

# WAKE COUNTY BOARD OF EDUCATION

## OPEN MINUTES –BOARD MEETING

Tuesday, August 19, 2003

<b>Board Members Present</b>	<b>Staff Members Present</b>	
<i>Susan Parry, Chair</i>	<i>Superintendent, Bill McNeal</i>	Donald Haydon
<i>Patti Head, Vice Chair</i>	Jo Baker	Linda Isley
Bill Fletcher	Danny Barnes	
Rosa Gill	Del Burns	
Kathryn Watson Quigg	Mike Burriss	
Beverley Clark	Luther Cherry	
Tom Oxholm	Michael Evans	
Jeff York	Donna Hargens	
Amy White	Toni Patterson	
	Beverly White	<b><u>Board Attorney Present</u></b>
	Janice Shearin	<i>Ann Majestic</i>
	Walt Sherlin	
	Jonibel Willis	

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

### INFORMATION

#### Chairman's Comments

- *Elizabeth Dole sent congratulations to Wake County Public Schools on a successful academic year.*
- *Board is working on the next Goal.*
- *Ms. Parry attended Town Hall meetings to hear from parents speaks about public education.*
- *Patti Head and Susan attended a conference on "Raising the Achievement Gap."*

#### Superintendent's Report

- *More than 30 churches and synagogues have participated in Celebrating the Goal Success by supporting the Wake County Public School System in their worship services.*
- *The system produced more than 7,000 posters, which have been distributed to chambers of commerce, every school, and to businesses throughout Wake County. The PTA has been very supportive on helping to distribute the posters and newsletters.*
- *More than 15,000 newsletters have been distributed to churches and synagogues, schools and business partners.*
- *Each school has been asked to recognize their individual accomplishments and the support they have received from their parents and school partners.*
- *The district received several resolutions and letters from government & chamber officials, which will be posted on the Internet and Intranet.*
- *Teacher vacancies on the first day of school were, 39.5 (mainly in special education, science, and math.) As of the 6<sup>th</sup> day, we had 24 vacancies, and we gained 16 new positions gained as a result of growth.*
- *Transportations still short a few bus drivers. Additional drivers will be available to start the second week of September (28 in class).*
- *Child Nutrition Services is serving hot lunches.*
- *Facilities team overcame a series of weather-related obstacles to have every school ready for students.*
- *Two new schools opened this year: Holly Ridge Elementary School and Holly Ridge Middle School.*

- *Four schools returned to like-new, renovated buildings (Apex Elementary, Cary Elementary, Underwood Elementary, and Fuquay-Varina Middle.*
- *East Cary Middle School has moved to the Reedy Creek Middle School campus.*
- *Kingswood Elementary moved to swing space at Cedar Fork; Apex Middle moved to swing space at Salem Middle.*
- *Phillips High School moved into its new building on the same campus.*
- *Five Wake County high schools finished in the top 11 in the state 4A ranking based on overall athletic program performance in state championship events during 2002-2003. Wachovia Cup points are based on performance in state championship events. Schools that finish in the top 8 positions earn points. If fewer than eight schools from a classification compete, only those schools represented are eligible to receive points. The Wake County schools are: Broughton with 335 points in third place; Apex with 285 points in fifth place; Green Hope High, 280 points in sixth place; Southeast Raleigh High, 260 points in eighth place; and Millbrook with 242.5 points in eleventh place.*

*Kathryn Watson Quigg represented Wake County Public Schools at the Oxford Round Table in London England this summer*

#### **APPROVAL OF MEETING AGENDA**

*Beverley Clark made a motion to move from the Consent Agenda Item # 11-Facilities Bids: Cleaning Contracts to the Action Agenda.*

*Jeff York made a motion to amend the meeting agenda to pull from the Consent Agenda- Item #8- Facilities Construction Documents: Wake Forest Elementary HVAC Renovations.*

*Kathryn Watson Quigg made a motion to amend the meeting agenda to add to the closed session to consult with an attorney employed or retained by the Board in order to preserve the attorney-client privilege between the attorney and the Board. G.S. 143-318.11(a)(3).*

*Bill Fletcher made a motion to approve the amended meeting agenda, seconded by Rosa Gill. The vote was unanimous.*

