

DATE: February 4, 2013

PRESENT: Marc Whichard, Chair
Jill Camnitz
Mildred Council
Worth Forbes
Benjie Forrest
Jennifer Little
Barbara Owens
Billy Peaden
Christine Waters

TIME: 6:30 P. M.

PLACE: Pitt County Office Building

ABSENT: Sean Kenny
Mary Williams

Chair Marc Whichard called the Board of Education to order in Regular Session at 6:30 P. M. in the County Commissioners' Auditorium.

Roll call followed.

Ms. Mildred Council led the Board in the Pledge of Allegiance.

Mr. Worth Forbes followed with a Moment of Silence asking that we remember Board Member Mary Williams who recently underwent surgery, Assistant Superintendent of Educational Programs and Services Cheryl Olmsted with the loss of her father, past Board Member Ralph Love whom we will recognize tonight, and all students, staff and parents in our Pitt County Schools system.

Chair Whichard then recognized past Board Member Ralph Love, who has been a member of the Pitt County Board of Education since January of 1992, for his years of service to the children, staff and his constituents in Pitt County. Mr. Whichard commented that Bishop Love is a man of distinction, great character and an icon for his leadership in Pitt County. He and Vice-Chair Worth Forbes shared great pleasure in presenting Bishop Love a plaque from the Pitt County Board of Education for his dedication and outstanding service to the students in our school district. Mr. Forbes added that Bishop Love is a man of his word and will be hard to replace on the Board.

Chair Whichard next recognized Public Information Officer Heather Mayo for her countless hours as spokesperson for Pitt County Schools. He added that this is her last Board meeting for Pitt County Schools as she begins a communications position for N. C. State University Wednesday, February 6. Chair Whichard then asked for comments from Board members to express thoughts to Ms. Mayo.

Mr. Billy Peaden commented that he had enjoyed working with Ms. Mayo over the years and added that she's from District 2 which is special as he's from North of the River also.

Ms. Jill Camnitz stated that she and Ms. Mayo have already communicated and she has valued her incredible contributions to Pitt County Schools.

Ms. Jennifer Little commented that Ms. Mayo's leaving is our loss and their gain, and we will miss her.

Ms. Christine Waters also stated she had communicated with Ms. Mayo, and we will miss her.

Mr. Worth Forbes stated that Ms. Mayo was a "light" in our system and did a great job. He added that he could express himself in her office by jumping on the table when he was upset, and she would laugh.

Superintendent Beverly Emory commented at Ms. Mayo's luncheon today, she sang the NC State fight song for Heather stating she's going to a good place and that she's really proud of her.

Ms. Barbara Owens commented that Ms. Mayo is a ray of sunshine and she has taught her how to wear purple.

Mr. Benjie Forrest stated that he won't miss Ms. Mayo because they will continue to work together at NC State University. He added that East Carolina is in her heart, but State will be better off with her being there.

Ms. Mildred Council congratulated Ms. Mayo in her new position and wished her God Speed.

Chair Whichard recognized Mayor Allen Thomas of Greenville who shared that during the past year, NASCAR conducted a competition entitled, "The Race to Education". He explained that every NASCAR driver was matched with a mayor across the state and two winners were selected to bring home a \$20,000 check for that community. Lexington, NC was one winner and Greenville, NC was the other with Driver Jimmy Johnson winning the All-Star Race in Charlotte and Greenville receiving a \$20,000 check from the Charlotte Motor Speedway, NASCAR and Mr. Bruton Smith. Mayor Thomas stated the check could be used as Pitt County Schools deems appropriate. He added that he has three small children, has a lot invested in the Greenville community and is counting on Pitt County Schools to "get them educated and out the door" thanking everyone for what they do.

Chair Whichard offered the Agenda for consideration. Ms. Mildred Council moved, second by Mr. Billy Peaden, that the Agenda be approved as presented. Motion passed unanimously.

There was no one in the audience who wished to speak during Public Expression.

Under Consent Items, Ms. Jill Camnitz, second by Mr. Worth Forbes, moved that the Board approve the Minutes from the Regular Meeting held January 7, 2013, the Personnel Report for February, and the Property to be Declare Surplus List. Motion passed unanimously.

