



**August 3, 2010 Board of Education  
Meeting**

**8/3/2010 7:00:00 PM**

Currituck Historic Courthouse

**Meeting Minutes**

Created : 9/15/2010 11:34 AM EST

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**Attendees - voting members**

Pat Stretar	Chair
John Barnes	Vice Chair
Amy Innes	Board Member
Sharon Martz	Board Member
Cathy Midgette-Hatcher	Board Member

**Attendees - other**

Dr. Meghan S Doyle	Superintendent
Chelsea Heflin	Student Board Member
Michelle Page	Student Board Member

**A. Call to Order**

1. Invocation
2. Pledge of Allegiance
3. Swearing in of Student Board Member Chelsea Heflin

Newly appointed Student School Board Member, Chelsea Heflin, was sworn in by Sheila Tyler, Currituck County Clerk of Superior Court.

Ms. Helfin will assume the role as junior class advisor for the 2010-2011 school year.

4. Public Comment Session

Mark Wootton, automotive teacher for Currituck County High School, recognized the student teams who participated in the USA National Skills competition in Kansas City, Mo. The students were very successful, receiving 7th and 18th place in their digital video competitions.

Mr. Wootton also recognized automotive students Travis Kemp and David Coelho for receiving the two top scores on the NASCAR Tech tests.

**B. Approval of Amended Agenda (action)**

The Board amended the agenda to include the adoption of the NCVPS Resolution.

Motion made by: John Barnes

Motion seconded by: Amy Innes

Voting

Unanimously Approved

**C. Approval of June 14, 2010 Minutes (action)**

Motion made by: Amy Innes  
Motion seconded by: John Barnes

Voting  
Unanimously Approved

#### **D. Globally Competitive Students**

##### 1. Student School Board Member Report

Student Board Members, Michelle Page and Chelsea Heflin, reported on band camp, new marcher champ, and percussion camp. The band will now consist of students from both Currituck County High School and the J.P. Knapp Early College High School. In addition, the band will host the regional band contest this year. Student schedules will be available at the high school this week. Ms. Page encouraged students to complete their summer reading assignments.

Ms. Heflin welcomed the new Athletic Director, Ronnie Hayes. This year the cheerleaders will take part in a new initiative to promote school pride and spirit.

##### 2. 2010 Project Graduation Presentation

Ms. Jackie Meyers, Currituck County High School Teacher and staff sponsor for the 2010 Project Graduation event, shared a video showing the success of the event. She thanked the Board for their support.

##### 3. Testing Data Update

Mr. Paul O'Briant, Chief Information Officer, presented an update on student performance data for the 2009-2010 school year. The ABC and AYP status information is preliminary- pending approval from the State Board of Education on August 5, 2010. Mr. O'Briant reviewed changes that impacted the testing results. For the first time retesting scores counted and chemistry and physics tests were eliminated.

Mr. O'Briant provided data on each school. All 10 of the schools in the district met the Adequate Yearly Progress (AYP) targets. Proficiency rates for reading, math, and science were also presented.

##### 4. Freshman Academy Update

Ms. Denise Fallon, Currituck County High School Assistant Principal, presented the Board with a Freshman Academy update.

Ms. Fallon explained that Freshman Academy is a small learning community focusing on student instruction. She presented data from the 2008-2009 and 2009-2010 school years. It was pointed out that attendance in the 9<sup>th</sup> grade is an issue. It is being addressed. Staff is working with students and intervention methods to ensure improvement.

Unique to Currituck County High School is the transitioning process to Advanced Mathematics. It assist in the early intervention of students needing help. Twenty-one out of 35 students passed Algebra I. The 60% passing

rate is good but there is room for improvement. Mrs. Fallon continued with giving class averages for honors courses.

Ms. Fallon informed the Board the objectives in Freshman Seminar and the objectives in Career Management overlap. Going forward Freshman Seminar will not be offered, instead students will take Career Management. Academy goals have also been developed and include success day and cross curriculum activities.

It was also noted that Health & Physical Education failures continue to decrease. The cohort graduation rate went down slightly. But as a means of early intervention, student referrals and tardiness issues are being addressed.

## 5. Advanced Placement Scores

Dr. Doyle provided a summary of the results of Advanced Placement scores for Currituck County Schools for the 2009-2010 school year. Her report included trend data from 2006-2007 to 2009-2010.

