

The Halifax County Board of Education
September 8, 2009

MINUTES

The Halifax County Board of Education met in session on Tuesday, September 8, 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, Michael Hawkins, Carolyn Hawkins, Dr. Donna Hunter and A. Faye Young. Absent: Tyrone Williams.

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

Chairman Hardy called the meeting to order at 7:05 p.m.

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

Mrs. Walden moved to approve the meeting agenda with the addition of VI.F. - Update on Summer Professional Development, VI.G. – 3 Year Community Involvement, VII.G. – Wellington Benefits Contract, VII.H. – 2009-2010 Budgets and VII.I. – Middle School Transition Proposal. Mr. Hawkins moved in second. Motion carried.

Mrs. Hardy, Chair, read the Conflict of Interest Statement, which refers to Board Policy #1050. There were no conflicts.

Mrs. Walden moved to approve the minutes from the meeting held August 17, 2009 with any necessary corrections. Mr. Hawkins moved in second. Motion carried.

Dr. Hunter indicated that her questions regarding all of the contracts for Exceptional Children were not indicated in the minutes from the last meeting.

Debbie Hardy requested that she send the corrections to Mrs. McAllister.

Mrs. Hardy indicated that she had received a phone call from Ms. Middleton, who was unable to attend tonight's meeting due to a family matter out of town.

PUBLIC COMMENTS:

Mrs. Hardy referenced Board Policy #1213, which allows up to 30 minutes for public comments. Each person is given up to 3 minutes. The board will hear the comments but no feedback will be given at this time.

- Rev. Andrew West – addressed the board to acknowledge something that I felt needed to address from the last meeting. If I said something that was not

right, I wanted to make it right. I said that I fought hard rooting for all of our board members and the same people that I fought with to get the board are the same people that are now fighting to get them off the board. I felt that the board needed to know what is going on outside in the communities of the county. I say, "Go and tell them." I just wanted it to be clear and that you should know this. It was not in a hatred way. Whatever I can do to make this system successful and allow the children to learn.

- Mr. Clure Evans wanted to come back and let you know that we are very interested in using the Brawley property for afternoon activities or Saturday activities. I would like a response in the near future t
- Rev. Terry Norfleet, a resident of Scotland Neck that was to attend Brawley, but now have to attend Enfield. I have a concern regarding the time of the bus route. The first day it came at approximately 6:40 p.m. and the next day it was 6:20 p.m. The daughter that attends Enfield would like to participate in after school programs but I must provide transportation. I'm receiving calls from other parents, because their students have missed the bus and they need a ride. It is Bus #410 and #150.
- Rev. Sylvia Edwards has a concern regarding her daughter who attended Brawley and now attends Enfield. The first day she was to be picked up at 7:00 a.m., but the bus got there at 6:00 a.m. She now leaves everyday between 6:00 and 6:15 a.m. She must get up at 5:00 a.m. to get ready. I must pick her up because she is on the volleyball team. I was told it would be an express route for our area, but it is not. Her pre-test grades are indicating that she is having difficulties.
(Referenced Bus #150).
- Gary Grant – I know that you are beginning the process to hire a replacement for the Superintendent's position. I would like for parents to be included in the interview process. Maybe consider using the format that Dr. Griffin used.

Mr. Charles Chambliss, Assistant Superintendent, shared the Buildings & Grounds Committee Meeting Schedule for 2009-2010.

Mr. Hawkins indicated that all board members are invited to attend.

Dr. Eleese Frederick, Associate Superintendent, introduced Quinlan Morgan, School Nurse from William R. Davie Middle to present information regarding the H1N1 – Swine Flu, which was considered a pandemic disease as of June 2009. We have fliers in both English and Spanish that are being distributed to students. Young children and people with chronic illness (such as: diabetes, COPD). Hand washing is the number one way to prevent the disease. If students come to school sick, we are recommending a six-foot rule in order to keep the disease from being spread to other students. School nurses are working collaboratively with the Health Dept. I encourage middle school students that when they get the required DTAP shot that they inquire about getting the flu vaccine. Keep the wipes nearby. Please note that the nurses do not give the flu shots.

