

Meeting Minutes

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Board of Education Meeting**6/10/2013 7:00:00 PM**

Currituck Historic Courthouse

Attendees - voting members

Dr. Bill Dobney Chair
Jackie Simmons Vice Chair
Dwan Craft Board Member
Karen Etheridge Board Member
Darnell Gaddis Board Member

Attendees - other

Allison Sholar Superintendent
Jonathan Jackson
Rick Lage Student Board Member
Thomas Poston Student Board Member

A. Call to Order

1. Invocation
2. Pledge of Allegiance - led by CCHS Student, Kristofer Grimes
3. School Spotlight - Principal Diane Newbern & Currituck County High School
Currituck County High School was featured during the school spotlight. Principal Diane Newbern introduced students and staff. BETA Club president, Mallory Miller spoke about the club's accomplishments. Club members provided community service to over 20 organizations which included; Kids Walk, Relay for Life, Currituck Food Pantry and Sentara Nursing Home. Teachers Mary Cosnahan and Selena Jarvis were very instrumental in the club's success. Mallory Miller was also the recipient of a youth volunteer award.

Missy Swain, Agriculture Teacher, presented information on the third annual Digging into Agriculture Day. Student FFA members explained how the event not only stresses the importance of agriculture but how agriculture impacts everyone's daily lives. The district's third grade students were invited to the County's Rural Center. Booths and exhibits were set up by various local businesses and agencies. The high school's video production class created a video showing the success of the event.

4. Student Recognition
Teresa Sawyer and Vickie Hampton, members of the North Carolina Association of Teacher Assistants of Currituck, presented Brett Graupmann with a senior award of \$100 to assist with his future education goals.

Superintendent Sholar and Board Members presented Jonathan Jackson with a plaque of appreciation for serving on the Board of Education from 2011-2013. Jonathan was also the salutatorian for Currituck County High School.

5. Approval of Agenda (Action)
Motion made by: Dwan Craft
Motion seconded by: Jackie Simmons
Voting
Unanimously Approved
6. Work Session Update

Dr. Dobney reviewed the items listed on the June 10th work session agenda. The items included a review of the Capital Outlay budget, a presentation by Catalfamo & Associate, and a review of policies in the 6000, 7000, and 8000 series.

B. Globally Competitive Students

1. Student School Board Member Report
Student Board Members, Jonathan Jackson, Thomas Poston and Rick Lage reported on school events. Thomas and Rick will attend Governor's School this summer. They both thanked Jonathan for being a mentor to them during their first year on the board.
2. Field Trip Request (Action)
 1. State FFA Convention- June 18-20, 2013 in Raleigh, NC
Motion made by: Jackie Simmons
Motion seconded by: Dwan Craft
Voting
Unanimously Approved

C. Consent Agenda (Action)

Motion made by: Karen Etheridge

Motion seconded by: Dwan Craft

Voting

Unanimously Approved

1. Personnel Report Dated June 10, 2013
2. Contract Renewal
3. Board Minutes for May 13, 2013
4. Banking Reconciliations
5. 2013-2014 Student Fees
6. Revisions to 2013-2014 School Calendars
7. Child Nutrition - A La Carte Price Increase for 2013-2014
8. Contracts & Agreements
 - a. 1. Commercial Roofing Systems, Inc. - JP Knapp & MES (polled BOE 4/23/2013)
 - b. Catalfamo and Associate
9. 6000 Series (Purchasing Function) 1st Reading
 - 6400 Goals of the Purchasing Function
 - 6401 Ethics and the Purchasing Function
 - 6402 Participation by Historically Underutilized Businesses
 - 6410 Organization of the purchasing Function
 - 6420 Contracts with the Board
 - 6421 Pre-Audit Certification
 - 6425 Continuing Contracts
 - 6430 State Purchasing Requirements for Equipment, Materials and Supplies
 - 6440 Local Purchasing Requirement for Equipment, Materials and Supplies
 - 6441 Bidders List
 - 6442 Vendor Lists
 - 6450 Purchase of Services
 - 6500 Goals of Equipment, Materials and Supplies Services
 - 6510 Organization of Equipment, Materials and Supplies Services
10. 7000 Series (Personnel) 1st Reading
 - 7320 Technology Acceptable Use (revision, originally adopted)
 - 7340 Employee Dress and Appearance
 - 7405 Extracurricular and Non-Instructional Duties
 - 7425 School Administrator Contracts
 - 7430 Substitute Teachers
 - 7440 Assignments/Reassignments/Transfers
 - 7460 Student Teachers

- 7500 Workday and Overtime
- 7505 Compliance with State Board of Education Employment Policies
- 7510 Leave
- 7520 Family and Medical Leave
- 7530 Military Leave
- 7540 Voluntary Shared Leave
- 7550 Absences Due to Inclement Weather
- 7560 Permitted Salary Deductions for Absences and Discipline of Exempt Employees
- 7710 Membership in Professional Organizations
- 7720 Employee Political Activities
- 11. 8000 Series (Financial) 1st Reading
 - 8000 Fiscal Goals
 - 8100 Budget Planning and Adoption (2nd Reading)
 - 8110 Budget Resolution
 - 8210 Grants and Funding for Special Projects
 - 8220 Gifts and Bequests
 - 8230 Penalties, Fines and Forfeitures
 - 8300 Fiscal Management Standard
 - 8310 Annual Independent Audit and Financial Report
 - 8320 Depositories
 - 8330 Facsimile Signatures
 - 8340 Insurance
 - 8341 Limited Claim Settlement
 - 8350 Fixed Assets Inventory
 - 8410 Individual School Accounts
 - 8510 School Finance Officer
 - 8520 School Treasurer
 - 8530 Fidelity Bonds
- 12. Capital Outlay Budget Approval

D. Public Comment Session

With no comments, the session was closed.

E. Information Items

1. Next Work Session - June 28, 2013- 9:00 a.m. at Knapp Professional Learning Center
2. Next Board Meeting - June 28, 2013 - 10:00 a.m. at Knapp Professional Learning Center

F. Board Member Comments

Karen Etheridge congratulated seniors from both Currituck County High School and Knapp Early College. She wished everyone an enjoyable and restful summer.

Jackie Simmons spoke about his recent visits to Shawboro Elementary, Moyock Elementary and Currituck County Middle School. He also attended graduation ceremonies for both Currituck County High School and Knapp Early College. Mr. Simmons wished Jonathan the best in his future endeavors. He added that he appreciated all the work of the teachers.

Dwan Craft visited schools during several graduations and plays. She thoroughly enjoyed her time spent at each school. She wished teachers an enjoyable summer.

Darnell Gaddis attended the Underclassman Awards at the high school and the graduation ceremony at Knotts Island Elementary. She was very impressed with the students and how eagerly they are grasping the opportunities available to them.

Dr. Dobney wished all graduating seniors the best.

G. Adjourn Meeting (Action)

Motion made by: Karen Etheridge

Motion seconded by: Dwan Craft

Voting

Unanimously Approved

Chairperson

Secretary