

Currituck County Schools

Meeting Minutes

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Board of Education Meeting

02/18/2021 05:30 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
Albert Mercado, Student Board Member
Daniel Walker, Student Board Member

A. Call to Order

1. Invocation
2. Pledge of Allegiance
Dwan Craft conducted the invocation and led the Board into the pledge of allegiance.
3. Swearing-In of Student Board Members
Ray Matusko, Clerk of Superior Court, swore in Daniel Walker and Albert Mercado as the newly appointed Student Board Members.

B. Public Comment Session

With no comments, the public comment session was closed.

C. Approval of Agenda (Action)

Motion made by: Dwan Craft

Motion seconded by: Dr. Bill Dobney

Voting:

Unanimously Approved

D. Strategic Plan Presentation

Dr. Lutz presented the Strategic Plan process for the district. The district will use the services of Mitchen Leadership Group to lead the district into the development of the strategic plan. The district will hold its first meeting on March 12th. During the months of March and April data will be gathered from stakeholders. To follow safety guidelines, meetings will be held virtually and in person when allowed.

A joint meeting with the County Commissioners is scheduled for March 23rd. The facilitator from the Mitchen Leadership Group will present at the meeting.

Full day meetings will be held to analyze data and focus on three to five areas. These areas will remain the focus for 3-5 years. A curriculum plan is also being developed on a smaller scope, where the strategic plan is larger.

Working Groups will also create action teams. A 10-year facility plan was recently conducted and a 10-year growth plan led by NC State will also be conducted. Data from these plans will also be used in the strategic planning.

Dr. Dobney asked about the ability of the BOE to provide input during the strategic planning process. Dr. Lutz said the planning does include BOE input. The joint meeting will also be an opportune time to discuss areas of improvement. Chairman Etheridge asked how the areas of improvement would be selected. Dr. Lutz said it will be part of the facilitated process. Kelly Peters asked about the use of surveys to gather information and Janet Rose asked about the stakeholders and the selection process. Dr. Lutz said team leaders will be selected and there will be ample time for input. Interviews will also be conducted, including each Board member. Dr. Lutz said a Board member may not be able to lead a group but again it will be an open forum for input. Dr. Lutz said a meeting will be held for parents. Mrs. Rose said she would like to see that everyone has an opportunity to provide input. Dr. Lutz stated that facilitators will need to be selected, along with a core group. It will take several meetings to set up the process. Chairman Etheridge said she would like to see everyone working towards one goal but with the opportunity for input.

The contract cost with Mitchen Leadership Group is \$15,000 and will be completed by June 2021.

E. Budget Amendments (Action)

Larissa York, Finance Officer, presented the Budget Amendments. She said the district's budget is \$50 million. She reviewed the amendments including the purpose codes. Mrs. York told the Board to expect changes and additional amendments.

There was a \$400,000 transfer that was authorized to allow bus drivers to keep working during the pandemic shut down. Dr. Lutz said the Board supported bus drivers and school nutrition workers during the shut down. Dwan Craft asked about the Cares Act funds. Mrs. York said it was directed that the funds were to be spent by December 31, 2021. Exceptions were eventually made to allow the district to use funds throughout the budget. A large Chromebook purchase was made to supply students in grades K through 2.

There was an additional \$300,000 received from the County. At the beginning of the pandemic the County asked the schools to reduce the budget request by \$400,000. The reduction was due to the concerns on how the pandemic would impact tourism dollars. Fortunately the tourism season turned out to be positive so the County was able to replace the majority of the funding cut.

Dr. Dobney asked if the district could expect an increase in lottery funds. Mrs. York was unsure at the time.

