

OFFICIAL MINUTES OF THE CALDWELL COUNTY BOARD OF EDUCATION

The Caldwell County Board of Education met in special session for a Board Retreat at 3:00 PM on September 27, 2007, in the Staff Development Room of the Education Center, Lenoir, North Carolina.

The following members were present:

Dottie Darsie, Chairman
Dr. Sharon S. Pennell, Vice-Chairman
Linda Coffey
Tim Hawkins
Dr. Helen Hall
Mike LaBrose

Chris Becker was absent.

The following administrative staff was present:

Dr. Steve Stone, Superintendent
Donnie Bassinger, Associate Superintendent for Auxiliary Services
Trish Johnson, Associate Superintendent for Human Resource Services
Dr. Caryl Burns, Associate Superintendent for Educational Program Services
Bob Query, Finance Officer
Libby Brown, School-Community Relations Director

Chairman Dottie Darsie called the meeting to order at 3:00 PM.

CALL TO ORDER/WELCOME/INVOCATION

Chairman Dottie Darsie welcomed the board, administrators and the press to the Board Retreat and Tim Hawkins gave the invocation.

LEGAL UPDATE

Ed Blair, School Board Attorney, distributed information regarding the law as it pertains to local school districts. He also gave a report regarding the dynamics of the superintendent's relationship to the board of education noting the following:

- Number one responsibility of the board is to hire a good superintendent
- Recognize the role of the superintendent versus the role of the board
- The board sets the plans/policies of the school system; the superintendent carries them out
- Must be trust and confidence between the board and superintendent
- Maintain trust and confidence by getting to know one another, know what the expectations are, be straight forward and honest, agree to disagree
- The board acts as a body, a corporate entity, not as individuals
- Protect confidentiality, watch what is talked about in public
- Be supportive of superintendent, withhold public comment, give the benefit of the doubt
- Superintendent needs the support of the community; board members don't personalize differences in public meetings
- Avoid politics
- Don't forget to have fun
- Be cordial, but clear, while keeping the "big picture" in mind
- Board is responsible for school system, superintendent responsible for day-to-day operations
- Board should not be involved in minor matters
- Don't have an axe to grind; however, okay to protect special interest professionally
- Recognize issues not to get publicly involved in; board members should not be personally identified with an issue, particularly in the personnel area

LEGAL UPDATE

- Let the superintendent do his/her job
- Help keep superintendent out of trouble, i.e.; give heads up, avoid local pit falls
- Be discreet
- The board should not be divided

HIGH STUDENT ACHIEVEMENT

Proposed Career Center High School Name Change – Debbie Kincaid, Principal, Career Center and Kathy Carroll, Grant Consultant, gave a brief overview of why the Career Center High School is requesting a name change to the “Caldwell Career Center Middle College.”

- The name should reflect what the Career Center is and what they do
- Caldwell identifies where the school is geographically and denotes the collaboration between the county and the community college
- Career Center keeps the historical significance in place and clarifies the schools purpose, i.e. preparing students for the “center” of a successful “career.”
- Middle College signifies the postsecondary level and postsecondary coursework while students accumulate high school credits for graduation. Also, the Career Center is a true “Middle College” as defined by the Middle College National Consortium and the Education Commission of the States.

Chairman Dottie Darsie made the motion to adopt the name change. There was no second to the motion. Mike LaBrose noted that items had never been voted on in previous board retreats and he preferred to wait until the October 8, 2007 board meeting to vote. Tim Hawkins made a motion to table the vote until Vice-Chairman Dr. Sharon S. Pennell arrived and vote on the name change then. Chairman Dottie Darsie, Dr. Helen Hall, and Linda Coffey seconded the motion, Mike LaBrose voted no.

Proposed Policy-Students with Special Health Care Needs – The attached policy was drafted in accordance with the State Board of Education Policy HSP-G-006 and will be placed on a one month comment period at the October 8, 2007 board of education meeting.

Proposed Policy Revisions – 3110-Assignment of Students and 3120-Transfer of Students – The revisions to the attached policies will be placed on a one month comment period at the October 8, 2007, board of education meeting.

ABC/NCLB Results/Low Performing Schools – Dr. Caryl Burns, Associate Superintendent for Educational Program Services, reviewed the attached 2006-2007 Growth and Performance of North Carolina Public Schools and compared it with the attached Caldwell County Title I School Improvement List, explaining which student population group did not meet AYP in each area at each school.

New CTE Director – Dr. Caryl Burns, Associate Superintendent for Educational Program Services, distributed a resume and announced that Kathy Jo Eckard has been recommended for the CTE Director’s position and would be placed on the October 8, 2007, board agenda for possible approval.

Proposed On Line Course Credit Policy – The attached policy was presented regarding online education course offerings and will be placed on a one month comment period at the October 8, 2007, board of education meeting.

