



**WAKE COUNTY BOARD OF EDUCATION
MEETING MINUTES
September 15, 2009**

| <u>Board Members Present</u> | <u>Staff Members Present</u> | |
|------------------------------|------------------------------|------------------------------|
| Kevin L. Hill, Chair | Superintendent Del Burns | Donna Hargens |
| Horace Tart, Vice Chair | Terri Cobb | Ann Hooker |
| Eleanor Goettee | Danny Barnes | Julye Mizelle |
| Anne McLaurin | Kathy Chontos | Cathy Moore |
| Ron Margiotta | Marvin Connelly | David Neter |
| Lori Millberg | Chuck Dulaney | Andre Smith |
| Carolyn Morrison | Stephen Gainey | Mark Winters |
| Keith Sutton | Lloyd Gardner | <u>Board Attorney</u> |
| | | Ann Majestic |

Chair Kevin L. Hill called the meeting to order at 3:02 p.m. Everyone recited the Pledge of Allegiance.

Swearing-In Ceremony

Chair Kevin L. Hill recognized the following special guests who were in attendance, Dr. Dudley Flood, Mr. Aaron Fussell, County Commissioner Stan Norwalk, Chairman of the County Commissioners Harold Webb, Secretary of State Elaine Marshall, Dr. Pearl Poole, Dr. John Gilbert, Sheriff Donnie Harrison, Blount Williams, Dr. Casper Holroyd, State Superintendent Dr. June Atkinson, and former Board Member Beverley Clark

Invocation

The invocation was given by Rev. Bob Inskeep, the Associate Pastor of First Presbyterian Church in Raleigh, N.C.

Welcome and Introduction of the Second Administrative Law Judge Fred G. Morrison, Jr.

Mr. Hill introduced the Senior Administrative Law Judge, the Honorable Fred G. Morrison Jr., who is currently an Administrative Law Judge with the North Carolina Office of Administrative Hearings. Judge Morrison has over 46 years of progressive experience and is a licensed attorney in North Carolina with 41 years of service. The Honorable Fred G. Morrison performed the Swearing-In Ceremony with the assistance of Sheriff Donnie Harrison, Dr. Morrison's son, Jimmy Earp, and Avera Acai, the first graduate of Peace College's Division of Education who is also a second grade teacher at Lacy Elementary School.

Welcome and Introduction of New Board Member

Mr. Hill welcomed and introduced Dr. Morrison to the Wake County Board of Education representing District 6. Mr. Hill shared that, *“Dr. Morrison brings a wealth of experience from not only K-12 Education, but also higher education as well. Dr. Morrison most recently served as the Director of the Division of Education at Peace College. From 1998-2007, she served as an Associate Professor at Campbell. From 1997-1998, she served on-loan with DPI as chair for the State ABC Assistance Team.*

From 1995-1997 she was principal of Briarcliff Elementary. From 1998-1994 she served as principal of Lynn Road Elementary, and from 1976-1988, she was principal of Aldert Root Elementary School. Prior to this time, she was an Elementary Curriculum Consultant with Wake County Public School System.

Mr. Hill welcomed Dr. Morrison to the Wake County Board of Education.

Board Member Comments

Dr. Morrison thanked Chair Hill for his kind words and shared the following, *“it is an honor to be here today to have the opportunity to serve the outstanding school system that has been such an important part of my life; since 1964, when I started teaching third grade in September at Effie Green Elementary School.*

I promise to do everything I can to advance the Board’s goal of preparing all students to graduate on time; ready to compete globally by the year 2014. We will not give up on this goal. This is such a special day for me, and I appreciate all who’ve taken part and made it possible. Three excellent teachers wrote letters of reference for me, Caralie Brown, Linda Jones, and Charlotte Hughes. My fellow Board members thank you for allowing me to be here. Superintendent Burns and his staff, who’ve been very patient with me, my husband Fred, my son Jimmy, our minister Bob Inskeep, Charlie Jones, whose taking pictures, and my friend and former student, Avera Acai. Thank you for being here.

I would like to especially thank all of the friends who are here today. I appreciate your gift of time. I am sorry that my 95-year old mother is not able to be here today, but I’m going to share her philosophy which has served me well over the years. She said think much, read more, speak less. With being the new kid on the block, I am ready to sit down, be quiet, and get to work. Thank you.

The Board recessed the meeting until 3:46 p.m.

Chair’s Comments

- Mr. Hill welcomed Dr. Carolyn Morrison to the Wake County Board of Education.
- On Monday, September 7th, Conrad Hooper passed away at the age of 92. Mr. Hooper was the Superintendent of the former Raleigh City School System from 1966-1976. He then served as the first Deputy Superintendent of the Wake County Public School System from 1976-1979. In addition, Mr. Hooper was a member of the “Greatest Generation” serving in the US Air Force during World War II and participating in D-Day. On behalf of the Board of Education, Mr. Hill extended the Board’s sympathy and respect to the family of Mr. Conrad Hooper.
- Mr. Hill announced that the week of September 14th is Custodial Appreciation Week. Mr. Hill and Board members thanked and saluted the Wake County Public School System’s custodians. Mr. Hill shared that keeping 159 schools and 4 administrative sites clean and safe is a major challenge and that the custodians should be commended.
- On Wednesday, September 2nd, Mr. Hill had an opportunity to bring Board greetings to the members of the Central Services Team. Mr. Hill thanked Dr. Burns for allowing him the opportunity to share how much the Board recognizes the importance of what they do. The Wake County Public School System would not receive the recognition we do as a school system without the dedication, hard work, and support of the Central Services Team.

