

WAKE COUNTY BOARD OF EDUCATION

OPEN MINUTES –BOARD MEETING

Tuesday, June 3, 2003

| Board Members Present | Staff Members Present | |
|------------------------------------|------------------------------|-------------------------------|
| <i>Kathryn Watson Quigg, Chair</i> | <i>Superintendent McNeal</i> | Toni Patterson |
| <i>Susan Parry, Vice Chair</i> | Jo Baker | Beverly White |
| Bill Fletcher | Danny Barnes | Janice Shearin |
| Rosa Gill | Karen Banks | Walt Sherlin |
| Patti Head | Maurice Boswell | Jonibel Willis |
| Tom Oxholm | Del Burns | |
| Amy White | Mike Burriss | |
| Jeff York | Luther Cherry | |
| | Cindi Jolly | |
| | Michael Evans | Board Attorney Present |
| | Donald Haydon | <i>Rod Malone</i> |
| | Ann Hooker | |
| | Linda Isley | |

Kathryn Watson Quigg called the meeting to order at 4:00 p.m. The Pledge of Allegiance was recited.

INFORMATION

Chairman's Comments

- *Ms. Quigg attended the 8th grade graduation at East Wake Middle.*

Superintendent's Report

- *Superintendent McNeal thanked staff for the support and hard work involved in planning and carrying out the 2002 graduation exercise.*
- *He shared that Durant Middle School finished 5th in the World Odyssey of the Mind and Joyner Elementary School came in 3rd place.*
- *Superintendent reported that Wake County Board of Education Chair Kathryn Quigg is one of 40 education leaders chosen to participate in the seventh annual Oxford Round Table in England. Ms. Quigg is only one of nine people selected to make a formal presentation to the international group.*
- *The Kenan Fellows Program is an innovative model to promote teacher leadership, address teacher retention, and advance K-12 science, technology, and mathematics education. Kenan Fellows are public school teachers selected through a competitive process to participate in a prestigious two-year fellowship while remaining active in the classroom. The Kenan Fellows Program is about helping teachers develop as leaders and influence others toward improved educational practice.*
- *Ms. Ruth Bartholomew, from the North Carolina Association of CPA's presented Dr. Del Burns with the State Treasurer's Award for Excellence in Local Government.*

APPROVAL OF MEETING AGENDA

Jeff York made a motion to approve the meeting agenda, seconded by Patti Head. The vote was unanimous.

PUBLIC HEARING

Taurus Turner-Student, Sanderson High School. She requested that the Board make all schools 100% tobacco-free.

Traona Kearney-Student, Wakefield High School. She requested that the Board make all schools 100% tobacco-free.

Sarah Cox-Representative of the American Lung Association. She requested that the Board send the smoke-free policy back to the Policy Committee rather than adopt a policy endorsing less than a 100% tobacco-free environment.

Jim Martin-Citizen/Parent. He informed the Board that 40 school districts are looking at 100% tobacco-free policies. The following school districts have passed a 100% smoke-free policy: Durham, Orange, Cumberland, Guilford, and Charlotte-Mecklenburg counties. He requested that the Board make all schools and administrative offices 100% tobacco-free.

Dr. Kweku Laast. Consultant, State Division of Public Health. Dr. Laast requested that the Board vote to have schools and administrative offices 100% tobacco-free and to follow through on their initial decision.

CONSENT ITEMS

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

APPROVAL OF MINUTES

March 4, 2003-Closed Session

March 18, 2003-Closed Session

April 1, 2003-Closed Session

April 15, 2003-Closed Session

May 13, 2003 – Finance Committee

FACILITIES

1. Resolution: Long-Range Building Program Funding Reallocation

Resolution requests reallocation of project savings from the PLAN 2000 project at Forestville Road Elementary to Holly Ridge Elementary. Total reallocation amount is \$250,000.

2. Names for New Schools in Holly Springs and West Cary

The Board approved the naming for two new high schools included in the PLAN 2004 School Building Program in Holly Springs and West Cary. Staff has consulted with town officials in Holly Springs, who recommended that the Board name the new high school, “Holly Springs High School.” Town of Cary officials requested that the Board name the West Cary area high school, “Panther Creek High School.”

3. Utility Easement-Highcroft Elementary

To provide electrical service to the new Highcroft Elementary, Progress Energy Carolinas, Inc. requires an easement 10 feet wide extending throughout the campus. The easement will allow for underground cable.

