

WAKE COUNTY BOARD OF EDUCATION



OPEN MINUTES –BOARD MEETING

Tuesday, February 3, 2004

Board Members Present	Staff Members Present	
<i>Susan Parry, Chair</i>	<i>Superintendent McNeal</i>	Jonibel Willis
<i>Patti Head, Vice Chair</i>	Jo Baker	Beverly White
Kathryn Watson Quigg	Del Burns	Donna Hargens
Beverley Clark	Karen Banks	Danny Barnes
Carol Parker	Luther Cherry	Mike Burriss
Amy White	Cindi Jolly	
Ron Margiotta	Michael Evans	
	Donald Haydon	
	Linda Isley	
	Toni Patterson	Board Attorney Present
	Maurice Boswell	<i>Jonathan Blumberg</i>
	Janice Shearin	
	Julye Mizelle	

Susan Parry called the meeting to order at 4:00 p.m. Everyone recited the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

INFORMATION

Chairman's Comments

- ❑ *Chairwoman Parry announced that the Healthy Schools Task Force had completed its work and will be reporting to the Board of Education on their recommendations. The Board Chair and the Superintendent expressed their appreciation for the work and dedication of the task force.*
- ❑ *Ms. Parry announced that Wake County PTA will have a reception for all PTA presidents on Thursday, February 5, 2004, in the Board Conference Room. This reception was rescheduled because of inclement weather.*

Superintendent's Report

- ❑ *Superintendent McNeal announced that Artie Kamiya received the 2004 Channing Mann Award for National Physical Education Administrator of the Year, the highest recognition bestowed by the Council for School Leadership in Physical Education.*
- ❑ *He reported that the Office of Growth Management has extended the cut-off date for public comments on the Student Assignment Plan to February 9.*
- ❑ *Public Hearings on the Student assignment plan is set for March 17 at 6:00 p.m. at two separate locations: East Wake High School and Green Hope High School. More information will be forthcoming.*
- ❑ *Make-up days for snow on the traditional calendar are: February 13, February 16, March 15, and March 16.*
- ❑ *Modified calendar make-up days are February 16, May 28, April 8, and March 8.*
- ❑ *Year-round make-up days are Saturday, January 31; Saturday, February 7; Saturday, March 6; and Saturday, March 27.*
- ❑ *International Center for Leadership in Education will be showcasing A.B. Combs Leadership Magnet School at its upcoming Model Schools Conference to be held on June 25-28, 2004, in Washington, D.C. Muriel Summers, the principal of the school will be one of the presenters.*

- ❑ *The Superintendent reiterated the efforts made by the district not only to engage the community in the reassignment process, but also to allow time for additional input, and to share the draft proposal with all our publics through various mediums.*

APPROVAL OF MEETING AGENDA

Beverley Clark made a motion to amend the meeting agenda to add to the Consent Agenda, Approval of Meeting minutes for January 6, 2004, seconded by Kathryn Watson Quigg.

Beverley Clark made a motion to amend the meeting agenda to add to the Consent Agenda additional Board Advisory Council nominations, seconded by Kathryn Watson Quigg.

Beverley Clark made a motion to amend the meeting agenda to add to the Action Agenda-Program: Additional Inclement Weather Make-Up Days for the Traditional Calendar, seconded by Kathryn Watson Quigg.

Beverley Clark made a motion to amend the meeting agenda to move from the Consent Agenda-Human Resources: Recommendation for Administrative Appointment to Closed Session, then Action Agenda, seconded by Kathryn Watson Quigg.

Patti Head made a motion to pull the January 6, 2004, Open Meeting Minutes until next board meeting on February 17, 2004, seconded by Amy White.

PUBLIC HEARING

***Denise Coryea, Parent.** Requested that school policy be developed to protect children with life-threatening food allergies.*

CONSENT ITEMS

Amy White made a motion to approve the Consent Agenda, seconded by Kathryn Watson Quigg. The vote was unanimous.

