



## **OPEN MINUTES –BOARD MEETING**

**Tuesday, September 21, 2004**

| <b><u>Board Members Present</u></b> | <b><u>Staff Members Present</u></b> |                                      |
|-------------------------------------|-------------------------------------|--------------------------------------|
| Patti Head, Vice Chair              | Superintendent McNeal               |                                      |
| Kathryn Watson Quigg                | Jo Baker                            |                                      |
| Beverley Clark                      | Del Burns                           |                                      |
| Rosa Gill                           | Luther Cherry                       |                                      |
| Carol Parker                        | Danny Barnes                        |                                      |
| Amy White                           | Michael Evans                       |                                      |
| Ron Margiotta                       | Donald Haydon                       |                                      |
|                                     | Bev White                           |                                      |
|                                     | Toni Patterson                      |                                      |
|                                     | Janice Shearin                      | <b><u>Board Attorney Present</u></b> |
|                                     | Donna Hargens                       | Ann Majestic                         |
|                                     | Elwanda Farrow                      |                                      |
|                                     | Maurice Boswell                     |                                      |

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

*Patti Head, Vice Chair, announced that she was chairing the meeting in the absence of Susan Parry who was in China learning about Chinese culture and education. This project was funded by a grant from NC Center for International Understanding.*

### **INFORMATION**

#### **Vice Chair's Comments**

- *Vice Chair Patti Head attended the 2004 Wake Public Education Community Assessment release meeting on Monday, September 13, 2004.*
- *Ms. Head reminded the board about the PTA's Leadership Conference, Great Expectations at Sanderson High School on Thursday, September 30, 2004.*
- *The Board of Education will be hosting the NCSBA District 3 meeting on September 15 at Wakefield High School.*
- *Ms. Head also attended the Support Team Conference on September 16, 2004, at the McKimmon Center on NCSU campus. She brought greetings from the Board of Education.*
- *Ms. Head announced that at the joint luncheon with the County Commissioners, they announced an additional \$2 million will be added to WCPSS budget because of the miscalculation in the expected growth.*

#### **Superintendent's Report**

- *Superintendent McNeal announced that Washington Elementary, Northridge Elementary, and Davis Drive were being named "Great Places To Teach and Learn."*
- *Superintendent McNeal recognized WCPSS Speech Pathologist Christy Bowling. She won the UNC School of Education Outstanding Young Alumni Award. She'll be honored October 2 at UNC.*
- *Mr. McNeal reported that two teams of students from Enloe High School were honored at the Nashville Midsouth Chapter of the National Academy of Television Arts and Sciences with Emmy Awards as regional winners of the National Student Television Award of Excellence. The students*

are: Eric Notarnicola, Emre Cilem, Elizabeth Bernold, and Kelsey Umstead for Technical Achievement. Nathan Holland and Owen Fitzgerald for writing.

- Two Centennial Campus students: Ashley Jeanne Kirby and Ann Margaret Dietrich; and a Wake Forest-Rolesville Middle student, Melissa Kimberly Lartzer, were named semifinalists in the Discovery Channel Young Scientist Challenge. 400 students nationwide were recognized.
- Farmington Woods Elementary has adopted Peace River Elementary in Port Charlotte, Florida, to help out after the hurricanes. Farmington Woods' children are collecting money that will be used to purchase department store gift cards for the children in Florida.
- Ligon Middle School is celebrating its 50<sup>th</sup> anniversary. On October 27, Ligon Middle School will recognize all alumni that participated in sports during the past 50 years.

### **PUBLIC COMMENT**

- **Lib McGowan, Member of the Mayor's Task Force.** Asked the question: "Why was the board not informed of the "shortfall" of seats for students at the beginning of September? Why does a decision have to be made by October?" Ms. McGowan stated that staff did not provide adequate information to the board. Ms. McGowan asked the board to called for implementation of the Mayors' Task Forces' recommendations on long-and short-term comprehensive planning.
- **Saundra Smoak, Parent/Volunteer Registration.** Asked the board to please rethink the registration process for levels 1 & 2 volunteers. She stated that if the board does not change the way the process is handled, there will be no volunteers for next school year. Parents do not like this process.
- **Virginia Parker, WCPTA President.** Ms. Parker invited all board members to "Great Expectations Parent Leadership Conference" on September 30, 2004.
- **Charlotte C. Turpin, NCAE President.** Ms. Turpin wanted the board to know that NCAE did not introduce the bill to the state legislation to change the number of workdays. She asked that if the board is talking about changing calendar days, please allow input from the people who it will affect the most.
- **Louise Lee, President SOS-Year-Round Option.** Not in favor of year-round schools being mandated because of the hardship it would cause for many families.

