

# WAKE COUNTY BOARD OF EDUCATION

## OPEN MINUTES –BOARD MEETING

Tuesday, August 5, 2003

<b>Board Members Present</b>	<b>Staff Members Present</b>	
<i>Susan Parry, Chair</i>	<i>Deputy Superintendent, Del Burns</i>	Jonibel Willis
Bill Fletcher	Jo Baker	Bev White
Rosa Gill	Karen Banks	
Beverley Clark	Mike Burriss	
Tom Oxholm	Cindi Jolly	
Amy White	Michael Evans	
Jeff York	Donald Haydon	
	Luther Cherry	
	Linda Isley	
	Toni Patterson	<b><u>Board Attorney Present</u></b>
	Beverly White	<i>Ann Majestic</i>
	Janice Shearin	
	Walt Sherlin	

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

### INFORMATION

#### Chairman's Comments

- *Ms. Parry informed the board that Kathryn Watson Quigg, Patti Head, and Superintendent McNeal were out of town.*
- *She also stated that the County Commissioners had a public hearing on the public school bond referendum and library construction bonds. The county commissioners decided to adopt the resolution to call for a referendum to approve the school construction bond for \$450 million to be on the ballot in October 2003.*
- *Modified calendar schools and year-round schools are up and running. On Monday, August 11, 2003, traditional calendar schools will open. Mr. Parry reported that everyone is hard at work getting classrooms ready for school after renovations and for the opening of new schools. She thanked the facilities staff for their hard work.*

#### Superintendent's Report –(None)

#### Recognition-Libby Poppe

*Dr. Del Burns presented the Governor's Excellence in Education Award to Libby Poppe posthumously. Wake County Public School System has had a goal to attract excellent teachers and to retain them. Libby Poppe, Social Studies teacher at East Wake High School, established a class for seniors to explore the field of teaching. Ms. Poppe was an effective teacher as well as a mentor for new teachers coming into the systems. Her enthusiasm helped many students choose teaching as a career and many of her students won the Covered Teaching Fellows Award. In 1995, Governor Jim Hunt presented the Governor's Excellence in Education Award to the Wake County Public Schools System. Libby Poppe retired with 31 years in teaching in June 2002. On June 9, 2003, Libby died following a four and one-half year battle with kidney cancer. This award reminds us how one teacher's dream has made a difference in the lives of many future teachers and students.*

## **APPROVAL OF MEETING AGENDA**

- *Jeff York made a motion to amend the meeting agenda to add a closed session to consider confidential personnel information protected under G.S.115C-319, seconded by Amy White*
- *Jeff York made a motion to consider confidential student information protected under the Family Educational Rights and Privacy Act (FERPA) and G.S. 115C-402. Motion seconded by Amy White, the vote was unanimous.*
- *Jeff York made a motion to amend the meeting agenda to pull from the Information Agenda Program-Assignment of New Subdivisions to Schools, seconded by Amy White.*
- *Tom Oxholm made a motion to amend the meeting agenda to move from the Consent Agenda Finance-Renewal of WCPSS Workers' Compensation Self-Insurance Coverage to the Action Agenda, seconded by Beverley Clark.*

## **PUBLIC HEARING –(None)**

### **CONSENT ITEMS**

*Bill Fletcher made a motion to*

*approve the Consent Agenda, seconded by Amy White. The vote was unanimous.*

## **APPROVAL OF MINUTES**

June 4, 2003 – Finance Committee Meeting

## **FACILITIES**

### **1. NAMING OF THE FIELD HOUSE AT CARY HIGH FOOTBALL STADIUM IN MEMORY OF ANDREW “ANDY” G. GREENE**

The Cary High community has recommended that the field house at Cary High football stadium be named, “The Andy G. Greene Field House” in honor and memory of Andrew George Greene who passed away October 29, 2002 during football season. Andy was a 1978 graduate of Cary High. As a student, he was a manager for the football, basketball, and track and field teams. Andy was very involved in the school and was accepted by his peers even though he had learning and physical challenges. After graduation, Andy returned to Cary High where he continued to perform the same duties and was given even more responsibilities over the 26 years he was associated with Cary High Athletics. The field house was built and occupied in 1975, the year Andy first came to Cary High as a 10<sup>th</sup> grader. The field house renovations are included in the PLAN 2004 Capital Improvement Program. It is appropriate to name the field house after someone who devoted so much of his time, energy, and love to Cary High athletics.