APPROVAL OF MINUTES

July 10, 2003-Closed Session
 September 16, 2003-Closed Session
 October 21, 2003-Closed Session
 November 5, 2003-Closed Session
 November 19, 2003-Closed Session
 December 2, 2003-Closed Session
 December 16, 2003-Closed Session
 January 6, 2004-Closed Session
 January 20, 2004-Closed Session
 November 19, 2003 – Open Meeting
 December 2, 2003- Open Meeting
 January 20, 2004 – Open Meeting
 December 17, 2003 – Program Committee Meeting

FACILITIES

1. AMENDMENT TO IMPERVIOUS SURFACE INTERLOCAL AGREEMENT-WILLOW SPRINGS ELEMENTARY

The Board of Education and Wake County entered into an Interlocal Agreement allowing the Board to encumber 3.2 acres of County park property adjacent to Willow Springs Elementary, to remain in compliance with impervious surface regulations. Continued student enrollment growth at Willow

Springs Elementary requires the installation of a classroom modular unit, which requires an amendment to the Interlocal Agreement to increase the encumbered acreage from 3.2 to 4.5 acres. Fiscal Implications: None. Recommendation for Action: Staff requests Board approval of an amendment to an Interlocal Agreement between the Board of Education and Wake County dated November 4, 2002, increasing encumbered acreage at Willow Springs Elementary for impervious requirements from 3.2 to 4.5 acres.

2. RESERVOIR WATERSHED PROTECTION AND ACCESS EASEMENT AND AGREEMENT-CARY ELEMENTARY

On December 2, 2003, the Board of Education approved an easement for a bio-retention pond at Cary Elementary as a requirement by the Town of Cary to approve renovation plans for the elementary school. A reservoir watershed protection and access easement and agreement is also required by the Town of Cary stating requirements for construction, operation and maintenance of the retention pond. Fiscal Implications: Maintenance is to be provided by WCPSS staff. Budget request for 2004-2005 includes \$250,000 for maintenance at 80 schools within jurisdiction of Raleigh and Cary. Recommendation for Action: Staff requests Board approval of a reservoir watershed protection and access easement and agreement for a bio-retention pond at Cary Elementary.

3. DESIGN CONSULTANT AGREEMENT: "E11" ELEMENTARY

The approved PLAN 2004 School Building Program includes a new elementary school E11, which will be located near the intersection of Mitchell Mill Road and Forestville Road. Negotiations have been completed with Small Kane Architects, PA for the reuse of the prototype used at Cedar Fork Elementary, Carpenter Elementary and Forestville Elementary. The form of agreement is the standard form approved by the Board attorney. Fiscal Implications: Funding is available from the total project budget of \$13,433,884, as provided in the PLAN 2004 School Building Program. The total project budget includes proposed compensation for the design consultant of \$502,446. Recommendation for Action: Board approval is requested.

4. DESIGN CONSULTANT AGREEMENT: "E16" (BRIER CREEK AREA SITE) ELEMENTARY

The approved PLAN 2004 School Building Program includes a new 625 student capacity elementary school (E16), community center and park in conjunction with the City of Raleigh. Negotiations have been completed with Boney, PLLC for the modifications to and reuse of the prototype used at Jeffrey's Grove Elementary and Baileywick Elementary. The form of agreement is the standard form approved by the Board attorney. Fiscal Implications: Funding is available from the total project budget of \$14,977,080, of which \$12,868,563 is from the PLAN 2004 School Building Program, \$80,000 is from PLAN 2000 Start Up Funds, and proposed funding of \$2,028,517 from the City of Raleigh. The total project budget includes proposed compensation for the design consultant of \$796,019; \$630,602 from WCPSS and \$165,417 from the City of Raleigh. Recommendation for Action: Board approval is requested.

5. CONSTRUCTION DOCUMENTS: DANIELS MIDDLE – PHASE II

Staff has reviewed the construction documents and requests Board approval, and authorization to advertise for the construction of bus loop and parking renovation at Daniels Middle. Fiscal Implications: Funding is available from the total project budget of \$5,603,211, as provided in the PLAN 2000 School Building Program. Recommendation for Action: Board approval is requested.

6. CONSTRUCTION DOCUMENTS: NORTHWOODS ELEMENTARY RENOVATION

Staff has reviewed the construction documents and requests Board approval, and authorization to advertise for bids for the renovation of Northwoods Elementary. Fiscal Implications: Funding is available from the total project budget of \$5,772,742, of which \$4,178,070 is from the PLAN 2000

School Building Program, and \$1,594,672 is from PLAN 2004 School Building Program. Recommendation for Action: Board approval is requested.