Mrs. Hawkins questioned, "Who supplies the wipes? Is it legal to bring wipes to schools?" She asked Dr. Frederick to check on this for her.

Mrs. Hardy thanked the nurses for their presentation and indicated that just because it has not happened it does not mean it will not happen.

Dr. Eleese Frederick, Associate Superintendent, provided board members with an update regarding the Governor's Crime Prevention – C.O.P.S. initiative, which the school system has just received notice of approval. Dr. Frederick indicated that this is a grant for two resource officers in the amount of \$106,131.76.

Dr. Robert Moore gave an update on SACS District Accreditation. A survey was conducted with our principals. There are six steps to the accreditation process.

1. **Host a Readiness Visit,**
2. **Meet the appropriate set of accreditation standards,**
3. **Define and demonstrate the use of a continuous process of improvement,**
4. **Identify and implement a quality assurance process throughout the school district,**
5. **Host a District Accreditation Quality Assurance Review, and 6. Complete annual information updates and submits annual dues.**

We are at step one; we will host a Readiness Visit to determine the district's capacity to engage in the District Accreditation process. October 6, 2009 – 9:00 – 10:30 a.m. at the central office in the conference rooms.

Mrs. Walden asked what the cost is. Dr. Moore answered that district – wide accreditation will cost approx. \$10,000. Time frame? Dr. Moore hopes to get a timeline at the meeting scheduled for October 6, 2009.

Dr. Hunter indicated that last year we had received information from SACS that they were offering to do district accreditation for \$7,000. Are we too late for this?

Dr. Moore indicated that he was not aware of the cost of \$7,000.

Mrs. Walden indicated that we did not have the funds available at the time that it was brought before the board previously.

Dr. Hunter asked if the survey information had been compiled. Dr. Moore indicated yes and it will be shared on October 6th.

Board members were provided with a copy of the Monthly Financial Report for FY 2009-2010 by Mrs. Carrie Neal, Finance Officer. We will need to proceed very cautiously as the State is still in a budget crisis.

Mrs. Hardy questioned if we are still operating under a balanced budget?

Mrs. Neal indicated yes. This year the board may actually receive budget amendments that will be decreases rather than increases, which we are used to. Any budget savings we experienced from the closing of schools went to maintenance, SACS accreditations. It does not include board stipends and the reductions that were made to our cabinet of central office administrations. If you'd like to revisit this quarterly, we can do this. This budget includes the penalties that were paid back to the State. I have got us caught back up to this year with penalties and Paul LeSieur with DPI is favorable with it. We need to proceed cautiously with all budgets, because any cuts can affect them all. In a couple of weeks I will be meeting with the Finance Committee and we will go into great detail.

Mrs. Hardy asked how we are doing with our audits.

Mrs. Neal explained that we are almost through with the pre-audit work for both FY 2007-2008 and 2008-2009. An external audit kick-off meeting will take place on Monday September 21, 2009 at the Central Office at 10:00 and Eddie Burke from Cherry, Bekaert, and Holland will be here to answer any questions you may have. This is particularly important for the Federal Program Administrators. As stressed at the last Board meeting, the October 1, 2009 deadline to get both audits completed in one fiscal year is no longer practical, but certainly by the end of this calendar year or by the end of February 2010 this should be accomplished. Follow up meetings with the auditors need to take place to make sure we are all on the same page going forward.

Dr. Hunter asked if it is possible to have the financial update information delivered as part of the board packet.

Mrs. Neal indicated that absolutely, it is my goal to have this information to you in a timely manner. However, this month I was entering budgets up until the end of the week last week and it just was not possible.

