

comments from the survey including: “PLCs help teachers to make sure students get common content.” or “WE NEED TIME TO PLAN COLLABORATIVELY!!!” Responses regarding the worst part of the training were: lost time in the classroom for grades/planning and 12% of the responders could find nothing wrong with the training set up. Mr. Feller closed by explaining the next steps in this process to include: developing a new curriculum K-12 guide, publish new guides online for teacher access, kick-off training at the Curriculum Summer Institute and several on-going criteria involving scheduling with principals, district-level PLC days and others. He closed by stating that teachers are the experts through this process and our goal is to continue to support them.

Mr. Worth Forbes commented that the three questions are great, adding that he heard this process had negative input in the beginning, but has resulted in a positive experience for the teachers. Mr. Forbes stated we have new standards and want to be sure the assessments are in line with these standards. He reminded everyone that teachers need time for themselves, and that we want to be sure the district-level PLC dates are determined so that small schools with one teacher in a particular subject has the opportunity to meet with teachers in their same subject area. Mr. Forbes ended by stating that common grade testing should be in place. He thanked Mr. Feller for his hard work.

Ms. Mary Williams asked in the next steps planned, will there be different teachers presenting these materials so others can receive additional pay. Mr. Feller stated the teachers who excelled, worked through the process and helped prepare the pacing guides will be better presenters as they know details of the materials being used to assist other teachers.

Under Consent Items, Mr. Benjie Forrest, second by Bishop Ralph Love, moved that the Board approve the Minutes from the Regular Meeting held March 19, 2012 and the Personnel Report for April. Motion passed unanimously.

Under New Business, Chair Ralph Love asked Ms. Mary Williams, in the absence of Assistant Superintendent of Human Resources Delilah Jackson, to present a report following the Human Resources Committee Meeting held March 27, 2012. Ms. Williams stated four items were discussed during the meeting with the first being revisiting Policy 7.028 – Dismissal of Classified Employees based on feedback from the Policy Committee Meeting held in January. Following discussion, it was determined that a smaller window was needed for the Superintendent to move an employee from Suspension with Pay to Suspension without Pay. Additional language will be added regarding specific situations when employees will be immediately moved to Suspension without Pay.

The Employee Compensation Policy was also reviewed regarding administrative salaries. The result was that status quo will apply based on duties and responsibilities when administrative salary changes occur based on a decision beyond the control of the administrator.

The Committee also discussed a need for open contracts for hard to fill positions, i.e. Exceptional Children. Approval was granted to award open contracts based on available vacancies within the district which will be monitored by the Human

Resources and Educational Programs and Services Departments. Ms. Williams reported that an incentive program for recruitment and retention at Wellcome Middle School is needed to assist the principal. Approval was given to development an incentive program to assist with this issue.

The last item discussed was a review of the process for non-renewal which will be occurring over the next couple of months.

Mr. Worth Forbes asked regarding suspension of employees, what determines suspension with or without pay. Superintendent Beverly Emory explained that language of the incident helps in this decision, i.e. There was a bus accident following which the bus driver was drug tested. The results were positive, thus the bus driver was suspended without pay. Ms. Williams mentioned staff having to wait for police reports or other pertinent information – the employee would be suspended with pay during that time interval. If the results provided negative information regarding the employee's involvement in the incident, that person would then be suspended without pay while completing the investigation.

During the second item of business, Chair Benjie Forrest and Assistant Superintendent of Finance Michael Cowin reported there was not a quorum present at the Finance Committee Meeting held March 22, but a good discussion was held. Mr. Cowin explained that two main items were shared. The first item was related to the proposed 2012-13 Local Budget. He shared that there are two components involved in the local budget – the Operating Budget and the Capital Budget. Mr. Cowin presented a detailed breakdown of the \$35,278,912.77 Total Operating Budget and summarized the major criteria as listed:

- No Requested Increase in County Appropriations
- Budget Redirections Made to Budget to Offset Unfunded Fixed Cost Increases
- Additional Local Operating Budget Reductions Dependent on Outcome of County Budget (i.e. Revenue Neutral vs. Non-Revenue Neutral)
- Significant Reductions in County Funding for Operations Could Cause PCS to Lose State Low Wealth Allotment.

