
Attendees - voting members

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

Attendees - other

Mr. Paul O'Briant Superintendent
Michelle Page Student Board Member
Chelsea Heflin Student Board Member

A. Call to Order

1. Invocation
2. Pledge of Allegiance
3. School Spotlight- JP Knapp Early College High School

JP Knapp Early College High School was featured during the School Spotlight. Principal Renee Dowdy, staff and student shared information on the curriculum schedule, intramural programs, club activities, and physical education programs offer at the school.

The school's Green Club was also featured during the Spotlight. The club focuses on reusable energies and recycling. One project includes the possible installation of a wind turbine on the school's campus. Mr. Jackie Simmons offered the students his travel check for the month to assist with the cost of project.

4. Public Comment Session

Amy Innes introduced the soccer team, Currituck United. The team is made up of eleven year olds. Mrs. Innes announced four team members were recently selected to participate in the NC Olympic Development Program. The four members could one day represent the United States in Olympic Soccer.

Crystal Schultz and Teresa Brinkley are leading this years' Project Graduation. Through fund raising, seniors will be treated to a night of bowling and indoor carting following graduation. They asked the Board for assistance, primarily to pay for the gas for the buses. Dr. Dobney asked Paul O'Briant to meet with the ladies.

Mark Wootton, CCHS Automotive Teacher, announced the recent fundraiser and truck raffle was a success. The fundraiser was conducted in a partnership with the Moyock Ruritans. The truck will be presented to the winner in June.

Thanh Hicks spoke about her concern with the NATAF certification for the Automotive Class. She was informed earlier in the school year that students were going to receive certification. Now she has been told that students will not receive certification. She expressed her disappointment.

David Baldwin, owner of Precision Auto, expressed his concern with the NATAF certification. Mr. Baldwin offered his assistance with the school's automotive program. He stated it was important to provide students with the latest automotive technology instruction.

Thomas Long, Currituck County High School student, informed the Board of his Eagle Scout Project that includes honoring veterans. He asked for permission to place a small footstone in the cemetery located on the school's campus. The Board instructed the student to check with the Executive Director of Maintenance to see what actions were necessary before adding the stone to the cemetery.

Peggy Jordan, bus driver for the schools, expressed her concern with the cuts to the Transportation Department. She expressed her displeasure with the system's decision to discontinue the \$10.00 per day attendance incentive for the bus drivers. Ms. Jordan asked the Board to consider reversing the decision and restore the \$10.00 per day incentive.

B. Approval of Agenda (Action)

Motion made by: Amy Innes

Motion seconded by: John Barnes

Voting

Unanimously Approved

C. Approval of April 11, 2011 Closed Session Minutes (Action)

Motion made by: Amy Innes

Motion seconded by: Karen Etheridge

Voting

Unanimously Approved

D. Approval of April 11, 2011 Board Meeting Minutes (Action)

Motion made by: Jackie Simmons

Motion seconded by: Amy Innes

Voting

Unanimously Approved

E. Approval of April 28, 2011 Closed Session Minutes (Action)

Motion made by: John Barnes

Motion seconded by: Amy Innes

Voting

Unanimously Approved

F. Approval of April 28, 2011 Open Meeting Minutes (Action)

Motion made by: Jackie Simmons

Motion seconded by: Karen Etheridge
Voting
Unanimously Approved

G. Healthy Responsible Student

1. Asthma Awareness Resolution (Action)

Dr. W.T. Griggs student, Isis Saunders, and Edie Kavanaugh, school nurse, presented a revised Asthma Resolution to the Board. Mr. O'Briant read the proposed resolution which was updated to include the number of Currituck students affected by Asthma. The Board adopted the revised resolution.

Motion made by: Karen Etheridge

Motion seconded by: Amy Innes

Voting

Unanimously Approved

H. Leadership for Innovation

1. Superintendent Search Survey Results

Allison Schafer, Attorney with the North Carolina School Board Association (NCSBA), presented a summary of the results for the Superintendent Search Survey. Ms. Schafer informed the Board of topics that both the community and staff agreed upon. Student learning, using available resources, and strong people skills were priority for both groups. There were also some differences between the community and staff. Firm discipline was high on staff's priority but not the community. Staff would also like to have someone who has served in the classroom. The least important concerns were finding someone who worked in North Carolina and continuing the current direction of the school system. The summary report is available for review; however, individual comments will be redacted.

