

RANDOLPH COUNTY BOARD OF EDUCATION
Work Session

Monday, October 21, 2013
Minutes

The Randolph County Board of Education met in a work session on Monday, October 21, 2013 at 4:00 p.m. in the central services board room. Board Members in attendance were as follows: T. McDonald-Board Chair, Emily Coltrane-Vice Chair (absent), Tracy Boyles, Gary Cook, Todd Cutler, Matthew Lambeth, and Gary Mason. Also present were Superintendent, Stephen Gainey, and the leadership team.

The Board Chairman called the meeting to order at 4:16 p.m.

The superintendent turned the meeting over to Todd Lowe, Finance Officer to present first quarter updates.

Finance and Budget Division

Todd Lowe stated there would be four updates presented throughout this school year. This update will have the least amount of information. The following topics were reviewed: State allotment numbers, state position allotments, student enrollment, charter school impact, local budgets, federal government shutdown, and a few areas to watch. T. Lowe reported as of September 30, 2013 state allotments totaled \$94.7 million with a \$662,806 increase over the original budget. This is mainly due to Early College and EC funding with additional funding expected in non-instructional support and transportation programs. The transportation allotment is currently \$3.4 million compared to \$3.2 million in September 2012 with the 2012-2013 at \$2.79 per gallon and a projection for 2013-2014 at \$3.17 per gallon. T. Lowe reviewed the following state position allotments: Classroom teachers, principals and assistant principals, instructional support, and career & technical education teachers. The total projection for all four categories combined would be approximately 9 positions over. Student enrollment had an initial state allotment based on 18,399. The funding was reduced by 110 students for charter school growth, resulting in 18,289. Our LEA is held harmless if the average of first or second month is within 100 students (18,189). T. Lowe stated if RCSS does not meet average, allotments are reduced half of the difference in best average and 18,289. On October 21, 2013, second month average was 18,168 which was 21 students short of 18,189. The reversion would be approximately \$200,397. Mr. Lowe will be working on verifying RCSS numbers now that we have hit the 140th day. Data will be pulled for five years to compare and see where we are as we begin preparing for next year. Pre-K numbers are not included in the ADM. Charter school impact: 2012-2013 we have 52 students enrolled in charters, while in 2013-2014 we have 179 students enrolled in charters with 105 Randolph County students currently enrolled at Uwharrie Charter Academy with the remaining 127 students attending other charter schools. The local cost is \$1055 per student which equals \$188,845 for the 179 students. Mr. Lowe stated the state allotments were reduced \$489,540 for charter school growth. Local budgets: Current expense budget which includes Fund 2, 4, 7, 8, and all are consider local dollars. The current expense budget = \$19.9 million, 1st quarter expenses = \$3.2 million or 16%. Factors include: small payroll expense in July, local spending greater in May and June as state funding is depleted; revenues 2% lower compared to last year's 1st quarter mainly due to fines and forfeitures. Mr. Lowe gave the following update on capital outlay budget = \$2.4 with first quarter expenses=\$1.02 million or 43%. Factors include summer projects such as parking lots, roof repairs, gym floor refurbishments, and painting. Federal government shut-down: The federal government shutdown could affect funding in the areas of EC, Title I, ESL, and CTE in about two months. The greatest concern is child nutrition USDA grant funding. Mr. Lowe state the child nutrition program could operate for 5 months using fund balance with September expenses totaling \$776,000. Mr. Lowe then reviewed areas to watch as follows: state transportation allotment compared to fuel prices; energy expense related to mild or harsh winter; student reversion of funds around \$225,000; combined potential of \$500,000 positive or negative swing. The superintendent stated the energy cost can give us an avenue based on the winter. T. Lowe stated overall, he feels comfortable with where we are at this point. In conclusion, the superintendent stated this information will be brought to the board throughout the year to update.

Operations Division

The superintendent turned this portion of the work session over to Marty Trotter for an update on net transfer report. Mr. Trotter presented the net transfer report based on the first three months of the school year. The ADM is based on the first 10 day numbers including Pre-K since it does affect the school's capacity. The start date for this report is July 1, 2013. The board had review and discussion of the report. The superintendent discussed the perimeters of transfers and trends to watch regarding transfers. More information will be brought to the board in November.

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Curriculum & Instruction Division

The Superintendent stated the following updates from curriculum and instruction was from the direction of funding requested from the board last school year. Dr. Gainey turned the meeting over to Ms. Catherine Berry, Assistant Superintendent of Curriculum and Instruction. Ms. Berry gave the following update to the board regarding the SAT/ACT preparation. During 2012-2013 and prior school years each high school was allotted \$2000 from the 9-12 instruction budget to support and purchase materials for the SAT/ACT preparation. This past spring, it was decided that each high school should receive \$5000. Ms. Berry stated each school was asked to complete an audit of what our schools were currently doing to support SAT/ACT with the current funding and then to have each school complete a comprehensive plan to utilize the \$5000 that they would receive for the 2013-2014 school year. In the early fall, each plan was reviewed and schools were ask to revise to make sure that each plan met requirements. Ms. Berry discussed with the board that improvement strategies can be shared with other schools through the job a-like sessions at the principals meetings.

Update on grant procedures

The superintendent, Dr. Stephen Gainey and Cat Berry, Assistant Superintendent of Curriculum and Instruction reviewed grant procedures realizing we need specific procedures which allow RCSS to be eligible for additional monies. The superintendent discussed the appropriate process of a formality and sustainability plan with the data collected over time and managed well would allow other grants to be made available. Two documents were also presented to comply with NC General Statute 115C-47 as follows: 1. Randolph County School System Grants Submission Process 2. Randolph County School System Intent to Apply for Grant Funding. Dr. Sharon Johnson was commended for looking at other systems.

Field trip policies update

The superintendent informed the board of the meetings every other month with central services administration. Field trips were discussed at the October central services meeting. The superintendent stated he appreciates the board bringing these topics being brought before us. He then turned it over to Ms. Catherine Berry. Ms. Berry referred to the field trip policy and reviewed the approval process. Any overnight field trips should be submitted at 60 days by the individual schools. Ms. Berry stated whether a day trip or an overnight field trip the first thing is safety of the students. The schools submit a list of field trips to the individual directors. In the review process areas such as transportation, appropriate ratio of chaperones safety plan, itinerary, making sure the field trip matches to the curriculum and grade level, value of the field trip, and actual cost to be sure the trip is affordable for the students. Superintendent Gainey stated we have to be careful of what position we put kids in - parents will be made aware of the itinerary. There has been great conversation and questions with the principals. Ms. Berry stated the final list was in the revision stages and she would be happy to let the board review. The deadline to submit was September 30, 2013 and there will not be any field trips after April 30, 2014. There was further discussion of the cost and funds available to assist with field trips, and transportation in private vehicles. It was stated the best practice is to use school activity buses. There are appropriate forms for use of private vehicles which in most cases are with CTE. The superintendent welcomed the board's feedback. A-T tax being aware in order to know what fundraisers could hit the community.

With no further discussion, the board adjourned the work session at 6:06 p.m.

Board Chair

Board Secretary