#### **PUBLIC HEARING - None**

#### **CONSENT ITEMS**

*Tom Oxholm made a motion to approve the Consent Agenda, seconded by Beverley Clark. The vote was unanimous.*

#### **FACILITIES**

##### **1. JOINT USE AGREEMENT WITH THE TOWN OF WAKE FOREST FOR THE NEW WAKE FOREST-ROLESVILLE HIGH SCHOOL BASEBALL FIELD**

Board approved the agreement between Lease and Joint Use Agreement dated March 19, 1984. The town shall replace and maintain the baseball field light fixtures to WCPSS high school standards. The town and school system shall share the routine baseball field maintenance responsibilities. The town shall have up to three days per week for a total of not more than thirty days between April 1<sup>st</sup> and June 30<sup>th</sup> of each year for town program use. Term is for ten years. The town shall be financially responsible for the inspection, repair, replacement, and utility costs of the field light fixtures (including bulbs, electrical wiring, poles). The school will be able to use the field lights at no cost to the school system.

## **2. JOINT USE AGREEMENT WITH THE BOYS AND GIRLS CLUBS AT WASHINGTON ELEMENTARY SCHOOL FOR THE USE OF THE FOUR MOBILE UNITS NOW OWNED BY THE BOYS AND GIRLS CLUBS**

Board approved the Boys and Girls Clubs to operate their program in the four mobile units after school is dismissed and school is not in session, including weekends, holidays, staff vacation days, and during school breaks. The school system may have access and use of the four mobile units until the closing school bell rings on school days. Term is for ten years. The Boys and Girls Clubs shall be responsible for all costs associated with the operation and maintenance of the four mobile units.

## **3. LICENSE AGREEMENT – ZEBULON MIDDLE**

Wake County has recently terminated the operation of a health clinic in four mobile units owned by the county and located on Board of Education property at Zebulon Middle. Wake County officials recently approved the transfer of ownership of the four mobile units to the Boys & Girls Clubs at no cost, for use related to after school programs including a computer lab. Wake County Public Schools will have use of the facility at no cost during normal school hours. A License Agreement with the Boys & Girls Clubs will allow the mobile units to remain on Board property and will provide access to the site. Boys & Girls Clubs is responsible for all utility and maintenance costs.

## **4. MOBILE UNIT LEASE AGREEMENT: VANGUARD MODULAR BUILDING SYSTEMS**

Renovation of school facilities throughout Wake County requires the use of mobile units on a short-term basis. With the assistance of Tharrington Smith, L.L.P., a mobile unit lease agreement has been prepared and approved by Vanguard Modular Building Systems to provide mobile/modular classroom units on an as needed basis with the initial lease period not to exceed 18 months in duration from the date units are acquired. Estimated first-year cost per modular unit leased is \$49,480 (\$27,860 set-up cost plus \$21,620 lease payment). Additional costs for design, utilities, life-safety and ADA compliance are estimated to be \$110,000. Total average cost per classroom is \$19,935.

## **5. DESIGN CONSULTANT AGREEMENT: CARY HIGH**

The proposed PLAN 2004 School Building Program includes the renovation of existing facilities and new construction at Cary High. Negotiations have been completed with Pearce Brinkley Cease + Lee PA for the design of this project. The form of agreement is the standard form approved by the Board attorney. The total proposed project budget is \$21,063,691, of which, \$1,276,290 is currently available from the PLAN 2000 School Building Program. The total project budget includes proposed compensation for the design consultant of \$1,280,258. Separate contracts for Pre-Design and Design Narrative Phases in the amount of \$69,500 have already been issued. This contract is for the remainder of the design phase only in the amount of \$762,668.

## **6. DESIGN CONSULTANT AGREEMENT: LIGON MIDDLE RENOVATIONS**

The proposed PLAN 2004 School Building Program includes renovations at Ligon Middle. Negotiations have been completed with Pearce Brinkley Cease + Lee PA for the design of this project. The form of agreement is the standard form approved by the Board attorney. The total project budget is \$9,105,472, of which \$530,769 is currently available from the PLAN 2000 School Building Program and \$8,574,703 will be required from the PLAN 2004 School Building Program. The total project budget includes proposed compensation for the design consultant of \$518,000. A separate contract for the Design Narrative and Schematic Design Phase in the

amount of \$77,700 has already been issued. This contract is for the design phase, only, in the amount of \$259,000.