7. BIDS: WENDELL ELEMENTARY GYMNASIUM RENOVATION

Bids for the gymnasium renovation at Wendell Elementary were received on January 13, 2004. Staff and MBAJ Architecture recommend: award of the general contract to Scotia Construction, Inc. in the amount of \$724,000; award of the plumbing contract to Keen Plumbing Company in the amount of \$47,798; award of the mechanical contract to Central Heating & Air Conditioning of Kinston, Inc. in the amount of \$189,470; and award of the electrical contract to Electrical Maintenance and Services, Inc. (EMSCO) in the amount of \$259,000. The total of the low multi-prime bids is \$1,220,268, and the low single-prime bid is \$1,308,800. Fiscal Implications: Funding is available from the total project budget of \$1,595,891 from the PLAN 2000 School Building Program. Recommendation for Action: Board approval is requested.

8. GRASS MOWING AT 104 SITES

The contract term is March 29, 2004, through November 19, 2004, for 103 school sites and one office site. Staff recommends extending the contracts awarded in 2003 for the 2004-mowing season, as stated in the bid specifications for bid #03-216. Contracts will be awarded as follows: Baines' Landscaping, Inc., \$33,150.00; Faithful Lawn Care, Inc., \$159,525.00; Herb's Lawn Care Service, \$145,500.00; Olive Farms, \$145,500.00; Pinnacle, Inc., \$16,950.00; Quality Lawn Care Co., \$117,525.00. Fiscal Implications: The contracts total \$288,540.00 for the 2003-2004 fiscal year; funds are available from the current expense budget for the period from March 29, 2004, through June 30, 2004. Funds totaling \$329,610.00 are included in the 2004-2005-budget request for the remaining contract period, from July 1, 2004 to November 22, 2004. Recommendation for Action: Board approval is requested.

9. PREFERRED BRANDS OF EQUIPMENT FOR CONSTRUCTION PROJECTS

N.C.G.S. 133-3 requires performance standards to be used when specifying products. Senate Bill 1217, approved by the General Assembly, allowed preferred brands of equipment to be bid as an alternate on school system projects, provided that the Board approved the performance standards. To be approved, the alternate must provide either a cost savings or maintain/improve the functioning of a process or system affected by the brand alternate. Approval is requested for three manufacturers of digital control equipment used to maintain and automate the mechanical and electrical equipment within our new and existing schools. Staff recommends approval of Automated Logic, Metasys, and Tridium/Invensys as manufacturers of digital control equipment. The selection of these three manufacturers resulted from responses of eleven vendors that were evaluated and short-listed to six by an engineering consultant. The six remaining firms were interviewed by a six-member selection panel and provided product demonstrations. The three manufacturers demonstrated lower maintenance costs, quick, reliable and locally available authorized service, consistent standards between schools to provide ease of maintenance and training, and web-based access to control new and existing equipment within the schools. Fiscal Implications-The approval will permit competitive bidding of our control systems subcontracts. The three manufacturers provide similar products and programming standards. The bid alternate will be listed with bid recommendations. Recommendation for Action-Board approval is requested.

FINANCE

1. GIFTS TO THE SYSTEM *(Exhibit A)*

Thirty-nine gifts have been donated to the Wake County Public School System. The approximate value of the gifts is \$19,788.12. Fiscal Implications: Not applicable.

2. BUDGET AMENDMENTS AND TRANSFERS, 2003-2004 *(Exhibit B)*

To report changes in the budget resolution resulting from transactions processed during October – December 2003. Fiscal Implications:

Adjust State Public School Fund	+	\$	17,007,673
Adjust Local Current Expense Fund	+	\$	4,862,939
Adjust Federal Programs Fund	+	\$	10,948,198
Adjust Capital Outlay Fund	+	\$	82,617,984
Adjust Multiple Enterprise Fund	+	\$	40,391
Net Changes	+	\$	115,477,185

3. AUTHORIZATION FORMS

These authorization forms designate the persons authorized to sign vouchers for the payment of money on behalf of Wake Forest-Rolesville Middle. Fiscal Implications: These authorization forms are required for bank records.

HUMAN RESOURCES

1. RECOMMENDATION FOR EMPLOYMENT *(Exhibit C)*

BOARD ADVISORY COUNCIL NOMINATIONS

New nominations to Board Advisory Councils are:

Ed Severance, District 8, Oak Grove Elementary School

Rockford Lanceolive, District 8, Penny Road Elementary School

David Duncan, District 8, At-Large

Tommy Williamson, District 8, At Large

Terri Richards, District 4, Wilburn Elementary School

Sheila Schilling, District 8, Holly Ridge Elementary School

ACTION ITEMS

PROGRAM

1. ADDITIONAL INCLEMENT WEATHER MAKE-UP DAYS FOR THE TRADITIONAL CALENDAR *(Exhibit D)*

All six inclement weather make-up days designated in the 2003-2004 traditional calendar have been used. Attached are recommendations for five additional make-up days. Fiscal Implications-None. Recommendation for Action-Staff recommends the Board approval.