Mrs. Catherine Brooks of DPI introduced members of the DPI team Ann Brown, Middle Transitional Coach, Loretta Riddick, Elementary Transitional Coach, Susan Frazier, Instructional Coach-Coach, who works closely with MiShawna Moore. James Ellerbe, High School Transformation Coach was unable to be here tonight as he is attending class at NCSU.

Mrs. Brooks gave an overview of the Summer Professional Development which was held with Halifax County School Staff on July 27-August 14, 2009.

Mr. Hawkins questioned as far as instructional coaches at the schools, will they evaluate the teachers or will the teachers be evaluated by the principals.

Mrs. Brooks indicated that the instructional coaches are there to offer support for teachers not to evaluate teachers.

Dr. Hunter asked if DPI can continue to report back quarterly or periodically to share the progress being made. Ms. Brooks indicated that yes, they will be glad to.

Mrs. Deborah Williams, from DPI – District and Schools Transformation – was here to share information regarding Changing the Way We Do Business in the Village through Parent/Family Empowerment, Third Edition. This is a three-year training series, which include six modules. We will be covering four modules the first year dealing mainly with parents:

Module 4: Home Study Skills and Module 5: Language Development will be offered simultaneously on (Oct. 13-15) 10 a.m. and 6 p.m. on each side of the county.

Module 1: Self Esteem (Planning for November)

Module 6: Knowledge Is Power (Planning for December)

The second year we will be taking the modules to the teaching staff and for the third year we will address the remaining two modules.

Ms. Mabel Taylor shared background information. Last week we had the privilege to meet with Mr. Jim Rutherford and Mrs. Doris Barksdale of The Carolina Hurricanes regarding a possible partnership with The Carolina Hurricanes, NCCU, and NCSU. If the board approves, this year the partnership would focus on:

- Pick up a Book and Read – Grades 3-5
- Electronic Shadowing – Grades 6-9 (which will also partner with the MATCH Program)
- WISE UP (Grades 6-8)
- “Mind Stretch” (Grades 9-12)
- Share Your Talents-All Stars Talent Shows

Mrs. Hawkins indicated on the positive side that this sounds good, but on the negative I see that it involves attendance and because transportation may be an issue for some students especially from the Brawley area.

Ms. Taylor indicated that Halifax County Schools will provide as necessary to make this program successful.

Dr. Hunter would like statistical data. How do you measure success? What impact will this program have on the program or partnership we have with DPI?

Dr. Hunter indicated that she would like to table this until we get statistical data.

Mrs. Hardy asked what is the cost. Ms. Taylor indicated that there is no cost to us other than the transportation piece.

Some of the activities planned will provide motivation to our students to improve their achievement. They will learn to converse with various groups of people including the athletes.

Mr. Hoggard indicated that this is based on an honor system.

Mrs. Walden indicated that she feels that anything that we can do to encourage children for global learning would be a benefit.

Dr. Hunter moved to table this until we can get better results on how it will benefit us. Mrs. Hawkins moved in second. Opposed were Michael Hawkins, A. Faye Young, Gladys Walden and Debbie Hardy. The motion died due to lack of support.

Mr. Hawkins moved to approve the Partnership with The Carolina Hurricanes as presented by Mabel Taylor. Mrs. Young moved in second. Motion carried. Dr. Hunter and Carolyn Hawkins opposed.

Mr. Hoggard addressed the board, indicating that Mr. Gary Odom, of The Bedford Falls Book Fairs, is also here tonight in conjunction with The Carolina Hurricanes Partnership.

Mr. Odom shared information regarding Reading Inspires Success in Education (R.I.S.E.) Book Program. He is prepared to donate 35,000 books to children in

grades K-5, which is equivalent of two books per child in grades K-5. The goal is to have 6-8 books for children in grade K-5 by the summer. It would be necessary to find other donors for the additional 4-6 books, which is estimated to cost \$10,000 per 35,000 books. Mr. Odom indicated that he had also been speaking with Dr. James Kim, from Harvard, over the last few weeks, who has expressed an interest in conducting a research study for Halifax County Schools. Dr. Kim has indicated that he is concerned as to whether the funding would be available for testing.