Mr. Worth Forbes asked about the charter school line item of \$200,000 with Mr. Cowin explaining that the local funding amount sent to a charter school per student is \$1,400 while State funding per student is between \$5,000-\$6,000. He also reminded everyone that the Legislature lifted the cap on the number of charter schools, so this line item may be increased.

Mr. Cowin then shared details of the Capital Budget which totals \$806,000. He summarized major criteria as below:

- Level of Capital Projects Funded is Based on County Appropriations
- If the County Does NOT Go Revenue Neutral, the County Appropriations Dedicated to Capital Could be Reduced to Zero
- Main Focus of Budget Planning Has Been to Protect County Appropriations for Operations First (Primarily due to Impact on Low Wealth)
- Significant Reduction in Funding for Capital Cannot be Sustained for Many Years.

Mr. Worth Forbes asked of Chair Benjie Forrest, if cuts are necessary, will the Finance Committee or Central Office staff make those decisions. Mr. Forrest responded that Mr. Cowin will make recommendations to the Finance Committee for consideration and results will be presented to the full Board for approval. Dr. Emory stated that if there is a significant budget reduction, Capital funding will be taken first as Operational funding directly impacts the low wealth formula. The Local Budget for the 2012-13 School Year will be voted on at our May 7th Board Meeting to carry forward to the County Commissioners for their approval.

In reviewing the total budget for 2012-13, Mr. Cowin briefly mentioned the State Discretionary Reduction as discussed at our last meeting with the local educational agencies having to bear the burden of where the budget cuts will be made. He stated before we had low wealth dollars to cover the discretionary reduction and save teaching positions; but if there is a significant reduction in county appropriations with the property tax not adjusted to be revenue neutral, there could be no low wealth money available. Mr. Cowin shared that if Pitt County Schools loses the low wealth funding; we will not be able to fund the 114 positions above the State Allotment Formula, and we will have to cut an additional 12.47 discretionary reduction positions that are currently being funded by low wealth (putting PCS below the State formula in some allotment categories). He informed the Board that possible allotment figures have already been shared with our principals. Mr. Cowin stated in a worst case scenario, we could be facing a shortfall of approximately \$3.3 million in State and Local appropriations. Using one-time funding to assist in this deficit, we could still have a \$2 million shortfall, which will touch all aspects of our staff – teachers, teacher assistants, clerical/custodial, central office staff, instructional supplies, textbooks and others.

Mr. Cowin summarized the Pitt County Schools 2012-13 Budget as:

- Many Unknowns Left with Concerns to Budget Planning
 1. Changes Made During State Short Session (May, June)
 2. Outcome of Pitt County Budget Process (Revenue Neutral, not Revenue Neutral, Somewhere In-Between)
 3. Projected Average Daily Membership for FY2012-13
 4. Election Year Impact (if any)
- PCS Must Start Making Plans Now for the 2012-13 School Year
 1. Met with School Administrators to Present Budget Overview
 2. Schools Have Been Given Preliminary Allotments
 3. Stick with Conservative Approach/Worst Case Scenario

Mr. Cowin then discussed the idea of having an Employee Cost Savings Incentive Plan where Pitt County Schools employees may recognize a method of saving the system dollars by revising or implementing a new process to cut expenditures. After investigation of the idea, the employee may be entitled to a monetary award based on the total direct savings achieved for the district. Mr. Benjie Forrest responded that he would like to see the Board move forward with the employee incentive proposal or authorize Mr. Cowin to put together this plan and bring it back to the Board for approval. Chair Peaden asked Mr. Cowin, if possible, to have a draft of this plan presented at the next Finance Committee Meeting in April.

