

**February 14, 2011 Board of Education
Meeting****2/14/2011 7:00:00 PM**

Currituck Historic Courthouse

Meeting Minutes

Created : 3/7/2011 3:22 PM EST

Attendees - voting members

Dr. Bill Dobney Chair
Jackie Simmons Vice Chair
John Barnes Board Member
Karen Etheridge Board Member
Amy Innes 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. Employee Recognition

Dr. Doyle presented Board Members, Amy Innes and John Barnes with training certificates from the North Carolina School Boards Association. Both members earned the required 12 hours of annual training hours.

4. School Spotlight-Currituck County Middle School

Currituck County Middle School was featured during the School Spotlight. Principal Rhonda James-Davis and Patti Messier, AIG teacher, showcased AIG students. Students spoke about studying physics, global warming, and economics. A video was also presented showing this year's AIG projects and the students touring East Carolina University.

5. Public Comment Session

Whitney Bisbing, Principal of Moyock Elementary School, shared with the Board a project proposed by her PTA to build a picnic pavilion on campus. The project is still in the planning stages. Ms. Bisbing will bring the project back before the Board for approval.

Andrea Ritter, parent, inquired about the status of the certification process for the automotive program. She is concerned without certification her son may have to retake courses at her expense. Dr. Dobney and Dr. Doyle said they would get back with Mrs. Ritter to address her concerns.

B. Approval of Agenda (Action)

Motion made by: Jackie Simmons

Motion seconded by: Amy Innes

Voting

Unanimously Approved

C. Approval of January 10, 2011 Board Minutes (Action)

Motion made by: John Barnes

Motion seconded by: Jackie Simmons

Voting

Unanimously Approved

D. Approval of January 10, 2011 Closed Session Minutes (Action)

Motion made by: Karen Etheridge

Motion seconded by: Amy Innes

Voting

Unanimously Approved

E. Approval of January 18, 2011 Closed Session Minutes (Action)

Motion made by: Amy Innes

Motion seconded by: John Barnes

Voting

Unanimously Approved

F. Globally Competitive Students**1. Student School Board Member Report**

Student Board Members, Chelsea Heflin and Michelle Page, reported on school activities and academics. Dr. Dobney asked how the new cell phone policy was going. Both student members stated it was going well. The new policy bans cell phone use during school hours.

2. Approval of Revised AIG Plan (Action)

Kim McClellan, Director of Exceptional Children and AIG Coordinator, asked the Board to approve the revised AIG Plan. The original plan submitted to the NC Department of Public Instruction (DPI) received an incomplete status. Using feedback from DPI and Currituck's staff and parents, Ms. McClellan explained the new plan focuses on unity throughout the school district. It also provides AIG classes at both Currituck County Middle and Moyock Middle School. Dr. Doyle commended Ms. McClellan on her leadership skills.

Motion made by: John Barnes

Motion seconded by: Karen Etheridge

Voting

Unanimously Approved

3. NCCER Industry Certification Recognition

Monique Wilkins-Combs, Director of Career-Technical Education, and Jeff Rhodes, carpentry teacher, presented certification certificates to eight students. Ms. Combs explained credentialing was a focus of the CTE Department. The students met industry standards set by the National Center for Construction Education and Research (NCCER). This not-for-profit organization develops industry-driven standardized training programs. Their mission is to build a safe, productive, and sustainable workforce of craft professionals. Just recently eleven more students obtained certification and will soon receive their certificates.

February is also national CTE month.

4. Field Trip Requests (Action)

1. CCHS All District Band- Greenville, NC- Feb. 4-5, 2011 *polled BOE 1/12/2011
2. CCHS Swimming Regional-Goldsboro, NC- Feb. 4-5, 2011 *polled BOE 2/4/11
3. CCHS Wrestling Regional-Awaiting location-Feb. 8 2011-based on wins*polled BOE 2/4/11
4. CCHS Indoor State Meet- Fayetteville, NC- Feb. 11-12, 2011*polled BOE 2/4/11
5. CCHS Deca State Competition-Greensboro, NC-Feb. 27- March 1, 2011
6. CCHS FCCLA State Leadership Competition-Greensboro, NC- March 28-30, 2011

Motion made by: John Barnes

Motion seconded by: Jackie Simmons

Voting

Unanimously Approved

5. First Semester EOC Results

Paul O'Briant, Chief Information Officer, presented an overview of the first semester test scores. He reminded the Board that a level 3 or 4 is a sufficient score and retest scores were included in the proficiency ratings. Principals were given a more detailed test report so the data could be used for improvement purposes.