#### **7. CHANGE ORDER NO.1: 2003 MOBILE CLASSROOM PACKAGE A (JOB# 0001-03)**

Board approved the request for Change Order No. 1 to 2003 Mobile Classroom Package A. This change order, in the amount of \$247,108 is for the addition of one five-classroom modular complex instead of the panelized building that was originally proposed for Brentwood Elementary. The original panelized building bids were over budget and this change provides a feasible alternative. Funding is available from the total project budget of \$350,000, as provided in the PLAN 2000 School Building Program.

#### **8. BIDS: ENERGY & PHYSICAL PLANT DEPARTMENT MASTER JOB ORDER CONTRACTS AND SERVICE AGREEMENTS**

Pre-approval for bids was received at the June 17, 2003, Board meeting. Bids for Energy & Physical Plant Master Job Order Contracts and Service Agreements were received on June 5, 2003. Staff recommends award of the following contracts:

Electrical MJOC: Finch Electrical Services, Inc. - \$250,000

HVAC MJOC: Fowler & Sons, Inc. - \$295,000

HVAC MJOC: Hockaday Mechanical Corporation - \$200,000

HVAC MJOC: WATCO SERVICE CORPORATION - \$200,000

Funding is available from the Energy & Physical Plant Department current expense budget for fiscal year 2003-2004.

#### **9. BIDS: GENERAL SERVICES DEPARTMENT MASTER JOB ORDER CONTRACTS AND SERVICE AGREEMENTS**

Pre-approval for bids was received at the June 17, 2003, Board meeting. Bids for General Services Department Master Job Order Contracts and Service Agreements were received on June 19, 2003. Staff recommended awarding the following contracts:

R.L. Dresser, Inc. - \$100,000

Apex Contract Carpets - \$100,000

Quality Decorators, Inc. - \$180,000

Highway 39 Construction Company, Inc. - \$200,000

Derrick Johnson Electrical & Fire Alarm Systems, Inc. - \$101,525

J & J Floors, Inc. - \$171,522.91

Funding is available from the General Services Department current expense budget for fiscal year 2003-2004.

#### **10. SERVICE CONTRACT: SOLID WASTE REMOVAL CONTRACT**

Staff recommended continuing the solid waste removal contract with BFI Waste Services, LLC, in the amount of \$511,392. Funding is available from the 2003-2004 current expense budget.

This year's price reflects a 1.2% price increase as allowed in the bid specifications based on the U.S. Departments of Labor Consumer Price Index.

#### **11. SERVICE AGREEMENT: ENERGY & PHYSICAL PLANT DEPARTMENT FOR HVAC FILTER REPLACEMENT SERVICE AGREEMENT FOR 2003-2004**

Staff recommended a service agreement with Power Chem. Inc. for furnishing labor and equipment necessary to replace HVAC filters in schools and support facilities for the 2003-2004 school year. Funding in the amount of \$286,272 will be available from the Energy & Physical Plant current expense budget fiscal year 2003-2004 and will be encumbered to fund this service agreement. This scope of work exceeded \$400,000 in cost in previous years. The scope is now being significantly reduced by accomplishing the work with our regional maintenance teams.

The Eastern and Southern regions are currently accomplishing the work for their regions. The Northern and Western regions will assume the work in their regions by the end of this calendar year. The Central region is targeted to start by April 2004. At that time, the contract will no longer be required.

## **FINANCE**

### **1. REPORT OF ADMINISTRATION APPROVED CONTRACTS** *(Exhibit A)*

The attached summaries are provided as information in accordance with Board Policy 8361. The summaries list all change orders, and contracts having a value greater than \$50,000 and not over \$100,000 for June and July 2003.