Dr. Doyle informed the Board that when a student takes a AP course they are also tested. This is not always the case in other school systems. The testing is supported by Currituck County Schools at a cost of approximately \$25,000 a year.

The trend data shows areas for improvement. On the average most students score between 2 and 2.5 on the tests. This does not allow college credit because colleges require at least a score of 3. Participation in the AP courses has increased and the demographics of the high schools students are reflected in courses.

It was noted that scores have increased in AP English Literature. To ensure continuous improvement teachers will be sent to the Advanced Placement Institute, focus will increase on rigorous instruction at the secondary level, and data will be provided to the teachers.

## 6. Skills USA Field Trip Request (Action)

Camp Dixie- Fayetteville, NC - September 26-29, 2010.

Motion made by: Amy Innes

Motion seconded by: Cathy Midgette-Hatcher

Voting

Unanimously Approved

- a. Supporting Documents for Trip

## 7. NCVPS Resolution (Action)

Dr. Doyle Presented a resolution opposing the North Carolina Virtual Public School Funding Formula. With the current funding formula, Currituck County Schools is assessing a \$383,895 reduction in funds. Dr. Doyle read the

resolution in its entirety. She informed the Board that opting out from services provided by North Carolina Virtual Public School was not an option.

Following adoption from the Board the resolution will be sent to state legislators.

Motion made by: John Barnes  
Motion seconded by: Amy Innes

Voting  
Unanimously Approved

## **E. 21st Century Professionals**

### **1. Personnel Report Dated August 3, 2010 (action)**

The August 3, 2010 Personnel Report was approved as presented.

Motion made by: Cathy Midgette-Hatcher  
Motion seconded by: Amy Innes

Voting  
Unanimously Approved

#### **a. (c) Supporting Documents for Personnel Report**

### **2. Title II Application**

Anne Mackin, Director of Personnel, presented the Title II Part A Application for the Board's review. Ms. Mackin explained the application process and how the federal funds are used within the school system. The purpose of Title II is to increase academic achievement by promoting teacher and principal development and to increase the number of highly qualified faculty.

The 2010-2011 federal allotment for Currituck County Schools is \$145,750.00. The money will fund 3 classroom teachers, support professional development, and provide funds for substitutes.

### **3. Final Reading and Adoption of Policy 7410-Career Status (action)**

Dr. Doyle presented the final reading of Policy 7410 -Career Status. The policy was changed to be clearer regarding the Board's high standards with regard to the awarding of tenure. The policy will replace Policy 5400-Retention, Career Status, and Promotion.

The policy was adopted by the Board as presented.

Motion made by: Amy Innes  
Motion seconded by: Sharon Martz

Voting  
Unanimously Approved

### **4. Adoption of Policy 7300 Staff Responsibilities(Action)**

Dr. Doyle recommended to the Board to use Policy 1090- Suspension of Policies to suspend Policy 1085-Policy Development which requires 2 positive votes prior to adoption. This would allow Policy 7300- Staff Responsibilities to be in place prior to the beginning of the 2010-2011 school year. The policy will replace Policy 5100-General Code of Ethics and Standards if Conduct. The motion to suspend Policy 1085 was made by John Barnes, seconded by Amy Innes.

Dr. Doyle recommended to the Board to adopt Policy 7300- Staff Responsibilities. The Board adopted the policy as presented.

Motion made by: Cathy Midgette-Hatcher

Motion seconded by: Amy Innes

Voting

Unanimously Approved

5. Adoption of Policy 7305 Professional Standards of Conduct & Performance of Teachers (Action)

Dr. Doyle recommended to the Board to use Policy 1090- Suspension of Policies to suspend Policy 1085-Policy Development which requires 2 positive votes prior to adoption. This would allow Policy 7305- Professional Standards of Conduct & Performance of Teachers to be in place prior to the beginning of the 2010-2011 school year. The policy will replace Policy 5100-General Code of Ethics and Standards if Conduct. The motion to suspend Policy 1085 was made by Sharon Martz, seconded by Amy Innes.

Dr. Doyle recommended to the Board to adopt Policy 7305-Professional Standards of Conduct & Performance of Teachers. The Board adopted the policy as presented.