### **2. APPROVAL OF PLAN 2004 CAPITAL IMPROVEMENT PROGRAM CONTENT**

Wake County Public School System and Wake County staff collaborated on the development of the scope and content of the PLAN 2004 Capital Improvement Program-a balanced program that will build new schools to accommodate growing enrollment, renovate existing school buildings, and complete repair projects system-wide. On June 30, 2003, the Board approved a resolution requesting the Board of Commissioners' approval of the proposed PLAN 2004 program, but noted that it was approving the \$550 million scope of the program, not the specific projects in the program. The proposed PLAN 2004 Capital Improvement Program scope totals \$550 million, of which \$450 million will be funded from bonds that are the subject of a October 7, 2003 bond referendum; the balance will be funded from state building funds, interest earnings, County pay-as-you-go funds, savings from PLAN 2000, and future savings in PLAN 2000 and 2004.

### **3. RESOLUTION: EAST WAKE HIGH (SOUTH) DESIGNER SELECTION**

Resolution was presented to waive the traditional designer selection process and to select Pearce Brinkley Cease + Lee PA for the design of East Wake High (South) PLAN 2004 addition and renovation project. This request is in accordance with NCGS 143-64.32, which allows the exemption of the statutory designer selection process. The specific reason for this exemption is that this is a continuation of project to convert the south campus into a high school for which Pearce Brinkley Cease + Lee PA has already master planned and completed the first two phases. This will shorten design time, reduce cost, and help expedite the project. Staff recommended proceeding with the negotiation of a design contract with the architectural firm of Pearce Brinkley Cease + Lee PA.

### **4. RESOLUTION: LONG-RANGE BUILDING PROGRAM FUNDING REALLOCATION**

Staff requested reallocation of project savings from the Phase IIIA projects at Holly Springs Elementary, Root Elementary and Timber Drive Elementary and the Phase IIIB projects at Carnage Middle, Fuquay Varina High, Heritage Middle, Land Acquisitions, Technology, Wakefield Middle and Wilburn Elementary to Program Contingency. Total reallocation amount is \$381,702.71.

### **5. RESOLUTION: LONG-RANGE BUILDING PROGRAM FUNDING REALLOCATION**

Wake County appropriated County Bond Funds to Cary Elementary to fund the total PLAN 2000 project budget of \$8,461,006. WCPSS recently received State Critical Needs Building Funds in the amount of \$4,661,494, which will be used to reimburse the county bond expenditures for Cary Elementary. Staff recommended reallocation of the surplus funds at Cary Elementary of \$4,661,494. Appropriations to date for Enloe High equals \$1,728,945. This reallocation will not change the total PLAN 2000 budget for Enloe High of \$9,151,942.

### **6. RESOLUTION: FUNDING FOR PLAN 2000 SCHOOL BUILDING PROGRAM**

Staff requested Resolution of funds for the PLAN 2000 School Building Program previously approved by the Board. This request will provide start-up funds for the following PLAN 2004 projects: Douglas Elementary, North Garner Middle, East Wake High, Martin Middle, Millbrook High, Elementary E-16 (Brier Creek), Elementary E-9, Elementary E-10, and eleven re-roofing projects. Total of this appropriation request is \$5,243,486. Appropriations for PLAN 2000 to date total \$524,347,301. The total PLAN 2000 appropriations including this request, equals \$529,590,787.