Mrs. Hardy indicated that because there is a probable cost factor involved with the R.I.S.E., that she feels it may be best that the board not take any action on this tonight.

Mrs. Walden moved to table the R.I.S.E. proposal until the next meeting. Mr. Hawkins moved in second. Motion carried.

Mr. Hawkins moved to approve the contract with America's Choice for 2009-2010 to provide materials, professional development training and technical support. Mrs. Young moved in second. Motion carried. Dr. Hunter opposed. Mrs. Hawkins abstained.

Dr. Hunter asked what kind of data can be provided by America's Choice to show the progress being made for the cost of \$132,000.

Mrs. Walden questioned if this is one of the programs that was mandated for Halifax County Schools? Dr. Frederick indicated yes it was mandated by Judge Manning.

Dr. Hunter would challenge that if our test scores did not improve maybe we should look at other programs.

Mr. Hawkins moved to approve the Revised Capital Outlay Budget for 2009-2010 as presented by Mr. Charles Chambliss, Assistant Superintendent. Mrs. Walden moved in second. Motion carried.

Mrs. Walden asked where the modular units from Bakers were moved to. Mr. Chambliss responded that they were moved to Everetts for additional classroom space.

Mrs. Young questioned how does QCSB play into this? Mrs. Neal answered that we have to repay the bond for QCSB off the top, but this will allow us to stop patching and do the projects the way they need to be done. Now money is available for emergencies or reoccurring projects.

Dr. Hunter questioned the rationale for paying \$60,000 for athletic equipment and only \$30,000 for Science Equipment.

Dr. Hunter moved to approve personnel as discussed in closed session. Mrs. Walden moved in second. Motion carried. Carolyn Hawkins opposed. Mrs. Young abstained due to the fact that she was not present for the majority of the closed session.

Mrs. Walden moved to appoint Dr. Elease Frederick to serve as Interim Superintendent effective September 19, 2009. Mr. Hawkins moved in second. Motion carried.

CERTIFIED: Sarah Shaw, Tarlisa Shaw, Beth Campriani, Sharylene Barnes, Jamie Stroud, Charlene Nicholson.

ADMINISTRATIVE CANDIDATE: Jennifer Whitfield (Director of Exceptional Children), Dottie Umstead (Pre-K – 2nd Grade Coordinator)

CHILD NUTRITION SUBSTITUTES: Samantha Jones

TEACHER SUBSTITUTES: Titus Boucher

ELIGIBLE TO RETURN TO WORK: Angie Newell, Shannon Williams, Linda Smith, Tarsch Nicholson.

REINSTATEMENT TO FULL-TIME HOURS: Marjorie Thorne, Gonzata Pulley, Shonta Peterson, Katie Richardson, Leenon Lee, Sharon Lee, Mae Mardre, Dottie Macklin, Mary Harvey, Dottie Harrison, Jeanetta Hockaday, Gloria Jackson.

TRANSFERS: Peggy Lee, Edith Robinson, Lavonne McClain

RESIGNATIONS: Geraldine Middleton, Shanetta Pittman

RETIREMENTS: Bettie Roberts

LICENSURE EXTENSION REQUESTS: Vanessa Mills, Titus Boucher

Mrs. Young moved to approve the Memorandum of Transition Agreement between CADA Head Start and Halifax County Public Schools for the period of September 18, 2009 through September 17, 2010 with said corrections as presented by Dr. Elease Frederick, Associate Superintendent. Mr. Hawkins moved in second. Motion carried.

Mrs. Hardy indicated that Mr. Tyrone Williams, was unable to attend tonight's meeting, which had been moved to Tuesday night due to the Labor Day Holiday, because he had a regularly scheduled CADA Board meeting, of which he serves as president.

Mrs. Walden indicated that she no longer serves on the CADA Board so there is no potential conflict now.

