



## BOARD MEETING MINUTES January 3, 2006

<u>Board Members Present</u>	<u>Staff Members Present</u>	
Patti Head, Chair	Superintendent McNeal	Maurice Boswell
Carol Parker, Vice Chair	David Holdzkom	Jo Baker
Lori Millberg	Del Burns	Mark Winters
Beverley Clark	Bev White	Jonibel Willis
Rosa Gill	Donna Hargens	Danny Barnes
Eleanor Goettee	Michael Evans	Kathy Chontos
Horace Tart	Donald Haydon	Toni Patterson
Susan Parry	Mike Burriss	
Ron Margiotta	Linda Isley	
	Janice Shearin	<b>Board Attorney Present</b>
	Lloyd Gardner	Ann Majestic

Patti Head called the meeting to order at 5 p.m. Everyone recited the Pledge of Allegiance.

### INFORMATION

#### Chair's Comments

- Patti Head began her comments by wishing everyone a Happy New Year.
- Ms. Head expressed her thanks to Golden Corral for hosting and providing a breakfast on December 21 for WCPSS principals, Administrative Cabinet, and Board members.
- Ms. Head also expressed her thanks to Bill and Faye McNeal for hosting the holiday luncheon at the Angus Barn on December 22.
- Ms. Head reported to the public that the Office of Growth Management and the Board members have been receiving large numbers of emails and phone calls regarding the proposed draft student reassignment plan. She reiterated that this is a **draft** proposal. The Office of Growth Management is taking all correspondence from the public into consideration. On February 14 at 4 p.m., there will be a Special Board Meeting for the sole purpose of receiving the staff's proposed Student Reassignment Plan. This date was chosen to give the community and the Board ample time to review the plan, hold public hearings, and for the Board to have a work session prior to the vote on March 21. Ms. Head shared the timeline of these events:
  - March 1 at 6 p.m. – Public Hearing (Garner High and Sanderson High)
  - March 2 at 6 p.m. – Public Hearing (Middle Creek High and Knightdale High)
  - March 6 at 6 p.m. – Public Hearing (Green Hope High and Wakefield High)
  - March 10 – Board Work Session on Student Reassignment Plan
  - March 21 – Vote on final Student Reassignment Plan

Ms. Head asked the public's understanding in the fact that without secretarial assistance, it is extremely difficult for individual Board members to answer each of the hundreds of emails they receive daily. She did assure the public that each message is being read and taken into consideration.

- On January 3, Patti Head and Carol Parker attended the first Blue Ribbon Committee meeting at the RBC Center. There are 58 participants in this task force that will be looking at the

infrastructure and needs of Wake County. Ms. Head is serving as an ex-officio member of this committee, and she shared the message that WCPSS is an integral part of the economic development and health of this community.

### **Superintendent's Report**

- Superintendent McNeal expressed his thanks to Golden Corral for the multiple years they have provided the breakfast for principals, Board members, and Cabinet.
- Year-round schools started back after the holiday break yesterday, with traditional schools in session today. With all schools back in session, everything is going smoothly, and we are off to a good start.
- Superintendent McNeal extended a warm welcome to Dr. Bill Atkinson, President and CEO of WakeMed, and Dr. Steve Scott, President of Wake Technical Community College, both of whom will be participating in the Early College presentation later this evening.
- Superintendent McNeal shared the following information about the Student Reassignment Draft Proposal:

#### **Major Issues:**

- Stability
- Grandfathering
- Closer schools
- Year-round/same calendars
- Siblings together

During the window of input, we received:

- 1931 emails
- 208 hotline phone messages
- 1904 online comments

Website hits from December 12 to January 1: total of 1,761,851 hits

- Superintendent McNeal commented on an article from the Peace College magazine regarding the ongoing collaborative effort WCPSS currently has with Peace College. This is a training program for elementary school teachers, and Mr. McNeal provided copies of the article to Board members.

Patti Head also extended a warm welcome to Dr. Scott and Dr. Atkinson and shared her appreciation to them for their support and for their participation in tonight's information presentation.

Ms. Head made additional comments regarding the superintendent search. She shared that Allison Schaefer, Legal Counsel and Public Affairs Director for the North Carolina School Boards Association, attended today's Committee of the Whole meeting. The Board has contracted with NCSBA to help with the superintendent search. An application was finalized at the Committee of the Whole that will be distributed internally. The Board will be following Policy 2120 which states, "When a vacancy in the position of superintendent occurs, the Board shall give just consideration to the qualifications of any applicant from within the school system who registers an interest." Policy 2120.1 goes on to state, "In the event that no applicant from within the system has been deemed sufficiently qualified for election, the Board shall then establish a plan to conduct a search for qualified applicants from outside the system." The Board will abide by this policy; therefore, the applications will be going out internally as of tomorrow. Ms. Head also informed the public that the Board will be seeking input from the public through an electronic survey. The Board will be taking that input from January 4 – January 24, 2006. The Board will also be seeking input from groups that have suggestions for a profile or characteristics that the public would like the Board to consider as it moves forward with the superintendent search. Ms. Head emphasized the importance of community input. The North Carolina School Boards Association will compile and summarize the results of the electronic surveys and furnish the Board with this information.