- Mr. Hill shared that on Tuesday, September 8th, the Board spent the day interviewing applicants for the District 6 seat that Dr. Morrison now occupies. Mr. Hill thanked Chief of Staff, Terri Cobb and Board Relations Specialist, Melissa Christmas for their preparation and hard work to ensure that the day went without a hitch, other than the building losing power for 30 minutes.
- Mr. Hill shared that on September 10th he had the opportunity to attend the Wake Education Partnership's Board of Trustees meeting and shared greetings from the Board of Education.
- On September 15th, Mr. Hill was the special guest at Apex Middle School as they continued celebrating Constitution Week. Mr. Hill shared that it was a privilege to read the Preamble to the Constitution as part of Apex Middle's weeklong celebration. Mr. Hill thanked principal, Camille Hedrick and Social Studies Department Chair, Jill Bryant for their invitation.

Superintendent's Comments

- Dr. Burns recognized the loss of life-long leader, former Raleigh City Schools Superintendent, and friend of education, Conrad Hooper. Dr. Burns shared that Mr. Hooper was one of the many courageous leaders that worked long and hard on behalf of all children in Wake County. On behalf of the staff of WCPSS, Dr. Burns offered his condolences to the Hooper Family.
- Dr. Burns shared some of the things that have been done by Central Services Teams to support schools and facilitate smooth school openings.
- The elementary team made sure that the elementary Learning and Teaching Guides were ready for teachers. Dr. Burns thanked the entire team, and in particular, Dr. Sherri Merritt, Sherri Miller, Cathy Horne, Sharon Collins, and Robert Sox.
- Dr. Burns thanked Dr. Christy Falba for her leadership in elementary math, since there was a key vacancy on the elementary team in the area of math.
- The Literacy Team distributed resource notebooks to all the elementary schools to support their PLT discussions and literacy instruction.
- The efforts of the PLT Steering Committee have been greatly appreciated this year as WCPSS moves toward becoming a true learning organization. Members of the committee include: Dr. Ken Branch, Dr. Eliz Colbert, Dawn Castonguay, Chip Sudderth, Dr. Donna Hargens, Nancy Baenen, Karen Hamilton, Marvin Connelly, Dr. Christy Falba, Ruth Steidinger, Diane Garland, Dr. David Ansbacher, David Holdzkom, Joe Desormeaux, and Jerri Preddy.
- Dr. Burns recognized Kathy Jo Duckett for her incredible job of preparing for the 2009 CTE Convocation for all CTE teachers.
- Dr. Burns shared that the ESL Team helped create and develop the Center for International Enrollment. Dr. Burns stated that Dawn Dawson, Dr. Tim Hart, Alesha McCauley, Larry Savage, Elisa Caballero, and Maria Rosa Rangel are to be commended for their work in providing this service to WCPSS students.
- In AG Services, Psychologist Pam Young provided individual assessments and testing for possible AG identification for year round students.
- Dr. Burns shared that Coordinating teachers Joni Currin and Patti Carr, Administrator Dan Turner, Psychologist Pam Young, Director Joyce Gardner

conducted 4 days of New AG Teacher Institute Training before the first day of school.

- Dr. Burns stated that the entire high school team worked to prepare teachers in content areas for the upcoming school year. Team members include, Sonia Dupree, Catherine Truedell, Mike Tally, Melinda Stephani, Liz Grimes-Droessler, Trudy Elliott, Ann Dishong, Tom Huffstetler, David Rockefeller, and Patsy Hester.
- Ruth Steidinger and Liz Grimes-Droessler conducted an all day staff development at Phillips High School to provide support to faculty and staff on the fundamentals of PLC's.
- Dr. Burns shared that the middle school content specialists provided learning and teaching guides to teachers in all of the middle schools and provided trainings on how to use the guides. The middle school team includes, Crystal Reardon, Sarah Jordan, Christina Zukowski, Susan Shell, Abby Stotensberg, and Kristen Hellier.
- Margaret Henderson and Kirsten Justice, from the Curriculum and Theme Development area in Magnet Programs prepared the new programs at Smith IB Magnet Elementary and Brentwood Elementary School of Engineering.
- Magnet staff Tamani Anderson-Powell, Tasha Haynes-Cardenas, Mary Tanski, and Virginia Cardenas utilized this summer's Influencer training to develop magnet school marketing built around the power of parents as "influencers" in their community.
- Director Athena Kellogg and Cindy Mukherjee worked tirelessly to ensure that materials are posted for all teachers on the Single Source Curriculum Resource Site.
- The entire Special Education Services team were in schools to respond to questions regarding realignment or resources, students' school and classroom assignments for special needs students.
- Joanne Medlin and Doris McCain spent many hours assuring appropriate special education transportation ridership and destinations.
- Dr. Burns shared that four schools will receive individual school audits by the end of October. The lead auditors for the audits will be Dr. Ken Branch, Dr. David Ansbacher, Karen Hamilton, and Nancy Baenen.
- Darlene Johnson, the Lead Social Worker, and other social workers sought out and enrolled over 200 students who had failed to enroll in year round schools.
- Kelly Creech worked with the Health Department to ensure that over 5,200 year round middle school students were properly immunized for TdAP, including follow-up for over 700 students who were non-compliant.
- In Prevention Services, Tracy Moseley trained 18 Middle School Language Arts Intervention Teachers in CORE assessments.
- Judy Williams met with High School Intervention Coordinators to assist them in developing rosters of rising 9th grade students requiring Personal Education Plans.
- Juanita Dail and Toni Cooper have done a tremendous job in screening 20,822 volunteers.
- Through a collaborative effort, the Office of Continuous Improvement and Professional Development and Triangle Leadership Academy provided Influencer Training to over 73 schools and over 100 Central Services employees.

