue)		12,430.00
	1	6550	056	171	000	000	00	Trasnportation-Driver	11,546.68	
	1	6550	056	211	000	000	00	Transportation-Social Security	883.32	
4	1	3100	000	000	000	000	00	Allocations from State Public School Fund (New Revenue)		60,000.00
	1	5850	039	149	000	000	00	Social Worker-Salary	42,602.17	
	1	5850	039	211	000	000	00	Social Worker-Social Security	3,259.06	
	1	5850	039	221	000	000	00	Social Worker-Retirement	8,034.77	
	1	5850	039	231	000	000	00	Social Worker-Hospitalization	6,104.00	
									192,213.00	192,213.00
Justification(s):										
1	Allotment Revision #5 - School Connectivity FY18 Carryover Funds.									
2	Allotment Revision #5, #7, & #8 - School Technology Fund- FY18 Carryover Funds and FY19 allotment.									
3	Allotment Revision #7 - Bus Driver Salary Increase - 2%									
4	Allotment Revision #9 - School Mental Health Personnel Grant									
Funding Source: State										
Total appropriation in current budget:									\$ 20,280,711	
Amount of increase/decrease of amendment:									\$ 192,213	
Total appropriation in amended budget:									\$ 20,472,924	
Passed by majority vote of the Caswell County Board of Education on the 24th day of September 2018										

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Systel Business Equipment Total: \$8,335.04
 Budget Code: 1.5110.019.411.000.000.00 (Small Schools Supplies)
 (Code of Conduct Handbooks)
 264 Fort Bragg Rd., Fayetteville, NC 28303

Additional Fundraising Requests

Bartlett Yancey High School

- BETA Club (Melissa Teets) Truck Show 10/12/18
- FCCLA (Maribeth Howe/J. Graves) Spirit Stickers/Decals 09/25/18-10/31/18
- FCCLA (Maribeth Howe/J. Graves) Painting Class/Silent Auc. 11/13/18
- FCCLA (Maribeth Howe/J. Graves) Talent Shows March 2018

N.L. Dillard Middle School

- Josh Fuqua (general fund) Community Yard Sale 10/6/18
- Janice Castle (general fund) Little Ceasars Pizza October 2018

Oakwood Elementary

- 5th Grade Krispy Kreme Donuts October 1-15, 2018

2018-2019 Revised School Calendar

Caswell County Schools DRAFT Correction (9/24/18)
Pending BOE Decision 9/24/18

"Engaging all students in learning that will foster academic excellence, responsible citizenship, and life-long learning."