### **APPROVAL OF MEETING AGENDA**

- Kathryn Watson Quigg made a motion to amend the meeting agenda to add to the agenda a new closed session item to establish or instruct the Board's staff or negotiating agents concerning the position to be taken by or on behalf of the Board in negotiation of (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract. G.S.143-318 (a)(5).
- Kathryn Watson Quigg made a motion to amend the meeting agenda to add to the agenda Committee Chairs' Reports.

Kathryn Watson Quigg made a motion to approve the amended meeting agenda, seconded by Carol Parker. The vote was unanimous.

## **CONSENT ITEMS**

*Kathryn Watson Quigg made a motion to approve the Consent Agenda, seconded by Amy B. White. The vote was unanimous.*

### **FACILITIES**

#### **1. UTILITY EASEMENT – WENDELL ELEMENTARY**

Renovation of the Wendell Elementary gymnasium requires the installation of an underground power line and a utility transformer to allow for separate metering of the facility. Progress Energy Carolinas, Inc. requires a utility easement 10 feet wide and approximately 75 feet in length to install the underground line. Fiscal Implications: None. Recommendation for Action: Staff requests board approval of a utility easement to Progress Energy Carolinas, Inc. to install an underground power line at Wendell Elementary.

#### **2. UTILITY EASEMENT – HOLLY SPRINGS HIGH**

Construction of the new Holly Springs High School requires the dedication of an overhead power line easement 16 feet wide and approximately 260 feet in length and an easement 10 feet wide for an underground power line to Progress Energy Carolinas, Inc. The easement will be provided by standard form easement documents. Fiscal Implications: None. Recommendation for Action: Staff requests Board approval of an overhead power line easement and an underground power line easement to Progress Energy Carolinas, Inc. to service the new Holly Springs High School.

#### **3. BIDS: DOUGLAS ELEMENTARY**

Bids for the additions and renovations at Douglas Elementary were received on August 31, 2004. Staff and Schenkel Shultz, Inc. recommend award of the single-prime contract to J. W. Grand, Inc. in the amount of \$6,137,000. The total of the low multi-prime bids was \$6,384,797. Fiscal Implications: Funding is available from the total project budget of \$8,658,413, of which \$790,753 is from the PLAN 2000 School Building Program and \$7,867,660 is from the PLAN 2004 School Building Program. Due to project bidding below construction budget, staff recommends moving \$368,081 to project savings. Recommendation for Action: Board approval is requested.

#### **4. DESIGN CONSULTANT AGREEMENT: LONGVIEW ADDITION AND RENOVATIONS**

The proposed PLAN 2000 School Building Program includes an addition and renovations at Longview. Negotiations have been completed with Gurel Architecture for the design of this project. The form of agreement is the standard form approved by the Board attorney. Staff recommends award of a design consultant contract to Gurel Architecture in the amount of \$505,000. Fiscal Implications: The total proposed project budget is \$12,567,457. \$5,650,341 is currently available for the PLAN 2000 School Building Program, \$5,566,217 is yet to be reallocated from PLAN 2000 start-up, \$1,229,741 will be reallocated savings from the PLAN 2000 Special/Optional Middle School, and \$121,158 is currently available from the State Bond Program. The total project budget includes proposed compensation for the design consultant of \$600,000, of which \$95,000 has been previously encumbered for schematic design services. Recommendation for Action: Board approval is requested.

### **FINANCE**

#### **1. AUTHORIZATION FORMS**

These authorization forms designate the persons authorized to sign vouchers for the payment of money on behalf of Kingswood Elementary, Poe Elementary, and Zebulon Middle. Fiscal Implications: These authorization forms are required for bank records.

## **2. 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, and purchase orders in excess of \$250,000 for August 2004. Fiscal Implications: Not applicable.

## **PROGRAM**

### **1. GRANT PROPOSALS**

Competitive (#897): Dollar General / Individual schools. Competitive (#898): North Carolina Biotechnology Center / Green Hope High School. Competitive (#899): Food Lion Charitable Foundation / Douglas Elementary School. Competitive (#900): Toshiba America Foundation, Math and Science / Knightdale Elementary School. Competitive (#901): The Ezra Jack Keats Foundation / Creech Road Elementary School. Any required cash and/or in-kind contributions vary by grant program. Board approval is requested.

### **2. METHODIST HOME FOR CHILDREN - JORDAN CHILD & FAMILY ENRICHMENT CENTER**

This is the second year for this contract. WCPSS is required to provide special education and related services to qualifying children ages 3 through 5. Jordan Center has 25 children in their day care program that qualify for special education services. Jordan Center has birth to kindergarten certified teachers qualified to provide the special education services and will contract with us to do so at their site. Jordan Center has also agreed to allow WCPSS to assign eight additional special education students for half-day, a.m. and p.m. Related services will include screening, evaluation, re-evaluation, and IEP services for each child as needed. Funding (\$177,000.00) is provided by the PRC 032 special education budget. Staff recommends that the Board approve the contract.