- In the Office of Continuous Improvement and Professional Development, Chrys Browne, Mazie Smith, Beth Ann Williams, and Susan Andrews planned and presented the Clerical Institute, providing updates and training for several hundred secretaries and clerical support staff.
- Pamela Batey-Bright processed nearly 1,600 teacher and administrator licensure renewals.
- Steve Bingham, Fran Riddick, and the Triangle Leadership Academy worked with area superintendents to identify and train buddy-coaches for new principals.
- Wilma Jenkins-Flythe and her staffing team in Human Resources worked through all of the placement issues with regard to teachers and teacher assistants.
- Also, in Human Resources,
 1. David Howell and his team have worked non-stop on special issues, such as leave payouts and medical benefits with have increased.
 2. Joan Kister's team assisted in setting up "placement fairs" for teachers displaced due to enrollment and formula changes.
 3. Phyllis Lewis' team has handled an unusually high number of unemployment issues, and done so in a timely manner.
 4. Carolann Wade monitored the National Board scene with a great attention to detail.
 5. Rob Bendel, Jason Kennedy, Sherri Morris, and Teresa Cunningham-Brown stepped up to new temporary assignments in Human Resources due to pressing needs in the department.
- The entire School Accountability Team, headed by Brad McMillen, ensured that data analyses were available to schools before the start of the school year.
- Sonia Stephens and Amy Callipare worked to ensure that training modules and formative assessment training were available.
- In the Testing office, Carol Jenkins, Phyllis Spencer, and Brian Sumner ensured that test data was uploaded so that school analyses could be done, and Nelson Surels has worked to ensure that schools had access to Quickr, the new data exchange site.
- Angie Wright in Grants Administration worked with other Instructional Services Division staff to ensure that information, ideas, and expectations related to PLT Wednesdays are available for school use.
- Scott Doolittle and the Warehouse made certain that schools received textbooks and supplies in a timely manner.
- Transportation and Special Transportation had a successful start to the new school year, both year round and traditional. The department implemented new processes to better serve the employees and customers.
- H1N1 flu precautions and preparations have been led by Karen Hamilton and Kelly Creech who are preparing for any outbreak that may occur.
- The Warehouse serves as a National Stockpile site for the CDC, requiring special training and effort by our staff, in preparation for this year's flu season.
- Dr. Burns stated that unfortunately, staff has required the services of WCPSS Crisis Teams on several occasions. Karen Hamilton and others have been there to support schools, students, and staff during times of need.

- Dr. Burns shared that staff has opened a number of schools on time this year. Heritage High School opened with students from Wake Forest-Rolesville High School. Project Manager Bob Stutts managed the opening.
- The Facilities Department worked tirelessly to ensure a smooth transition from Wake Forest-Rolesville to Heritage. Marcella Rorie and Sherrie Green have been outstanding in their timely responses to issues.
- Wendell Middle School opened under the direction of Project Manager, Tim Driscoll.
- Herbert Akins Road Elementary School opened under the direction of Project Manager, Chuck French.
- Lake Myra Elementary School opened under the direction of Project Manager, Lalonna Griffin.
- Lacy Elementary re-opened after major renovations under the direction of Project Manager, Tom Ochterski.
- Poe Elementary re-opened after major renovations under the direction of Project Manager, Clint Council.
- East Wake High School's major renovation was completed under the direction of Project Manager, Clint Council.
- East Millbrook Middle School's major renovation and new construction was completed under the leadership of Project Manager, Lalonna Griffin.
- Bugg and Smith Elementary Schools' major renovations were completed under the leadership of Project Managers, Larry Marynak and Jeff Young.
- Wake Early College's renovations were completed by Project Manager, Rich Fichera.
- Contributing to all the success of these projects were Facility Planners, Marcella Rorie, Harold Hinson, Larry Sherrill, and the entire support staff working behind the scenes.
- The Mobile Units team under the direction of Jerry Bradley opened 30 classrooms over the summer at Athens Drive, Fuquay-Varina, Holly Springs, and Panther Creek High Schools.
- The Furniture team under the direction of Becky Romine made sure that all of the desks, tables, chairs, and cabinets were in the right places at the right time for all students.
- Dr. Burns shared that Lake Myra Elementary would not have opened on time without hours of skillful negotiations by Betty Parker to ensure that the access road and utilities were in place for the opening of school.
- Technology Services assisted in unpacking and setting up machines in schools, especially Wendell Middle.
- Russ Smith, Senior Director for Security collaborated with 9 law enforcement agencies to create and implement a SRO Memorandum of Understanding that clearly defines a consistent role for SRO's in all middle and high schools.
- Victoria Curtis and Wendell Harris in Student Due Process created 2009-10 Mercury passwords for every school administrator, assured all due process forms were updated, and provided timely update sessions for school administrators to address current policy changes related to due process.