### **7. DESIGN CONSULTANT AGREEMENT: BROUGHTON HIGH**

The proposed PLAN 2004 Capital Building Program includes renovations to the Broughton High Holiday Gymnasium and PLAN 2000 includes renovations to the auxiliary gymnasium. All design is funded in PLAN 2000. Negotiations have been completed with Cherry Huffman Architects, PA to combine the two programs into one project. The form of agreement is the standard form approved by the Board attorney. The total project budget is \$6,348,630, of which \$1,000,000 is available from the PLAN 2000 School Building Program and \$5,348,630 will be required from the PLAN 2004 School Building Program. The total project budget includes proposed compensation for the design consultant of \$418,500. A separate contract for Design Narrative through 50% Design Development Phase in the amount of \$83,700 has already been issued. This contract is for the remainder of the design phase only in the amount of \$188,325.

## **8. CONSTRUCTION DOCUMENTS: DANIELS MIDDLE**

Staff presented the construction documents designed by Cline Design Associates, PA for the PLAN 2000 School Building Program renovation project at Daniels Middle (Phase 3). Phase 2 Scope is included in the proposed PLAN 2004. Funding is available from the PLAN 2000 School Building Program is \$5,603,211.

## **9. CONSTRUCTION DOCUMENTS: ROLESVILLE ELEMENTARY GYM RENOVATIONS**

Staff presented the construction documents designed by Brown & Jones Architects, Inc. for the construction of PLAN 2000 School Building Program for the renovation of Rolesville Elementary gym. Funding is available from the total project budget of \$2,012,056, as provided in the PLAN 2000 School Building Program.

## **10. CHANGE ORDER NO. 1: NORTH GARNER MIDDLE**

Board approved the request for Change Order No. 1 to North Garner Middle. This change order, in the amount of \$135,268, is for additional design services due to site restraints. The proximity of the existing buildings to the property lines and the site elevation variations necessitated the design to require more square footage resulting in less efficiency. Funding is available from the total project budget of \$12,545,728, as provided in the PLAN 2000 School Building Program.

## **11. DESIGN PHASE CHANGE ORDER NO. 2: WASHINGTON ELEMENTARY**

Board approved the requested for Change Order No. 2 to Pearce Brinkley Cease + Lee, PA. This change order in the amount of \$241,310 is for additional design and construction administration services due to unforeseen conditions, during the 30-month construction project. Significant cost additions occurred due to these unforeseen conditions resulting in excessive consultant time required on the project. Negotiations to mitigate the design cost have taken significant time to resolve. Funding is available from the total project budget of \$7,763,465 of which \$5,952,583 is from Phase IIIB, \$1,386,831 is from State Bond, \$250,000 is from Phase IIIB Deferred Maintenance, and \$164,051 is from Phase IIIA Savings.

## **12. BIDS: PENNY ROAD ELEMENTARY ROOF REPLACEMENT**

Bids for the roof replacement of all steep slope areas at Penny Road Elementary were received on July 10, 2003. Staff and Rooftop Systems Engineers, P.C. recommended awarding the single-prime contract to Metal Roofing Corporation in the amount of \$409,000. Funding is available from the total project budget of \$480,000 as provided in the PLAN 2000 School Building Program.

## **13. UTILITY EASEMENT – CARPENTER ELEMENTARY**

Construction of the new Carpenter Elementary School requires a utility easement to Progress Energy Carolinas, Inc. to provide electrical service. The easement will provide for underground cable extending throughout the campus and is 10 feet wide. Staff recommended Board approval of a 10-foot wide utility easement to Progress Energy Carolinas, Inc. to provide electrical service to Carpenter Elementary.

## **14. LEASE AGREEMENT – EAST GARNER MIDDLE**

Renovation of the East Garner Middle School includes regrading and seeding the football field, thus removing it from use from August through November 2003. The Yeargin family owns property adjacent to the middle school on Garner and Jones Sausage Roads, which is adequate to establish a temporary practice field for the period August through November 2003. A ground lease to the Board has been negotiated for four months at nominal cost. Lease cost – one dollar.