Under New Business, Chair Whichard asked Assistant Superintendent of Human Resources Delilah Jackson to present a report to the Board from her department.

The first item shared by Ms. Jackson was the first reading of the proposed 2013-14 School Calendar which includes 180 days of instruction with teacher workdays as well as trying to balance the calendar as much as possible between the two semesters. She also gave details of early release days, designated days, graduation and others. Ms. Jackson reminded the Board that a new system of data information named Power Schools is in process and the earlier the calendar is approved, the sooner we can implement dates for high schools and middle schools to complete their registration process.

Ms. Jill Camnitz asked how the calendar draft has been shared with the community with Ms. Jackson responding that because of dates and time restraints involved, there is only one calendar to present. Ms. Camnitz asked that the draft calendar be posted on the district's website so the community can provide input if they desire.

Mr. Worth Forbes questioned Easter break with Ms. Jackson explaining that Good Friday is a holiday and spring break will be the following week.

Chair Whichard asked does the calendar take into account the 185 days or the hour requirement set forth by the State with Ms. Jackson responding that we are accomplishing the 1,025 hour requirement.

The next item Ms. Jackson shared was the Human Resources Update stating the Human Resources Committee Meeting met January 22, 2013 with Vice-Chair Barbara Owens leading the meeting. She stated that follow up changes for Policy 7.206 Classified Evaluation expanded the procedure and added language for positive reinforcement, communication, and being sure the job descriptions match the jobs performed and evaluations, which were revised to check basic work knowledge, rapport with co-workers and specific details for each position. Ms. Jackson commented that these revisions have been worked on over a three-month period and are now being forwarded to the Policy Committee for review.

Ms. Jackson also discussed teacher recruitment and informed the Board that either Personnel Director Glen Buck, Title I Director Sandra Morris or she will attend each recruitment trip. She added that in hard to staff schools, we try to be very selective and presenters have items available to try to "sell" their school to applicants. Ms. Jackson shared with the Board that supplement discussions have arisen and will be revisited with the Finance Committee as having no supplement incentive hinders recruitment.

Open contracts were then discussed by Ms. Jackson. She shared that last year we were able to fill Exceptional Children's positions through open contracts and retained seven very good teachers. Ms. Jackson added that criteria for guidelines are in place and the turnover rate is watched in high needs positions where open contracts were offered.

The last item discussed was cyber bullying which centered on on-line revisions as more and more issues have evolved.

Moving to the next item under New Business, Chair Worth Forbes stated the Operations Committee met January 28, 2013 at Facility Services where several items were discussed including safety steps taken in our middle schools, high schools and K-8 schools. He asked Associate Superintendent of Operations Aaron Beaulieu to come forward to share a brief description of enforcement for Safety and Security in our schools. Mr. Beaulieu commented that three personnel from Facility Services are present tonight: Section Coordinator Russell Warren, Supervisor of Low Voltage Electrical Jeff Hudson, and Safety Coordinator Michael Whitford, who have moved forward with initiatives to assist us in the area of Safety and Security. Mr. Beaulieu added that Student Services Director Pokie Noland has also been involved in this process. He then asked Mr. Hudson to present to the Board a brief power point giving an overview of safety steps taken in the stated schools and how technology is being used through monitors being placed in the office at each school, cameras distributed throughout the school, GPS tracking, making school blueprints available, weather alerts and other data provided. He shared information regarding IP cameras which give clarity and stand alone camera servers which can operate two hours with no electricity and without use of the internet. Mr. Hudson reminded Board members that when a school is in a crisis, personnel have specific jobs to do and may not be able to use the tools available. By having a monitor set up at Facility Services where there is no crisis, we can monitor the situation and contact different personnel as appropriate to aid in the crisis. Mr. Beaulieu explained that law enforcement have been given site maps of our schools on their laptops and a task force has been put in place to study and implement other safety measures for our schools. He explained that the tragedy in Sandy Hooks is rare, but more common school safety factors that need attention would be fires, gas leaks, tornados and other such occurrences. Mr. Beaulieu stated that we do not as yet have this system in our K-5 schools, but we will progress and move forward as resources become available. Mr. Forbes added that there was discussion about getting this implemented in our elementary schools.

