

# WAKE COUNTY BOARD OF EDUCATION

## OPEN MINUTES –BOARD MEETING

Tuesday, October 21, 2003

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

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

### INFORMATION

#### Chairman's Comments

- *Superintendent McNeal was out of town on vacation. Dr. Del Burns sat in on his behalf.*
- *Growth Management held the second round of community meetings to gather input on the student assignment plan. The meetings were held at Leesville High School, East Wake High School, Southeast Raleigh High School, and Green Hope High School.*
- *Ms. Parry attended the Principal and Assistant Principal of the Year banquet. Principal of the Year was awarded to Lloyd Garner, Enloe High School, and Assistant Principal of the Year was awarded to Camille Miller, Willow Springs Elementary School.*

#### Superintendent's Report -None

### APPROVAL OF MEETING AGENDA

*Amy White made a motion to approve the meeting agenda, seconded by Rosa Gill. The vote was unanimous.*

### PUBLIC HEARING - None

### CONSENT ITEMS

*Jeff York made a motion to approve the consent agenda, seconded by Kathryn Watson Quigg. The vote was unanimous.*

### FACILITIES

#### 1. RESOLUTION: LONG-RANGE BUILDING PROGRAM FUNDING REALLOCATION

Resolution requested reallocation of project savings from the Phase IIIB projects for Facilities Assessments, Municipal Assessments, Olds Elementary and Program Management to Program Contingency. Total reallocation amount is \$537,018.17.

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

Resolution requested appropriation of funds for the PLAN 2000 School Building Program previously approved by the Board. This request will provide construction funds for Wendell Elementary renovations. Total of this appropriation request is \$1,297,116. Appropriations for PLAN 2000 to date total \$529,590,787; the total PLAN 2000 appropriations including this request, equal \$530,887,903.

## **3. BIDS: ROLESVILLE ELEMENTARY**

Bids for the gym renovations at Rolesville Elementary were received on October 2, 2003. Staff and Brown & Jones Architects, Inc. recommend award of the single-prime contract to D.S. Simmons, Inc. in the amount of \$1,462,750. The total of the low multi-prime bids was \$1,501,902. Fiscal Implications: Funding is available from the total project budget of \$2,052,056, of which \$2,012,056 is from the PLAN 2000 School Building Program and \$40,000 is from the PLAN 2000 priority needs. Recommendation for Action: Board approval is requested.

## **4. UTILITY EASEMENT-CREECH ROAD ELEMENTARY**

The Town of Garner and Wake County are developing an 18-acre community park adjacent to Creech Road Elementary. To supply electrical service to park improvements, which include picnic shelters, ball fields, and nature trails, Progress Energy requires a utility easement 10 feet wide and approximately 625 feet in length across Board property to connect to an existing transformer. The easement will provide for an underground electrical line and will benefit students and staff at Creech Road Elementary using park facilities.

## **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 September 2003.

### **2. COMPUTER INSURANCE FUNDS**

The Wake County Public School System has collected a \$25 fee from schools, departments, or employees utilizing system-owned laptop computers in areas other than their duty station. The fee reduced the employee deductible for stolen or vandalized laptop computers from \$2,000 to \$100. The remaining balance of these funds is reserved in fund balance in the amount of \$46,650. The funds will be used to replace laptop computers if a loss occurs due to theft or vandalism. The \$25 fee and \$100 deductible will be waived.

### **3. BUDGET AMENDMENTS AND TRANSFERS, 2003-2004**

To report changes in the budget resolution resulting from transactions processed during July – September 2003:

Adjust State Public School Fund	-	\$	9,937,421
Adjust Local Current Expense Fund	-	\$	609,625
Adjust Federal Programs Fund	+	\$	8,239,091
Adjust Capital Outlay Fund	+	\$	296,923,702
Adjust Multiple Enterprise Fund	+	\$	4,995,947
Net Changes	+	\$	299,611,694

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

To report changes in the budget resolution resulting from transactions processed during the prior year, 2002-2003. These are the final adjusting entries included in the Annual Financial Report:

Adjust State Public School Fund	+	\$	0
Adjust Local Current Expense Fund	+	\$	2,584,150
Adjust Federal Programs Fund	+	\$	0
Adjust Capital Outlay Fund	+	\$	72,000
Adjust Multiple Enterprise Fund	+	\$	0
Net Changes	+	\$	2,656,150

## 5. AUTHORIZATION FORMS

These authorization forms designate the persons authorized to sign vouchers for the payment of money on behalf of Apex Middle and Wachovia Bank. These authorization forms are required for bank records.

## PROGRAM

### 1. LIGON MIDDLE SCHOOL TRIP TO COMPIEGNE, FRANCE

Students participating will representative of grades 7-8. Approximately 20 students will participate and two chaperones. Students will depart from Raleigh on Thursday, April 1, and return on Monday, April 12, 2004. Only two days of school will be missed as this is over the Spring break. The purpose of the field trip is to participate in the French Exchange Program. The students will live with their host families and attend school with their host brother or sister. Cost per student will be approximately \$750.00. The total cost will be approximately \$15,000.00. Funding will be provided by various fund raising events and a scholarship is available for those who cannot pay.