## **15. INTERLOCAL AGREEMENT – BRIER CREEK ELEMENTARY AND COMMUNITY PARK**

Terms and conditions of an Interlocal Agreement to acquire and develop a 20.03-acre site on Brier Creek Parkway, Raleigh, for a new elementary school and community park have been reached. The City of Raleigh and the Wake County Board of Education will jointly purchase the 20.03 tract as tenants in common. Upon completion of a master plan for the community park and school, final ownership of the property will be determined. Ownership options include a division of the property, or the Board of Education owning all the property with a grant of a ground lease or easements to the City of Raleigh for areas related to park development. The City of Raleigh and Wake County have approved of the Interlocal Agreement. Contribution to land purchase (1) Wake County \$200,000 (2) City of Raleigh \$780,000 (3) Board of Education \$780,000 .

## **16. BIDS: SNACK FOODS FOR VENDING MACHINES, BRANDED PIZZA, CHICKEN FILLET, CHICKEN NUGGETS, CLEANING SUPPLIES & PAPER GOODS, PROCESSING USDA FOODS, ICE CREAM, AND FRESH PRODUCE**

Staff requested Board approval to award food services contracts as follows: snack foods for vending machines to Dennis Foods in the amount of \$420,000; brand pizza to Pizza Hut in the amount of \$531,000; chicken fillet and chicken nuggets to Tyson Foods in the amount of \$168,000; cleaning supplies and paper goods to PFS Sales in the amount of \$391,132 and Pate Dawson in the amount of \$285,106; processing USDA foods to JTM Provisions Company in the amount of \$165,000, Rich-Sea Pak Corporation in the amount of \$175,000, Zartic Inc. in the amount of \$325,000 and Tyson Foods in the amount of \$156,000; ice cream to US Foods Service in the amount of \$116,840; fresh produce to Fords Produce Company in the amount of \$175,000 and US Food Services in the amount of \$350,000.

## **17. CONTINUANCE OF CONTRACTS: FOOD SERVICE SANITATION SYSTEM, RECYCLING SERVICES, FROZEN AND CANNED FOODS, GOURMET COOKIES, BAKERY, MILK**

Staff requested Board approval to continue the contract for food service sanitation with Coastal Sanitary Supply Company for \$216,999.12, recycling services to Orange Recycling for \$300,000, canned and miscellaneous foods to US Food Services for \$1,620,000, frozen foods to US Food Services for \$2,880,000, gourmet cookies to Otis Spunkmeyer for \$220,000, bakery to Franklin Bakery for \$275,000, milk to Pet Dairies for \$1,325,000.

## **18. BIDS: TEMPORARY PERSONNEL SERVICES FOR SCHOOL CAFETERIAS**

Staff requested Board approval to award a contract to Preferred People Staffing for temporary personnel for school cafeterias at a billing rate of \$10.09 per hour for assistants and \$10.69 per hour for cashier. Estimated number hours for the 2003-2004 school year are 20,000. Funding is available from the 2003-2004 current expense budget.

## **FINANCE**

### **1. BUDGET AMENDMENTS AND TRANSFERS, 2002-2003**

To report changes in the budget resolution resulting from transactions processed during April - June, 2003. Fiscal Implications:

Adjust State Public School Fund	+	\$	701,212
Adjust Local Current Expense Fund	+	\$	753,476
Adjust Federal Programs Fund	+	\$	1,062,584

Adjust Capital Outlay Fund	+	\$	8,589,655
Adjust Multiple Enterprise Fund	+	\$	80,623
Net Changes	+	\$	11,187,550

## **2. AUTHORIZATION FORMS**

These authorization forms designate the persons authorized to sign vouchers for the payment of money on behalf of Fuquay-Varina Middle, Penny Road Elementary, and Washington Elementary.

