



OPEN MINUTES –BOARD MEETING

Tuesday, September 7, 2004

Board Members Present	Staff Members Present	
<i>Susan Parry, Chair</i>	<i>Superintendent McNeal</i>	Toni Patterson
<i>Patti Head, Vice Chair</i>	Jo Baker	
Beverley Clark	Del Burns	
Rosa Gill	Luther Cherry	
Carol Parker	Danny Barnes	
Amy White	Michael Evans	
Ron Margiotta	Donald Haydon	
Kathryn Watson Quigg	Bev White	
	Linda Isley	
	Ann Hooker	Board Attorney Present
	Mike Burriss	<i>Ann Majestic</i>
	Jonibel Willis	
	Donna Hargens	

Susan Parry called the meeting to order at 4:05 p.m. Everyone recited the Pledge of Allegiance.

INFORMATION

Chair's Comments

- *Chair Parry thanked Susan Safran and Mark Walker for the CPR and AED training session on August 19, 2004.*
- *Ms. Parry reported that several board members attended the Greater Raleigh Chamber of Commerce Planning Conference on August 25, 2004.*
- *She reported that several board members attended the elected officials' dinner at Midway Plantation (Highway 64) in Knightdale, North Carolina.*
- *The Board Advisory Council Chairs meeting will be held on Wednesday, September 29, 2004, at 6:30 p.m. in the board conference room.*
- *The North Carolina School Boards Association District 3 Regional meeting will be held at Wakefield High School on Wednesday, September 15, 2004 at 3:30 p.m., hosted by our school board.*
- *Susan Parry announced that she would be participating in the "Learning for China Program." She will be traveling to China to learn about secondary education and teacher training programs. This project is funded by a grant from NC Center for International Understanding.*
- *She also thanked board members for attending the WCPTA Council reception.*
- *Ms. Parry announced that Patti Head has agreed to be the PTA liaison between the Board of Education and the WCPTA Council.*

Superintendent's Report

- *Superintendent McNeal announced the first meeting of this school year of the Superintendent's Teachers Advisory Council (STAC) was Wednesday, September 1, 2004.*
- *Mr. McNeal announced that the building program publication, "Vision 2020" was inserted in The News & Observer to inform parents of the district's long-range building/growth plan for "Vision 2020."*

- *Wake Education Partnership's Community Assessment results will be released on September 14 at Athens Drive High School.*
- *Lunch with the County Commissioners on September 15 will be hosted by the Board of Education.*

PUBLIC COMMENT

- ***Mark Walker & Susan Safran, AHA Training School AED Program.*** *Thanked the board for their hard work and dedication during the CPR and AED training session. They presented the board members that were in training with their certificates.*
- ***Jerry Mitchell, WFRHS tennis parent.*** *Mr. Mitchell asked the board to included 2 new tennis courts at Wake Forest –Rolesville High School. He stated that this school only has 4 tennis courts and that this causes a major "time" problem during tennis matches.*
- ***James S. Warren, WFRHS tennis parent.*** *Asked the board to included 2 new tennis courts at Wake Forest –Rolesville High School. He stated that this school only has 4 tennis courts and that this causes a major "time" problem during tennis matches.*
- ***Mark Fleming, WFRHS parent and executive committee.*** *Stated that the tennis courts at WFRHS are not up to standards and would like for the school to receive 2 additional tennis courts in this year's building program. This will give them a total of 6 tennis courts.*
- ***Charlotte Turpins, Wake NCAE president.*** *Extended an invitation to the Board of Education to attend Wake NCAE's "House Party" on September 22. Information will be shared on NCLB.*
- ***David Sander, technology teacher, WFRHS.*** *Stated that the tennis courts at WFRHS are not up to standards and would like for the school to receive 2 additional tennis courts in this year's building program.*