Other Board members shared the following comments:

Carol Parker reported that the Finance Committee meeting scheduled for January 10 has been rescheduled for January 19 at 9:30 a.m.

## **PUBLIC COMMENT - None**

*Citizens who signed up to address the board during public comment will be called on in priority order first for items on the agenda and then for items not on the agenda. Each individual speaker will be allowed three minutes for remarks. Issues or concerns involving personnel matters are not appropriate for this public comment setting. After 30 minutes of public comment, any speakers remaining will be recognized at the end of the agenda for their comments.*

**PUBLIC COMMENT NOTICE:** *The 2006-07 Proposal for Student Assignment was posted to the district's website on Monday, December 12, 2005, for a two-week comment period. The Board will receive the proposed plan in February 2006. After that presentation is made, the Board of Education will set public hearing(s) to receive public comment on the proposed plan; therefore, student assignment comments will not be heard as part of the Board's regular business meeting public comment.*

## **APPROVAL OF MEETING AGENDA**

Ron Margiotta made a motion to approve the meeting agenda, seconded by Carol Parker. The vote was unanimous.

### **CONSENT ITEMS**

Susan Parry made a motion to approve the Consent Agenda, seconded by Rosa Gill. The vote was unanimous.

## **APPROVAL OF MEETING MINUTES**

November 9, 2005 – Instructional Program Committee

### **FACILITIES**

#### **1. BIDS: MASTER SERVICE AGREEMENT FOR CLEANING**

Bids for the Master Service Agreements for Cleaning were received on December 2, 2005. These services will be utilized in preparing the school for occupancy at the end of the construction process. The two lowest proposals received were accepted in order to have sufficient resources when needed. Both of the proposed vendors have previously provided good service when utilized on identical contracts. Estimated contract maximums are included with each contract, although money will be encumbered and work done on an individual project basis. Staff recommends award of Master Service Agreements to Facilico, Inc. and RTP Building Maintenance Co., Inc., with a contract duration of January 3, 2006 through December 31, 2006. Fiscal Implications: Cost for each project will be paid by individual project budget. Recommendation for Action: Board approval is requested.

#### **2. DESIGN CONSULTANT AGREEMENT: EAST MILLBROOK MIDDLE**

The next building program includes the construction of additions and renovations to the East Millbrook Middle School. Negotiations have been completed with The Roberts Group, PA, for the design of this project. The form of agreement is the standard form approved by the Board attorney. Fiscal Implications: The total proposed budget will be determined with the development of the next building program. The estimated current budget is approximately \$30,000,000, of which \$3,470,802 is currently available from the PLAN 2004 School Building Program. The remainder of the funds will come from the next building program. The total project budget includes proposed compensation for the design consultant of \$1,624,317. A separate agreement for the Design Narrative in the amount of \$83,500 has been issued of which the owner will be credited \$56,000. In addition, an agreement for \$80,000 has been issued for 60% construction documents on the Phase I Site Package and partial Schematic Design of the entire project and will be credited to this contract, also. The design consultant is only authorized to

provide services through permitting, including design narrative, schematic design, design development, construction documents, and construction administration on Phase I site work. Thus, this agreement is for \$905,333. The remaining amount will be authorized after passage of the next building program. Recommendation for Action: Board approval is requested.

### **3. CHANGE ORDER NO. GC-17: MILLBROOK HIGH**

Board approval is requested for Change Order No. GC-17 to D. H. Griffin Construction, LLC. This change order, in the amount of \$288,295 is to accept changes associated with City of Raleigh permitting requirements that occurred after the bidding of this project. Fiscal Implications: Funding is available from the total project budget of \$29,944,168, of which \$1,321,955 is from the PLAN 2000 Start Up funds, \$28,490,743 is from the PLAN 2004 School Building Program, and \$131,470 is from PLAN 2000 Deferred Maintenance. Recommendation for Action: Board approval is requested.

## FINANCE

### **1. COMPUTER INSURANCE FUNDS**

The Wake County Public School System has collected a \$25 fee from schools, departments, or employees utilizing system-owned laptop computers in areas other than their duty station. The fee reduced the employee deductible for stolen or vandalized laptop computers from \$2,000 to \$100. The funds are used to replace laptop computers if a loss occurs due to theft or vandalism while away from their duty station. The \$25 fee and \$100 deductible has been waived. Fiscal Implications: The remaining balance of \$39,624 is reserved in fund balance. An appropriation of \$10,000 is requested for the current year.