### **PROGRAM**

#### **1. GRANT PROPOSALS**

Competitive (#724): The Rotary Foundation, Community Assistance Program / Creech Road Elementary. Collaborative (#772): Capital Area Workforce Development Board, Workforce Investment Act Youth Services / Mary E. Phillips High School with Youth and Educational Achievement Center. Competitive (#785): NC Department of Public Instruction, Learn and Serve / Ligon Middle School. Competitive (#786): US Department of Education, Teaching American History / Central Office, Magnet Programs. Competitive (#787): US Department of Education, Emergency Response & Crisis Management / Central Office, Security. Competitive (#789): Starbucks Foundation / Smith Elementary School. Competitive (#790): Association for Play Therapy, Inc. / Instructional Services. Competitive (#791): Chicago Science Group / Root Elementary School. Competitive (#793): NC Department of Public Instruction, Healthful Living / Longview School. Entitlement (#807): PRC 050 - US Department of Education, Title 1 Low Income / Central Office, Curriculum and Instruction. Collaborative (#808): US Department of Education, Parental Information and Resource Centers / Central Office, Student Services collaboration with Wake Education Partnership. Any required cash and /or in-kind matching contributions vary by grant program.

#### **2. CONTRACT WITH COMMUNITY PARTNERSHIP, INC.**

WCPSS has contracted with developmental day centers for over 18 years to provide special education and related services to special education students ages three through twenty. The State of North Carolina provides categorical monies (PRC 63) totaling \$8,709.00 per child per year plus a one-time supply fee of \$25.00 for children ages three through twenty served in developmental day centers. The Wake County Public School System (PRC 32) will pay a supplement of \$340.00 per child per year to the center. Total not to exceed \$317,590.00.

#### **3. CONTRACT WITH FRANKIE LEMMON SCHOOL AND DEVELOPMENT CENTER**

WCPSS has contracted with developmental day centers for over 18 years to provide special education and related services to special education students ages three through twenty. The State of North Carolina provides categorical monies (PRC 63) totaling \$8,709.00 per child per year plus a one-time supply fee of \$25.00 for children ages three through twenty served in developmental day centers. The Wake County Public School System (PRC 32) will pay a supplement of \$340.00 per child per year to the center. Total not to exceed \$226,850.00.

#### **4. CONTRACT WITH HILLTOP HOME (RESIDENTIAL CENTER)**

This is the fourth year that monies for Community Residential Centers have been processed through the local education agency (PRC 63). These are flow through funds allocated out of NC Department of Public Instruction. There are two community residential centers in Wake County, Tammy Lynn Center and Hilltop Home. The State of North Carolina provides categorical

monies totaling \$12,511.00 per child per year plus a one-time supply fee of \$25.00 for children ages three through twenty served in residential centers. Total not to exceed \$175,504.00.

##### **5. CONTRACT WITH METHODIST HOME FOR CHILDREN-JORDAN CHILD & FAMILY ENRICHMENT**

This is the first year WCPSS has contracted with Jordan Center to provide special education and related services for children ages three through five. Funds will be taken from Fund 1 (PRC 32). Total not to exceed \$127,000.00.

##### **6. CONTRACT WITH LEARNING TOGETHER, INC.**

WCPSS has contracted with developmental day centers for over 18 years to provide special education and related services to special education students ages three through twenty. The State of North Carolina provides categorical monies (PRC 63) totaling \$8,709.00 per child per year plus a one-time supply fee of \$25.00 for children ages three through twenty served in developmental day centers. The Wake County Public School System (PRC 32) will pay a supplement of \$340.00 per child per year to the center. Total not to exceed \$517,218.00.

##### **7. CONTRACT WITH NEXUS LEARNING, INC.**

This is the second year that WCPSS has contracted with Nexus (formerly WaterStreet, Inc.) to provide home/hospital instruction to identified students. Funds will be taken from Fund 2 (PRC 32). Total not to exceed \$150,000.00.