Ms. Schafer asked the Board to supply her with superintendent characteristics they felt were important. The information will be turned into a ratings chart to help with the superintendent selection. Advertising for the superintendent position generated 38 applications.

Characteristics for Superintendent

Strong human relation/people skills

21st century goals

Keeping the community informed

Knows how to pull people together for students learning

Uses resources to run the system effectively

Problem solving \ analytical skills

Strong background in finance

Strong motivator

Been a classroom teacher or school administrator

The next meeting for the Board will be a closed session to review and discuss the applications. Due to the amount of applications Dr. Dobney suggested having two closed sessions.

I. 21st Century Professionals

1. Personnel Report Dated May 9, 2011 (Action)
Motion made by: Amy Innes
Motion seconded by: John Barnes
Voting
Unanimously Approved
 - a. (c) Supporting Documents for Personnel Report

J. Globally Competitive Students

1. Student School Board Member Report

Student Board Members, Chelsea Heflin and Michelle Page, reported on school activities and year end events.

2. Field Trip Requests (Action)
Approved by the Board on April 29, 2010.
 - a. Field Trip Documentation
3. First Reading of Policy 3420 Student Promotion & Accountability

Sandy Kinzel, Assistant Superintendent, presented the first reading of Policy 3420 Student Promotion & Accountability. She explained State Board policy changes had prompted the revisions. As part of the revision process, input has been received from parents and staff. Ms. Kinzel presented a brief summary of the changes which included student standards, assessments, and levels of achievement for EOC and EOG testing. The number of courses with EOC requirements has been reduced. One component recommended by staff to maintain is writing proficiency. It was felt that it was important to maintain a standard. Ms. Kinzel said a local writing plan would be created for each grade level. Graduation requirements are forthcoming.

The Board went into discussion. Dr. Dobney inquired about developing the rubric for the writing. Ms. Kinzel explained the state has rubrics available and grading would be conducted by the classroom teachers. Jackie Simmons asked about the need to have a local writing plan. Mrs. Kinzel explained assessments are required by the state at various grade levels. Mr. O'Briant explained the various assessments that are used. Mrs. Kinzel informed Mr. Simmons that she was

aware of the concerns of the writing plan at CCHS and would continue to look at ways to improve.

4. Approval to Move Knotts Island 6 Grade to Mainland Schools (Action)

Ms. Kinzel remained at the podium to present a pending plan to move Knotts Island students to a middle school on the mainland. Due to budget concerns and to improve student instruction, administration has been reviewing the option of moving the 6th grade from Knotts Island Elementary. Following a meeting with Knotts Island parent, administration is now considering moving the 6th to Moyock Middle School. This would also include any rising 7th graders who are currently attending CCMS. Rising 8th grade students who live on Knotts Island and attend school at CCMS would be offered the opportunity to stay and complete the 2011-2012 school year. This option would be phased out as the group moved to 9th grade at CCHS.

The Board went into discussion. Mr. Barnes said he agreed with the move as well as many parents. Knotts Island parents who would like their rising 8th grader to remain at CCMS next year should submit a student transfer request form to administration as soon as possible. The Board approved the plan.

Motion made by: John Barnes

Motion seconded by: Amy Innes

Voting

Unanimously Approved

K. 21st Century Systems

1. Interim Budget Resolution 2011-2012 (Action)

Kelly McClellan, Finance Officer, presented a continuing budget resolution for the 2011-2012 school year. Since the state budget has not been released, the Currituck County Schools Budget is based on 85% of county, state and federal funding allocations. Mr. McClellan explained more clarification on the state's budget was needed before a final budget could be adopted, however, the schools must submit a budget to the County Commissioners.

Motion made by: John Barnes

Motion seconded by: Karen Etheridge

Voting

Unanimously Approved

2. Requesting Approval to Seek RFP for Auditing Services (Action)

Mr. McClellan remained at the podium to ask the Board for permission to seek request for proposals (RFP) for accounting services. He asked the Board to review the documents and to contact him with any questions or concerns. Mr. McClellan said focus has been placed on organizations that specialize in serving

to school districts. He hopes to present a recommendation to the Board at the June meeting.

