

Currituck County Schools

Meeting Minutes

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Board of Education Meeting
01/21/2021 06:30 PM
Historic Currituck County Courthouse



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Attendees**Voting Members**

Karen Etheridge, Chairman
Dwan Craft, Vice Chairman
Dr. Bill Dobney, Board Member
Janet Rose, Board Member
Kelly Williams Peters, Board Member

Non-Voting Members

Dr. Matt Lutz, Superintendent
Taylor McCarthy, Student Board Member

A. Call to Order

1. Invocation
2. Pledge of Allegiance

B. Public Comment Session

With no comments the public comment session was closed.

C. Approval of Agenda (Action)

Motion made by: Dr. Bill Dobney

Motion seconded by: Dwan Craft

Voting:

Unanimously Approved

D. Audit Report for FY ending 2020

Adam Scepurik of Anderson, Smith & Wike, PLLC presented the audit report to the Board. The 2020 audit has been completed and the submission of the statements approved. The statements reflect the financial status of the district at the ending of FY 2020. It was noted there was an increase of \$133,000 to the fund balance. Mr. Scepurik explained the audit is two parts; financial and compliance for both state and

federal. There were no material weaknesses other than one found regarding the completion of Time & Effort Reports for Title I pay.

He said the increase of the fund balance is in the right direction. However, 1.8% of the total revenue is ultra low for the size of the district. The increase to the fund balance is not surprising due to pandemic funding, reduced transportation cost and reduced over time. There is a concern of funding over the next couple of years. The district operates on a break even basis.

The material weakness that was found was a paperwork issue and the finding was corrected with a plan of correction implemented.

Mr. Scepurik added that his firm audits 60 school districts. He thanked Larissa York, the district's finance officer, for her work. The next audit will start in March of 2021.

E. Update on In-person & Virtual Instruction

Dr. Lutz provided an update on in-person and virtual learning. The virtual learning option will remain available. Elementary virtual academy enrollment stays around 20% of the district's elementary population. Two virtual teachers were added at the elementary. The state has not allowed any reduction in class sizes due to the pandemic. The district's middle school population is approximately 40% virtual. At this level teachers are able to provide synchronous learning. This is not allowed for grades K-5 because it is too difficult to manage. The district's high school population is approximately 39% virtual at CCHS and 44% virtual at JP Knapp. The A&B cohort schedule is being used at CCHS in order to provide in-person instruction within the social distancing mandates. Approximately 300 students are in each of the cohorts. Transportation continues to be complicated by the COVID mandates which reduce the number of students on a single bus.

F. Potential Impacts to the 21-22 Budget

Dr. Lutz presented potential impacts to the 21-22 school budget. He will continue to work with the County Manager and Commissioners. Looming is the unfunded class size mandate that will require the district to hire approximately 8-10 new teaching positions. In the past the increase in ADM helped fund additional positions - this will not be the case next school year.

Dr. Lutz proposed adding teacher assistants, which have not been added to the budget in years. Adding instructional coaches and additional EC

positions are in the plans as well. He noted that state funding does not cover the needs for the department.

Other current impacts being absorbed by the district include the cost of specially designed education for several students and the transportation inefficiency rating which gives no accommodations for the length of the district.

It was noted that the opening of a new school will not be funded entirely by the state.

Dr. Dobney stated the \$600,000 of unfunded positions and the \$200,000 of needed EC positions will require all of the \$800,000 fund balance. Dr. Dobney asked that Bobby Hanig and other representatives be contacted. Dr. Lutz said it is his understanding that the state's class size mandate will be implemented no matter what.

The Board discussed their concerns with trying to fund the class size mandate. The Board asked that a letter be sent to representatives. Dr. Lutz said the mandate will be a hardship to the district. Janet Rose said although the district received no help in the way of funding last time, the Board and Administration should try again.

Mrs. Rose inquired about the plan for Teacher Assistants in grades 2-3 in addition to K-1. Dr. Lutz said adding TA's for grades K-1 was only a start. She also asked about a retreat with the County Commissioner. Dr. Lutz said the Commissioners will hold a retreat in February. Following the development of the district's strategic plan, a meeting with the Commissioners will be scheduled. Dr. Dobney asked about the isolated school exemption for Knotts Island Elementary. Mrs. Peters add that the ferry does not always run and the roads can be dangerous. Dr. Lutz said he would continue to work on the issue and was happy to hear that Representative Hanig was selected as a deputy House majority whip. When the General Assembly begins a new session in 2021, the position will include keeping members informed of the legislative calendar and assisting with vote-counting for bills in the committee and on the floor.

G. Consent Agenda (Action)

Motion made by: Dwan Craft

Motion seconded by: Kelly Williams Peters

Voting:

Unanimously Approved

1. Personnel Report Dated January 21, 2021

- a. Leave Report - Confidential

2. Board Meeting Minutes for December 1, 2020
3. 2020-21 DPI Facility Needs Survey
4. Contracts:
 - a. Anderson Smith & Wik PLLC, Audit Contract for FY 2021
 - b. Carrier Corporation - CCMS HVAC ATC Upgrade
5. Buildings & Grounds (Informational Only)
 - a. Request for Quotes for Modular Units
6. Banking Reconciliations (Informational Only)

H. Information Items

1. Work Session - February 18, 2021- Knapp Professional Learning Center, 4:00 p.m.
2. Board of Education Meeting - February 18, 2021 - Historic Currituck County Courthouse, 6:30 p.m.

I. Board Members & Superintendent Comments

Dr. Dobney said the Board had just interviewed 11 candidates for Student Board Member. All were very complimentary of the district's teachers. He also complemented Virginia Arrington, Administrative Services Coordinator, for her work in coordinating the vaccine clinics and helping staff get through the pandemic.

Dwan Craft also said the student candidates were very complimentary of their teachers. She is grateful to have a community of staff members that really care about students.

Kelly Peters said the student interview process was a positive experience. Parents and the community should be proud of the students. Each student was very well spoken and it's a difficult decision to only select two students. She thanked teachers for doing a wonderful job teaching during the pandemic and she understands it has been stressful to parents as well. She asked everyone to be cautious and careful not to spread the virus.

Janet Rose was appreciative of the effort that it took for the vaccine rollout. She also thanked departing teacher Kim Jackson for her years of service to CCS.

Taylor McCarthy said teachers really do have an impact and CCS teachers are close-knit. She was very excited to return to campus to see other students again and for the opportunity for in-person instruction.

Taylor is a finalist for the Morehead Scholarship- to be announced on March 5th.

Dr. Lutz said the district's strategic plan and accreditation timeline are being developed and nearing completion. The search is underway for the CCHS principal with a number of applications received. Staff continues to work to be successful with in-person instruction as students return to the buildings.

Chairman Etheridge thanked Mrs. Arrington for her work and approximately 80% of the staff have received the first dose of the vaccine. She complimented Finance Officer Larrisa York and her staff on the audit findings. She could not say enough about the team's effort to stay safe and educate students.

J. Adjourn Meeting (Action)

Motion made by: Janet Rose

Motion seconded by: Dwan Craft

Voting:

Unanimously Approved

Chairperson

Secretary