



**WAKE COUNTY BOARD OF EDUCATION  
MEETING MINUTES  
October 21, 2008**

<b>Board Members Present</b>	<b>Staff Members Present</b>	
Rosa Gill, Chair	Superintendent Del Burns	Donna Hargens
Kevin L. Hill, Vice Chair	Terri Cobb	Don Haydon
Beverley Clark	Danny Barnes	David Holdzkom
Eleanor Goettee	Mike Burriss	Ann Hooker
Patti Head	Kathy Chontos	Bev White
Anne McLaurin	Marvin Connelly	Jonibel Willis
Ron Margiotta	Chuck Dulaney	Mark Winters
Lori Millberg	Michael Evans	<b>Board Attorney Present</b>
Horace Tart	Lloyd Gardner	Ann Majestic

Chair Rosa Gill called the meeting to order at 3:04 p.m. Everyone recited the Pledge of Allegiance.

**Chair's Comments**

- Ms. Gill congratulated Principal of the Year, Matt Wight, principal at Apex High School and the WCPSS 2008 Assistant Principal of the Year, Shejuanna Rodgers, assistant principal of Apex Middle School. Ms. Gill thanked all of the principals and assistant principals for their hard work and dedication they give to the schools and students of Wake County.
- On October 16, the ribbon-cutting for Lynn Road Elementary School was held. Ms. Gill provided a welcome from the Board of Education and Ms. Clark was in attendance.
- On Friday, October 17, Ms. Gill attended the dedication of the Shaw University Center for Early Childhood Education, Development and Research.
- On October 9, Ms. Gill attended the Freedom Fund Banquet sponsored by the State NAACP.
- Ms. Gill shared that over the past month the Board has met with mayors and municipality boards. Meetings were held on September 22 with the Towns of Knightdale, Zebulon, and Raleigh, September 25 with the Towns of Apex, Morrisville, Holly Springs, and Fuquay-Varina, September 30, with the Towns of Wake Forest, Rolesville, and Wendell, and October 14, with the Towns of Cary and Garner. Discussion topics included CIP 2006, student assignment, and other topics of interest to both groups. Ms. Gill thanked the Board members and the Elected Officials for taking time out of their busy schedules to meet.
- On Monday, October 13, the Wake Education Partnership held a summit at the McKimmon Center. The topic discussed was "Skills Needed by 21<sup>st</sup> Century Learners. Ms. Gill thanked Board members and staff for attending. The committee members will take the work from the summit and develop a plan that will be released in the spring.

- On September 22, the ribbon-cutting for Sycamore Creek was held. Ms. Gill thanked the Board members who attended.
- Ms. Gill reminded Board members and the public that the November 4 Board meeting has been moved to November 3.
- On Thursday, November 6, the Board will hold a work session at Crossroads II.
- On November 5, Board members have been invited to a reception for PTA Presidents from 7:00 p.m. until 8:15 p.m. at Paragon Commercial Bank.

### **Superintendent's Comments**

- On Thursday, October 16, the Principal and Assistant Principal of the Year Banquet was held at Marbles Kids' Museum. Dr. Burns congratulated the WCPSS 2008 Principal of the Year, Matt Wight, principal at Apex High School, and the WCPSS 2008 Assistant Principal of the Year, Shejuanna Rodgers, assistant principal at Apex Middle School. Other finalists for Principal of the Year included James Sposato, Powell Elementary, Dalphine Perry, Zebulon Middle, Rod Stanton, Cary Elementary, and Savon Willard, Salem Elementary. In addition to Shejuanna Rodgers, finalists for Assistant Principal of the Year included Edna Faye Jones, Forest Pines Elementary, Kathy Godfrey, Harris Creek Elementary, Lisa Cruz, Brier Creek Elementary; and Teri Whyte Scott, East Wake High School of Engineering Systems. Dr. Burns thanked Board members and Leadership Team members who were in attendance and thanked the many sponsors for the event.
- On Friday, October 17, Dr. Burns spoke at the dedication of the Shaw University Center for Early Childhood Education, Development and Research where over 100 people attended the ceremony. Dr. Burns thanked Shaw University President Clarence Newsome and his wife for attending, and Board members Rosa Gill and Dr. Anne McLaurin for attending and showing their support for the partnership.
- Middle Creek High School junior student, Ansley Byers, attended the Summer Ventures Program in Math and Science this past summer. The program was sponsored by the University of North Carolina system. Ansley won the "Catalyst Award" and will have the privilege of presenting her research to a group of teachers at the NC Council of Teachers of Mathematics this month.
- Dr. Burns congratulated Vandora Springs Elementary School P.E. teacher, Charleen Powers, for being named Wake County Public Schools Physical Education Teacher of the Year.
- Dr. Burns congratulated Salem Elementary School and P.E. teacher, Tommy Hager, for being named the Wake County Public Schools Physical Education Program of the Year.
- On Saturday, October 4, the Latino Outreach Program held their first interpreter/translator training for WCPSS employees. Twelve WCPSS employees and two community persons participated.
- On October 7<sup>th</sup> and 8<sup>th</sup>, Special Education Services had an opportunity to team with Human Resources in supporting and training new special education teachers in WCPSS. The teachers discussed and received training on a variety of topics including North Carolina policies and procedures as they relate to special education students.

