

# RANDOLPH COUNTY BOARD OF EDUCATION

## Work Session

Monday, April 21, 2014

### Minutes

The Randolph County Board of Education met for a work session on Monday, April 21, 2014 at 4:00 p.m. in the Central Services Board Room, 2222 S. Fayetteville Street, Asheboro, NC. Board Members in attendance were as follows: Emily Coltrane-Board Chair, Todd Cutler-Vice Chair, Tracy Boyles, Matthew Lambeth, Tommy McDonald and Gary Mason. Also present were Superintendent, Stephen Gainey, and the Leadership Team.

The work session began at 4:05 p.m.

#### Curriculum & Instruction Division

- School improvement plan update

Board members received documents for the entire school improvement plan process. Catherine Berry, Assistant Superintendent for Curriculum and Instruction stated the principals received this information back in February, 2014. The principals were ask to work with their school staff regarding the needs assessment. Over the course of the summer the schools will be updating and working with their new team they elected in the spring to begin a new cycle. The Board of Education reviews the school improvement plans, as well as the safety plans. Ms. Berry discussed how the documents are more user friendly, consistent formats where all templates are the same. Data is reviewed quarterly to look for best practices and where we are seeing patterns for success. Also making sure the school improvement plans are public documents in the schools and on the website.

- ACT/SAT budget update

Catherine Berry, Assistant Superintendent for Curriculum and Instruction presented to the board an update regarding ACT/SAT. Last year the board approved \$5000 for each high school. The high schools planned how the funds would be used and plans were submitted to look at commonality, and strengths. Principals were also given some latitude in forming their plans for individual creativeness. Some schools still have funds available due to cancellations during the inclement weather. In discussion, board members ask how the outcomes would be gauged in order to set guidelines and make future decisions on the dollars needed. Ms. Berry stated plans have been shared among principals and counselors. The data will be reviewed when it becomes available later in the summer (August). The superintendent stated to measure participation rate coupled with success rate and double-back with AP courses to make sure we use the money wisely. Also, in addition to the \$5000, free resources should be made available. A question was raised regarding Amazon. Amazon is an online vendor used to purchase SAT prep materials. There was also a question regarding the dollars listed for one of the high schools being used to provide incentives for the students. Ms. Berry verified at the end of the work session that the information for Trinity High was incorrect. The amount of \$1,052 should have been listed as unspent. The dollars allotted for the ACT/SAT should not be used for incentives. Ms. Berry apologized for this oversight. She thanked the board for the time to share this information.

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- Review of research on graduation project

Catherine Berry shared there are many aspects of the graduation project that have value and merit, but are we asking for duplications? She stated a recommendation would be presented at the Board of Education meeting to cease the graduation project based on the research and information gathered. The research took place with school level administration, focus groups, coordinators who oversee the project, English Teachers, school employees, and students. The graduation project started 15 years ago as a pilot project at SWRHS. The surveys received still show they are passionate about the project. There was a great level of concern expressed regarding the current requirements for the English curriculum. With 21<sup>st</sup> Century learning there are a lot of options available. The superintendent commended the school system for their efforts of fifteen years. He stated teachers are going to make it work for kids, but there are concerns of the requirements for the graduation project along with requirements in the English curriculum.

#### Finance & Budget Division

- Quarterly budget update

The superintendent shared that Mr. Lowe would be presenting the third update for this school year. This is an opportunity to inspect inside. Dr. Gainey turned it over to Todd Lowe, Finance Officer to present the update. Mr. Lowe presented the following information:

#### State Allotments

- As of March 31 state allotments totaled \$96 million
- \$466,204 increase during 3rd quarter
- Offset by \$238,665 reversion due to ADM
- Programs with additional funding include:
  - Transportation
  - Summer Reading Camp – Allotment = \$227,764; projection of 478 3<sup>rd</sup> graders at 4 school sites with a preference of a 3 week camp instead of 6 weeks.
  - Digital Learning

#### State Allotment-Transportation

- Current allotment is \$4,272,497 compared to \$4,293,923 last year
- 12-13 received additional fuel allotments in May....not anticipating any this year
- Will receive 2nd semester RECHS adjustment
- Fuel prices have been on the rise
- Inclement weather days reduced expenses
- State transportation expense = \$22,000/day

#### ADM Reversion

- In March DPI reduced state allotments based on ADM shortfall
- 2nd month average membership was 119 short, reverted funding for ½ or 60 students
- Equaled \$238,665 across 7 programs
- Classroom Teachers, Instructional Support, Non-instructional Support, Teacher Asst's, Classroom Supplies, CTE, Textbooks

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- Plan in place for 14-15 to counteract another potential shortfall