4. Design Consultant Agreement: H2 “Heritage” High Site Development

The proposed PLAN 2004 capital building program sent to the County Manager in April includes site development for a new “H2-Heritage” High School as priority number 42 and building construction as priority number 46. It is proposed that the building open as swing space

for Wake Forest/Rolesville High during the 2007-2008 school year, and as a new high school in the 2008-2009 school year. The Knightdale High prototype design, designed by Boney PLLC Architects, will be used for Heritage High; this prototype will be used for Panther Creek High. Staff has negotiated a contract with Boney PLLC in the amount of \$395,360 for preparation of a master plan and design of the site development portion of the project. The standard, Board attorney-approved form of professional services agreement will be used. The total construction budget for site development is \$2,811,991, and will be included in PLAN 2004. \$1,564,638 is available from the PLAN 2000 School Building Program.

5. Bids: Millbrook High Kitchen HVAC Improvements

Bids for the kitchen HVAC improvements at Millbrook High were received on May 14, 2003. Staff and Telesis Solutions, P.C. recommended awarding the single-prime contract to LTG Construction Company in the amount of \$121,709. Funding is available from the total project budget of \$165,000.

FINANCE

1. Gifts To The System *(Exhibit A)*

Seventeen gifts have been donated to the Wake County Public School System. The approximate value of the gifts is \$10,139.20.

2. Change Order 1 (Contract Extension) To McNatton Technologies, Inc. Service Agreement

The Board of Education approved the extension of McNatton Technologies' contract through the 2003-04 fiscal year. McNatton Technologies provides system administration services for UNIX based computer systems and application systems, including DNS, FTP, Proxy, Firewall and Content Management services. This support is essential in managing internet and intranet services throughout the school district. Their services were contracted this fiscal year after their proposal was chosen through an RFP process conducted in late summer 2002. Current agreement is set to expire on June 30, 2003. Change order 1 extends the term through June 30, 2004. A flat rate of \$48,000 will be invoiced once a month. Total amount of change order is \$576,000. Funding for contracted services was identified and planned for in the 2003-04 fiscal year budget request.

3. Change Order 4 (Contract Extension) To Netcomlogic, Inc. Service Agreement

The Board of Education approved the extension of Netcomlogic's contract through the 2003-04 fiscal year. Technology Services has had an agreement with Netcomlogic since March 2002 to develop methodology for upgrades and support of existing systems and to provide production and database support. Agreement is set to expire on June 30, 2003. Change order 4 extends the term through June 30, 2004. A flat rate of \$17,728 will be invoiced once a month for eleven months for contractor's services. Along with the flat rate, an additional amount will be included in the monthly invoice based on the number of hours worked by additional staff provided through contractor. An estimate of this cost has been included in the requested amount of the change order. Total amount of change order is \$280,000. Funding for contracted services was identified and planned for in the 2003-04 fiscal year budget request. Funding will be available in the Technology Services current expense budget.

4. Change Order 1 (Contract Extension) To ST Tech, Inc. Service Agreement

The Board of Education approved the extension of ST Tech's contract through the 2003-04 fiscal year. Technology Services has had an agreement with ST Tech since January 2003 to provide functional and technical support for all Payroll and Human Resources functions which includes the HRMS module of the Oracle ERP. Agreement is set to expire on June 30, 2003. Change order 1 extends the term through June 30, 2004 at the same flat rate of \$8,000 to be invoiced bi-

monthly. This flat rate is based on a 40-hour workweek at \$100 per hour. Total amount of change order is \$192,000. Funding for contracted services was identified and planned for in the 2003-04 fiscal year budget request. Funding will be available in the Technology Services current expense budget.

5. Change Order 2 (Contract Extension) To SJ Solutions, Inc. Service Agreement

The Board of Education approved the extension of SJ Solutions serves through the 2003-04 fiscal year. Technology Services has had an agreement with SJ Solutions since March 2002 to provide functional and technical support of WCPSS purchasing and warehouse modules of the Oracle Financial ERP. Agreement is set to expire on June 30, 2003. Change order 2 extends the term through June 30, 2004 at the same flat rate of \$8,000 to be invoiced bi-monthly. This flat rate is based on a 40-hour workweek at \$100 per hour. Total amount of change order is \$192,000. Funding for contracted services was identified and planned for in the 2003-04 fiscal year budget request. Funding will be available in the Technology Services current expense budget.

6. Change Order 2 (Contract Extension) To Excel Consulting Solutions, Inc. Service Agreement

The Board of Education approved the extension of Excel Consulting Solutions' services through the 2003-04 fiscal year. Technology Services has had an agreement with Excel Consulting Solutions since April 2002 to provide Maximo integration support as well as functional and technical support of WCPSS accounting modules. Agreement is set to expire on June 30, 2003. Change order 2 extends the term through June 30, 2004 at the same flat rate of \$8,000 to be invoiced bi-monthly. This flat rate is based on a 40-hour workweek at \$100 per hour. Total amount of change order is \$192,000. Funding for contracted services was identified and planned for in the 2003-04 fiscal year budget request. Funding will be available in the Technology Services current expense budget.