Motion made by: Amy Innes

Motion seconded by: Cathy Midgette-Hatcher

Voting

Unanimously Approved

## **F. Healthy Responsible Students**

1. Currituck County High School Alternative Program

Sandy Kinzel, Assistant Superintendent, presented to the Board a report on the Currituck Alternative Learning Center. During the 2009-10 school year, Currituck County Schools implemented an Alternative Learning Center for grades 9-12.

The purpose of the alternative program is to provide an educational option where interventions and support can be provided to address behavioral and/or academic problems. These issues may prevent a student from being successful in the traditional high school setting. The alternative program offers a setting that seeks to reduce the risk of a student dropping out of school. Students are placed in the center based on administrative decisions as well as teacher recommendations.

Ms. Kinzel's presentation included data supporting the success seen in the program for the students. Plans for improving and expanding the program during the 2010-11 school year were also shared.

2. Final Reading and Adoption of Policy 3540- Comprehensive Health Education Program (action)

Sandy Kinzel, Assistant Superintendent, presented the final reading of Policy 3540- Comprehensive Health education Program. The revision was made in accordance with House Bill 88, NC Healthy Youth Act of 2009. The policy will replace Policy 3015-Health Education Program.

The policy was made available for public review on our website, as well as to schools. The AlertNow system was used to let parents know of the policy revisions. To date, there have been no comments received.

The Board approved the policy as presented.

Motion made by: John Barnes  
Motion seconded by: Amy Innes

Voting  
Unanimously Approved

3. Final Reading and Adoption of Policy 4100 & 4100R Administration of Medication to Students (action)

Sandy Kinzel, Assistant Superintendent, presented the final reading of the revisions to Policy 4100-Administration of Medications to Students and 4100 Regulations.

The revision to this policy came from the annual review of Health Related Policies as required under Policy # [4096 School Health Policy Review](#).

The changes offered in this policy revision are primarily for clarity, organization of information, and consistency between the policy code to the regulations (4100R). In reviewing this policy with the school nurses and the regional nurse consultant, several instances were found where the procedures outlined in policy were not the same in the regulation and forms.

The revised policy continues to set standards and conditions for administering prescription or over-the-counter medications by **trained school personnel** only when authorized to do so by the child's physician's signature on the required authorization form.

The policy revisions have been reviewed by the Board's attorney. The policy has been posted on the website and an announcement was made to parents using the AlertNow message system.

To date, the only comments made have come from the nurses with regard to clarification on the use of Standing Orders to administer over-the-counter (OTC) medicines. This policy does not permit the administration of OTC

medicines without a doctor's authorization and does not specifically allow for Standing Orders. Following the advice of the regional nurse consultant and the Board's attorney, should the district wish to assume liability for OTC drug provision to students, a separate policy should be developed.

The Board adopted the revision of the policy and regulations as presented.

Motion made by: Cathy Midgette-Hatcher

Motion seconded by: John Barnes

Voting

Unanimously Approved

## **G. Leadership for Innovation**

### 1. Approval of Board Training Hours (action)

Thirteen training hours for Mr. John Barnes will be submitted to the North Carolina School Boards Association.

Motion made by: Sharon Martz

Motion seconded by: Amy Innes

Voting

Unanimously Approved

## **H. Consent Agenda (action)**

Motion made by: John Barnes

Motion seconded by: Amy Innes

Voting

Unanimously Approved

### 1. Student Transfer Requests 2010-2011

### 2. Financial Items

a. Budget Transfers/Amendments

b. Reassignment of Capital Outlay Funds

### 3. Contracts

a. Bread & Milk Bids for Child Nutrition

b. NC Sound- security camera contract

c. Moore & Johnson (Hartford) - Workman's Compensation

d. PASS Summer Program Contracts- Informational Only

**I. Information Items**

1. Convocation - August 17, 2010, 8:30 a.m.- Currituck County Middle School
2. First Day of School- August 25, 2010
3. NCSBA District 1 Meeting- September 8, 2010, Perquimans County
4. Work Session- September 13, 2010, 4:00 p.m. Knapp PLC
5. Student Art Reception- September 13, 2010, Superintendent's Office
6. September Board of Education Meeting, Sept. 13, 2010, Historic Currituck Courthouse
7. Information about the Tax Free Weekend and School Supply lists are available on the system's website.

**J. Adjourn Meeting**

Motion made by: John Barnes

Motion seconded by: Sharon Martz

Voting

Unanimously Approved

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Chairperson

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Secretary