Motion made by: Dr. Bill Dobney

Motion seconded by: Janet Rose

Voting:

Unanimously Approved

F. Revisions to Policy #4400 Attendance (Student) & Policy #7503 Teleworking (Action)

Dr. Lutz presented revisions to policies 4400 Attendance and 7503 Teleworking. The revisions are specific and due to the pandemic when schools were closed and all students were required to receive online instruction. As is, there are struggles with some students and online attendance. The attendance policy will be modified to temporarily allow remote students in grades K-2 receive on and offline instruction. The district understands it is hard to expect K-2 support from parents during the working day. Teachers will continue to work with parents and students in the virtual academy. Grades 3-5 must provide a written excuse and grades 6-12 attendance is no different from in-person instruction. The modification of the language will help to track attendance.

Janet Rose asked if the excessive absences are being tracked. Dr. Lutz said yes through PowerSchool. Mrs. Rose asked about the steps that are taken for excessive absences. Kelly Peters clarified that the revisions were only temporary. Dr Lutz said the attendance policy will

be revised completely in time for the new school year beginning this fall. Mrs. Rose said that she has heard of several cases where students are not logging in. Dr. Lutz said the schools are reaching out to those students, especially students who are struggling.

Mrs. Rose asked about option A for reopening the schools. Dr. Lutz said bills are being debated at the state level but currently there is no clear direction. Mrs. Peters said it was her understanding that the state was working on something.

It was explained that language was being removed from Policy 7503 Teleworking because it was in conflict with the district's Policy # 7550- Absences Due to Inclement Weather. Teleworking is to be used in emergency situations when alternative work location typically at the employee's residence.

Revisions to Teleworking Policy - motion by Janet Rose, seconded by Bill Dobney.

Motion made by: Karen Etheridge

Motion seconded by: Dwan Craft

Voting:

Unanimously Approved

G. Consent Agenda (Action)

Motion made by: Dr. Bill Dobney

Motion seconded by: Dwan Craft

Voting:

Unanimously Approved

1. Personnel Report Dated February 18, 2021
 - a. Leave Report - Confidential
2. Board Meeting Minutes for January 7, 2021
3. Board of Education Minutes January 21, 2021
4. Beginning Teacher Support Program Plan - Revision
5. Banking Reconciliations (Informational Only)
6. Field Trip Requests (Informational Only):

H. Information Items

1. Work Session - March 16, 2021- Knapp Professional Learning Center, 4:00 p.m.
2. Board of Education Meeting - March 16, 2021 - Historic Currituck County Courthouse, 6:30 p.m

I. Board Members & Superintendent Comments

Dr. Dobney welcomed the new students to the board. He said that former student board member, Mallory Fields, was recently elected into the student government at COA. Several Currituck teachers received grants from the Education Foundation.

Dwan Craft reported on her school visits. Teachers are working hard and she is grateful to represent.

Kelly Peters said she was excited to work with students and looked forward to input. Bus driver appreciation was held at KIES. She thanked all drivers for doing other duties besides driving the buses. She also thanked the custodian for keeping KIES clean.

Janet Rose gave a shout out to Mary Santa for directing an outstanding virtual play. She too was thankful for bus drivers. She congratulated the new student board members and thanked them for being in attendance. The CCHS swim team is doing fantastic under Coach Buzzard. She encouraged everyone to look into adopting a senior for graduation.

Dr. Lutz welcomed the new student board member and added that he looks forward to working with them. A joint meeting with the County Commissioners is scheduled for March 23rd. The district has had COVID cases but were able to keep the schools open. There are several bills and pending legislation concerning the school calendar with a possible start date of Aug. 16th and exams before the holiday break. There is legislation in the works for

summer school too. The district received the DLI grant that will go to expanding technology in the schools.

Chairman Etheridge thanked the district's bus drivers. She re-read the revisions to the Attendance policy. She urged parents and students to do their part; login and be on time whether it be virtual or in person instruction. Being punctual helps teachers stay on schedule. She looks forward to the joint meeting with the Commissioners.

J. Adjourn Meeting (Action)

Motion made by: Janet Rose

Motion seconded by: Dr. Bill Dobney

Voting:

Unanimously Approved

Chairperson

Secretary