7. Change Order 4 (Contract Extension) To Titan Systems Corporation Service Agreement

The Board of Education approved the extension of Titan Systems' contract through the 2003-04 fiscal year. Titan Systems (formerly BTG, Inc.) has been providing their services to maintain the Wide Area Network (WAN), Network Operations Center (NOC), data connections and Local Area Networks (LANs) since October 1999. Titan Systems has also provided staff to support all administrative sites in regards to troubleshooting Help Desk calls since March 2001. Their services were renewed this fiscal year after their proposal was chosen through an RFP process conducted in late summer 2002. Current agreement is set to expire on June 30, 2003. Change order 4 extends the term through June 30, 2004. A flat rate of \$48,166.67 will be invoiced once a month. Total amount of change order is \$578,000. Funding for contracted services was identified and planned for in the 2003-04 fiscal year budget request. Funding will be available in the Technology Services current expense budget.

PROGRAM

1. Contract: Town of Cary School Resource Officers for 2003-2004

Contracts were approved with the Town of Cary to provide school resource officers at each of the high schools located within the city. The following is a list of the schools: Middle Creek High School, Cary High School, and Green Hope High School. Funding for this contract, in the amount of \$113,514 (\$37,838 x 3 schools), is available through At-Risk fund 69 for the 2003-2004 school year.

2. Contract: City of Raleigh School Resource Officers for 2003-2004

Contracts were approved with the City of Raleigh to provide school resource officers at each of the high schools located within the city. The following is a list of the schools: Athens Drive High School, Broughton High School, Enloe High School, Longview/Phillips High School, Millbrook High School, Sanderson High School, Southeast Raleigh High School, and Wakefield High School. Funding for this contract, in the amount of \$302,704 (\$37,838 x 8 schools), is available through At-Risk fund 69 for the 2003-2004 school year.

3. Amendment #1 To Contract #2002-MAF-04 Between Wake County SmartStart, Inc. and WCPSS (Athens Child Development Center)

The Board of Education approved this contract for the Wake County Public School System to provide pre-kindergarten services under More At Four guidelines for four-year-old children. The total payment under this contract has been amended and changed from \$705 per child to \$735 per child. This is a revenue contract and no additional Wake County Public School System funds are required.

HUMAN RESOURCES

1. Recommendations for Employment (*Exhibit B*)

2. Recommendations for Administrative Appointments

- *Lisa Allen, applicant, to assistant principal at East Garner Middle School.*
- *James L. Argent, assistant principal intern at Centennial Campus Middle School, to assistant principal at Timber Drive Elementary School.*
- *Kendara Culberson, assistant principal intern at Timber Drive Elementary School, to assistant principal at Timber Drive Elementary School.*
- *Pamela Jerro, High School Coordinator at Longview School, to assistant principal at Longview School.*
- *Charles F. Miller, Jr., assistant principal intern at Leadmine Elementary School, to assistant principal at Weatherstone Elementary School.*
- *Christopher Scott, assistant principal intern at Hunter Elementary School, to assistant principal at Hunter Elementary School.*
- *Pamela T. Smith, assistant principal/SOAR coordinator at Wake Forest-Rolesville High School to assistant principal at Wake Forest-Rolesville High School.*

3. Recommendations for Request for Leave (*Exhibit C*)

COMMITTEE CHAIRS' REPORTS

- *Finance Committee met on May 13 to discuss and identify the necessary skills required for a CFO position in the school district.*
- *Community Relations reviewed all the items accomplished this year. The Community Relations Committee will meet again to discuss the upcoming bond referendum.*

ACTION ITEMS

FACILITIES

1. Schematic Design: Panther Creek High

Staff presented schematic design documents prepared by Boney PLLC, for the construction of Panther Creek High, which will be the first reuse of the Knightdale High prototype. Design is funded from PLAN 2000 and construction will be funded from PLAN 2004. Panther Creek High is currently listed as priority #14 on the list of needs forwarded to Wake County Manager on April 22, 2003. The total proposed project budget is \$40,668,873, of which \$1,546,945 is from

the PLAN 2000 Start Up Funds, and \$39,121,928 will be required from the PLAN 2004 School Building Program.

- *New high school totaling 83 teaching spaces.*
- *Construction cost is estimated to be \$32,162,000.*
- *Substantial completion scheduled for May 1, 2006.*
- *Additional funding in the amount of \$39,121,928 will be required from the PLAN 2004 school building program.*

Jeff York made a motion to approve, seconded by Bill Fletcher. The vote was unanimous.