After some discussion about the different types of options that might be looked at for future consideration, Kathryn Watson Quigg made a motion to approve, seconded by Carol Parker. The vote was unanimous.

FACILITIES

1. SCHEMATIC DESIGN: MARTIN MIDDLE ADDITION AND RENOVATIONS

Staff will present the schematic design documents prepared by Davis Kane Architects, P.A. for the construction of Martin Middle addition and renovations. Fiscal Implications: Funding is available from the total project budget of \$22,479,417, of which \$1,157,258 is from the PLAN 2000 School Building Program and \$21,322,159 is from the PLAN 2004 School Building Program. Recommendation for Action: Board approval is requested.

Beverley Clark made a motion to approve, seconded by Patti Head. The vote was unanimous

INFORMATION

FACILITIES

1. MAINTENANCE EXCELLENCE INITIATIVES *(Exhibit E)*

Staff will provide updates on regional maintenance, organizational restructuring, facility assessments and equipment inventories. Staff will introduce a new strategic plan to move Maintenance and Operations towards industry standard benchmarks in maintenance excellence. Fiscal Implications: No fiscal impact to current year budget. Recommendation for Action: For Board information only.

FINANCE

1. POTENTIAL CHANGES IN LOCAL EXPENDITURES FOR 2003-2004 *(Exhibit F)*

To report potential changes in local expenditures for 2003-2004 as of December 31, 2003. Fiscal Implications: Potential adjustments within the local budget. Transactions transferring budget between accounts will be reported to the Board of Education with all Budget Amendments and Transfers quarterly.

CLOSED SESSION

Patti Head made a motion to go into closed session at 5:30 p.m. to consider confidential personnel information protected under G.S. 115C-319 and to consider confidential student information protected under the Family Educational Rights and Privacy Act (FERPA) and G.S. 115C-402, seconded by Carol Parker. The vote was unanimous.

SPOTLIGHT ON STUDENTS

Seventeen students were recognized as Spotlight on Students award winners.

Katherine Rodriguez, Carroll Middle

Damien Lavoie, Wakefield High

Anna Estrada-Reyes, Centennial Middle

Chelsea Sumner, Rolesville Elementary

Katie Zajovits, Oak Grove Elementary

Ivan Ramirez, Middle Creek Elementary

Curran Paylor, Brooks Elementary

Kayla McMillan, Baileywick Elementary

Kimbra McCargo, Partnership Elementary

Dawn Privette, Carver Elementary

Rani Patel, Adams Elementary

Joshua Reid, Fuller Elementary

Jennifer Godsey, Martin Middle

Christopher Seamon, Green Hope High

Aijalon Langston, Fox Road Elementary

Brain Grimes, Broughton High

ACTION ITEMS (cont'd.)

PROGRAM

1. CONTRACT WITH THE DEVEREUX FOUNDATION

This is a continuation of an existing court settlement that began May 12, 2003. The Devereux Foundation will provide services for an identified student. Fiscal Implications-Special Education Services Program 1-32. Total not to exceed \$105,564.00. Staff recommends that Board approve this contract.

Kathryn Watson Quigg made a motion to approve, seconded by Patti Head. The vote was unanimous.

HUMAN RESOURCES

1. RECOMMENDATION FOR ADMINISTRATIVE TRANSFER

Kathryn Watson Quigg made a motion to approve Craig T. Matthews, principal at Wake Forest Elementary School to principal at Jones Dairy Year-Round Elementary School, seconded by Patti Head. The vote was unanimous.

2. RECOMMENDATION FOR ADMINISTRATIVE APPOINTMENT

Kathryn Watson Quigg made a motion to approve Lisa Cruz, teacher at Bridges Program, to assistant principal at Lincoln Heights Elementary School, seconded by Patti Head.

ADJOURNMENT

There being no further business, Susan Parry adjourned the meeting at 6:45 p.m.

Respectfully submitted,

Elwanda K. Farrow, Recording Secretary

Bill McNeal, Superintendent, WCPSS

Susan Parry, Chair