

Meeting Minutes
Printed : 8/11/2016 4:09 PM EST

Board of Education Meeting
6/30/2016 3:00:00 PM
Professional Learning Center (PLC)
Campus of JP Knapp Early College

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

Mark Stefanik Superintendent

A. Call to Order

1. Invocation
2. Pledge of Allegiance
3. Approval of Agenda (Action)
Motion made by: Dwan Craft
Motion seconded by: Karen Etheridge
Voting
Unanimously Approved

B. 21st Century Systems

1. Catalfamo & Associate Audit Contract (Action)
Pete Catalfamo of Catalfamo & Associate presented the Audit Contract to the Board. The agreement and engagement letter includes provisions for communication on items needing immediate attention, non-audit services, and third-party providers for review of the financial statements. There was a 2.46% increase in fees. The contract total is \$22,900.00.
Motion made by: Karen Etheridge
Motion seconded by: Darnell Gaddis
Voting
Unanimously Approved
2. Class Size Reduction Plan
Sandy Kinzel, Assistant Superintendent, provided the Board with a proposal to reduce class sizes in several elementary and middle schools. There are class size regulations for grades K-3. The individual classroom size maximum is 24 students, with the district average at 21 students. There have not been class size limits on grades 4-12 since 2013. As a means to improve student achievement and address the concerns of the district's educators, the proposal's goal is to reduce class sizes to 20 students. This is based on the current student ADM. The proposal includes 16 new positions for K-8. Additional resources have already been added at the high school. The estimated cost is \$720,000.00 for the new positions. The district will start pursuing 12 new positions with a local fund cost of \$540,000.00.
3. NCPK Classroom Move

Mrs. Kinzel explained that with the addition of the teaching positions and addressing capacity levels, the Pre-K class at Jarvisburg Elementary will be moved to W.T. Griggs Elementary. The district is currently seeking approval

from the state to make the move. A consultant will work with the district to ensure the classroom meets all Pre-K requirements, including the playground equipment.

4. Adoption of May 2016 Policy Updates (Action)

Superintendent Stefanik asked the Board to waive the 2nd reading on the revised policies to ensure the policies would be in effect for the new school year. The Board agreed.

5. Invoke Policy# 2450 Suspension of Board Policies (motion by Dwan Craft, seconded by Karen Etheridge)
6. Suspend Policy# 2420 Adoption of Policies (motion by Darnell Gaddis, seconded by Dwan Craft)

1720/4015/7225 Discrimination, Harassment, and Bullying Complaint Procedure

1760/7280 Prohibition Against Retaliation

2130 Board Member Compensation & Expenses

3225/4312/7320 Technology responsible Use

3300 School Calendar & Time for Learning

3410 Testing & Assessment Program

4050 Children of Military Families

4110 Immunization & Health Requirements for School Admission

4333 Weapons, Bomb Threats, Terrorist Threats, & Clear Threats to Safety

4351 Short-Term Suspension

4353 Long-Term Suspension, 365-Day Suspension, Expulsion

4400 Attendance

5027/7275 Weapons & Explosives Prohibited

5030 Community Use of Facilities

6440 Local Purchasing Requirements for Equipment, Materials & Supplies

6442 Vendor Lists

6450 Purchase of Services

6560 Disposal of Surplus Property

7262 Communicable Diseases - Employees

7500 Workday & Overtime

7510 Leave

7610 Defense of Board Employees

7620 Payroll Deductions

7635 Return to Work

7650 Employee Travel & Other Expense Reimbursement

7810 Evaluation of Licensed Employees

7950 Non-Career Status Teachers; Nonrenewal

8210 Grants & Funding for Special Projects

8305 Federal Grant Administration

9110 Use & Selection of Architects, Engineers, Surveyors, & Managers At Risk

9120 Bidding for Construction Work

9400 Sale, Disposal, & Lease of Board-Owned Real Property

Legal References Only

4135 Tuition for Discretionary Admissions

5028/6130/7267 Automated External Defibrillator

6220 Operation of School Nutrition Services

6410 Organization of Purchasing Function

7540 Voluntary Shared Leave

7820 Personnel Files

School Nutrition Policies

6140 Student Wellness

6200 Goals of School Nutrition Services

6210 Organization of School Nutrition Services

6220 Operation of School Nutrition Services

6225 Free & Reduced Price Meal Service

6230 School Meal & Competitive Foods Standards

Motion made by: Darnell Gaddis

Motion seconded by: Dwan Craft

Voting

Unanimously Approved

Consent Agenda (Action)

Motion made by: Darnell Gaddis

Motion seconded by: Jackie Simmons

Voting

Unanimously Approved

1. Personnel Report Dated June 30, 2016
 - a. (c) Leave Request Report
2. Approved Field Trip Requests
3. Board Meeting Minutes for May 5, 2016
4. (c) Closed Session Minutes May 5, 2016
5. (c) Closed Session Minutes for June 6, 2016
6. (c) Closed Session Minutes for June 14, 2016
7. Banking Reconciliations