Chair Peaden stated the Board will review the proposed budget from the Finance Committee at our next meeting. Ms. Jill Camnitz asked that we make every effort to educate our County Commissioners regarding the county's budget influence on our ability to receive low wealth funding. She questioned having a meeting with both Boards to express our concern with Mr. Cowin responding that he and Dr. Emory have spoken candidly with the county manager and finance officer to alert them of this issue. Dr. Emory informed the Board that she and Mr. Cowin are presenting a report to the Commissioners at their April 16th meeting where they can share examples of how low wealth funding is directly impacted by county appropriations.

Chair Peaden then asked that the Board discuss changing the schedule for Board Committee Meetings. He shared that some members have mentioned holding committee meetings prior to our Board meetings and gave each member a possible schedule for attempting this idea.

Ms. Jill Camnitz responded that she was very uncomfortable with this idea as after sitting through possibly two committee meetings, it would be tiring to attend a Board meeting and members will lose their effectiveness after sitting for hour after hour meetings. Ms. Barbara Owens asked what would happen to Board trainings. Chair Peaden responded that we could have two Board retreats each year to get our twelve hours of credit. Mr. Sean Kenny stated that at the Operations Committee Meeting, change in meeting times was discussed and voted down by his members. He added that getting a quorum of members present is an issue, and maybe Committee Chairs could meet with their respective members and pick the best time for all to meet. Ms. Mary Williams agreed with Mr. Kenny and felt this idea would make meetings go on and on. She feels members will get mixed up with when meetings are and the idea needs to be looked at further. Chair Peaden stated we need more research regarding the matter, and Dr. Emory suggested a team be appointed to discuss the issue further and present a recommendation to the Board. Chair Peaden agreed to this, with Ms. Barbara Owens, Ms. Jill Camnitz and Mr. Sean Kenny volunteering to work on a schedule for committee meetings. Mr. Benjie Forrest suggested looking at combining some of the committees; with Ms. Camnitz stating she had no problem with two committee meetings back-to-back, but not in addition to a Board meeting.

Under Old Business, a school calendar update was presented by Superintendent Beverly Emory. Dr. Emory shared that State Superintendent June Atkinson had approved the waiver request regarding four of the five additional instructional days being used for professional development. In discussing the changes in the current calendar, she stated the two late start days have been removed as folks shared conflicts with the late start days, there are seven early release days, four professional development days and two workdays in January. Dr. Emory explained that all this time is to be used for professional development-whether PLC, teacher time, or stated Common Core/Essential Standard training. Public Information Officer Heather Mayo did comment regarding date changes for some of the early release days when compared to the previous proposed calendar. Dr. Emory added that the extended school day in June had been dropped.

Mr. Sean Kenny moved, second by Ms. Barbara Owens, that the School Calendar for 2012-13 be approved as presented.

Mr. Benjie Forrest asked regarding the last day of school for students being on Monday with Superintendent Emory responding that whether the last day is on Monday or on Friday, it is always a struggle to keep students in school the last day as basically the academic integrity is over.

Public Information Officer Heather Mayo reported that graduation questions have already started, and the process for finalizing the six graduation ceremonies is on-going as we speak.

Mr. Kenny commented that the Calendar Committee has done a great job with this back and forth from the State, and no response to a waiver that was submitted November 8th and just approved near the end of March.

Chair Peaden called for a vote by Board members regarding the calendar, which was unanimous in support of the calendar.

Under Comments by the Superintendent, Dr. Emory commented that we started the day with a tragedy in the Farmville Community and the Crisis Team at Farmville Center did an excellent job supporting the students and staff. She voiced condolences to the families and added that further information would be forwarded following investigation.

Superintendent Emory thanked staff and parents for their patience in receiving a late 2012-13 school calendar due to decision making by the State. Ms. Mildred Council asked what decision from the State was needed regarding the calendar with Dr. Emory responding that the waiver request regarding the four professional development days had been submitted in November, but did not receive approval from the State until March – thus there have been four revisions of the calendar for 2012-13, and we are late in presenting the new calendar to our staff and parents. Dr. Emory added that at first the State Board of Education was going to officially approve the waivers, but in March, they gave the State Superintendent the authority to grant the waivers - which she quickly began to do.