Dr. Hunter moved to approve the 2009-2010 Contract for More at Four Services between Halifax-Warren Smart Start Partnership for Children, Inc. and Halifax County Schools, as presented by Dr. Elease Frederick, Associate Superintendent. Mrs. Young moved in second. Motion carried.

Mr. Hawkins moved to table the contract for Wellington Benefits until we receive a 1-year contract. Mrs. Young moved in second. Motion carried.

Mr. Hawkins amended the motion to accept the contract if Wellington will amend the contract agreement to 1 year. Mrs. Young moved in second. Motion carried.

Mrs. Hawkins asked was it not left up employees to make the decision. What happens if Wellington will not provide a one-year contract?

Mr. Hawkins indicated that we will then need to look at one of the other benefits providers.

The Finance Officer discussed the adoption of the FY 2009-2010 budgets in detail. Specifically, the Board should proceed very cautiously as this is a very lean budget with very little wiggle room should the State or the County impose further budget cuts. This Board is accustomed to budget amendments during the year because we have received additional funding but I fully expect and would not be surprised to see the budgets amended down due to decreased funding because we are losing enrollment and our projected ADM is way down. State Budget reflects a 1.2 M cut in the Non-Instructional Support PRC 003 that was picked up by the ARRA Educational Funding so that we could maintain the salaries in that program; it further reflects a \$657,258 discretionary reduction. The Local Budget reflects 7% budget reductions for County cuts and line items for substantial funding for the audits and payback to DPI. We are on a 5 year plan with DPI and we are no longer in a position to try to pre-pay our loan to them but go forward on an annual basis as originally set up by DPI; the Local budget also reflects the very small reversion from last year's allotment overdraft due to the State budget freeze. I know there are concerns over the Board stipend; however, I must stress that this is not the time to consider adding that back to the Local budget, or the reimbursement for Principal travel or the Administrative staff Differential Pay reductions. We need to first see how our revenues are coming in and re-visit that at a later date pending funding. With the closing of the three schools we were able to revisit the budgets and add back full secretarial pay, only AFTER consideration of operational cost increases and adding back the maintenance staff salaries 100% to the Local budget. In the past a portion of these salaries were paid from State funds and after a meeting with the LGC, DPI (Paul LeSieur, Pat Ashley and Catherine Brooks) and HCS Administrative staff we were told 100% of Maintenance staff salaries are to be correctly paid 100% from the Local budget. All Federal budgets are not in the system yet as we are waiting for final DPI approval for those budgets in total. The Capital Outlay budget reflects all projects as categorized by importance and includes a carryover from FY 2008-2009. The remaining Federal Budgets in Local will be brought back to the Board around the first meeting in November - those allocations are coming in now.

Mrs. Walden moved to approve the Budgets for 2009-2010 for Local - \$3,710,632.00, State - \$25,857,095.99, Federal - \$10,611,283.97.00, and Capital Outlay - \$722,382.00, and Food Service - \$2,800,000.00, as presented by Mrs. Carrie Neal, Finance Officer. Mrs. Young moved in second. Motion carried.

Mrs. Young moved to approve recommendation for Middle School Colors and Uniforms as presented by Mrs. Linda Bulluck, Principal at Enfield Middle and Mr. Dennis Carrington, Principal at William R. Davie Middle School at the last board meeting. Mr. Hawkins moved in second. Motion carried. Dr. Hunter opposed.

Mrs. Walden asked if there was a report from the Transition Committee. Mrs. Hardy answered, not at this time.

Dr. Hunter just feels that all of this was done prior to and we could have worked this out without spending all of this money.

Mrs. Hawkins has a concern that Mrs. Bulluck made the statement that she was not aware of the Board Policy.

Mrs. Hardy thanked Dr. Frederick for agreeing to serve as Interim Superintendent and asked if she has any comments.

ASSOCIATE SUPERINTENDENT COMMENTS:

- Dr. Elease Frederick shared the Halifax County Schools' 10th Day Enrollment Report with the total enrollment not including Pre-K – 4021, projected enrollment without Pre-K – 4254. 10th Day with Pre-K – 4244.