APPROVAL OF MEETING AGENDA

- *Patti Head made a motion to amend the meeting agenda to move up on the Action Agenda "Pilot Program to Service Long-Term Suspended Students in Alternative Settings" before the closed session.*
- *Carol Parker made a motion to amend the meeting agenda to move from the Consent Agenda-Program "Memorandum of Understanding (1): Communities in Schools of Wake County and the Wake County Public School System;" and Memorandum of Understanding: (2) "Communities in Schools of Wake County and the Wake County Public School System" to the Action Agenda.*
- *Beverley Clark made a motion to amend the meeting agenda to add to the Action Agenda-Facilities "Bids-East Millbrook Middle."*

Ron Margiotta made a motion to approve the amended meeting agenda, seconded by Amy White. The vote was unanimous

CONSENT ITEMS

Ron Margiotta made a motion to approve the Consent Agenda, seconded by Beverley Clark. The vote was unanimous.

APPROVAL OF MEETING MINUTES

August 3, 2004- Committee of the Whole
 August 3, 2004- Open Meeting
 August 17, 2004 – Committee of the Whole
 August 17, 2004 – Open Meeting
 August 17, 2004- Closed Session

FACILITIES

1. EASEMENT – KINGSWOOD ELEMENTARY

Completion of construction at Kingswood Elementary requires the dedication to the Town of Cary of an easement for an underground storm water retention basin including access containing 16,981 square feet. The easement will be provided by recorded plats. Fiscal Implications: None. Recommendation for Action: Staff requests Board approval of an easement to the Town of Cary for an underground storm water retention basin including access containing 16,981 square feet.

2. RESERVOIR WATERSHED PROTECTION AND ACCESS EASEMENT AND AGREEMENT – KINGSWOOD ELEMENTARY

Construction at Kingswood Elementary requires the location of an underground stormwater management basin and an access easement. A Reservoir Watershed Protection and Access Easement and Agreement is required by the Town of Cary stating requirements for construction, operation and maintenance of the underground stormwater basin. Fiscal Implications: Maintenance is to be provided by WCPSS staff. Budget 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 an underground stormwater management basin at Kingswood Elementary.

3. CONSTRUCTION DOCUMENTS: MILLBROOK HIGH

Staff has reviewed the construction documents and requests Board approval and authorization to advertise for the construction of Millbrook High School additions and renovations. Fiscal Implications: The total proposed project budget is \$27,581,846, of which \$1,321,955 is from the PLAN 2000 School Building Program and \$26,259,981 is from the PLAN 2004 School Building Program. Recommendation for Action: Board approval is requested.

4. BIDS: WEST LAKE ELEMENTARY AND MIDDLE – FIRE LINE EXTENSION

Bids for the Fire Line Extensions at the West Lake Schools were received on July 28, 2004. Staff and Dewberry recommend award of the single-prime contract to ABE Utilities, Inc. in the amount of \$175,632. Only one bid was received on the second attempt to bid this project. Fiscal Implications: Funding is available from the total project budget of \$235,000 as provided in the 2004-2005 operating budget. Recommendation for Action: Board approval is requested.

5. CHANGE ORDER NO 4: E10 (BARWELL ROAD AREA ELEMENTARY)

Board approval is requested for Change Order No. 4 to Small Kane Architects, PA. This change order in the amount of \$134,465.60 is for the Design Development through Construction Documents phases for the City of Raleigh's park portion of the project. A previous change order was issued to complete the design to Design Development documents. Fiscal Implications: Funding is available from the total project budget of \$20,516,821, of which \$697,249 is from PLAN 2000 Start Up funds, \$13,819,572 is from the PLAN 2004 School Building Program and \$6,000,000 is from the City of Raleigh's Parks and Recreation Department. This design phase change order will be funded by the City of Raleigh. Recommendation for Action: Board approval is requested.

FINANCE

1. RENEWAL OF NOVELL SITE LICENSE

WCPSS operates the entire network under a renewable School License Agreement with Novell, Inc., which was originally signed in December 2000. This software is one of our basic needs to provide network access, email and business operations. Our annual enrollment fee is calculated at \$2 per license. This license fee has remained static since 1999. The enrollment fee for WCPSS is reviewed each year to determine appropriate level of license and the total cost is adjusted if necessary. Fiscal Implications: Total amount of renewal is \$200,000. Funding was planned for and is available in the Technology Services current expense budget.