- In support of the Board's work with policy, Ken Proulx has assisted the Board in reviewing, revising, and adopting more than 52 policies and deleting and combining 5 policies, in preparation for the start of the school year.
- The Communications Department developed back-to-school brochures, videos, and the Superintendent's Journal to increase information shared with the community, and provided outstanding support to all schools as they began the new year.
- The staff in the Growth and Planning Department organized incredibly well to manage and assist in walk-in traffic for the start of the school year.
- In preparation for this year, the Internal Audit Department, led by Doug Kinney, completed or scheduled a total of 37 individual school audits as the result of principal changes.
- Becky Hargraves and the Compensation Services Department handled the first payroll of the fiscal year on August 31. Dr. Burns stated that they did a great job!
- Terri Kimzey and the Budget Department provided leadership and quality customer service during the challenging allotment and staffing season. Communication and timely response assisted principals and schools.
- A recent article, "*Fighting Fraud in Schools*" in *District Magazine*, featured an interview with David Neter, and outlined the many proactive steps WCPSS has in place.
- Dr. Burns shared that the Superintendent's Leadership Team worked hard every day to support schools. He shared that as a team, they are strong, effective leaders focused upon the core business of learning and teaching. Dr. Burns thanked them for their commitment and their dedicated leadership.
- Finally, Dr. Burns shared that the divisions and departments of Central Services are aligning their efforts through their improvement planning processes with the school's improvement plans.

APPROVAL OF MEETING AGENDA

Lori Millberg made a motion to approve the Meeting Agenda, seconded by Keith Sutton. Eleanor Goettee requested to move Consent Agenda Items #14- RENEWAL OF SUPPORT FOR SYMNATEC ACADEMIC PROGRAM PRODUCTS and #19- GRANT PROPOSALS to the Action Agenda.

Ron Margiotta requested to move Consent Agenda Items #9-CHANGE ORDER 1 TO ALLIANCE OF PROFESSIONALS & CONSULTANTS, INC. (APC) SERVICE AGREEMENT, #10- CHANGE ORDER 1 TO AUTONOMIC RESOURCES SERVICE AGREEMENT, #11 – CHANGE ORDER 3 TO ST TECH, INC. SERVICE AGREEMENT, #12- CHANGE ORDER 1 TO NWN CORPORATION SERVICE AGREEMENT to the Action Agenda.

Eleanor Goettee made a motion to approve the amended Meeting Agenda. The motion was seconded by Ron Margiotta. The motion was unanimously approved.

INFORMATION ITEMS

5. SPECIAL EDUCATION SUPPORT FOR SECONDARY LEVEL FRAMEWORK SCHOOLS

The special education K-12 support team provides targeted assistance and resources to

secondary schools. Schools are identified as framework schools based on specific variables. The purpose of the targeted support is to respond to the needs as identified in the review of data associated with the variables. Fiscal Implications: None.

Recommendation for Action: Information item only

Bob Sturey introduced Senior Administrator, Cam Lopes who presented information to the Board. Ms. Lopes shared that in 2005, a middle school principal approached the K-12 support team requesting additional assistance from Special Education Services as he had collected data, and had some concerns about his special education staff, as well as students with disabilities and what the data was telling him. The K-12 support team formalized a process in hopes to reach more schools to increase student achievement.

Ms. Lopes shared that the purpose of the framework of targeted assistance is to build capacity for learning and teaching by providing targeted assistance to identified schools which will ultimately result in increased achievement for students with disabilities (SWDs).

Ms. Lopes stated that the support team works closely with Evaluation and Research to collect and analyze selected data across all of the middle and high schools, and with realignment, will be carried to elementary schools. From the data, the team determines which schools will need the targeted assistance. The team uses several variables, including the number and percent of students with disabilities, the percentage of Limited English Proficient (LEP) and Free and Reduced (F&R) lunch students, the reading and math proficiency scores and Adequate Yearly Progress (AYP), the drop out rate of students with disabilities, long and short-term suspensions, special education and general education teacher turnover rate, the number of students receiving modified day or home/hospital instruction for behavioral reasons and the results from the special education compliance audit results.

Once the data is reviewed, the scores are scaled 1-4, with 1 needing extensive assistance and 4 needing no assistance. The schools are then selected based on the scaled scores to receive assistance. Staff also determines schools based on staff's day-to-day dealings, conversations with administration, and concerns from teachers. Once a school is selected, the senior administrator, Dr. Larson, and the coordinating teacher make arrangements to meet with the principal. Information that has been collected is then shared with the principal. The principal then makes a decision to volunteer to follow through with the framework process.

Once the decision has been made to volunteer, the support team organizes a meeting with the special education department of the school, and at times, the entire faculty. From there, the support team sets aside two days to conduct open-ended interviews of all special education teachers; select general education teachers, which includes teachers teaming with special education teachers for in-class resource; select teacher assistants and other support personnel; all the school administrators; and other school personnel such as guidance counselors, school social workers, and school psychologists.

The results of the interviews are then compiled along with the data and a plan of action is developed. The targeted assistance includes imbedding staff from Central Services into

school PLTs to assist with the understanding and use of data. The team also provides school level professional development in areas of identified need such as class scheduling, student placement, classroom locations disbursed throughout the school, support for reading, math, behavior, transition, and teacher assistants in their various roles/functions, with process checks at PLTs and staff meetings throughout the year.

The preliminary results after received targeted assistance between 2006-2007 and 2008-2009, 7 high schools and 8 middle schools made AYP in math who had not done so previously. Two high schools and 4 middle schools decreased their long-term suspension numbers; 6 high schools increased their proficiency in writing; 7 high schools increased their proficiency in Algebra I; all 8 high schools increased their overall performance rate of SWDs; 3 middle school decreased their home/hospital rate; and 6 high schools had a decrease in dropout rates.

Exiting the Targeted Assistance Framework lasts between 1 to 2 years. The team meets with the principal and the special education services staff to review formative and summative data, review accomplishments, give further recommendations, and then celebrate the accomplishments with the administration, school staff, and special education department.