Motion made by: John Barnes

Motion seconded by: Amy Innes

Voting

Unanimously Approved

3. RIF Policy (Action)

Mr. O'Briant explained the process of creating the 2011-2012 budget. The system is planning to use \$850,000 from the fund balance next year. A shortfall of approximately \$450,000 will remain. This does not include the potential use of lottery funds. Mr. O'Briant said efficiencies were identified as the draft budget was created. Potential cuts include losing 25 teacher assistants and reducing the remaining teacher assistants to a 35 hour work week. Reductions have also been taken in transportation and clerical areas. The local supplement has not been cut at this time, although a 1% cut would save the system \$200,000.

Mr. O'Briant asked the Board for permission to enact the Reduction In Force (RIF) policy.

The Board went into discussion. Amy Innes asked about using lottery funds before reducing months of employment and cutting licensed positions. Mr. O'Briant said it could be an option but state funding cuts may still force reductions.

Dr. Dobney asked about maintaining the 81 full-time teacher assistants if state fund was cuts by 50%. Mr. McClellan said 1.2 million would be needed to maintain the 40 positions. Paul O'Briant said there was some discussion on returning a percentage of the teacher assistants; however, state discretionary cuts make it difficult. Dr. Dobney stated at the current point it did not look like any teachers would be rified.

Motion made by: Jackie Simmons

Motion seconded by: John Barnes

Voting

Unanimously Approved

4. Transportation Efficiencies & School Start Times (Action)

Keba Baldwin, Director of Student Services, presented transportation options based on the information presented during the March board meeting. Changes are being made to increase the department's efficiency rating. Mr. Baldwin explained that it will take operating one full school year within the model to obtain the

desired funding and rating. The annual allotment for next year will be based on 56 buses. It is important to start the beginning of the year out better than current operations. Transportation staff is using data to create a number of expected students that will need transportation next school year. Currently 49 buses will be needed. Mr. Baldwin said this was only a projection so the system needs to be flexible.

Mr. Baldwin explained that beginning next year drivers will not be allowed to receive overtime and the \$10.00 per day attendance incentive will be discontinued. He presented three options as a means to increase the rating which increases the level of state funding. The options contain multi-tiered bus routes and staggered bell times for schools. Mr. Baldwin explained option 2 would probably be best in the 2012-2013 school year because all of Knotts Island middle school students would attend MMS rather than CCMS. He went on to explain combination bus routes and how Jarvisburg and Dr. W.T. Griggs Elementary would operate on staggered bell times. Exceptional Children buses would be handled differently.

The Board went into discussion. Mr. Jackie Simmons inquired about the expected bus proficiency ratings with the options. Mr. Baldwin explained the model shows a 100% rating; however, next year the rate is projected at 80%. The system must work with the plan one full school year in order see results. Mr. Baldwin said the plan is not to turn any drivers away but to limit the job choices.

The Board approved option 3 for the 2011-2012 school year and the recommendation for implementing option 2 for the 2012-2013 school year.

Motion made by: Jackie Simmons
Motion seconded by: Karen Etheridge
Voting
Unanimously Approved

L. Consent Agenda (Action)

Motion made by: John Barnes
Motion seconded by: Jackie Simmons
Voting
Unanimously Approved

1. Budget Transfers/Amendments
2. March Bank Reconciliations
3. Student Transfer Requests 2010-2011
4. Student Transfer Requests 2011-2012
5. Student Release Requests 2011-2012

M. Information Items

N. Board Members Comments

Amy Innes congratulated Nancy Lerf and daughter for being selected to perform with the NC symphony.

John Barnes asked the public to bear with the Board during the budget process.

Karen Etheridge also asked everyone for support during the budget process.

Jackie Simmons asked everyone to come out and support the system's athletic teams.

Dr. Dobney thanked the staff and Board members for working hard to create a budget and maintain positions.

Paul O'Briant announced Teacher and Teacher Assistants for the 2011-2012 school year.

O. Adjourn Meeting

Motion made by: John Barnes

Motion seconded by: Karen Etheridge

Voting

Unanimously Approved

Chairperson

Secretary