

The Halifax County Board of Education  
October 5, 2009

MINUTES

The Halifax County Board of Education met in session on Monday, October 5, 2009. The meeting was held at the central office administrative building located on Hwy. 301 in Halifax, North Carolina.

Present: Debbie Hardy - Chair, Gladys Walden – Vice-Chair, Tyrone Williams, Michael Hawkins, Carolyn Hawkins, Dr. Donna Hunter and A. Faye Young.

Others present:, Interim Superintendent, Dr. Elease Frederick, Assistant Superintendent, Charles Chambliss, Assistant Superintendent, MiShawna Moore, Finance Officer, Carrie Neal, Representatives from DPI: Dr. Pat Ashley and Catherine Brooks, and Board Attorney, Larry Armstrong.

Chairman Hardy called the meeting to order at 7:10 p.m.

Those present participated in the pledge of allegiance and a moment of silence.

Mrs. Young moved to approve the meeting agenda with corrections. Mr. Hawkins moved in second. Motion carried.

Mrs. Hardy, Chair, read the Conflict of Interest Statement, which refers to Board Policy #1050. Mr. Williams has a conflict with VII.A.1 – CADA Head Start Contract. There were no other conflicts.

Mrs. Walden moved to approve the minutes from the meeting held July 2, and September 8, 2009 with any necessary corrections. Mrs. Young moved in second. Motion carried.

There were no public comments.

Board members recognize Joshua Brown, a fifth-grade student from Dawson Elementary School as Halifax County Schools' Student of the Month for September 2009.

Dr. Elease Frederick and Ms. Mabel Taylor introduced to board members Mr. Teicher Patterson from Northwest Halifax High School as Halifax County Schools' Teacher of the Year. He is a native of Raeford, and one of eight children. His motto is "Excellence is no accident." He has served as baseball coach and basketball coach. He is President of HCAE. He is a firm believer that he is a servant for his students. If he says it, it is gold. He's worked hard for the school district as well as his church.

Ms. Catherine Brooks from DPI was on hand to give an update on the DPI Partnership with Halifax County Schools. DPI is providing support in the following areas:

- Director of District and School Transformation provides ongoing collaboration with Board Chair and Vice-Chair, provides support for the Superintendent search, and ongoing collaboration with Superintendent.
- District Transformation Coach provides ongoing collaboration with Superintendent, school board, support in the area of testing and accountability, participates in Master Board training, and ongoing collaboration with Central Office Staff.
- Pre-K – 2: There is ongoing work with K-2 assessment and ongoing support for the creative curriculum.
- School Transformation Coaches are participating in ongoing work with principals, Coaching Focus is on: Principal Evaluation, Teacher Evaluation, Classroom Observations and Professional Development, and are working with NCDPI Instructional Facilitators to provide additional support.
- Human Resources Support in providing ongoing collaboration with Superintendent, ongoing support for personnel in the Superintendent search, Human Resources Director and Testing and Accountability Coordinator, and is providing support for principals.
- Instructional Coaches are participating in weekly professional development in the areas of: Cognitive Coaching, Essential Questions, Pacing Guide, Everyday Math, K-2 Assessment, Reading Comprehension, Creative Curriculum, ClassScape Benchmarking, and INTEL Training. They are also providing ongoing support for teachers in Lesson plan feedback, Model lesson, Feedback on lessons and using formative assessment/data.

The school transformation coaches are providing support for principal and teacher evaluations. DPI Instructional Facilitators provided instruction as needed. Provided support for Human Resources, Testing and Accountability, Superintendent Search. Raising Achievement Closing Gap Team. There was a request for the notebooks from the professional development provided during the three weeks of professional development this summer.

Board members receive the 2009-2010 Testing Calendar from Ms. MiShawna Moore, Assistant Superintendent for Curriculum and Instruction/Title 1, which has already been submitted to Mrs. Tyrana Battle, Regional Testing Director. The only thing that HCS added was the benchmarks.

Dr. Hunter asked if more detailed information can be shared regarding testing areas.