Although US History proficiency percentages increased from last year they remain low; Currituck County High School - 63% and JP Knapp - 54%. Renee Dowdy, Principal of JP Knapp Early College, explained that her students have the option of two tracks. Less than 1/3 of the students were tested this semester. The remaining students will be tested at the end of the 2nd semester.

6. Chinese Guest Teacher Program (Action)

Paul O'Briant, Chief Information Officer, asked for the Board's approval to continue the Chinese Guest Teacher program. The application to reapply is due February 15, 2011. The application is approximately 95% complete. Mr. O'Briant asked the agency, Hanban, about submitting the application and continuing the program only if the 2011-2012 budget allowed. The agency had not yet responded. A second teacher could be added for a total program cost of approximately \$39,000. John Barnes motioned to submit the application but adjust participation if funding became an issue. Amy Innes seconded the motion. Jackie Simmons expressed his concern with the program and his preference to see the money spent on teachers in Currituck County Schools.

The majority of the Board voted against submitting the application. Amy Innes expressed her disappointment in seeing the Chinese program discontinued.

Motion made by: John Barnes

Motion seconded by: Amy Innes

Voting

Dr. Bill Dobney - No

Jackie Simmons - No

John Barnes - Yes

Karen Etheridge - No

Amy Innes - Yes

G. 21st Century Professionals

1. Personnel Report Dated February 14, 2011

The February 14, 2010 Personnel Report was approved as submitted.

Motion made by: Amy Innes

Motion seconded by: John Barnes

Voting

Unanimously Approved

a. (c) Supporting Documents for Personnel Report

2. Karen Etheridge serving as Substitute Teacher (Action)

The Board discussed allowing Board Member, Karen Etheridge to continue to serve as a substitute teacher for Currituck County Schools. Ms. Etheridge recused herself from the vote. Jackie Simmons expressed his approval. During discussion Amy Innes said she was concerned with intimidation issues arising from having board members in the classrooms. Dr. Dobney said legal advice was obtained from the schools attorneys at Tharrington Smith, LLP. Ms. Etheridge and Currituck County meets the four required conditions outlined by the attorneys.

Motion made by: John Barnes
Motion seconded by: Jackie Simmons

Voting

Dr. Bill Dobney - Yes
Jackie Simmons - Yes
John Barnes - Yes
Karen Etheridge - Recused
Amy Innes - Yes

H. 21st Century Systems

1. 2011-2012 School Calendar (Action)

Dr. Doyle presented Option A for the adoption of the 2011-2012 school calendar. The calendar was created from staff and parent input. The JP Knapp Early College High School will operate on a different calendar due to the curriculum connection with colleges. There are differences in the start and end dates. Dr. Doyle noted that if changes are made to the calendar law, the school calendar may need to be revised.

Motion made by: Amy Innes
Motion seconded by: Karen Etheridge

Voting

Unanimously Approved

2. Budget Savings in FY 2010-2011

Dr. Doyle presented the Board with approximately \$600,000 of budget savings identified in the 2010-2011 budget. Following a work session on January 18, 2011, the Board directed administration to make and identify current reductions that could be carried over to the 2011-2012 budget.

3. Fund Balance Allocation for FY 2011-2012 (Action)

Dr. Doyle presented a recommendation to the Board of Education to maintain a fund balance of at least 5% of the annual operating budget of the Currituck County School System. This represents maintaining \$1,500,000 in the fund balance. Outlook from the state is that it will not raise taxes to create revenue. The school system's fund balance will not take care of the projected \$5 million dollar funding cut.

If the Board agrees to maintain 5%, Dr. Doyle said she would recommend using \$446,867 each year for the next two years. This would assist in moving forward to create the 2011-2012 school budget. The Board could revise the budget later as needed.

Dr. Dobney added that with this action \$1 million dollars needed to be found. He asked about the practice of using all of the fund balance and receiving funds from the county commissioners. Dr. Doyle said that was her understanding in some cases. However, operating without a fund balance makes the school system relying solely on the county commissioners. The Board and Dr. Doyle discussed the good fortune of having a funding formula in place with the county commissioners. The current formula, based on per pupil allotments and the CPI, helps the system plan for the future.

The Board agreed with Dr. Doyle's fund balance recommendations.

