

## **Board Work Session Minutes**

**DATE:** January 22, 2018

**PRESENT:** Chair Mildred A. Council, Vice Chair Anna Barrett Smith, Caroline W. Doherty, Melinda Fagundus, Betsy Flanagan, Worth Forbes, Benjie Forrest, Robert Moore and Mary Blount Williams

**ALSO PRESENT:** Dr. Ethan Lenker, Cheryl Olmsted, Dr. Ve-Lecia Council, Debra Baggett, Aaron Errickson, Dr. Travis Lewis, Mary Carter, Tim DeCresie, Jonathan Degele and Media

**ATTORNEY:** Emma J. Hodson

**TIME:** 11:03 A.M.

**PLACE:** Pitt County Office Building, 1717 West 5<sup>th</sup> Street, Greenville, NC 27834

1) Chair Council called the Board of Education Work Session to order at 11:03 A.M.

2) 2016-2017 Comprehensive Annual Financial Report

Debra Baggett, Chief Finance Officer, and Michael Jordan, CPA partner with Carr, Riggs, & Ingram, LLC presented a draft of the 2016-2017 Comprehensive Annual Financial Report to the Board members. Mr. Jordan explained the 147-page report in detail stating Pitt County Schools received an unmodified audit opinion and that the district was in compliance with State and Federal regulations. Mr. Jordan commended the finance and child nutrition staff for their excellent management of funds. He answered many questions from the Board members. Consensus of the Board members was to include this item on the February 5, 2018 Board Meeting Consent Agenda.

3) Annual Capital Improvement Plan

Aaron Errickson, PCS Section Coordinator, shared an update of our current active projects and a five year forecast with the Board members. The presentation included the following Projects.

Chicod Phase 2

- Project is Fire Marshal & building inspector have approved the building
- First Home Basketball Game occurred 01/11/2018
- Students will occupy the New Building at the start of the Spring Semester, 01/25/2018

Belvoir Restroom Renovation Project

- The temporary restroom building is 50% complete
- Work in the current school will start at the end of January 2018
- The restrooms will be renovated in two phases, with all work being completed in time for the start of the 2018 -2019 School Year.

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#### Woodridge Warehouse

- Site work started 12-12-2017
- Target Completion for Fall 2018

#### Transportation Complex

- Steel installation is on-going
- Target Completion of Summer 2018

#### Early College High School at PCC

- Steel installation is ongoing
- Project is scheduled for completion Summer 2018

#### Stokes School – Chiller Plant Replacement (Both Units)

- Equipment is in production with delivery at the end of January 2018
- Installation will occur in February 2018
- Turn-Key Project by Brady Trane

#### J.H. Rose High School – Chiller 01 Replacement

- Equipment is in production with delivery at the end of January 2018
- Installation will occur in February 2018
- The installation portion of this project is being bid out now

#### Woodridge Warehouse

- The full building drawings are complete.
- Layout includes the Transportation Offices in the front of the building
- The design includes a plan for a redundant server room
- The work will be completed by a combination of exterior contractors and internal skilled trade personnel.
- Work shall be completed in the 2018 Calendar Year

Mr. Errickson shared the following projects which are determined by DPI (Department of Public Instruction) that need to be addressed. Mr. Errickson explained to the Board members they could adjust the projects according to the Board's priorities.

#### Proposed 2018-2019 Projects

- Falkland Elementary School - \$ 99,000
- School Bus Cameras - \$ 1,519,000
- Camera System Upgrade - \$ 1,266,074
- Fire Alarm System Replacements (12 Schools) - \$ 675,400
- Fire Alarm System Upgrades (4 Schools) - \$ 385,000
- North Pitt High - \$ 225,000 – Parking Lot Repairs
- Stokes School - \$ 750,000 – Parking Lot Repairs

#### Proposed 2019-2020 Projects

- EB Aycock Middle HVAC - \$ 598,538.20
- Wahl Coates Elementary HVAC - \$ 322,800

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- Wahl Coates Elementary Electrical - \$ 290,000
- Front Entry Security Corridors -\$ 800,000
- Wellcome Middle Electrical - \$ 428,000
- J.H. Rose High - \$ 1,250,000 – Parking Lot Repairs
- Bethel School - \$ 65,700 – Parking Lot Repairs
- Ayden Middle - \$ 475,000 – Parking Lot Repairs