2. KOCH FINANCE AGREEMENT FOR PURCHASE OF EMC HARDWARE

At the August 3 Board of Education meeting, the Board approved in concept a proposal from EMC, which provides a solution to our current data storage, needs. The solution includes the hardware, software, support and professional services necessary to outfit the data center and link key processes. A four-year finance agreement will be utilized through Koch Financial. The final documentation required for signature has been drafted and is being presented today for approval. The overall proposal was presented to the County Commissioners as an action item on August 16 and was approved to be added to the consent agenda at their September 20 meeting. Fiscal Implications: Payment amount in 2004-05 fiscal year is \$475,606.41. Funding in the amount of \$475,606.41 will be included in the current expense budget request beginning with the 2005-06 fiscal year to cover annual payment. Final payment against the four-year finance agreement would be made in the 2007-08 fiscal year.

3. RENEWAL OF COVERAGES: GENERAL LIABILITY, PROFESSIONAL LIABILITY, VEHICLE AND UMBRELLA INSURANCE COVERAGES

The Wake County Public School System maintains General Liability, School District & Educators Legal Liability, Law Enforcement Professional Liability, Vehicle Insurance, and Umbrella Excess Insurance with the Surry Insurance Agency/Utica National Insurance Group. Proposals were not requested from other agents/brokers because this is the second year of a three-year contract and the agents/brokers that submitted proposals in 2003 either could not provide needed coverage or could only provide at a substantially higher self-insured retention. The recommended action for the 2004-2005 school year is to renew existing policies. The cost will be \$1,034,534.25 for school liability insurance. Fiscal Implications: Funds are available in the Risk Management budget for 2004-2005.

4. APPROPRIATION OF FUND BALANCE

To appropriate fund balance that was reserved to purchase ten activity buses \$656,750 for implementing a plan to start replacing over-mileage and outdated buses and for the purchase of forty-five school buses \$2,708,770 to accommodate growth and improve service. The original purchases were approved on January 6, 2004, and March 2, 2004, after the state contract had expired. Fiscal Implications-These funds were reserved in fund balance at June 30, 2004, in the amount of \$3,365,520. Recommendation for Action-Approve a fund balance appropriation of \$3,365,520.

PROGRAM

1. GRANT PROPOSALS

Competitive (#887): United Arts Council of Raleigh and Wake County, Artists in Residency / Individual schools. Competitive (#888): National Science Teachers Association, Toyota TAPESTRY / Individual schools. Competitive (#889): National Council of Teachers of Mathematics, Toyota TIME / Individual schools. Competitive (#890): Trentini Foundation / Wake Forest area schools. Competitive (#891): Wake Forest Chamber of Commerce / Wake Forest area schools. Competitive (#892): Wal-Mart Foundation / Individual schools. Competitive (#893): Women's Sport Foundation, Go Girl Go / Individual schools. Competitive (#894): North Carolina Electric Cooperatives, Bright Ideas / Individual schools. Competitive (#895): Wake Education Partnership, Food For Thought / Individual schools. Competitive (#896): Laura Bush Foundation, Literacy / Individual schools. Any required cash and/or in-kind contributions vary by grant program. Board approval is requested.

HUMAN RESOURCES

1. RECOMMENDATIONS FOR EMPLOYMENT (*Exhibit A*)

2. REQUEST FOR LEAVE

A request for leave was approved for Deanna Harris, Holly Ridge Middle School, beginning September 27, 2004 – June 30, 2005.

BOARD ADVISORY COUNCIL NOMINATIONS

The board approved the following BAC nominations.