Board members asked clarifying questions regarding the elementary level receiving the same targeted assistance and schools being able to volunteer. Board members were reassured by staff, sharing that assistance is requested by area superintendents if staff sees a need to target a school.

6. PUBLIC COMMENT – 4 P.M.

Citizens who signed up to address the board during public comment will be called on in priority order first for items on the agenda and then for items not on the agenda. Each individual speaker will be allowed three minutes for remarks. Issues or concerns involving personnel matters are not appropriate for this public comment setting. After 30 minutes of public comment, any speakers remaining will be recognized at the end of the agenda for their comments.

There were no speakers.

CONSENT ITEMS

Ron Margiotta made a motion to approve the Consent Agenda, seconded by Eleanor Goettee. The motion was unanimously approved.

7. APPROVAL OF MEETING MINUTES

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| August 11, 2009 | - | Facilities and Operations Committee Meeting Minutes |
| August 25, 2009 | - | Student Achievement Committee Meeting Minutes |
| September 1, 2009 | - | Committee of the Whole Meeting Minutes |
| September 1, 2009 | - | Board of Education Meeting Minutes |

FINANCE

8. AUTHORIZATION FORMS

These authorization forms designate the persons authorized to sign vouchers for the payment of money on behalf of Wake Forest Elementary. Fiscal Implications: These

authorization forms are required for bank records. Recommendation for Action: Approval of Authorization Forms.

13. RENEWAL OF EMC MAINTENANCE AND SUPPORT OF HARDWARE AND SOFTWARE PRODUCTS

EMC hardware and associated software were purchased in 2004. Included in the purchase price was a negotiated fee for three years of maintenance and support coverage. This three-year term expired July 1, 2008. Last year the maintenance and support fee was negotiated down to \$59,929.42 due to the expectation of replacing current hardware with the purchase of new equipment through EMC. This equated to an average monthly cost of \$11,080.46. Since that time, budget constraints forced the purchase to be suspended. Therefore part of the coverage fee waived last year is included as part of this year's renewal fee. Fee to renew maintenance and support coverage for all products through August 1, 2010 is \$187,586.80. This equates to an average monthly cost of \$11,623.61 or a 4.9% increase when compared to last year. Fiscal Implications: Amount of support renewal is \$187,586.80. Funding for contracted services was identified and planned for in the Technology Services 2009 10 operating budget request. Recommendation for Action: Staff is requesting Board approval of renewal.

FACILITIES

15. HVAC DESIGN SERVICES: WAKE FOREST-ROLESVILLE MIDDLE

Negotiations have been completed with Engineered Designs, Inc., to provide mechanical engineering services for the Wake Forest-Rolesville Middle School HVAC Replacement Project, in accordance with the Master Mechanical Engineering Services Agreement. Fiscal implications: Funding is available from the total budget of \$67,813,687 for CIP 2006 Life-Cycle Replacement of Building Components. Proposed compensation for the design consultant is \$181,800. Recommendation for action: Board approval is requested.

16. BIDS: WAKE FOREST-ROLESVILLE MIDDLE MOBILES

Bids were received on August 18, 2009 for connecting and installing all services (power, water, sewer, data, and ADA access) and interior fit-up of three single mobile units at Wake Forest-Rolesville Middle School. All of the mobile units will be moved from the Central Services Complex on Rock Quarry Road. Staff recommends award of the single prime contract to C. Blake Lewis, Inc., in the amount of \$146,992. Reference the attachment for details of the per classroom costs. Fiscal implications: Funding is available from the total project budget of \$16,935,553, all of which is from the CIP 2006 Mobile Classroom Relocation and Leasing, 2007-2009 project. Recommendation for action: Board approval is requested.

17. CHANGE ORDER NO. CM-21: BANKS ROAD ELEMENTARY

Board approval is requested for Change Order No. CM-21 to Barnhill Contracting Company, Inc., for their Construction Management at Risk (CMAR) contract for Banks Road Elementary School. This change order, a reduction in the amount of \$72,077, is primarily the net of credits for unused earthwork allowances, reduced by increased cost for extending the construction schedule. Fiscal implications: Funding is available from the total project budget of \$22,199,127, of which \$745,000 is from PLAN 2004, \$20,049,101 from CIP 2006, \$1,020,924 from CIP 2006 Offsite Improvements, and \$384,102 provided by the Town of Fuquay-Varina and the Wake County Parks and

Recreation Department for additional ball fields, parking, and utilities for future upgrades to the park facility. Recommendation for action: Board approval is requested.

18. CHANGE ORDERS CM-21 & CM-22: RIVER BEND ELEMENTARY

Board approval is requested for Change Orders CM-21 and CM-22 to Barnhill Contracting Company, Inc., for their Construction Management at Risk (CMAR) contract for the construction of the River Bend Elementary School. These change orders, a reduction of \$9,980.60 and an increase of \$4,409.69, provide final reconciliation of the remaining construction manager contingency and architectural contingency funds. These change orders will complete this contract. The final Guaranteed Maximum Price for this contract is \$16,935,435.43. The CMAR contracts allow for unused construction manager contingency funds to be credited to the construction manager as follows: 40% of the original amount for meeting substantial completion; 20% of the original amount for meeting final completion; and 40% of the unused amount for meeting specific performance measures. This construction manager met substantial completion, final completion, and met 94.6% of the performance measures. The attachments show how the unused construction manager contingency was calculated, the process for evaluation of their performance, and other key criteria about this contract. Fiscal implications: Funding is available from the total project budget of \$20,893,558, of which \$2,292,654 is from PLAN 2004, \$18,302,934 from CIP 2006, \$259,622 from CIP 2006 Offsite Improvements, \$18,000 from Wake County, and \$20,348 from Wake Technical Community College. Recommendation for action: Board approval is requested.