Revision:
179 Instructional Days
1025 Instructional Hours +

Academic Calendar
2018-2019

9 week Grading Period

Approved by Caswell County Schools
BOE 3/26/18
Revised 9/10/18

		July 2018							January 2019								
		S	M	T	W	TH	F	S	S	M	T	W	TH	F	S		
4-Jul	Independent Day 1/2 Month Start	1	2	3	4	5	6	7	1	2	3	4	5	6	7	New Year's Holiday 1-Jan	
		8	9	10	11	12	13	14	8	9	10	11	12	13	14	Day 89 Semester 1 17-Jan	
		15	16	17	18	19	20	21	15	16	17	18	19	20	21	End Sem. 1 & Grading Period 17-Jan	
		22	23	24	25	26	27	28	22	23	24	25	26	27	28	Optional Teacher Workday 18-Jan	
		29	30	31					29	30	31					M.X. Holiday 23-Jan	
									27	28	29	30	31			Day 1 Semester 2 22-Jan	
																Report Cards Issued 28-Jan	
		August 2018							February 2019								
		S	M	T	W	TH	F	S	S	M	T	W	TH	F	S		
17-Aug	Optional Teacher Workday	1	2	3	4	5	6	7	1	2	3	4	5	6	7	Staff Professional Development 6-Feb	
8/20-8/24	Required Teacher Workday	8	9	10	11	12	13	14	8	9	10	11	12	13	14	Student Early Release 12:30 6-Feb	
27-Aug	Day 1 for Students	15	16	17	18	19	20	21	15	16	17	18	19	20	21	Required Teacher Workday 20-Feb	
5-Sep	Labor Day Holiday	22	23	24	25	26	27	28	22	23	24	25	26	27	28	Interim Grade Reports 22-Feb	
6-Sep	Early Release due to Water Issues	29	30	31					29	30	31						
7-Sep	Opt 1.5 Hour Due to Water Advisory																
13-Sep	Early Release due to Weather																
14-Sep	No School Students/Staff (Weather)																
17-Sep	No School Students/Staff (Weather)																
18-Sep	2 hour delayed start (Weather)																
20-Sep	Student Make-up / Full Day																
		September 2018							March 2019								
		S	M	T	W	TH	F	S	S	M	T	W	TH	F	S		
3-Oct	Interim Grade Reports (Revised)	1	2	3	4	5	6	7	1	2	3	4	5	6	7	Staff Professional Development 13-Mar	
11-Oct	End of Grading Period (Revised)	8	9	10	11	12	13	14	8	9	10	11	12	13	14	Student Early Release 12:30 13-Mar	
21-Oct	Student Make-up Day	15	16	17	18	19	20	21	15	16	17	18	19	20	21	End of Grading Period 26-Mar	
		22	23	24	25	26	27	28	22	23	24	25	26	27	28	Optional Teacher Workday 29-Mar	
		29	30	31					29	30	31						
		October 2018							April 2019								
		S	M	T	W	TH	F	S	S	M	T	W	TH	F	S		
3-Oct	Interim Grade Reports (Revised)	1	2	3	4	5	6	7	1	2	3	4	5	6	7	Report Cards Issued 4-Apr	
11-Oct	End of Grading Period (Revised)	8	9	10	11	12	13	14	8	9	10	11	12	13	14	Spring Break 4/19 - 4/26	
21-Oct	Student Make-up Day	15	16	17	18	19	20	21	15	16	17	18	19	20	21	Easter Holiday 19-Apr	
		22	23	24	25	26	27	28	22	23	24	25	26	27	28	No School in Leave Days 4/22 - 4/26	
		29	30	31					29	30	31						
		November 2018							May 2019								
		S	M	T	W	TH	F	S	S	M	T	W	TH	F	S		
7-Nov	Report Cards Issued (Revised)	1	2	3	4	5	6	7	1	2	3	4	5	6	7	Interim Grade Reports 7-May	
12-Nov	Veterans Day Holiday	8	9	10	11	12	13	14	8	9	10	11	12	13	14		
21-Nov	Optional Teacher Workday (Revised)	15	16	17	18	19	20	21	15	16	17	18	19	20	21		
18-Nov	Thanksgiving Holiday	22	23	24	25	26	27	28	22	23	24	25	26	27	28		
23-Nov	Thanksgiving Holiday	29	30	31					29	30	31					Memorial Day Holiday 27-May	
		December 2018							June 2019								
		S	M	T	W	TH	F	S	S	M	T	W	TH	F	S		
5-Dec	Student Make-up / Full Day	1	2	3	4	5	6	7	1	2	3	4	5	6	7	Day 90 Semester 2 7-Jun	
6-Dec	Interim Grade Reports	8	9	10	11	12	13	14	8	9	10	11	12	13	14	End Sem. & Grading Period 7-Jun	
21-Dec	Student Make-up Day	15	16	17	18	19	20	21	15	16	17	18	19	20	21	Required Teacher Workday 10-Jun	
12/24-12/26	Christmas Holidays	22	23	24	25	26	27	28	22	23	24	25	26	27	28	Optional Teacher Workday 6/11,6/12	
12/27	No School Staff Annual Leave	29	30	31					29	30	31					Opt. Teacher Workday (Revised) 13-Jun	
12/28,12/31	Christmas & Winter Break 12/24/18 - 1/1/19															BTHS Graduation Date 8-Jun	

Please Note:
Calendar is subject to change due to weather conditions.
IN CASE OF BAD WEATHER:
Calendar revisions will be made as needed.
To make up for missed instructional time, calendar revisions may include a time to add additional minutes to school days.