Ms. Moore indicated that administration will be glad to share with board members:

**K-2 Assessment – Mrs. Dottie Umstead**  
**Benchmarks (ClassScape) – Ms. MiShawna Moore**

Board members receive an update on the A.S.P.I.R.E. (Abstinence Standards Promote Individual Respect and Education) Grant from Mrs. Mamie Jordan, Coordinator. Partners: Weldon City Schools, HCC, Faith-Based Community, Boys & Girls Club of RR, and HealthLink in BVM. Summer enrichment at St. Augustines. Three advisory councils: Youth, Parent and Community. You may have seen our billboards on I-95, Hwy 158 and Hwy 48.

Dr. Hunter asked how involved are the parents of the children in the program? Mrs. Jordan indicated that the parents are not as involved as we'd like. We sponsor parent workshops in October, but do not get the involvement from parents that we would like to have. Dr. Hunter asked if there was anything that the board can do to help. Next year the curriculum may need to be a little different. Dr. Hunter indicated that she wrote her dissertation of Teenage Pregnancy and the biggest hole was the involvement of parents.

Board members receive the following board policies to be placed on the table for review for the next thirty days:

- #2200 – Election of Officers/Organization of Board
- #2210 – Duties of Officers
- #2220 – Official School Spokesperson
- #2230 – Board Committees
- #2600 – Consultants to the Board
- #2610 – Board Attorney
- #2650 – Liaison with School Boards Associations

Dr. Hunter asked if these policies came from the NCSBA, and if so who do we direct our questions or concerns. Dr. Frederick indicated yes and if you have questions or concerns please direct them to me.

Board members received a Monthly Financial Report for FY 2009-2010 from Mrs. Carrie Neal, Finance Officer. First of all, I've shared a copy of the letter from Mr. Tony Brown and Mrs. Linda Taylor regarding the Board of County Commissioners decision not to proceed with QSCB (Qualified School Construction Bond) at this time, because there are no banking institutions interested in purchasing QSCB. The most important thing that I'd like to share with the board tonight is that the school system is currently funded based on 4,279 students; however we are down about 300 students. Usually students are leaving to go to Charter schools. I had a lengthy discussion with Alexis Schauss at DPI, and she indicated that if an LEA has a significant loss of students (100 200) then they would look at the 2nd school month for the LEA. Allotment Adjustments for ADM Decreases are made in the Classroom Teacher, Instructional Support, Non-instructional Support, Teacher Assistant, Classroom Materials and Supplies, Textbook, and Career Technical Educational Program Support Categories as applicable. I don't think I need to tell you that our State budget is already tight. Our administrative team will be very conservative. I've instructed principals to go ahead and use their instructional supply money. Caution, caution, caution. This does not take into consideration there still may be a mid-year budget freeze. Budgets do not operate in a vacuum. Budget cuts in one area directly impact another area. We will be looking at local, because there are no more ARRA funds to be used. The DSSF (LEANDRO) Plan was submitted on time, but I wanted to wait until it is approved from DPI before I distribute copies. In regards to audits, I had a conference call with CBH on Friday and with RSM McGladrey, Inc. today. The audits may take a little more time but 2008-2009 should be completely auditable. We are now working toward the goal of February 2010. The hold up this time was the time that I lost. I've just had to pick up from where I left off.

Mr. Allen Purser, President/CEO of the Roanoke Valley Chamber of Commerce, provided information to board members regarding Roanoke Valley Promise. The Chamber Board of Directors took on a pretty challenging goal-based on a model from Kalamazoo, Michigan, entitled ***Any Child Can Go to College***. We are hoping that next year 100 students from our service area will be able to attend the community college and in the next few years every child can go to college. This program is in the beginning stages, but we are extremely excited. The retention rate in Kalamazoo increased once the program took off. Go to the **[www.KalamazooAnyChildCanGotoCollege](http://www.KalamazooAnyChildCanGotoCollege)** website to get more information.

Mr. Hawkins moved to approve the contract for Choanoke Area Development Association, Inc. to provide regular Head Start services for children with disabilities as referred by the Director of Exceptional Children Programs. Funding will come from Exceptional Children funds (1.5210.032.311). Mrs. Walden moved in second. Motion carried. Mr. Williams abstained.