POLICY

20. BOARD POLICY 1200: DUTIES OF OFFICERS

Policy Revision: Second Reading

This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 1000 series review cycle. Recommendation for Action: Staff is requesting Board approval.

21. BOARD POLICY 1214: ATTORNEY

Policy Revision: Second Reading

This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 1000 series review cycle. Recommendation for Action: Staff is requesting Board approval.

22. BOARD POLICY 1300: BOARD MEETINGS

Policy Revision: Second Reading

This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 1000 series review cycle. Recommendation for Action: Staff is requesting board approval.

23. BOARD POLICY 1315: PUBLIC HEARINGS

Policy Deletion: Second Reading

The content of this policy has been placed in Policy 1300 Board Meetings. This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 1000 series review cycle. Recommendation for Action: Staff is requesting Board approval to delete this policy.

24. BOARD POLICY 1316: HEARING PANELS

Policy Deletion: Second Reading

The content of this policy has been placed in Policy 1300 Board Meetings. This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 1000 series review cycle. Recommendation for Action: Staff is requesting Board approval to delete this policy.

25. BOARD POLICY 1323: RULES OF ORDER

Policy Revision: Second Reading

This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 1000 series review cycle. Recommendation for Action: Staff is requesting Board approval.

26. BOARD POLICY 2100: EMPLOYMENT OF THE SUPERINTENDENT

Policy Revision: Second Reading

This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 2000 series review cycle. Recommendation for Action: Staff is requesting Board approval.

27. BOARD POLICY 2110: QUALIFICATIONS OF SUPERINTENDENT

Policy Deletion: Second Reading

The content of this policy has been placed in Policy 2100 Employment of the Superintendent. This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 2000 series review cycle. Recommendation for Action: Staff is requesting Board approval to delete this policy.

28. BOARD POLICY 2120: RECRUITMENT OF SUPERINTENDENT

Policy Deletion: Second Reading

The content of this policy has been placed in Policy 2100 Employment of the Superintendent. This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 2000 series review cycle. Recommendation for Action: Staff is requesting Board approval to delete this policy.

29. BOARD POLICY 2130: ELECTION OF SUPERINTENDENT

Policy Deletion: Second Reading

The content of this policy has been placed in Policy 2100 Employment of the Superintendent. This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 2000 series review cycle. Recommendation for Action: Staff is requesting Board approval to delete this policy.

30. BOARD POLICY 2140: OATH OR AFFIRMATION OF SUPERINTENDENT

Policy Deletion: Second Reading

The content of this policy has been placed in Policy 2100 Employment of the Superintendent. This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 2000 series review cycle. Recommendation for Action: Staff is requesting Board approval to delete this policy.

31. BOARD POLICY 2160: COMPENSATION AND BENEFITS OF SUPERINTENDENT

Policy Deletion: Second Reading

The content of this policy has been placed in Policy 2100 Employment of the Superintendent. This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 2000 series review cycle. Recommendation for Action: Staff is requesting Board approval to delete this policy

32. BOARD POLICY 2170: EXPENSES OF SUPERINTENDENT

Policy Deletion: Second Reading

The content of this policy has been placed in Policy 2100 Employment of the Superintendent. This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 2000 series review cycle. Recommendation for Action: Staff is requesting Board approval to delete this policy.

33. BOARD POLICY 2180: EVALUATION OF SUPERINTENDENT

Policy Deletion: Second Reading

The content of this policy has been placed in Policy 2100 Employment of the Superintendent. This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 2000 series review cycle. Recommendation for Action: Staff is requesting Board approval to delete this policy.

34. BOARD POLICY 2190: SEPARATION OF SUPERINTENDENT

Policy Deletion: Second Reading

The content of this policy has been placed in Policy 2100 Employment of the Superintendent. This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 2000 series review cycle. Recommendation for Action: Staff is requesting Board approval to delete this policy.

35. BOARD POLICY 2150: JOB DESCRIPTION OF SUPERINTENDENT

Policy Revision: Second Reading

This policy has been reviewed by the Policy Committee and the Committee of the Whole as a part of the 2000 series review cycle. Recommendation for Action: Staff is requesting Board approval.

HUMAN RESOURCES

36. RECOMMENDATION FOR EMPLOYEMENT

- a. Professional
- b. Support

BOARD ADVISORY COUNCIL NOMINATIONS

This represents new nominations to the Board Advisory Councils. The nomination forms are attached for the Board's review and consideration. Fiscal Implications: None. Recommendation for Action: Board approval is requested.

ACTION ITEMS

9. CHANGE ORDER 1 TO ALLIANCE OF PROFESSIONALS & CONSULTANTS, INC. (APC) SERVICE AGREEMENT

A Request for Proposal was released in June 2008 offering qualified vendors an opportunity to bid on contracted technical resources in the area of application development and programming. Fourteen proposals were received. Discussions followed, proposals were rated and the choices were pared down to four vendors to serve as preferred vendors for these services. APC was one of the four vendors chosen. On September 16, 2008 the Board awarded APC a one-year contract to begin October 1, 2008. \$1,615,700 was encumbered during 2008-09 to offset anticipated costs of contract personnel serving under APC. Change order 1 is being executed to renew services for another one-year term. Rates were negotiated and reduced by ten percent. \$952,000 has been calculated to cover anticipated invoiced amounts during the 2009-10 fiscal year. Fiscal Implications: Amount of change order is \$952,000. Funding for contracted services was identified and planned for in the Technology Services 2009-10 operating budget request. Recommendation for Action: Staff is requesting Board approval of change order.