### 2. BROUGHTON HIGH SCHOOL FIELD TRIP TO COMPIEGNE, FRANCE

Students participating will representative of grades 10-12. Approximately 30 students will participate and two chaperones. Students will depart from Raleigh on Tuesday, March 30, and return on Tuesday, April 13, 2004. Only four days of school will be missed as this is over the Spring break. The purpose of the field trip is to participate in the French Exchange Program. The students will live with their host families and attend school every day with their host brother or sister. Cost per student will be approximately \$600.00. The total cost will be approximately \$18,000.00. Funding will be provided by various fund raising events, city grant, and scholarships for those who cannot pay.

## INFORMATION ITEMS

## FINANCE

### 1. POTENTIAL CHANGES IN LOCAL EXPENDITURES FOR 2003-2004 (*Exhibit B*)

To report potential changes in local expenditures for 2003-2004 as of September 30, 2003.

Transactions transferred budget between accounts will be reported to the Board of Education with all Budget Amendments and Transfers quarterly.

*Tom Oxholm requested that a letter be drafted to the Wake delegation alerting them that WCPSS is one the lowest funding school systems per pupil in the state and the district's need for funding to cover the growth above and beyond estimated population.*

*Kathryn Watson Quigg made a motion to request that Board Chair Susan Parry and Superintendent McNeal draft a letter to express the concerns of the Board regarding the lack of funding for the additional 2000 students. Bill Fletcher seconded motion. The vote was unanimous.*

## **PROGRAM**

### **1. PROFESSIONAL DEVELOPMENT IN TECHNOLOGY FOR TEACHERS** *(Exhibit C)*

During the 2003 summer months, teachers participated in professional development to advance their skills in integrating technology into their instructional program. Tech Fest 2003 (June 9-14) addressed individual teacher needs. Schools teams attended the Summer Teacher Technology Institute (June 16-19). Key information about this professional development experience includes summer technology professional development was expanded through grants received from CISCO and EDS and coordinated through Wake Education Partnership and teacher leadership was integrated into an instructional format for workshops and as a means for building school capacity for effective integration of instructional technology. Funding provided from the Instructional Technology Department and the Office of Continuous Improvement and Professional Development for 2004 summer professional development programs.

## **ACTION ITEMS**

### **FACILITIES**

#### **1. SCHEMATIC DESIGN: DOUGLAS ELEMENTARY**

Staff presented the schematic design documents prepared by Schenkel & Shultz Architects, PA for the PLAN 2004 renovation and addition project at Douglas Elementary. Funding is available from the total project budget of \$8,657,268 of which \$760,753 is from the PLAN 2000 School Building Program and \$7,896,515 will be required from the PLAN 2004 School Building Program.

*Amy White expressed concerns about the largest cost of brick screening.*

*Bill Fletcher made a motion to approve, seconded by Patti Head. The vote was 7 to 1 with Amy White voting "no."*

#### **2. SCHOOL CAPACITIES AND SPACE STANDARDS**

Staff will present recommend 2003-2004 school capacity models and space standards as well as the 2003-2004 capacities for each school. The use of standardized building and campus capacities promotes effective utilization of school facilities.

*Jeff York requested that this item be tabled until the next board meeting because several Board members had not reviewed the information on school capacities, seconded by Bill Fletcher. The vote was unanimous.*

### **FINANCE**

#### **1. APPROPRIATION OF FUND BALANCE**

To appropriate fund balance for net cost of \$3,416,749 as reported on the first quarter "Potential Changes In Local Expenditures for 2003-2004." These funds were reserved in fund balance at June 30, 2003, due to anticipated budget reductions from the state.

*Rose Gill made a motion to approve, seconded by Amy White. The vote was unanimous.*

#### **2. APPROPRIATION OF FUND BALANCE**

To appropriate fund balance to purchase activity buses to allow rotation of existing buses out of the central activity bus fleet. These funds were reserved in fund balance at June 30, 2003, in the amount of \$339,700.

*Jeff York made a motion to approve the purchases of 6 activity buses, seconded by Bill Fletcher. The vote was unanimous.*

### **CLOSED SESSION**

*Bill Fletcher made a motion to go into closed session at 6:00 p.m. to consider confidential student information protected under the Family Educational Rights and Privacy Act (FERPA) and G.S.*

*115C-402 and to consider confidential personnel information protected under G.S.115C-319, seconded by Patti Head. The vote was unanimous.*

### **EMPLOYEE EXCELLENCE AWARD**

*Nine employees were selected for the Employee Excellence Awards. They are as follows...*

*Lucy Bailey, Teacher, Apex Middle School*

*Veda Cooke, Secretary to Senior Director, Child Nutrition Services*

*Christine Favata, Senior Administrator, Human Resources*

*Elloree Leach, Head Custodian, Ballentine Elementary School*

*Jean LeGoff, Teacher, Briarcliff Elementary School*

*Mary Massey, Teacher, Knightdale Elementary School*

*Linda Mich, Media Assistant, Ligon Middle School*

*Margaret Parrish, Instructional Resource Teacher, East Garner Middle School*

*Fran Ranieri, NCWise Data Manager, Leesville Road Middle School*

### **ADJOURNED**

*There being no further business, Susan Parry adjourned the meeting at 7:00 p.m.*

*Respectfully submitted,*

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Elwanda K. Farrow, Recording Secretary

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Bill McNeal, Superintendent, WCPSS

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Susan Parry, Chair