##### **8. CONTRACT WITH TLC OPERATIONS, INC.**

WCPSS has contracted with developmental day centers for over 18 years to provide special education and related services to special education students ages three through twenty. The State of North Carolina provides categorical monies (PRC 63) totaling \$8,709.00 per child per year plus a one-time supply fee of \$25.00 for children ages three through twenty served in developmental day centers. The Wake County Public School System (PRC 32) will pay a supplement of \$340.00 per child per year to the center. Total not to exceed \$412,552.00.

##### **9. CONTRACT WITH TLC OPERATIONS, INC. (RESIDENTIAL CENTER)**

This the fourth year that monies for Community Residential Centers have been processed through the local education agency (PRC 63). These are flow through funds allocated out of NC Department of Public Instruction. There are two community residential centers in Wake County, Tammy Lynn Center and Hilltop Home. The State of North Carolina provides categorical monies (PRC 63) totaling \$12,511.00 per child per year plus a one-time supply fee of \$25.00 for children ages three through twenty served in residential centers. Total not to exceed \$162,968.00.

##### **10. CONTRACT WITH CHARLIE GADDY DEVELOPMENTAL CENTER (UCP)**

WCPSS has contracted with developmental day centers for over 18 years to provide special education and related services to special education students ages three through twenty. The State of North Carolina provides categorical monies (PRC 63) totaling \$8,709.00.00 per child per year plus a one-time supply fee of \$25.00 for children ages three through twenty served in developmental day centers. The Wake County Public School System (PRC 32) will pay a supplement of \$340.00 per child per year to the center. Total not to exceed \$145,184.00.

##### **11. CONTRACT WITH WHITE PLAINS CHILDREN'S CENTER**

WCPSS has contracted with developmental day centers for over 18 years to provide special education and related services to special education students ages three through twenty. The State of North Carolina provides categorical monies (PRC 63) totaling \$8,709.00.00 per child per year

plus a one-time supply fee of \$25.00 for children ages three through twenty served in developmental day centers. The Wake County Public School System (PRC 32) will pay a supplement of \$340.00 per child per year to the center. Total not to exceed \$163,332.00.

## **12. ADDENDUM # 7 BETWEEN WAKE COUNTY AND WAKE COUNTY PUBLIC SCHOOL SYSTEM**

This is a continuation contract that has been in effect since 1975. The funds support intervention services for children at high-risk for school failure, consultation and education for teachers and parents and a demonstration classroom. This is a revenue contract in the amount of \$225,511.00. No additional Wake County Public School funds are required.

## **13. CONTRACT FY 2003-2004 SUPPORTING CHILDREN'S TRANSITION TO KINDERGARTEN BETWEEN WAKE COUNTY SMARTSTART, INC. AND WAKE COUNTY PUBLIC SCHOOL SYSTEM**

This continuation contract funds Project Enlightenment to coordinate transition services that promote success of kindergarten students entering the Wake County Public School System. Up to ten elementary schools serving large numbers of high-risk children will receive grants to implement approved transition activities. This is a revenue contract in the amount of \$42,222.00. An addendum increasing the contract amount is expected after state allocations are finalized.

## **14. CONTRACT FY 2003-2004 PARENTS AS TEACHERS HOME VISITING MODEL BETWEEN WAKE COUNTY SMARTSTART, INC. AND WAKE COUNTY PUBLIC SYSTEM**

This continuation contract funds Project Enlightenment's Parents As Teachers services for children in school nodes served by the East Wake Education Foundation and provides coordination for PAT services in other areas of Wake County. Research shows a direct relationship between Parents As Teachers services and children's academic and social success in school. This is a revenue contract in the amount of \$108,838.00. An addendum increasing the contract amount is expected after state allocations are finalized.