Calendar Legend

Begin	End	Interim Grade Reports Issued
Holiday	Opt	End of Grading Period / 9wks
Annual Leave Day	AS	Report Cards Issued
Optional Workday	OptWD	Student Early Release / Staff Prof. Dev
Required Workday	RWD	Student E. Release
	ER	

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2. NCSBA Voting Delegates

Mel Battle, Ross Gwynn, Donna Hudson, and Gladys Garland volunteered to serve as voting delegates for the upcoming North Carolina School Board Association (NCSBA) to be held in November 2018.

IV. REPORTS/UPDATES

None at this time.

V. SUPERINTENDENT UPDATES

- QAI visits begin on Tuesday. The first one is planned for Bartlett Yancey High School.
- Teacher, Parent and Ministerial Advisory Committees are planned to meet in October.
- Needs Based Grant notification will be at the end of September.

Gordon Satterfield inquired on the recent letter to the editor listed in the Caswell Messenger noting that Caswell County Schools spent more than the state average and questioned what was the amount of total dollars spent, as mentioned in the letter. He asked for this number and felt it would be good to share with the public. Dr. Carter responded if you are considered a Title I school, which we are, you do receive extra funding. She will share the exact amount once confirmed with finance.

VI. CLOSED SESSION

Gordon Satterfield 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. Ross Gwynn seconded the motion. The motion carried unanimously.

VII. OPEN SESSION

Tracy Stanley 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 Gordon Satterfield to approve personnel listing as presented. The motion carried unanimously.

Employment	
North Elementary	Linda Fuller, Bus Aide = Eff. 9/25/18
Bartlett Yancey High School	Lloyd Hunt, Athletic Trainer = Eff. 9/19/18 Erin Garland, Custodian & Bus Driver
Oakwood	Thelma Hynes, Bus Driver
Substitute Teacher	Carnetra Johnson = Eff. 9/25/18 Brittany Slade = Eff. 9/25/18 Ronda Slade = Eff. 9/25/18

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IX. COMMUNICATIONS

- Gordon Satterfield expressed his concern with not having a School Resource Officer at the school in the morning/afternoon and felt they were needed there as opposed to directing traffic. He felt a formal request should be made to the sheriff's department to offer assistance with traffic in the morning and afternoon.
- Donna Hudson expressed her concern with the AIG program and noted that she felt the middle and high school level need additional support. Dr. Carter shared that some assistance is offered and they are currently looking into an after-school club with cyber-robotics for students. Mrs. Hudson questioned if there is an option to increase hours of Donna Kimbro or if she is not interested to pursue another individual who may be interested in working with this program.
- Mel Battle asked for clarity on policy updates and how they are shared with staff. Dr. Carter replied that she shares information at the administration meetings and principals share policy updates with their staff. Mr. Battle questioned how this is shared with central office? Dr. Carter stated Directors share information with their staff and recent updates are now, and will continue to be, posted on the website.
- Gladys Garland shared that the next meeting is October 8 and plans will be to attend Stoney Creek for lunch.
- Master Board training is confirmed for November 5, 2018 @ 2:00 p.m.

X. BOARD MEMBER OBSERVATIONS

- Tracy Stanley inquired if Oakwood is having their 50th anniversary in October as shared previously in a fundraising request as well as N.L. Dillard having a dance which was not listed on the calendar of events.

XI. ADJOURN

Ross Gwynn made a motion to adjourn the regular meeting at 8:20 p.m., Tracy Stanley seconded the motion and it carried unanimously. The next regular meeting of the Board of Education will be held on October 8, 2018 at 9:00 a.m. in the Caswell County Schools Administration Building.

Gladys Garland
Chairman

Dr. Sandra Carter
Superintendent