10. CHANGE ORDER 1 TO AUTONOMIC RESOURCES SERVICE AGREEMENT

A Request for Proposal was released in June 2008 offering qualified vendors an opportunity to bid on contracted technical resources in the area of application development and programming. Fourteen proposals were received. Discussions followed, proposals were rated and the choices were pared down to four vendors to serve as preferred vendors for these services. Autonomic Resources was one of the four vendors chosen. On September 16, 2008 the Board awarded Autonomic Resources a one-year contract to begin October 1, 2008. \$1,008,000 was encumbered during 2008-09 to offset anticipated costs of contract personnel serving under Autonomic Resources. Change order 1 is being executed to renew services for another one-year term. Rates were negotiated and reduced by ten percent. \$405,000 has been calculated to cover anticipated invoiced amounts during the 2009-10 fiscal year. Fiscal Implications: Amount of change order is \$405,000. Funding for contracted services was identified and planned for in the Technology Services 2009-10 operating budget request. Recommendation for Action: Staff is requesting Board approval of change order.

11. CHANGE ORDER 3 TO ST TECH, INC. SERVICE AGREEMENT

A Request for Proposal was released in June 2008 offering qualified vendors an opportunity to bid on contracted technical resources in the area of application development and programming. Fourteen proposals were received. Discussions followed, proposals were rated and the choices were pared down to four vendors to serve as preferred vendors for these services. ST Tech was one of the four vendors chosen. On September 16, 2008 the Board awarded ST Tech a one-year contract to begin October 1, 2008. \$465,936 was encumbered during 2008-09 to offset anticipated costs of contract personnel serving under ST Tech. Change order 3 is being executed to renew services for another one-year term. Rates were negotiated and reduced by ten percent. \$275,000 has been calculated to cover anticipated invoiced amounts during the 2009-10 fiscal year. Fiscal Implications: Amount of change order

is \$275,000. Funding for contracted services was identified and planned for in the Technology Services 2009-10 operating budget request. Recommendation for Action: Staff is requesting Board approval of change order.

12. CHANGE ORDER 1 TO NWN CORPORATION SERVICE AGREEMENT

A Request for Proposal was released in June 2008 offering qualified vendors an opportunity to bid on workstation support services. Nine proposals were received. Discussions followed, proposals were rated and the choices were pared down to three vendors from which to utilize contracted resources in providing these services. NWN was one of the three vendors chosen. On September 16, 2008 the Board awarded NWN a one-year contract to begin October 1, 2008. \$281,440 was encumbered during 2008-09 to offset anticipated costs of contract personnel serving under NWN. Change order 1 is being executed to renew services for another one-year term. \$415,000 has been calculated to cover anticipated invoiced amounts during the 2009-10 fiscal year. Fiscal Implications: Amount of change order is \$415,000. Funding for contracted services was identified and planned for in the Technology Services 2009-10 operating budget request. Recommendation for Action: Staff is requesting Board approval of change order.

Mr. Margiotta requested to bundle #9, #10, #11, and #12 for discussion, since they were similar. Board members asked for clarification of why change orders were being requested for contracts sought a year ago. David Neter shared that staff is performing a renewal of the contracts and that under the renewal, staff requested a change order.

Keith Cooper clarified further that contracts that have been awarded through an RFP is an original agreement, and the original agreement states that the contracts are allowed for renewal for two one-year terms. With the original agreement term, staff only encumbers the amount of money needed during the fiscal year. Mr. Cooper shared that the Change Order amount is what staff estimates will be needed for the 2009-2010 fiscal year.

Mr. Cooper further stated that the Change Order document renews the term for an additional year and allows WCPSS to add the funding for the current year. When the year started, staff contacted each of the companies and made them aware of the budget situation and the companies agreed to reduce their amounts by 10% and staff released a few contract personnel which helped to reduce costs.

With no further clarification needed, Lori Millberg made a motion to approve, seconded by Ron Margiotta. The motion was unanimously approved.

14. RENEWAL OF SUPPORT FOR SYMNATEC ACADEMIC PROGRAM PRODUCTS

A purchase was made in April 2005 of Symantec network hardware and security software. Included in the purchase price quoted was the licensing cost as well as three years of support coverage which was a set amount to be invoiced each year. This three-year term carried support through July 1, 2008. Last year's cost to purchase additional licensing and one-year of support coverage was \$139,000 plus applicable tax (\$148,382.50). This year the renewal fee for support only is \$125,000, no tax required. Renewal is being processed through Software House International. Fiscal Implications: Amount of support renewal is \$125,000. Funding for contracted services was identified and planned for in the

Technology Services 2009-10 operating budget request. Recommendation for Action: Staff is requesting Board approval of renewal.

Board members inquired if the Symnatec Academic Program Products were hardware and security software and if the coverage would be extended yearly. David Neter shared that previously, the fees were for both additional license fees and on going support, this year, the fees are for on-going support for network security.

With no further questions or comments, Eleanor Goettee made a motion to approve, seconded by Lori Millberg. The motion was unanimously approved.