Mr. Beaulieu shared the second item of discussion which was a company interested in placing a cell tower on one of our campuses with an update to follow.

The next item presented was an update on the bus garage with Mr. Beaulieu reporting that there is not a current offer for the site. He did state that the Board had given approval to have further environmental testing done on the site and was most pleased to announce that the site has been cleared of any environmental issues. Mr. Beaulieu added that we are proceeding with the State for a "No Further Action Notice" that will give us a clean bill of health on the site.

Mr. Beaulieu updated the Board regarding the textbook warehouse located at the Third Street School property, which we are renting from the present owner, and are searching for a site where these materials can be stored.

After some issues with the contractor, Mr. Beaulieu stated work is progressing on the Chicod sewer project with a completion date scheduled for April 17, 2013. Mr. Forbes reported that every day after April 17 that the work is not complete, they will be fined at a rate of \$750 per day.

With economic times as they are, Mr. Beaulieu reported that the bleachers to be installed at Ayden-Grifton and Farmville Central have been bid and came in at

\$85,000 under the projected cost. They will be installed as soon as the season is over. He shared that the committee members suggested using this savings toward more cameras or safety needs as shared earlier.

The last item Mr. Beaulieu discussed was completion of the projects defined in the 2009 Long Range Facility Plan stating it's time to address our current needs and look at our next Long Range Facility Plan making the public aware of construction needs, maintenance, renovations or additions.

The next item of business was a report from Chair Benjie Forrest and Assistant Superintendent of Finance Michael Cowin following a Finance Committee Meeting held October 31, 2013. Mr. Forrest asked Mr. Cowin to explain the audit report and the proposed Budget Amendment #1 to the Board. Mr. Cowin shared that Mr. Michael Jordan from Pittard, Perry and Crone, Inc. CPA summarized the audit report for the committee members with two awards being received – the Government Finance Officer's Certificate of Achievement for Excellence in Financial Reporting and The Association of School Business Official Certificate of Excellence in Financial Reporting. He added that Pitt County Schools also received through the audit process an unqualified audit opinion which is the best audit opinion that can be rendered by an external auditor. Mr. Cowin commented that we are considered to be a low risk auditee based on our financial performance, reporting and internal control structure that we have in place.

Mr. Cowin then discussed proposed Budget Amendment #1 for School Year 2012-13 with a total budget of approximately \$223.6 million. He explained that over \$73 out of every \$100 goes directly into the classroom related to teacher/teacher assistant salaries, instructional supplies, equipment and technology. Mr. Cowin shared that a highlight in this amendment is an increase in our transportation allotment of \$1.2 million given during the second semester of this school year with approximately \$100,000 expected due to the increase in diesel fuel cost. He added that another increase is from Medicaid billing which will be used to support the EC Program through curriculum and supplies. Mr. Cowin stated that Race-to-the-Top funds did provide incentives for our high risk school employees.

Mr. Benjie Forrest moved, second by Mr. Billy Peaden, that the Board approve the 2012-13 Budget Amendment #1 as presented. Motion passed unanimously.

In the absence of Chair Sean Kenny, Ms. Christine Waters presented a report following a Policy Committee Meeting held January 14, 2013. Ms. Waters explained that a Uniform Task Form had been formed to discuss possible changes in the Uniform Policy as it currently exists. One item discussed was the wearing of jeans in a school to reward positive behavior or as a fundraiser be limited to once a month. The fundraiser would be such that it supports a project within the school and will benefit all students in that school. It was decided that this item will be left up to the school's discretion. Ms. Waters reported that the committee in discussing pants, decided there would be no denim allowed regardless of color. She added that there will be no change in the shirt tucking requirement if it's longer than three inches and meant to be tucked in. Ms. Waters stated that fleece coats without a hood are allowed provided they are within the designated colors of the school. She added that the committee decided no jeggings are allowed while footed tights and leggings are allowed under

appropriate length skirts or dresses. Ms. Waters commented that camisoles will be added to the existing policy in regards to undergarments, i.e. T-shirts. She explained that a few schools have asked to add a fifth color if they have feeder schools using that particular color. Ms. Waters stated that these are the main items that came forward from the Uniform Task Force to the Policy Committee and now to the full Board.