## **PROGRAM**

### **1. GRANT PROPOSALS; FIRST PRECIS OF TWO**

Collaboration (#788): National Science Foundation, Graduate Teaching Fellows in K-12 Education / Seven WCPSS schools in collaboration with North Carolina State University as fiscal agent. Competitive (#794): Apex, NC, Woodsmen of the World Lodge 1473 / Individual Schools. Competitive (#795): General Mills Foundation, Youth Nutrition Fitness Grants, General Mills Champions / Individual Schools. Competitive (#796): Keep North Carolina Clean and Beautiful Foundation / Individual Schools. Competitive (#797): North Carolina Arts Council, Artists in Residency / Individual Schools. Competitive (#798): Raleigh Women's Club / Individual Schools. Competitive (#799): Starbucks Foundation, Opportunity Grants, Basic Literacy / Individual Schools. Any required cash and/or in-kind matching contributions vary by grant program.

### **2. GRANT PROPOSALS: SECOND PRECIS OF TWO**

Competitive (#800): United Arts Council of Raleigh and Wake County, Artists in Residency / Individual Schools. Competitive (#801): National Science Teachers' Association, Toyota TAPESTRY / Individual Schools. Competitive (#802): National Council of Teachers of Mathematics, Toyota TIME / Individual Schools. Competitive (#803): Trentini Foundation / Wake Forest area schools. Competitive (#804): Wake Forest Chamber of Commerce / Wake Forest area schools. Competitive (#805): Wal-Mart Foundation / Individual Schools. Competitive (#806): Women's Sport Foundation, Go Girl Go / Individual Schools. Collaborative (#810): US Environmental Protection Agency, Clean School Bus USA Assistance Agreement / WCPSS Transportation in collaboration with Triangle J Council of Governments as fiscal agent. Any required cash and/or in-kind matching contributions vary by grant program.

### **3. CONTRACT: WITH NEXUS LEARNING, INC.**

Nexus provides on-line instruction to students who are served on a homebound basis. Total not to exceed \$150,000.

## **POLICY**

### **1. POLICY 1800 – BOARD ADVISORY COUNCILS**

The purpose of this policy revision is to extend the term of Board Advisory Council members from two years to three-year term. Staff recommended approval of revised Policy 1800 for first reading and requests waiver of second reading.

## **HUMAN RESOURCES**

### **1. RECOMMENDATION FOR EMPLOYMENT** *(Exhibit B)*

### **2. RECOMMENDATIONS FOR ADMINISTRATIVE APPOINTMENT**

- *Diann P. Kearney, applicant, to assistant principal at Kingswood Elementary School.*

- *Wayne Price, assistant principal intern at Daniels Middle School, to assistant principal at Daniels Middle School.*

### **CLOSED SESSION**

*Kathryn Watson Quigg made a motion to go into closed session at 5:00 p.m. to consider confidential personnel information protected under G.S. 115C-319; to consult with an attorney employed or retained by the board in order to preserve the attorney-client privilege between the attorney and the board G.S. 143-318.11; and to consult with an attorney employed or retained by the Board in order to preserve the attorney-client privilege between the attorney and the Board. G.S. 143-318.11(a)(3).*

### **ACTION ITEMS**

### **FINANCE**

#### **1. BIDS: CLEANING CONTRACTS**

Staff recommended awarding the cleaning contract extensions to Royal Janitorial Services, Inc., in the amount of \$519,588.77; new cleaning contracts to Royal Janitorial Services, Inc. in the amount of \$490,376.34; contract extensions to RTP Building Maintenance Co., Inc. in the amount of \$1,710,868.80; new cleaning contracts to RTP Building Maintenance Co., Inc. in the amount of \$629,356.06; and new cleaning contracts to McCullers Maintenance, Inc. in the amount of \$230,693.97. Funding is available from the 2003-2004 current expense budget.

### **HUMAN RESOURCES**

#### **1. RECOMMENDATION FOR ADMINISTRATIVE TRANSFER**

*Rosa Gill made a motion to approve Virginia L. Cardenas, principal at Conn Elementary School, to principal at West Lake Elementary School, seconded by Amy White. The vote was unanimous.*

#### **2. RECOMMENDATION FOR CAREER STATUS**

*Rosa Gill made a motion to approve Julie Vatter, Reedy Creek Elementary for Career Status, seconded by Amy White. The vote was unanimous.*

### **ADJOURNMENT**

*There being no further business, Susan Parry adjourned the meeting at 5:30 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*