Superintendent Emory strongly stated how much she appreciates our staff and the extra hard work demonstrated by all with no pay increase. She hopes everyone enjoys their spring break and takes time to rest and relax to finish out the school year.

Chair Peaden stated that he appreciates the technology training for using an iPad earlier this evening and suggested that anyone needing further help, call Ms. Heather Mayo or Mr. Tim DeCresie for assistance.

Ms. Jennifer Little extended her condolences to the Farmville families mentioned earlier, and wished everyone a great spring break.

Ms. Mary Williams stated her heart goes out the family members of the victims and the Farmville community. She asked everyone to be careful in their activities over spring break.

Ms. Barbara Owens commented that her prayers have been for the entire Farmville community, Farmville Central High school staff and students, and the families of the victims.

Ms. Mildred Council echoed previous comments regarding the Farmville tragedy. She also shared that she had spoken at a “Pull Your Pants Up, Young Man” Conference at Cornerstone Church demonstrating the proper way of wearing a belt at the waist. Ms. Council added that she does not mind speaking out on an issue she believes in. She informed the young men attending the conference that this negative image of sagging pants started in a prison and reminded them that people are watching their actions.

Mr. Worth Forbes congratulated Mr. Tom Feller for his presentation and roll out of the Common Core/Essential Standards staff development. He reported that he had received negative comments from teachers as it began, but positive comments during the second half of the year. Mr. Forbes feels follow-up on this during our next school year is essential.

Mr. Forbes stated that the violent loss of a student impacts an entire school and the demeanor of students which administrators, teachers and counselors should assist with.

In closing, Mr. Forbes believes the County Commissioners need to be informed of the severe impact the local budget has on low wealth funding, which could result in having a skeleton crew in place in several different areas.

Bishop Ralph Love stated that his prayers and concern are with the families of the victims in Farmville. He also wished all a good spring break.

Ms. Christine Waters reported that she had the privilege of attending the Battle of the Books event last Friday and thought it was great to see a successful emphasis placed on reading with folks going above and beyond the standard curriculum. She also commented that she saw a cartoon recently where teachers were instructed not to write anymore notes, but send messages electronically. Ms. Waters added that she knows testing is coming up and the schedule is rigorous; but she encouraged elementary principals and teachers to teach students cursive writing so they will be prepared to read any materials in the future, even if written in cursive.

Mr. Sean Kenny echoed his thoughts regarding the act of violence which occurred last night. He strongly stated that men and fathers need to be talked to regarding “missing the boat” in our society. Mr. Kenny asked that young men pick up a paper and look at the cowardly acts described, think about being incarcerated, carrying a gun and committing acts of violence. He commented that these acts do not make a man; one needs to have faith and courage to be a man and should get involved in a church.

Mr. Kenny also shared attending a recent PAGE meeting at Emerge and the Battle of the Books event adding that great work was evident by both groups.

Mr. Kenny informed the Board that April is Child Abuse Prevention Month. He closed by wishing all a safe and happy Easter.

Mr. Benjie Forrest also expressed condolences to all involved with the tragedy in Farmville. He added that we continue to struggle in these economic times, but Mr. Cowin keeps moving forward to leave no stone unturned regarding our budget and applauds his commitment to Pitt County Schools. He commented that he appreciates the proposal of an Employee Cost Savings Incentive Program and looks forward to discussing the plan at the next Finance Committee Meeting.

With no further business to discuss, Ms. Barbara Owens moved, second by Mr. Worth Forbes, that the Board adjourn. Motion passed unanimously. Time was 8:00 P. M.

Respectively Submitted,

Mr. Billy Peaden, Chair

Dr. Beverly Emory, Secretary