### **2. THARRINGTON SMITH CONTRACT AMENDMENT**

Tharrington Smith serves as Board Attorney and provides legal services for the Wake County Board of Education. Rates for attorney services are increasing as indicated in the attached schedule. Fiscal Implications: The 2005-2006 budget for legal fees is \$563,313, which is based on a projection for the total expenditures for 2004-2005. It is estimated, based on the budgeted amount, that the total could rise to \$587,000 for 2005-2006 as a result of the rate increase. Should the amount required for legal fees exceed the amount budgeted, due either to the increased rate or required services, the amount will be reported on the quarterly Potential Changes to Budget report.

## HUMAN RESOURCES (Exhibit A)

### **1. RECOMMENDATIONS FOR EMPLOYMENT**

1. Professional
2. Support

## POLICY

### **1. POLICY 2420: DISTRIBUTION OF MATERIALS BY NON-STUDENTS**

#### ***Revised, Second Reading***

A new number "3" has been added to include information about the Superintendent being able to develop rules and procedures that will allow for limited distribution to students of materials that address activities or events primarily for school age children or which directly support the school program. The policy was revised with the guidance of Ann Majestic and the assistance of a group of principals. It was approved by the Policy Committee on November 8, 2005. Fiscal Implications: None. Recommendation for Action: Staff requests Board approval.

### **2. POLICY 2701: USE OF EMPLOYEE MAILBOXES RESTRICTED**

#### ***Revised, Second Reading***

The policy has been revised to provide principals with specific criteria regarding which items can be placed in employee mailboxes. The policy was revised with the guidance of Ann Majestic and the

assistance of a group of principals. It was approved by the Policy Committee on November 8, 2005. Fiscal Implications: None. Recommendation for Action: Staff requests Board approval.

## INFORMATION

### PROGRAM

#### 1. GRANT PROPOSALS

Staff is preparing an application for a grant for implementation of an early college in collaboration with Wake Technical Community College and WakeMed Health and Hospitals. This is a follow up to the planning grant approved by the Wake County Board of Education and funded in 2005. The implementation grant is funded under the Governor’s “Learn and Earn” initiative, and coordinated by the Public School Forum, New Schools Project and the Department of Public Instruction. The purpose of the initiative is to allow students to graduate after five years with a high school diploma and 30 or more hours of transferable college credit. Students enrolled in this school will represent the demographics of the system, with many of these being first-generation college attenders. The Learn and Earn Early College, which is to open in 2006-07, will be located on the Wake Technical Community College Health Sciences Campus and serve 50 rising ninth grade students the first year. When fully operational, the school could potentially serve 400 students. Fiscal Implications:

1. The Governor’s program allows grant recipients to receive three supplemental positions, a counselor, a teacher, and a liaison with the community college.
2. Legislation has been passed that provides state funding of a principal for the school.
3. Staffing at the school will be funded through state and school district formulas. Grant funds will support professional development, contractual services, and materials/supply expenditures.
4. \$70,000.00 one time new school start up funds to purchase additional equipment, supplies and contract services for the new high school will be requested from local funds.
5. Transportation will be provided.

Recommendation for Action: Staff is presenting this for information at this meeting and will present the grant application and school name for action at the Board of Education meeting on January 17.

Ms. Head again welcomed Dr. Scott, President of Wake Technical Community College, and Dr. William Atkinson, President and CEO of WakeMed Health and Hospitals. Richard Murphy gave an overview of the collaboration and partnership between WCPSS, Wake Tech, and WakeMed regarding the early college project and introduced all the individuals who were in attendance that are involved in this initiative. Mr. Murphy then introduced Dr. Scott and Alisa Nagler who made presentations to the Board regarding Wake Tech’s role in the partnership. Following these presentations, Mr. Murphy introduced Dr. Atkinson and Susan Jackson from WakeMed who also made presentations to the Board. Dr. Kelly Larraway of Wake Tech made the last presentation. Richard Murphy shared additional information and answered questions from the Board. Carol Parker would like to see more cost analysis of this project on a year-by-year basis. Jo Baker and Richard Murphy will furnish a breakdown of the costs prior to the next Board meeting. Patti Head gave a reminder that the grant is time sensitive and encouraged Board members to contact staff as soon as possible with any further questions so that the Board may receive that feedback prior to the next Board meeting. Susan Parry expressed her appreciation to all those who made presentations and her support of this collaborative initiative. Patti Head also expressed her thanks to the participants and her praise of this valuable partnership.

### POLICY

#### 1. RULES AND REGULATIONS ON BOARD VOTING

Attached are Board Policies 1322, 1323, and 1517 along with the statutes that address the Wake Board of Education and its voting authority. Fiscal Implications: None. Recommendation for Action: Presented for the Board’s information.