- (1) *Ed Severance, Oak Grove Elementary School*
- (2) *Rockford Lance Olive, Penny Road Elementary School*
- (3) *David Duncan, At-large member*
- (4) *Jill Touchberry, Durant Road Middle School*
- (5) *Jan Ammons, East Millbrook Middle School*
- (6) *Connie Flynn, Heritage Elementary School*
- (7) *Mary Canny, Jones Dairy Elementary School*

ACTION ITEMS

PROGRAM

1. MEMORANDUM OF UNDERSTANDING (1): COMMUNITIES IN SCHOOLS OF WAKE COUNTY AND THE WAKE COUNTY PUBLIC SCHOOL SYSTEM

The Memorandum of Understanding outlines the representative commitments of Communities in Schools of Wake County and the Wake County Public School System for implementing school-based Communities in Schools program. There are no fiscal implications. Staff recommends the Board approve the Memorandum of Understanding between Communities in Schools of Wake County and the Wake County Public School System.

Staff explained that Community In Schools (CIS) would provide services to students enrolled in the CIS program. Students will be selected base on risk of failing to meet expectations established by Wake County Public School System. Tutors and mentors will spend one hour per week with an assigned student.

Ms. Parker asked a question regarding the fiscal implication.

Patti Head recused herself from voting on this item because she is a member of the Board of Directors for Community In Schools (CIS) and feels this would be a "conflict of interest."

Beverley Clark made a motion to allow Ms. Head to be recused from voting on this item. Amy White seconded the motion. The vote was unanimous.

A motion was made by Kathryn Watson Quigg to approve, seconded by Rosa Gill. The vote was unanimous.

2. MEMORANDUM OF UNDERSTANDING (2): COMMUNITIES IN SCHOOLS OF WAKE COUNTY AND THE WAKE COUNTY PUBLIC SCHOOL SYSTEM

The Memorandum of Understanding outlines the respective commitments of Communities in Schools of Wake County and the Wake County Public School System as they pertain to the operation of Community Learning Centers located in public housing communities. There are no fiscal implications. Staff recommends the Board approve the Memorandum of Understanding between Communities in Schools of Wake County and the Wake County Public School System.

Staff explained that Communities In Schools directly funds and manages the five (5) community learning centers, which are located in public housing communities owned and operated by Raleigh Housing Authority. The primary function of these programs is to establish a relationship with the students and to assist students in achieving success in school.

Carol Parker had some concerns about the budget implications of the program. Dennis Davis expressed that there is no budget item associated with this Memorandum of Understanding. He stated that this is a public housing initiative that is paid for by public housing and the community centers are there for the children. He stated that from time to time the ALP coordinators have assisted with the program, but there are no real fiscal implications.

Linda Isley stated that Wake County Public Schools would provide the curriculum to the centers to follow. She expressed by using this learning model the focus on reading and math is the same that is taught in the school system.

Ms. Parker asked the question on “what are the available resources to assist the centers by providing hourly, professional staff to work directly with students at the center?” “Do we have money budgeted for this service?” Ms. Isley responded that in the past money from Prevention Services paid for 1 person, 2 hours a week, 2 days a week to work with two different centers. CIS has provided the additional mentors.

Patti Head recused herself from voting on this item because she is a member of the Board of Directors for Community in Schools and feels this would be a “conflict of interest.”

Beverley Clark made a motion to recuse Ms. Head to abstain from voting on this item. Amy White seconded the motion. The vote was unanimous.

A motion was made by Kathryn Watson Quigg to approve, seconded by Rosa Gill. The vote was unanimous.

PROGRAM

1. PILOT PROGRAM TO SERVE LONG-TERM SUSPENDED STUDENTS IN ALTERNATIVE SETTINGS

Thirty to forty-five long-term suspended students will be served in three community service-learning and academic programs. Communities in Schools of Wake County, The DuBois Center, Harriet B. Webster Task Force for Student Success, the NC Department of Public Instruction, and the Wake County Public School System will be partners in this long-term suspension alternative. NoveNET will be the instructional tool used in the academic component. The programs will be located in the learning centers at Heritage Park and Kentwood public housing communities and The DuBois Center, and will be operated under contracts with Communities in Schools of Wake County and The DuBois Center. Joint funding will be provided by Communities in Schools of Wake County, The DuBois Center, the NC Department of Public Instruction, and the Wake County Public School System. The cost to the Wake County Public School System will be \$150,000—a \$100,000 contract with Communities in Schools of Wake County to serve 20-30 students at Heritage Park and Kentwood public housing communities and a \$50,000 contract with The DuBois Center to serve 10-15 students at The DuBois Center. Staff recommends the Board approve the contracts with Communities in Schools of Wake County and The DuBois Center.