## **15. CONTRACT FY 2003-2004 PREVENTION, INTERVENTION, AND REFERRAL FOR SOCIAL EMOTIONAL NEEDS BETWEEN WAKE COUNTY SMARTSTART, INC., AND WAKE COUNTY PUBLIC SCHOOL SYSTEM**

This continuation contract provides funding for Project Enlightenment to provide intervention services for at-risk children through consultation, resources, and support for their teachers and families. This is a revenue contract in the amount of \$134,898.00. An addendum increasing the contract amount is expected after allocations are finalized.

## **16. CONTRACT: MORE AT FOUR (LYNN ROAD PRESCHOOL PROGRAM)**

Wake County SmartStart provides funding for up to thirty-three students at the Lynn Road preschool program. Lynn Road preschool is also funded by Title I and Special Education Services. A variety of funding sources allows WCPSS to provide a blended setting for special education preschool students and typically developing peers who are eligible for Title I services. Wake County Public School System provides facility and program support for the preschool program at Lynn Road. Special Education Services provides teacher assistants to support special education students in the preschool program. Title I provides funding for other professional and paraprofessional staff as well as supplies and materials. Wake County Public School System must demonstrate a 10% in-kind match, which is achieved by waiving the indirect costs for this program.



## **17. TRANSPORTATION AGREEMENT FOR PARENTS OF EXCEPTIONAL CHILDREN**

Staff recommended board approval of the agreement form that is proposed to reimburse parents who transport their exceptional children to their assigned schools. Reimbursement will be based on the actual mileage to and from school. Funds are included in state and federal allocations.

## **HUMAN RESOURCES**

### **1. RECOMMENDATIONS FOR ADMINISTRATIVE APPOINTMENT**

- *Brandy Nelson, applicant, to assistant principal at Broughton High School.*
- *Andrew Markoch, applicant, to assistant principal at Wake Forest-Rolesville High School.*
- *Lisa Nelson, applicant, to assistant principal at Heritage Elementary School.*
- *Anthony Muttillio, assistant principal intern at Martin Middle School, to assistant principal at Martin Middle School.*
- *Kashi Nelson, assistant principal intern at Wake Forest-Rolesville Middle School, to assistant principal at Apex Middle School.*
- *Walter Denning, Jr., applicant, to assistant principal at Wake Forest-Rolesville High School.*
- *Ericka Lucas, assistant principal intern at Wake Forest-Rolesville Middle School, to assistant principal at Durant Road Middle School.*
- *Edna Fay Jones, teacher at Farmington Woods Elementary School, to 50% assistant principal at Green Hope Elementary School.*
- *Wanda Cole, teacher at East Cary Middle School, to assistant principal at Garner High School.*
- *Ritchie Bazzell, teacher at Fuquay-Varina High School, to assistant principal at Sanderson High School.*
- *David Newkirk, teacher at Washington Elementary School, to assistant principal at Fox Road Elementary School.*

### **2. RECOMMENDATIONS FOR EMPLOYMENT (Exhibit A)**

### **3. RECOMMENDATIONS FOR REQUEST FOR LEAVE**

- *Katherine Faison, Hodge Road Elementary*
- *Kara Gustafson, Wildwood Forest Elementary*
- *Julie Hogue, Special Education Services*
- *Scott Milvae, Smith Elementary*
- *Dawn Ramseur, Enloe High*

### **4. 2003-2004 SALARY SCHEDULES (Exhibit B)**

## **ACTION ITEMS**

## **POLICY**

### **1. APPOINTMENT TO WAKE TECHNICAL COMMUNITY COLLEGE BOARD OF TRUSTEES**

In accordance with NC General Statute 115D-12, the Board of Education appoints four of the trustees on the Wake Technical Community College Board of Trustees. Terms are for four years

and are staggered. The term for one of the Board's appointees, Jim Talton, expired June 30, 2003.