Ann Majestic discussed and clarified the rules and regulations on Board voting. She shared the history of the merger of Wake County Schools and Raleigh City Schools in 1975 and the specifics of this local

legislation regarding the voting authority of Board Chair and Vice-Chair. According to this legislation, the Board Chair only votes to break a tie. Ms. Majestic shared and clarified information about additional policies that deal with Board voting rules and regulations. Due to the fact that two of the Board members had questioned why the Board Chair does not vote, Ms. Head recommended, if there is interest from the Board, that this policy go back to the Policy Committee to examine whether the Board wants to pursue changing the local legislation to allow the Board Chair to vote. There was not sufficient interest to support the recommendation. Ms. Head thanked Ann Majestic for her presentation.

Ms. Head called for a five-minute recess at 6:35 p.m.

The meeting reconvened at 6:43 p.m.

## RECOGNITION

### **1. SPOTLIGHT ON STUDENTS** (Exhibit B)

Sixteen students will be recognized as Spotlight on Students award winners. Fiscal Implications: There are no fiscal implications. Recommendation for Action: Recognition.

Dr. Linda Isley began *Spotlight on Students* by recognizing Eric Sparks for being named President-Elect of The American School Counseling Association. Dr. Isley then introduced Eric Sparks who presented each of the students for recognition. Ms. Head expressed her pride in the achievement of these remarkable students, and she asked the audience to join her in giving these students the standing ovation they deserve.

Ms. Head called for a five-minute recess at 7:05 p.m.

The meeting reconvened at 7:10 p.m.

## COMMITTEE CHAIRS' REPORTS

There were no committee reports to be given.

Patti Head shared that the Board has been invited to a High Five Luncheon with Rick and Rebecca DuFour on January 10 at McKimmon Center from 11:30 – 1 p.m. Ms. Head requested and received a headcount from Board members.

There was a report on upcoming committee meeting dates:

Finance Committee – January 19 at 9:30 a.m. (rescheduled from January 10 at 2:30 p.m.)

Policy Committee – January 9 at 12 noon (rescheduled from January 10 at 12:30 p.m.)

Facilities Committee – January 10 at 9:30 a.m.

Community Relations Committee – January 11 at 10:30 a.m.

Human Resources Committee – January 11 at 12:30 p.m.

Instructional Program Committee – January 11 at 2:30 p.m.

Rosa Gill reported that the Raleigh Chamber of Commerce is having its annual workshop at Meymandi Hall on January 4 from 7:30 - 10:00 a.m.

## ACTION ITEMS

### FACILITIES

#### **1. SCHEMATIC DESIGN: KNIGHTDALE ELEMENTARY ADDITION & RENOVATIONS**

Staff will present the schematic design documents prepared by sFL&a Architects, P.A., for the construction of Knightdale Elementary Addition & Renovations. Fiscal Implications: The total proposed budget is \$6,426,511, of which \$1,153,424 is currently available from the PLAN 2000 School Building

program and \$5,273,087 has been approved by the Board of Education, and is pending approval by the Board of Commissioners. Recommendation for Action: Board approval is requested.

Ron Margiotta made a motion to approve, seconded by Horace Tart. Sheri Green made a presentation along with Jyoti Sharma. Ms. Green answered questions from the Board. Mike Burriss clarified additional questions from the Board. The vote was unanimous.

### **CLOSED SESSION**

Carol Parker made a motion to go into Closed Session at 7:30 p.m. to consider confidential personnel information protected under G.S. 115C-319, seconded by Rosa Gill. The vote was unanimous.

The Board reconvened into Open Session at 7:35 p.m.

### **ACTION ITEMS (contd.)**

#### **HUMAN RESOURCES**

##### **1. RECOMMENDATION(S) FOR ADMINISTRATIVE APPOINTMENT**

Eleanor Goettee made a motion to approve the administrative appointment of Sarah Otis, teacher at Wiley Elementary School, to assistant principal – 50% at Wiley Elementary School, effective date January 4, 2006, and D. Susan Spivey, assistant principal, Cary Elementary School, to principal at Douglas Elementary School, effective date January 4, 2006. Beverley Clark seconded the motion. The vote was unanimous.

##### **2. ADMINISTRATIVE TRANSFER**

Eleanor Goettee read the following administrative transfer:

Wiladean Thomas, principal at Rand Road Elementary School, to principal at Holly Grove Elementary School, effective date January 4, 2006.

#### **ADJOURNMENT**

There being no further information before the Board, a motion was made to adjourn the meeting by Ron Margiotta, seconded by Carol Parker. The vote was unanimous. The meeting adjourned at 7:40 p.m.

Respectfully submitted,

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Melanie A. Upton, Recording Secretary

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Bill McNeal, Superintendent, WCPSS

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Patti Head, Chair, Wake County Board of Education