8. 2nd Reading & Adoption of March 2016 Policy Updates
 - 2120 Code of Ethics for School Board Members
 - 2121 Board Member Conflict of Interest
 - 2123 Board Member Opportunities for Development
 - 2300 Board Meetings
 - 3220 Technology in the Educational Program
 - 3430 School Improvement Plan
 - 3431 Conflict Resolution
 - 3450 Class Rankings
 - 3470/4305 Alternative Learning Programs/Schools
 - 3510 Religious Based Exemptions from School Programs
 - 3515 Religion in the Schools
 - 3640/5130 Student Voter Registration
 - 4000 Focus on Students
 - 4152 Unsafe School Choice Transfer
 - 4335 Criminal Behavior
 - 4700 Student Records
 - 5000 Schools and the Community
 - 5022 Registered Sex Offenders
 - 5120 Relationship with Law Enforcement
 - 6000 Support Services
 - 6120 Student Health Services
 - 6305 Safety and Student Transportation Services
 - 6315 Drivers
 - 6550 Vandalism
 - 7240 Drug-Free and Alcohol-Free Workplace
 - 7265 Occupational Exposure to Hazardous Chemicals in Science Laboratories
 - 7405 Extracurricular and Non-Instructional Duties
 - 7420 Superintendent Contract
 - 7730 Employee Conflict of Interest
 - 7920 Reduction in Forces: Teachers and School Administrators
 - 8000 Fiscal Goals
 - 8100 Budget Planning and Adoption
 - 8510 School Finance Officer
 - 9020 Facility Design
 - 9220 Security of Facilities
9. Retract Policy 6235 Beverage Vending Sales
10. 2016-2017 Payroll Calendars
11. Budget Amendments for Closing FY 2015-2016
12. 2016-2017 School Nutrition Food Bids
13. Approval of Title I Plan
14. Approval of Title II Plan

Public Comment Session

There were no public comments.

Information Items

1. Work Session - August 4, 2016 at Professional Learning Center (PLC) located on the campus of JP Knapp Early College, 4:00 p.m.
2. Board of Education Meeting - August 4, 2016 at Historic Currituck Courthouse, 6:30 p.m.
3. Superintendent Stefanik announced the Administrative Team for the 2016-2017 school year:

Currituck County Middle School - Dr. Matt Lutz (new)

Dav Davenport, Assistant Principal

Knotts Island Elementary- Deb Gorza, Principal (new)

Moyock Elementary -Whitney Bisbing, Principal

Brandi Kelly, Assistant Principal (new)

Moyock Middle School - Tommy Wilson, Principal (new)

Assistant Principal - Pending

Shawboro Elementary School - Greta Nelson, Principal (new)

Susan Camden, Assistant Principal

Currituck County High School - Renee Dowdy, Principal

Phil Walls, Assistant Principal (new)

Juvanda Crutch, Assistant Principal

Michael Sasscer, Assistant Principal

Kevin Goins, Assistant Principal

JP Knapp Early College -Steve Basnight, Principal

Denise Fallon, Assistant Principal

Central Elementary- Dan Palimetakis, Principal

W.T. Griggs Elementary - Angel Lasher, Principal

Karrie Chappell, Assistant Principal at CES & GES

Jarvisburg Elementary -Daun Belangia, Principal

Kelly Flora, Assistant Principal

Dr. Lutz will also be serving as varsity basketball coach at Currituck County High School.

3. Don Monroe, CTE Director announced that Mary Kate Morgan, graduate, was recently elected as a FFA state officer. Mary Kate is attending NC State. David Baldwin, resident and local business owner, donated two large boulders to be placed in the Willis Simmons' memorial area on the campus of Currituck Count High School.

4. The Board will not meet in July.

Recess to enter into the scheduled Closed Session, for G.S. 143-318.11, Reasons 1 & 6 (Action)

Motion made by: Darnell Gaddis

Motion seconded by: Dwan Craft

Voting

Unanimously Approved

Return to Regular Schedule Meeting (Action)

Motion made by: Jackie Simmons

Motion seconded by: Karen Etheridge

Voting

Unanimously Approved

Approval to Extend Superintendent's Contract (Action)

Motion to extend superintendent's contract by 1 year with an end date of June 30, 2020.

Motion made by: Darnell Gaddis

Motion seconded by: Dwan Craft

Voting

Unanimously Approved

Approval of Superintendent's Bonus and Performance Goals (Action)

Motion to approve the superintendent's bonuses for the two met Performance Goals.

Motion made by: Karen Etheridge

Motion seconded by: Jackie Simmons

Voting

Unanimously Approved

Adjourn Meeting (Action)

Motion made by: Jackie Simmons

Motion seconded by: Dwan Craft

Voting

Unanimously Approved

Chairperson

Secretary