Mrs. Walden asked if this will affect any of the personnel at our schools. Dr. Frederick indicated that it might, but administration is hoping not.

BOARD COMMENTS:

- Dr. Donna Hunter – I'm concerned about cafeteria managers are they being reimbursed for mileage for taking deposits to the bank. Who evaluates resource officers? Mr. Chambliss responded the principals. I'm curious to find out if the picture of Delaney Rudd has been placed on display? I still have not received the minutes from the meeting that Mrs. Hawkins and I were asked to leave? What about the shuttle bus that picks up drivers to take them to their buses? I would like for the minutes to be more detailed. They are not detailed enough. They need to be easy for our public to understand. I will be visiting schools in the next few weeks. I have an article, which I am going to give to Dr. Frederick regarding an essay contest that I'd like to see our students involved in for November 2009 the topic is *Family Discipline* and for December 2009 the topic is *Funny Family Traditions*. I really enjoyed President Obama's speech today. We need to keep the kids motivated and keep them interested. Have a safe trip home.

Mrs. Hardy indicated that the minutes are not supposed to indicate every word, but to document action taken. I believe it is recommended to keep them brief. If the minutes do not make sense, then I suggest that you get with Tammy for clarity.

- Mr. Michael Hawkins – I did watch the speech today. I found it quite motivational and feel that it really helped our children to get on the right course. I want to thank Ms. Taylor for the district newsletters. I've found them to be very insightful.
- Mrs. Faye Young – I apologize for being late. I was in a workshop in Edenton and was not able to leave until 5:00 p.m.; therefore I missed the majority of the closed session. I am looking forward to the Master Board Training this

Saturday with Dr. Hayes our NCSBA presenter. I'm not sure if you are aware that one of our students passed away on Friday, Chavis Ward. We need to have our counselors there for the support of the students and staff at Northwest Halifax High.

Mr. Hawkins indicated that the funeral is scheduled for Saturday at William R. Davie Middle School.

- Mrs. Carolyn Hawkins – Regarding the board policy for public comments, I feel that a written response should be sent as soon as possible to all of the persons under public comments. I would like to hear from a committee or group at each board meeting (For example: Instructional Coaches, Grantees, etc.). I'd also like to have an update regarding The Carolina Hurricanes Partnership from teachers. It would be nice if we could see a visualizer in order for everyone to see what the board does. For those of you, who are not familiar with a visualizer, please feel free to see me. Thank you.
- Mrs. Gladys Walden – Good evening and thank you all for remaining until the very end. I truly enjoyed opening day of school. I was able to be at Dawson Elementary. The Curriculum Committee needs volunteers: Parents (3) 1-Elementary, 1-Middle, and 1-High School; two students: 1 - Northwest, and 1 - Southeast. Ex-Officio Members: Board Chair, Superintendent, and a representative from DPI. I did not have an opportunity to hear Obama's Speech today.
- Mrs. Debbie Hardy – I would like to thank all of our partners. Now that we are in transformation we need everyone's help. One thing that I picked up on from President Obama's speech was that he gave responsibility to everyone, and told students that they have a responsibility to themselves.

We have a "Thank You" card from Mr. Charles R. Swindell for the flowers the board sent for the recent loss of his wife, June Swindell.

REMINDER...Master Board Training is scheduled for Saturday, September 12, 2009, from 8:30 a.m. – 12:30 p.m. Please be on time.

Please go out and support Enfield Middle on their first game of the season, which will be played at Southeast at 3:30 p.m. tomorrow.

I'd like to thank our school nurses on all that they do to keep "everyone" informed.

A special thanks to Dr. Eleese Frederick for agreeing to serve as our Interim Superintendent.

Mr. Hawkins moved to adjourn at 9:40 p.m. Mrs. Young moved in second. Motion carried.

Board Chair

Secretary

October 5, 2009