STUDENT ACHIEVEMENT

19. GRANT PROPOSALS

- Competitive (#002310): National Gardening Association, Kids Gardening, Healthy Sprouts Awards / Individual Schools.
- Competitive (#002410): Toyota TAPESTRY Grants for Science Teachers Program / Individual Schools.
- Competitive: (#002510): NC General Assembly, NC Department of Public Instruction, Dropout Prevention Grant / Individual Schools.
- Collaboration (#002610): GlaxoSmithKline Ribbon of Hope, Kraft Family YMCA / Individual Schools.
- Collaboration (#002910): Institute of Education Sciences, Special Education Research Grants / Central Services, Counseling and Student Services.

Fiscal Implications: Any required cash and/or in-kind matching contributions vary by grant program. Recommendation for Action: Staff is requesting Board approval.

Anglia Wright, Senior Director for Grants Administration and Compliance Reporting, shared that schools interested in applying for grants have the opportunity to contact with the Grants Office. Staff reviews grant RFPs or the announcement of the grant and provides information to schools in regards to the specifics of what is involved with the grant.

Ms. Wright highlighted the procedures of Grant Proposals for the county. She stated that the Grants Office assists schools in applying for grants that are offered. Staff also reviews the RFP guidelines to assist in answering questions or clarifying information related to grant proposals and any questions the school may have.

Board members inquired if staff reviews which schools are applying and receiving grants, and if the most needy schools apply to receive grants. Ms. Wright shared that staff is keeping a record of all the grants that are being submitted across the district and will share the information with the Board. The Board shared their concern of the most needy schools receiving grant opportunities, but unable to receive because they do not have the time or personnel to apply. Mr. Hill said that he would look into talking with appropriate committee chairs to look further into the grant proposal process.

With no further questions from the Board, Eleanor Goettee made a motion to approve, seconded by Keith Sutton. The motion was unanimously approved.

FINANCE

37. CENTRAL RECORDS RESERVED FUND BALANCE APPROPRIATION

Staff requests an appropriation of \$42,636.52. This appropriation will provide funds to scan student records of graduates and students who have withdrawn from the system. Fiscal Implications: Funds reserved in fund balance through multi-year transcript fee collection. At this time, \$ 42,636.52 is available. Recommendation for Action: Staff request approval of appropriation.

Eric Sparks, Director of Counseling and Student Services presented information to the Board. Mr. Sparks shared that the appropriation would be used to provide funding for central records so that staff can scan the records of students who have graduated or withdrawn from the school system five years ago. Mr. Sparks shared that the process of scanning records is required by Legislation, N.C.G.S. 132, which requires WCPSS to permanently maintain records. Mr. Sparks stated that the guidelines are given by the North Carolina Cultural Resources Office in their Records, Retention, and Disposition Schedule for Local Education Agencies (LEAs).

Mr. Sparks stated that staff collects the records from the schools once the records have been purged. The Central Records staff reviews the information sent from schools to ensure the records are ready for scanning. The Central Records staff keeps an electronic copy, and then sends a copy on to the State Archives.

The Board asked clarifying questions. Finance Officer, Mark Winters shared that the appropriation requested is reserved in the Fund Balance for the specific purpose of Central Records scanning. Mr. Winters also shared that the requested amount is the amount left in balance currently for Central Records to appropriate.

After comments from the Board, Ron Margiotta made a motion to approve, seconded by Lori Millberg. The motion was unanimously approved.

Mr. Hill acknowledged the Meredith Students from EDU232 attending the Board Meeting.

CLOSED SESSION

Keith Sutton made a motion to go into Closed Session at 4:43 p.m. to consider confidential personnel information protected under G.S. 143-318.11 (a)(6) and 115C-319, to consider confidential student information protected under G.S. 115C-402 and the Family Educational and Privacy Rights Act, 20 U.S.C. 1232g. The motion was seconded by Lori Millberg. The motion was unanimously approved.

The Board returned to Open Session at 5:05 p.m. on a motion by Keith Sutton, seconded by Lori Millberg. The motion was unanimously approved.

ACTION ITEMS CONT'D

HUMAN RESOURCES

38. RECOMMENDATION FOR ADMINISTRATIVE APPOINTMENT(S)

Eleanor Goettee made a motion to approve the following Administrative

Appointment(s):

- (1). Michelle Bell, Teacher at Carnage Middle School to Assistant Principal at Carnage Middle School effective September 16, 2009. (Converted Position)
- (2). Christopher Cox, Coordinator at Millbrook High School to Assistant Principal at Martin Middle School effective October 1, 2009. (Converted Position)
- (3). Brian McKinney, Teacher at East Wake Middle School to Assistant Principal at Lockhart Elementary School effective October 12, 2009.
- (4). Sarah Simmons, Applicant to Assistant Principal at Vance Elementary School effective September 22, 2009.
- (5). Nicholas Shosho, Teacher at East Cary Middle School to Assistant Principal at Brier Creek Elementary School effective September 16, 2009.
- (6). Ellen Wester, Retiree to part-time Assistant Principal at North Garner Middle School effective September 16, 2009.
- (7). Karen Whiteman, Teacher at Dillard Drive Middle School to Assistant Principal at Dillard Drive Middle School effective September 16, 2009. (Converted Position)

The motion was seconded by Anne McLaurin. The motion was unanimously approved.

The Board returned to Closed Session at 5:10 p.m. on a motion by Anne McLaurin, seconded by Eleanor Goettee.

ADJOURNMENT

There being no further business coming before the Board, Ron Margiotta made a motion to adjourn, seconded by Lori Millberg. The motion was unanimously approved. The meeting adjourned at approximately 6:20 p.m.

Respectfully submitted,

Kevin L. Hill, Chair, Wake County Board of Education

Del Burns, Superintendent, WCPSS

Melissa R. Christmas, Recording Secretary