Mrs. Young moved to approve the contract for NCSBA to provide Web Hosting Services for the Halifax County School District. This is for the Board Policies to be posted to the website. Mr. Williams moved in second. Motion carried. There was discussion by the board.

Mrs. Walden moved to approve personnel as discussed in closed session. Mr. Hawkins moved in second. Motion carried. Mr. Williams opposed.

**CERTIFIED:** Tanya Hardy

**NON-CERTIFIED:** Nicole Claude, Tara Medlin

**ADMINISTRATIVE CANDIDATE:** Farrell L. Young (Director of Human Resources), Margaret Howard (Testing & Accountability Coordinator)

**ELIGIBLE TO RETURN TO WORK:** Louise Hendricks, Dozine W. Jones

**TRANSFERS:** Jerry Snow, Wilfredo Alambra, Marie Hubbard, Georgeanna Minggia, Peggy Braswell, Regina Draughn, Dorothy Watkins, Barbara Brinkley, Edith Robinson.

**RESIGNATIONS:** Rhonda Washington, Charlene Nicholson, Karen Mallory

**RETIREMENTS:** Garlentine Terry, Jance Moody

Mrs. Dottie Umstead, Pre-K-2 Coordinator, shared the redesign of the K-2 Report Card for board approval. (Get a copy from Dr. Frederick). The process we used to get us to this point, was focused on the concern about the limited information that was available to parents. We obtained feedback from teachers, administration, DPI and central office administration. The document has been sent to the technology department to develop a template. There are three report cards: Orange – Kindergarten, Green – First Grade and Blue – Second Grade. We will provide training for teachers. The document will be placed in a report card envelope and sent home to parents for their review and signature. The new report card will

address skills and behavior, which support learning. It is our belief that this report card will give parents the accountability to be more aware of what is expected by the State of North Carolina. It is extensive.

There was discussion by the board.

Mr. Hawkins moved to approve the K-2 Report Card Redesign as presented by Dr. Frederick and Mrs. Umstead. Dr. Hunter moved in second. Motion carried.

#### **INTERIM SUPERINTENDENT COMMENTS:**

- Introduced Mrs. Jennifer Whitfield, EC Director and Ron Alexander, Interim Child Nutrition Director.
- Provided a little information regarding Student Absences
- Provided Enrollment Data, which was updated on October 1, 2009
- Provided information regarding monitoring Teachers, Central Office, Students (Absences) (This was pulled straight from payroll).
- Reported on Judge Manning's Visit on Wednesday, September 30, 2009. We discussed everything we could think of. He asked me about once notice things/concerns and make the principal aware, what do you do if things are not changed? I told him that I go back out to the schools and revisit the concerns. He asked if we were getting what we needed from the DPI Partnership. The Daily Briefings from central office administration really impressed him. I think we are on the right track. He stayed for lunch. He attended Professional Development with the Instructional Coaches. He indicated that he would be back unannounced. He left me with two things: ***Rigor*** and ***Differentiated Instruction***. Keep teachers on task and you will do better. I think it went well. I felt positive about what we were sharing and what are we doing. He wanted to know about benchmarks. I sent him a "thank you" note with more information regarding instructional coaches.

#### **BOARD COMMENTS:**

- Dr. Donna Hunter – Dr. Frederick is just like a breath of fresh air. I really appreciate you sending information to all board members. In regards to the 60 Day Plan shared at the last meeting, can I direct questions to you. Will board members get the information regarding SACS? Will Lunchroom workers receive compensation for taking funds collected to the bank? Do we have any information on how much we are spending on gas for the shuttle for bus drivers? How much is spent on gas on a daily and weekly basis? I previously asked about data that supports America's Choice Contract - \$132,000? According to the 60 day plan the personnel directory should be completed. Will all administrators, board members, etc. phone numbers be included. I am very excited to share that my son, Chance, recently graduated from law school, passed the bar the first go around, and Mrs. Pelfrey hired him as Assistant District Attorney for Halifax County. I say that to say, "There are a lot of Chance Lynch's out there."
- Mr. Michael Hawkins – Good evening. Thanks for staying with us tonight. I really appreciate all of the efforts that all of our employees are doing with DPI. Please share with principals to also share positive things because the staff

members really need to feel like they are doing some positive things. I know they are being hit with everything negative.