Mr. Benjie Forrest commented that his constituents asked most about the shirt tails being treated the same for boys and girls with Ms. Waters responding that shirt tails were discussed but remained as the current policy states with enforcement being the key factor. Ms. Jill Camnitz asked since there is no Board objection, will the next step be to actually incorporate these requests into the original policy and bring the revision to the full Board for first reading with Ms. Waters responding that this is her understanding. Ms. Camnitz asked about the need to vote on the color changes tonight for Conley and Whitfield with Chair Whichard stating his understanding is that these requests are drafts and not a first reading. Superintendent Emory added that at the Policy Committee's direction, we are contacting all schools that have four colors to ask do they want to include an additional color relative to their feeder schools.

Chair Whichard stated the next item on the Policy Agenda was the recommendation to delete Policy 7.126 Disability Salary Continuation. Dr. Emory explained that the language in this policy is covered in another policy, and this is just a repetitive policy which should be deleted. Chair Whichard commented that this will be presented at our next Board meeting for second reading.

The next item discussed by Chair Whichard was the update on focus groups regarding the Athletic Eligibility Policy Revision presented by Superintendent Emory. Dr. Emory shared that proposed changes in the Athletic Eligibility Policy and Procedures were discussed with the Policy Committee and upon receiving their blessing, we have met with three focus groups – Rose High, D. H. Conley and Farmville Central - to receive community feedback. She shared that the focus group meetings were good and productive and well attended by parents, coaches, Ads, booster club members and student athletes. Once the last three focus groups meet next week, Dr. Emory informed the Board that input and feedback from these group meetings will be shared with the Policy Committee.

Moving to the next Agenda Item, Chair Whichard asked Attorney Ken Soo to lead discussion regarding a potential revision to our board vacancy selection procedures. Attorney Soo commented that in filling the last several vacancies on the Board, we have not followed Appendix 1.301- thus he presented a revision for Board review. He explained that the procedure could be suspended for the current appointment or could be revised to carry forward for future vacancies on the Board. Attorney Soo pointed out that the revision gives the Board an option of having the Chair appoint a committee to interview potential candidates, or to have the full Board involved in the process. Chair Whichard then asked Board members for their input regarding revising the bylaws or just amending them for this particular vacancy. Ms. Jill Camnitz responded that she would advocate just having the full Board deliberate since the full Board will eventually vote for the candidate to fill the vacancy. Mr. Worth Forbes concurred with Ms. Camnitz and supported changing the bylaws to support this.

Mr. Worth Forbes moved, second by Ms. Jill Camnitz, that we change our bylaws regarding appointments of new Board members to include full Board involvement. Discussion was held regarding wording of the steps in the process. Motion passed unanimously.

Chair Whichard mentioned that the deadline for filing to fill the vacancy for District I, Seat B is Friday, February 8 @ 5:00 p.m. with proper criteria to be submitted to the Superintendent's Office. He then discussed a time for the Board members to look over the information submitted by each candidate before the interviews during regular session. It was decided that members will convene at 6:00 p.m. before the regular meeting at 6:30 p.m. There was a consensus of the Board regarding the time.

Under Comments by the Superintendent, Dr. Emory stated that as requested during her evaluation, she met with a central office department - Finance - in January and stated Mr. Cowin and his staff work hard regarding financial endeavors. She thanked them for the great audit results.

Dr. Emory also thanked Mr. Beaulieu, Mr. Whitford, Mr. Hudson and Mr. Warren for their presentation tonight and truly appreciates their initiative in putting these safety and security measures together. She shared that Dr. Noland and Mr. Beaulieu are going to co-chair an internal task force regarding Safety and Security and have their first meeting scheduled for Friday. Dr. Emory informed the Board that Chair Whichard, Sheriff Elks, a representative from the Greenville Police Department and she met last Friday to begin implementing measures to heighten the safety of students and staff while attending their respective schools. She added that the \$20,000 check received tonight will go towards future efforts for Safety and Security.

Dr. Emory commented that in saying kind words regarding Ms. Mayo's leaving, we at the same time want to welcome Ms. Marsha McLawhorn who will stand in Ms. Mayo's stead until her position has been filled.