## **BOARD OF ADVISORY COUNCIL NOMINATIONS**

The board approved the following nominations.

- (1) *Martha Thornton, Knightdale High School*
- (2) *Tracy L. Spann, Forestville Elementary School*
- (3) *Nancy Collin Renn, Heritage Middle School*
- (4) *Stephen Ammons, Wendell Elementary School*

## **COMMITTEE CHAIRS' REPORTS**

- The Instructional Program Committee met on September 8. This committee was given two task for this year: "Better Understanding of No Child Leave Behind," and to look at high schools and how they related to Goal 2008."
- *The Facilities Committee met on September 21 to discuss the accommodation of unexpected growth for the 2005-2006 school year. The board looked at several alternatives to accommodate the unexpected growth in Wake County.*
- *The Finance Committee met on September 14 to talk about the budget development process for the 2005-2006 school year. Superintendent McNeal introduce the Superintendent's Finance Advisory Committee and its purpose. The first issue the committee will address is fund balance.*
- *Human Resources Committee will have its first meeting on Tuesday, October 12, 2004. Ms. White also mentioned North Garner Middle's International Day of Peace, which she attended.*
- *Ms. Carol Parker, chairperson for the Policy Committee has canceled the policy meeting on October 12, 2004.*

## **ACTION ITEMS**

### **FACILITIES**

#### **1. FORM OF AGREEMENT: CONSTRUCTION MANAGEMENT AT RISK AND DESIGN CONSULTANT SERVICES FOR CONSTRUCTION MANAGEMENT AT RISK PROJECTS**

An Agreement for Construction Management at Risk and an Agreement for Design Consultant Services for use with Construction Management at Risk projects has been developed with the concurrence of the board's attorney. The two agreements and comparative information of the changes from our standard practices are attached. Traditionally, the Board of Education contracts for design and construction services have followed the independent processes of design, bid, and build with either multi-prime or single-prime construction contracts. Legislation now permits various methods of construction including Construction Management at Risk. Construction Management at Risk means that one licensed general contracting firm holds the construction contracts for the full value of the project and provides a guaranteed maximum price for the construction. Fiscal Implications: None. Recommendation for Action: Board approval is requested.

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

## **INFORMATION ITEMS**

### **FACILITIES**

#### **1. PROVISION OF CLASSROOMS TO ACCOMMODATE FALL 05 ENROLLMENT**

Staff will review the deficit of classroom space for fall 2005 and recommend actions to provide additional space. Fiscal Implications: Costs of various options will be presented. Recommendation for Action: This is for information only.

*The board requested that staff apply to State Board of Education for a waiver of class size requirements. Staff will come back to Board of Education with specific recommendations on October 5, 2004.*

### **PROGRAM**

#### **1. ASSIGNMENT OF NEW SUBDIVISIONS TO SCHOOLS**

The staff of the Office of Growth Management will present recommendations for the following subdivisions: Alexander Place Townhomes, Ethan's Glen (Phases 6 and 7), Devonshire, Falls Pointe, Durston, Oakcroft (Phase 1), Margots Pond (Phase 2), Battle Ridge North at Chastain (Phase 4), Avondale Townhomes (Phase 1), and Riverbrooke II, Fieldstone Crossing (Phase 1), and Meryton (Phases 3, 4, 5 and 6). Transportation costs will increase due to travel time. Other facilities-related costs will be avoided. This item is presented for information.

### **CLOSED SESSION**

*Kathryn Watson Quigg made a motion to go into closed session at 5:20 p.m., to consider confidential personnel information protected under G.S.115C-319 and to establish or instruct the Board's staff or negotiating agents concerning the position to be taken by or on behalf of the Board in negotiation of (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract G.S.143-318 (a)(5), motion was seconded by Beverly Clark. The vote was unanimous.*

### **ACTION ITEMS (cont'd.)**

The board reconvened open session at 6:15 p.m.

*Patti Head stated that the Board will not be taking action on the land acquisition near the intersection of Wendell Blvd and Highway 97.*

### **HUMAN RESOURCES**

#### **1. RECOMMENDATION FOR ADMINISTRATIVE APPOINTMENTS**

A motion was made by Beverley Clark, seconded by Amy White to approve the following administrative appointments. The vote to approve was unanimous.

- (1) *Diane Pridgen, applicant, to principal at Forestville Elementary School, effective October 11, 2004.*
- (2) *Donyea Daniels, Assistance Team Reviewer/Teacher on Loan, to assistant principal at West Millbrook Middle School, effective date September 22, 2004.*

### **ADJOURNMENT**

*There being no further business before the board, a motion to adjourn was made by Rosa Gill, seconded by Beverley Clark. The vote was unanimous. The meeting was adjourned at 6:18 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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Patti Head, Vice Chair, Wake County Board Of Education