Motion made by: Amy Innes

Motion seconded by: Karen Etheridge

Voting

Unanimously Approved

4. Transportation Reorganization for FY 2011-2012 (Action)

Keba Baldwin, Director of Student Services, presented a transportation reorganization plan to the Board for approval. At the beginning of the school year the system had 57 buses operating. Two buses have been parked with the plans to park a third. The plan will reorganize the department to address spending. Reorganizing the department with the goal to increase proficiency rates will determine the amount of funding the system receives from the state. Current reports show the system at 81.54%. This is below the average 90% efficiency ratings of surrounding counties. The department uses TIMS and BSIP to help develop the routes and record maintenance on the vehicles. The Transportation Department should run off state funds. Research shows \$244,000 being paid with local funds. Current projections estimates the Transportation Department costing \$1.6 million dollars to operate. Mr. Baldwin warned that state funding is dropping and local funding to run the department is increasing. Dr. Dobney and Mr. Baldwin discussed the potential savings by reducing the number of buses. Dr. Dobney asked for a letter to be sent to legislators concerning the cost to transport homeless students across county lines. Jackie Simmons asked for clarification on the transportation of homeless students. Dr. Doyle said federal funds and guidelines from the McKinney Vento Act were being used.

Mr. Baldwin showed ineligible expenses that come directly out of local funds. He provided a list of cost saving recommendations which included using TIMS to make routes, reduce and/or eliminate late buses, reduce the incentive pay from \$10 to \$5 per day, and classifying all bus drivers as permanent part-time employees. Currently some drivers receive benefits. Dr. Dobney asked for clarification. Mr. Baldwin explained that some drivers are working 30 hours and getting benefits. Some drivers work over eight hours a day and receive overtime.

Mr. Baldwin asked for the Board's approval to continue to work on the transportation process. Jackie Simmons inquired about the layout of the county and if Currituck could ever reach a 100% rating. Mr. Baldwin responded that it was possible using TIMS and riding the routes to develop a model. The Board discussed the distance of bus stops and using teacher assistants to avoid overtime. Karen Etheridge asked about prior decisions hurting the proficiency

rating. Mr. Baldwin replied that decisions were made in the best interest, but not monitored.

Dr. Dobney said he did not like reducing the incentive pay this year. Mr. Baldwin added the incentive pay will probably keep the efficiency ratings in the 80% range. It would help if more students rode the buses rather than being transported by parents. Dr. Dobney stated he was in favor of staggered school times. Mr. Baldwin replied the staggered time practice in the northern schools was working, but some buses were running with only 10 students aboard.

Dr. Doyle said the proposed changes for the 2011-2012 school year could be announced this school year. This would give employees time to prepare. Following discussion the Board decided to continue to review the proposed changes and take action at a future meeting.

5. Makeup Day for February 10, 2011 (Action)

Dr. Doyle asked the Board to approve the revised 2010-2011 school calendar. She recommended using March 4th as the make-up day for the missed day of February 10, 2011. The teacher work day originally scheduled on March 4th will be moved to the end of the school year as an optional teacher work day on June 16, 2011.

Motion made by: Jackie Simmons

Motion seconded by: John Barnes

Voting

Unanimously Approved

I. Consent Agenda (Action)

Motion made by: Amy Innes

Motion seconded by: John Barnes

Voting

Unanimously Approved

1. Student Transfer Requests 2010-2011
2. Financial Items: Budget Amendments & Transfers
3. Series 1000 Policy- Final Approval
4. Applications for Lottery Funds
5. Reassignment of Capital Outlay Funds

J. Information Items

- 1) Next Board of Education Meeting- March 14th at 7:00 p.m.- Historic Courthouse
- 2) Work Session - March 14th at 3:00 p.m.- Knapp Professional Learning Center

K. Board Member Comments

Amy Innes announced that both middle schools had competed in Science Olympiad. Currituck County High School had won the school spirit award. The Chinese awards program was a delight.

Jackie Simmons was impressed with the support at the basketball games. He directed Dr. Doyle to write a letter to Congressman Walter Jones expressing the concern with spending funds to transport homeless students across county lines.

Dr. Bill Dobney said that he did not want to appear heartless when speaking about homeless students, but would like to see the coordination of foster parents and using schools in the same counties.

L. Adjourn Meeting (Action)

Motion made by: Jackie Simmons

Motion seconded by: John Barnes

Voting

Unanimously Approved

Chairperson

Secretary