**Energy & Utilities**

- Electric and gas YTD expense = \$2.3 mil
- \$25,000 more than last year's 3rd quarter YTD
- Good considering Jan-Feb expense was \$84,000 more than Jan-Feb 2013
- Water service YTD expense = \$394,000
- Garbage service YTD expense = \$145,000
- Categories combined will be approximately \$150,000 under budget at year end

**Current Expense Revenue & Budget**

- YTD revenue = \$14.2 mil or 70% of budgeted revenue
- 12-13 YTD revenue = \$14.4 mil
- Fines and Forfeitures continue to be under budget...possible shortfall of \$220,000
- YTD expense = \$15.1 mil or 75% of budgeted expense
- Appropriated fund balance and indirect costs revenue reflected at year end
- Currently working to reduce expenditures in order to help offset lower revenues
  - State allotment transfers into Low Wealth fund for maximum flexibility
  - Salary trades between position and dollar allotments to maximize savings

**AT Tax Revenue & Budget**

- YTD revenue = \$2,015,738 or 94% of budgeted revenue
- 12-13 YTD revenue = \$1,989,461
- YTD expense = \$1,006,405 or 47% of budgeted expense
- Teacher supplements to be paid in April, not reflected in expense
- Individual school allotments have been expended, except for remaining salaries
- Revaluation will cause decrease in tax revenue for 14-15
- Tax rate will need to be .0954 per \$100 of property in order to keep revenue neutral
- Current rate is .09
- AT Council is currently discussing a rate to request
- AT Council approved 1% classified supplement effective 14-15 at March meeting

**Budget Factors**

- Negative factors:
  - ADM reversion
  - Charter school growth
  - Lower than expected local revenues
  - Increasing fuel costs
  - SWRHS lighting issue
- Positive factors:
  - Energy expense
  - State allotment transfers

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–Salary trades between position and dollar allotments

There was also discussion from the board members regarding fund balance and fines and forfeitures.

Operations Division

- Quarterly student assignment update

Marty Trotter, Assistant Superintendent for Operations presented information regarding the quarterly student assignments. He stated there was a slight increase with 11 additional students reassigned, 2 less in student releases and 9 assignments.

Board member Gary Cook arrived at 5:30 p.m.

Superintendent's Office

- Overview of important Board of Education and staff events/issues

- 1) Copies of 2014-2015 budget proposal presented to county staff---April 22
- 2) Board Work Session/Meeting Schedule for the remainder of the 2013-2014 school year:
  - a) May 19
  - b) June 2 (Board meeting only---no work session)
  - c) June 16

Note: The start time for each Board Work Session is 4:00 p.m. Also, the start time for each Board Meeting is 6:30 p.m. Each meeting will be held at the school system's Fayetteville Street Office.

- 3) RCSS Employee Recognition Night---May 19 at 5:30 p.m. (Board of Education Room)
- 4) Teacher of the Year Banquet---May 21 at 6:30 p.m. (Pinewood Country Club)
- 5) Presentation of 2014-2015 budget proposal to County Commissioners---May 27 at 7:00 p.m. (Historic Courthouse Meeting Room)
- 6) RCSS Retirement Dinner---May 29 at 6:00 p.m. (AVS Banquet Center)
- 7) High school graduations:
  - a) Randolph Early College---May 20 (10:00 a.m.)
  - b) Eastern Randolph High---June 6 (6:00 p.m.)
  - c) Providence Grove High---June 6 (6:00 p.m.)
  - d) Randleman High---June 6 (6:00 p.m.)
  - e) Southwest Randolph High---June 6 (7:00 p.m.)
  - f) Trinity High---June 6 (6:00 p.m.)
  - g) Wheatmore High---June 6 (8:00 p.m.)

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- 8) Public Hearing on County Budget---June 9 at 6:30 p.m. (Historic Courthouse Meeting Room)
- 9) Adoption of County Budget---June 16 at 6:00 p.m. (Historic Courthouse Meeting Room)
- 10) Monthly Board of Education work session and meeting dates for the 2014-2015 school year

Board members discussed their plans in attending the high school graduations. The following is a list of the graduations being attended by the board members and the superintendent:

Stephen Gainey – RECHS/ THS/WHS

Emily Coltrane – RECHS/SWRHS

Todd Cutler – RECHS/THS/WHS

Tracy Boyles – PGHS

Gary Cook – THS/WHS

Matthew Lambeth – SWRHS

Gary Mason – ERHS

Tommy McDonald – RHS

Board members discussed the start time for the monthly work sessions. The superintendent shared how the work sessions are a time for the board and leadership to come together to bring information items to the board for review and discussion prior to asking for a vote. The Board discussed moving the work sessions to 4:30 p.m. beginning in July 2014.

The work session ended at 5:45 p.m.

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Board Chair

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Board Secretary