- Mrs. Faye Young – Good evening. Last month I attended a District 3 Meeting in Rocky Mount with Mrs. Hardy. I'd like to challenge all board members to try to attend meetings. I know funds are limited, but I did not request reimbursement. I know that the NCSBA State Meeting is coming up in November. Hopefully this year, we will have representation by a delegate at this meeting. I want to congratulate Mr. Patterson, as a parent of a child that you have taught, for giving up your time for our children.
- Mrs. Carolyn Hawkins – Good evening. Dr. Frederick I think I heard that Judge Manning called you a young lady? You passed out attendance for students, staff. Where is central office? I would like to resign as Chair of the Policy Committee, because I feel my efforts are futile.
- Mrs. Gladys Walden – On Saturday we had a conference at church with a speaker from Greensboro who was dyslexic. I would like to thank Dr. Frederick for listening to me and my concerns regarding buses, and the feeding times for students. I'd like to ask Ms. Taylor if she would assist me in getting parents for the walk-through at Dawson and Scotland Neck Primary. We need a parent from elementary, middle and high schools. Please be advised that I will be assisting Dr. Robert Moore on Oct. 27 & 28 with NC Teaching Fellows Interviews.
- Tyrone Williams – Please accept my apologies for my absence at the last meeting, I had a conflict, due to the holiday, with another regularly scheduled meeting (CADA, for which I am the Chair). I serve on a board, which is involved with the DPI - Career Technical Education Division in providing training and information and is available on the DPI website and can be downloaded. I had the opportunity to attend a ceremony on Saturday at the old Enfield Middle with the Enfield Warriors Partnership. I am pleased to share that they've named the field in honor of the Minor Wiggins – Minor Wiggins Memorial Field. Dr. Frederick you are a rash of activity, you have hit the ground running. The information we are getting from your office is really welcome. My hat is off to you.
- Mrs. Debbie Hardy – Thank all of you for staying tonight. Congratulations to the Student of the Month and Teacher of the Year. I'd like to welcome our new employees including Mrs. Jennifer Whitfield, Director of Exceptional Children's Programs. Recently Gov. Bev Perdue signed into law a new School Board Code of Ethics effective January 1, 2011. The board will be required to attend training. Surveys for Superintendent Search have been distributed with a deadline of October 16, 2009. Staff Surveys are gold, Supporters of HCS Surveys are purple, and Parents and Students are green. You've heard the Timeline for the Superintendent Search Process from Dr. Pat Ashley. Parent Empowerment Sessions are scheduled for: October 13<sup>th</sup> at 10 AM and 6 PM at St. Paul Family Life Center, October 15<sup>th</sup> at 10 AM and 6 PM at Aurelian Springs, November 3<sup>rd</sup> at 10 AM and 6 PM at Enfield Middle, and November 5<sup>th</sup> at 10 AM and 6 PM at William R. Davie. Ms. Patricia

Willoughby, Dr. Bill Harrison, Ms. Catherine Brooks, Dr. Frederick and I recently visited Southeast and Enfield/Inborden, but I cannot remember the date. We are sending a letter to Gary Odom regarding the R.I.S.E. Program, we are interested but due to lack of funds are unable to participate at this time. Master Board Training is scheduled for Saturday, October 10, 2009 from 8:30 – 12:30 at the central office. This will be our last training and the Board will be recognized at the NCSBA Conference. I commend Dr. Frederick, DPI, Instructional coaches on the work being done. There is a real concern that so many children are absent. Parents please see that the children attend school.

Mr. Williams made a motion to adjourn at 9:07 p.m. Mrs. Young seconded the motion. Motion carried.

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Board Chair

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Secretary

November 2, 2009