2. Joint Design, Development, Construction, and Use Agreement for the Cedar Fork Elementary School Gymnasium

Town desired and agreed to pay approximately \$1.8 million in design and construction costs to upgrade the Cedar Fork Elementary School multi-purpose room to a full size gym and community center with additional parking. The community center will be principally used for Town purpose during school and non-school hours. The school system and Town anticipate a mutually cooperative long-term joint use association; the initial term of 25 years may be amended to extend the agreement so long as the site is used as a school. Town shall pay for the additional design and construction cost of the facilities that are not a part of WCPSS educational program specification. Town is responsible for the housekeeping cost, utility cost, and the preventive and major maintenance repair and replacement costs for the additional square footage.

Patti Head made a motion to approve, seconded by Bill Fletcher. The vote was unanimous.

POLICY

1. Revision of Policy 2308, 3008, 4008- Tobacco-Free Environment

Revised; Second Reading

- Prohibits the possession, display, or use of tobacco products by students on all school system property and at all times.
- Prohibits the use or display of tobacco products by employees, visitors, or contractors in any facility owned or leased or contracted for by Wake County Public School System and utilized for provision of educational services to children.
- Where smoking is permitted, it shall be in designated areas away from main entrances.
- Defines "tobacco product" to include cigarettes, cigars, pipes, chewing tobacco, snuff, and any other items containing or reasonably resembling tobacco or tobacco products and "tobacco use" to include smoking, chewing, dipping, or any other use of tobacco products.

The Board discussed this policy in great detail. Susan Parry stated that the policy does prohibit the use of "any kind of tobacco product on any school campus, at all times, by anybody." The only change to the policy is to allow school employees who work at school facilities that are not a school campuses (office buildings, garage, maintenance building) and where "no" students are being taught would be allowed to smoke in a remote place away from the building. Tom Oxholm reminded the Board that the students requested that all Wake County Public School buildings including administrative offices become 100% tobacco-free environment.

Jeff York was not in agreement with the revised policy. He feels that it sends mixed messages that one group is allowed to smoke and another group cannot. He suggested that Policy 2308, 3008 & 4008 go back to the Policy Committee for further study and review. Patti Head supported Jeff York's recommendation. Bill Fletcher was not in support of the policy going back to the committee for further discussion. He stated that he is in support of the 100% tobacco-free policy. Tom Oxholm was not in agreement to send this policy back to the committee. Staff stated that two administrative facilities - Harriett B. Webster Professional Center and Noble Road-are used to provide education services to children. These two buildings will become 100% smoke-

free facilities. The only two buildings that will be allowed to smoke at a outside designated location are Rock Quarry Road and Wake Forest Road Administration Building.

Bill Fletcher made a motion to approve, seconded by Amy White. The vote was 5 to 2 with Patti Head and Jeff York voting "no."

PROGRAM

1. School Improvement Plans 2003-2005

During 2002-2003, each school developed a two-year school improvement plan that will be implemented in the fall of 2003. Plans have been reviewed by the area assistant superintendents and were made available in May for review by board members.

Amy White made a motion to approve, seconded by Rosa Gill. The vote was unanimous.

2. School Improvement Plan Waivers *(Exhibit D)*

This is a compilation of all waivers included in the WCPSS school improvement plans for 2003-2005. Each waiver is indicated as needing local or state approval, and includes a reference of policy or law.

After a prolonged discussion on the School Improvement Waivers, Tom Oxholm called for the questions.

Jeff York made a motion to table this item until the next board meeting on June 17. Board members were ask to follow all questions to Jo Baker. Motion seconded by Rosa Gill. The vote was 6 to 2 with Tom Oxholm and Bill Fletcher voting "no."

CLOSED SESSION

Bill Fletcher made a motion to go into closed session at 5:45 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 Amy White. The vote was unanimous.

ACTION ITEMS (cont'd.)

HUMAN RESOURCES

1. Recommendation for Administrative Appointment

Rosa Gill made a motion to approve Barbara S. Burns, assistant principal, Jones Dairy at Heritage Elementary School, to principal at Brassfield Elementary School, seconded by Bill Fletcher. The vote was unanimous.

2. Recommendation for Non-Renewals

Rosa Gill made a motion to approve the non-renewal of two probationary teachers, seconded by Bill Fletcher. The vote was unanimous.

ADJOURNMENT

There being no further business, Kathryn Watson Quigg adjourned the meeting at 7:30 p.m. Respectfully submitted,

Elwanda K. Farrow, Recording Secretary

Bill McNeal, Superintendent, WCPSS

Kathryn Watson Quigg, Chair