In closing, Dr. Emory thanked Board members for their thoughts, prayers, cards and expressions of sympathy during the recent loss of a family member.

Chair Whichard began his comments thanking Mr. Beaulieu and his staff for the outstanding presentation and feels our school system is on good footing in terms of safety and monitoring. He added that we certainly need to find resources to increase our safety and security efforts in the elementary schools. Mr. Whichard also expressed delight that our HR department is reviewing supplements feeling that we need to stay in the forefront of our surrounding counties to recruit highly skilled teachers.

Mr. Billy Peaden had no comments as everything seemed to be running smoothly currently.

Ms. Jill Camnitz stated she was sorry we didn't get to thank Mayor Thomas, but did thank the Greenville Police Department for increasing their presence in the Greenville City elementary schools with more walk-throughs and being available at the opening, closing and lunch time for schools. She added that she and Ms. Waters visited G. R. Whitfield today and while there, a deputy sheriff dropped by to walk around the

campus and be seen. Ms. Camnitz stated she understands that the sheriff's department is also making a commitment to be seen in our county schools, and this is a great means of support for the safety of our students.

Ms. Camnitz also thanked Mr. Cowin and his department for the really good job **they** do, not the Board as he insinuates, in dealing with finances.

Ms. Jennifer Little dittoed Ms. Camnitz's remarks.

Ms. Christine Waters stated she'd visited seven schools during the past week, some related to Teacher of the Year observations and was truly impressed with everything she saw. She also commented on the Facilities Command Center setup.

Mr. Worth Forbes stressed the expansion of the Facilities Command Center to the elementary schools which he feels needs to be a top priority for the system. He again told Ms. Mayo that we will miss her and told Mr. Beaulieu he really appreciates his hard work, especially as related to the sewer system going to Chicod School.

Mr. Forbes and Mr. Whichard expressed thanks to teachers and staff for their hard work and being present each day to serve the needs of the children.

Ms. Barbara Owens expressed dittos to all that has been said and added that she had been told this weekend that one of our Board members had been quoted regarding cursive writing in the *Wall Street Journal* stating that you never know where what you say will appear. She also mentioned a great commercial in the Super Bowl Game regarding farmers which stated that farmers serve on school boards – which is a value and she thought most interesting.

Mr. Benjie Forrest commented that the commercial mentioned by Ms. Owens was in conjunction with the National FFA and informed everyone that up to one million clicks on the site will provide \$1 million towards the National FFA Association. He also wished Ms. Mary Williams well and hopes she'll be back soon; and remarked on missing Bishop Ralph Love, a man who stood by his word in such an easy manner. Mr. Forrest congratulated Chair Whichard on moving forward with Bishop Love's replacement as the people in District I need representation on the Board. He added that he's looking forward to working with Ms. Mayo at NC State; and closed by stating it's an honor to continue serving as Chair of the Finance Committee as it's an easy job when working with capable folks like Mr. Cowin and his staff. Mr. Forrest did mention having school field trips on the next Finance Committee Meeting agenda.

Ms. Mildred Council mentioned several different events for students occurring over the next few weeks regarding awards, scholarships and camp applications. She closed by discussing an article in the Daily Reflector regarding the County Commissioners preparing a referendum not supporting the gun issues being voiced across the nation and is concerned with the language put forth locally.

Mr. Worth Forbes, second by Mr. Benjie Forrest, moved that the Board go into Closed Session to 1) prevent the disclosure of privileged information under FERPA 20 USC § 1232G of the regulations of laws or of the United States. [N.C.G.S. § 143-318.11(a) (1); 2) consult with our attorney to protect the attorney-client privilege; 3) establish or

instruct the staff or agent concerning the negotiation of the amount of compensation or other terms of an employment contract. [N.C.G.S.§143-318.11(a)(5)]; and 4) consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee; or hear or investigate a complaint, charge, or grievance by or against a public officer or employee. [N.C.G.S.§143-318.11(a)(6)] Motion approval was unanimous. Time was 7:55 p.m.

Mr. Benjie Forrest moved, second by Ms. Mary Williams, that the Board adjourn. Motion passed unanimously. Time was 9:40 P. M.

Respectively Submitted,

Mr. Marc Whichard, Chair

Dr. Beverly Emory, Secretary