*Tom Oxholm made a motion to approve the reappointment of Jim Talton seconded by Bill Fletcher. No other nominations were offered. The vote was unanimous.*

## **FACILITIES**

### **1. SCHEMATIC DESIGN: HOLLY SPRINGS HIGH**

Staff presented the schematic design documents prepared by Cherry Huffman Architects, PA, for the construction of Holly Springs High. This design is a re-use of the prototype used at Wakefield High, Green Hope High, and Middle Creek High. Design is funded from PLAN 2000 and construction will be funded from PLAN 2004 list of needs. Holly Springs is priority #15 on the PLAN 2004 list of needs. The total proposed project budget is \$40,571,722, of which \$9,000 is from PLAN 2000 Modernization Funds, \$1,546,945 is from the PLAN 2000 start-up funds, and \$39,015,777 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.*

## **FINANCE**

### **1. RENEWAL OF WCPSS WORKERS' COMPENSATION SELF-INSURANCE COVERAGE** *(Exhibit C)*

Proposals for 2003–2004 were based on criteria as follows:

Estimated Annual Payroll: \$173,453,102 (\$123,257,825 Professional/\$50,195,277 All Others)

6-year loss average: \$414,755

Highest year loss in previous 6-year period: \$539,026

Cost proposals for continued self-insurance coverage are as follows:

Surry Insurance Agency (current agency)	\$808,716
Wade S. Dunbar Insurance	\$951,223
The Young Group, Inc.	No Quote Offered
Arthur J. Gallagher & Company	No Quote Offered

Funds are available in 2003-2004 in the amount of \$864,011. The balance will be appropriated from reserved fund balance as required to pay claims incurred in excess of the above 2003-2004 budgeted amount.

*Tom Oxholm made a motion to approve, seconded by Bill Fletcher. The vote was unanimous.*

## **INFORMATION**

## **FACILITIES**

### **1. INFORMATION: FACILITIES COMMITTEE RECOMMENDATIONS ON EQUITY**

Staff presented recommendations of the Board of Education appointed Facilities Committee on Facilities Equity at existing schools. *(Exhibit D)*

### **2. RALEIGH CITIZENS ADVISORY COUNCIL APPEARANCE HONOR ROLL AWARD FOR MOORE SQUARE MUSEUM MAGNET MIDDLE SCHOOL**

Beginning in 1977, the Raleigh Citizens Advisory Council (RCAC) was recognized by property owners and community groups to enhance the health, safety, and appearance of their neighborhood. Moore Square Museum Magnet School received an Appearance Honor Award that was presented to Wake County Schools at a City Hall ceremony on May 21, 2003.

## **FINANCE**

### **1. IMPACT OF STATE FUNDING REDUCTIONS ON WAKE COUNTY PUBLIC SCHOOLS** *(Exhibit E)*

To balance the State budget, reductions were made in K-12 allotments to school districts. The impact of changes in allotments from the Department of Public Instruction to Wake County Public Schools is summarized on the attached document. A letter from the Superintendent to budget managers indicating the impact on schools and the central levels is also attached. As indicated in the letter, through proactive planning and expenditure reductions in prior years, WCPSS allotment formulas have been protected to the extent possible, minimizing the impact of the reduction in State funding on schools and personnel. The greatest risk for negative impact to budgets is in the potential enrollment growth above the projection from DPI, which is the basis for allotting State funds. Future fund balance appropriation may be necessary to cover costs related to higher than projected enrollment.

## **LEGISLATIVE**

### **1. YEAR 2003 LEGISLATIVE SUMMARY** *(Exhibit F)*

*Susan Harrison presented Year 2003 Legislative summary from the North Carolina General Assembly.*

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

## **ADJOURNMENT**

*There being no further business, Susan Parry adjourned the meeting at 6:00 p.m.*

*Respectfully submitted,*

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*Elwanda K. Farrow, Recording Secretary*

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*Bill McNeal, Superintendent, WCPSS*

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*Susan Parry, Board of Education, Chair*