Middle School Concept – Dr. Caryl Burns, Associate Superintendent for Educational Program Services, gave an overview regarding renewing our focus on middle school instruction to develop our middle school program and train our personnel in:

- Curriculum that is relevant, challenging, integrative and exploratory
- Multiple learning and teaching approaches
- Dynamic assessment and evaluation program
- Organizational structures that support meaningful relationships and learning
- Schoolwide efforts that foster health, wellness and safety
- Multifaceted guidance and support services

HIGHLY QUALIFIED STAFF

Trish Johnson, Associate Superintendent for Human Resource Services, updated the board on the following items:

- **Personnel Update** – Ms. Johnson distributed a NCLB Highly Qualified Teacher Summary Report and noted that this data would appear on the state report card.
- **Allotments** - Allotments and allocations were under control this year and services were not reduced to schools. One teacher was added at Hudson Elementary School after the 10 day enrollment figures were released.
- **Aspiring Administrator's Program** – This program is being revitalized and will include new administrators as well as prospective administrators.
- **Principal Mentor Program** – This is a brand new program where Ms. Johnson paired seasoned principals with new principals to mentor throughout the year.
- **Mentor Protégé Program** – This is a new program much like the beginning teacher program for administrators.

PARENT/COMMUNITY INVOLVEMENT

- **Yearly Events** – Libby Brown, Director, School-Community Services, advised that the local cable channel would be running our countywide announcements. She also distributed a copy of the 2007-2008 school system special dates, as well as activities throughout the county in October.
- **Update on PTO/PTA and Community Groups** – Ms. Brown reviewed the Caldwell County PTA/PTO Council meeting dates for 2007-2008 and advised that the theme this year is “Climbing High Together, the Pursuit of Excellence.” Meetings are held the first week of each month on Tuesday or Thursday.
- **MRSA Update** – Ms. Brown reviewed the attached information provided to board members regarding MRSA and advised that most feel the media has “over dramatized” the issue. One out of three people have the MRSA virus that normally lies dormant. The school system is looking at developing a “blanket” form letter to go out at the beginning of each year outlining what the Caldwell County Schools plans are in case of outbreaks. Ms. Brown is waiting to hear from the state to see if this is acceptable.

SAFE/ORDERLY/EFFICIENT/CARING SCHOOLS

- **Auxiliary Department Update** – Donnie Bassinger, Associate Superintendent for Auxiliary Services, updated the board regarding carpet/tile replacements, drop ceilings, window, boiler and roof replacements, carpet cleaning, gym floor refinishing, locker repair, new electric septic pumps, and a/c replacements. He also gave an update regarding the completed classroom addition at Hibriten, future projects and the Early College.

LEGAL UPDATE

- **Proposed Policy Revision #3300-Student Conduct: Cell Phone Usage/Texting and Policy Revision #4430-Transportation/Transfer of Students** - The revisions to the attached policies will be placed on a one month comment period at the October 8, 2007, board of education meeting.
- **Financial Update** – Bob Query, Finance Director, updated the board on the attached 2007-2008 Local Current Expense Fund, the 2007-08 budget resolution, as well as distributing and discussing the attached state allotment comparisons.

DINNER

The Board adjourned for dinner at 5:55 PM.

SUPERINTENDENT REPORTS

- **Board Goals** – Superintendent Dr. Steve Stone reviewed the attached 2007-2008 Board Priority Goals and noted that they will be placed on the October 8, 2007, board agenda for possible approval by the board.
- **Legislative Update** – The Superintendent reviewed the attached “Special Provisions of the 2007 General Session HB 1473 on Education,” highlighting the school calendar issue and the ABC bonuses. He also distributed a comparison of the 2007-2008 proposed budget provided by the Department of Public Instruction.

CLOSED SESSION

Upon motion of Mike LaBrose and second by Vice-Chairman Dr. Sharon S. Pennell, the Board unanimously agreed to go into Closed Session at 6:55 PM pursuant to N.C.G.S. Section 143-318.11 (A) (1) to discuss personnel matters. No action was taken.

RETURN TO OPEN SESSION

Upon motion of Tim Hawkins and second by Mike LaBrose, the Board unanimously agreed to end the Closed Session and return to Open Session at 7:20 PM.

BOARD SHARES

- **Grant Update** – Linda Coffey reported that there was no news on the Google grant proposal and noted that a decision may be made by the end of November.
- **New Schools Project** – Dr. Helen Hall gave a brief explanation regarding the New Schools Project where she serves as an “Instructional Coach.” The project is geared toward “schools within a school” and focuses on small school populations where every student is prepared for college. They use a project based performance assessment, as well as “MAP,” which is a testing instrument. There is a tremendous focus on high accountability and communication and students are expected to become responsible learners. The project is funded through the Bill and Melinda Gates Foundation. Dr. Hall noted the Instructional Coach for the Early College praised the selection process used in selecting the student population.
- **Charging Meals in School Cafeterias** – Guy Garner, Director, Child Nutrition Program, discussed the mounting debt incurred throughout the last ten years from students and staff charging meals and failing to pay the debt. Currently, this debt has accumulated to \$28,896.29. The board discussed policy changes; however, all agreed that no child should be denied a hot, nutritious meal and/or given a “modified” meal to those students that have not paid. It was recommended that, effective immediately, teachers and staff will not be allowed to charge meals.

- **Career Center Name Change** – Board members discussed the possible name change for the Career Center High School, with Vice-Chairman Dr. Sharon S. Pennell present, and agreed to place this item on the October 8, 2007, board agenda for possible action in lieu of taking action at the board retreat.

ADJOURNMENT

There being no further business to come before the Board and upon unanimous approval of the Board, the meeting was adjourned at 8:03 PM.

Signed _____
Chairman, Caldwell County Board of Education

Attest:

Secretary, Caldwell County Board of Education