Patti Head recused herself from voting on this item because she is a member of the Board of Director for Community in Schools and feels this would be is a “conflict of interest.”

Staff explained that this program would provide services to long-term suspended students that have made one mistake but will be able to come back to school in the future (this is not the most severe students in trouble.) This is a partnership with the Department of Public Instruction, CIS, DuBois

Center, and the Harriett B. Webster Task Force For Student Success. This program will provide reading and math through NoveNET, and the students will perform community service. This program will allow the students to continue their education at the community center where they live and earn credits toward graduation.

A motion was made by Beverley Clark to approve, seconded by Rosa Gill.

Ms. Parker asked, “ if this program was funded in this year’s budget?” Ms. Isley responded that funds were listed in the budget under “alternative programs and community programs.”

Ms. White had concerns that more information is needed before making a decision on this program. She also wanted to know what other programs can be put in place to provide services to these students? She expressed that more dialog was needed, and she would like to find out what other districts are doing in regards to long-term suspended students. She posed several questions that she would like addressed before making a discussion. Ms. White asked that we table this decision and have staff bring back more information on what other options are available.

Ms. Parker said she would also like more information on this program before voting. She is not prepared to make this decision and asked to table this decision until more information is gathered.

Ms. Quigg had concerns about tabling this decision until a later time. She stated that it is important that we serve these students. She stated that the funds are already in place to service these students in an alternative setting.

Dennis Davis responded that this is a pilot program and that he is aware of no other school system duplicating this service. He stated that all other school systems are watching Wake County to see what we do.

After a lengthy discussion, Beverley Clark called for the question.

The vote was 3 to 3 with Kathryn Watson Quigg, Beverley Clark, and Rosa Gill voting “yes” and Ron Margiotta, Carol Parker, and Amy White voting “no.” Susan Parry voted to break the tie with a “yes” vote.

Ms. Quigg asked that at a later date a progress report be presented to the Instructional Program Committee on how the program has worked to date.

FACILITIES

1. BIDS-EAST MILLBROOK MIDDLE

During recent HVAC works at East Millbrook Middle to replace the mercury contactors with electric contactors, it was discovered that other HVAC controls problems exist that cause the heating system to be unsafe to operate. A bid was solicited to resolve this problem. Staff recommends the award of a single-prime contract to Yams Controls Carolinas, Inc. in an amount not to exceed \$108,397. This is a sole source supplier due to work on proprietary equipment. Fiscal Implications-Funding is available from the total project budget of \$142,583.44, of which \$100,000 is from the Priority Needs component and \$42,583.44 is from the Modernization component of the PLAN 2000 School Building Program. Recommendation for Action-Board approval is requested.

A motion was made by Ron Margiotta to approve, seconded by Rosa Gill. The vote was unanimous.

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, seconded by Rosa Gill. The vote was unanimous.

The board reconvened at 6:30 p.m.

HUMAN RESOURCES

1. RECOMMENDATIONS FOR ADMINISTRATIVE APPOINTMENTS

A motion was made by Kathryn Watson Quigg, seconded by Rosa Gill to approve the following administrative appointments. The vote to approve was unanimous.

- (1) *Katherine Blair, assistant principal intern at Underwood Elementary School, to assistant principal at Vandora Springs Elementary School, effective date October 7, 2004.*
- (2) *Kelly Bradshaw, teacher at Salem Elementary School, to assistant principal/instructional Resource Teacher.*
- (3) *Lisa Murphy, assistant principal Intern at Durant Road Elementary, to assistant principal at Brentwood Elementary School, effective date September 8, 2004.*

ADJOURNMENT

There being no further business before the board, a motion to adjourn was made by Susan Parry. The vote was unanimous. The meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Elwanda K. Farrow, Recording Secretary

Bill McNeal, Superintendent, WCPSS

Susan Parry, Chair, Wake County Board Of Education