Proposed 2020-2021 Projects

- A.G. Cox Middle – \$ 7,350,000 - Extensive Renovation
- Ayden Middle - \$ 388,000 - Replacement of the Main Switchgear
- EB Aycock Middle - \$ 325,000 – Track Resurfacing and Drainage Replacement

Proposed 2021-2022 Projects

- Pactolus School – \$ 1,322,000 - Replace two modular classrooms
- Falkland School – \$ 1,645,000 - Replace four modular classrooms
- Eastern Elementary - \$ 2,400,000 - Classroom Wing addition
- Wintergreen Primary - \$ 4,800,000 – Classroom Wing addition

Proposed 2022-2023

- EB Aycock Middle HVAC - \$ 598,538.20
- Wahl Coates Elementary HVAC - \$ 322,800
- Wahl Coates Elementary Electrical - \$ 290,000
- Front Entry Security Corridors -\$ 800,000
- Wellcome Middle Electrical - \$ 428,000
- J.H. Rose High - \$ 1,250,000 – Parking Lot Repairs
- Bethel School - \$ 65,700 – Parking Lot Repairs
- Ayden Middle - \$ 475,000 – Parking Lot Repairs

Mr. Errickson answered many questions from the Board members.

4) Teacher Contracts – July 2018 and beyond

Due to time constraints, Dr. Ve-Lecia Council, Assistant of Human Resources, handed out Teacher Contracts beginning July 1, 2018 and asked the Board members to contact her with any questions or concerns. Dr. Council stated she planned to present this item at the March 5, 2018 Board Meeting.

5) Student Assignment- Open Enrollment Process

Kay Weathington, Director of Student Assignment, explained the student assignment process and several student assignment forms with the Board members. Ms. Weathington also discussed open enrollment process with the Board members. Ms. Weathington answered many questions from the Board Members.

Dr. Ethan Lenker led a discussion concerning a revised 2018-2019 school year open enrollment list and the possibility of adding lottery verbiage to Policy 4150, Student Assignment with the Board members. Dr. Lenker shared a list which included his recommendation to add three new schools and remove two previous schools to the

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2018-2019 Open Enrollment list and a draft policy 4150, Student Assignment with a first-come first-served or a lottery option with the Board members. Much discussion was had concerning which schools should be listed on the Open Enrollment list. After much discussion, Dr. Lenker requested this item be placed on the February 5, 2018 Consent Agenda. Consensus of the Board was to place the list and revised policy with lottery verbiage on the February Board Meeting Consent Agenda.

6) Strategic Planning Policy

Due to time constraints, agenda item Strategic planning process was not discussed but will be added to the February 5, 2018 Board Agenda.

7) Grifton Restart Application

Cheryl Olmsted, Assistant Superintendent of EPS, asked for permission to add the Grifton Restart Application on the February 5, 2018 Consent Agenda. Consensus of the Board was to allow this item on the February 5, 2018 Consent Agenda.

8) Draft Policy 4400, Attendance

Due to time constraints, agenda item, Draft Policy 4400, Attendance, was not discussed but will be taken to the Policy Committee for review. Caroline Doherty, Robert Moore and Chair Council agreed to serve on the policy committee for this year.

9) High School Counselors

Dr. Travis Lewis introduced several high school counselors who shared a presentation explaining the roles and responsibilities of the high school counselor. Counselors presenting were Christa Monroe from J.H. Rose, Courtney Yates from D.H. Conley, Brad Grampa from D.H. Conley (DHC), and Teresa Ewing from Ayden-Grifton. Much conversation occurred between the Board members and the counselors.

10) Miscellaneous

Chair Council read a draft statement to be sent to the County Commissioners to secure funds to purchase and install school bus cameras. After some discussion, consensus of the Board was to end the statement with the following: "Therefore, our goal is to have completed the installation and implementation of an interior bus camera system on every school bus within the Pitt County Schools system by no later than August 2019."

11) Board Training Updates

Chair Council shared upcoming conference events with the Board members.

The Work Session adjourned at 2:48 P.M.

Respectfully Submitted,

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Mildred A. Council, Chair

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Dr. Ethan Lenker, Secretary

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