- The Hispanic Achievement Conference sponsored by the NC Society of Hispanic Professionals, took place on October 16 at the McKimmon Center. The first keynote speaker was Dr. Jaime A. Castellano, who is one of the leading national experts in gifted education and in the identification, assessment, and education of culturally and linguistically diverse and low-income status students. The second keynote was Dr. Aida Walqui, who described 5 research-based principles that underlie quality language and subject matter socio-culturally appropriate teaching. Many of our WCPSS staff members were very actively involved in the conference.
- Dr. Burns shared that Green Hope High School was featured in a recent USA Today article related to their cross country team. The article describes an incredible coach, Michael Miragliuolo, reaching out to the student body by coaching a team of 205 boys and girls. Two years ago, Will Craigle, a student on the team was fighting a brain tumor. It was amazing to see how the team rallied behind Will. Will is now a sophomore at N.C. State. Another team member, Nathan Baker, is hearing impaired and has cerebral palsy. Nathan recently ran a personal best of 24:18. He has also cut his time by eight minutes in a 5-kilometer race. It is exciting to see students learn from teachers and each other in setting and achieving goals that will make a difference throughout the rest of their life.
- On Wednesday, October 15, Dr. Burns spoke at the North Raleigh Methodist Church regarding community leadership. Dr. Burns thanked Jody Gross for the opportunity and those in attendance for their support.
- On Monday, October 13, Dr. Burns attended the Wake County Indian Education Open House at the Indian Education Center in Garner.

### **Board Member's Comments**

- Ms. Head shared that on October 7 she attended and participated in the Raleigh Medal of Arts Awards at the Convention Center. Chuck Davis founder of the African American Dance Ensemble received an award and gave lots of credit to his teachers at Ligon High School who impacted his life and character. J. R. Richardson, Band Director of Broughton High School received a medal of arts award as well. Ms. Head also shared that the reception for Sycamore Creek changed to Wednesday, October 22.
- Ms. Clark shared that being at the Principal of the Year reception is a special event where there is an opportunity to sit at a table and talk with principals.
- Ms. Goettee shared that she joined Larry Savage and Dawn Dawson at Cary High School's ESL Academy. Eleven students were in the class representing seven countries where they spend three hours a day working on the foundations of English. Ms. Goettee shared her pleasure with the progress of the academy.

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

Ms. Gill added an additional Closed Session Agenda item, to consult with an attorney employed or retained by the Board in order to preserve the attorney-client privilege as provided in G.S. 143-318.11(a)(3), and moved Capital Improvement Program Adjustments from Action to Information.

Lori Millberg made a motion to approve the amended agenda, seconded by Eleanor Goettee. The motion was unanimously approved.

## INFORMATION ITEMS

### **1. THE CURRICULUM MANAGEMENT AUDIT QUARTERLY REPORT**

The Curriculum Management Audit report was presented to the board by lead auditor, Dr. Roseanne Stripling on September 4, 2007. The first of regular quarterly reports was presented to the board on April 8, 2008. The report provided an overview of how the work of the implementation of the action steps has been mapped over seventeen quarters.

The first quarterly report for 2008-2009 will provide a brief review of the work done in the first quarter of 2008-2009 and a review of the work done since the last update. It will also provide a review of the work to be addressed next. A Curriculum Matters Newsletter serves as a report of the quarterly audit progress. The Curriculum Management Audit Resource Center website continues to provide the updated status of our work. Fiscal Implications: None. Recommendation for Action: None.

Dr. Hargens shared the 5<sup>th</sup> quarter implementation plan with the Board. WCPSS staff members are currently undergoing intensive training to be able to design the curriculum that addresses alignment, equality, and equity issues. The training has also assisted staff in looking at the systems that support learning and teaching.

Dr. Hargens shared that the Curriculum and Assessment Decisions Policy and the Curriculum Management Policies that will be presented for second reading at the Board meeting will clarify the roles for the effective design and delivery of the curriculum. Curriculum and Instruction staff has worked hard to create a single-source user friendly curriculum guide format that was available to teachers for the 2008-2009 school year and is benefitting students currently.

Stacy Bargren, a first grade teacher at Wiley Elementary School described for the Board the progress that has been made on the curricular resources. Ms. Bargren shared that with the newly implemented curriculum guide she has found all of the resources and the curriculum that she needs to observe best practices.

Dr. Hargens shared other completed items which included the budget timeline being revised with the continuing strengthening of the alignment of the budget and the learning and teaching priorities, Evaluation and Research has increased its capacity to create training for schools on the use of data, the articulated K-12 magnet program themes have been developed and strengthened. Underway are revisions of policies dealing with program evaluations and job descriptions, information is continuously being collected regarding the equitable distribution of resources. The Curriculum and Instruction staff is continuing their work on the cognitive levels of the resources and on creating training on the implementation of the curriculum. Also underway is the development of a budgeting policy. Policies being revised include site-based management and the policy review cycle.

Next quarter begins the work of an inventory of job descriptions and a table of organization, the development of a timeline for adding area superintendents, and the development of a comprehensive planning process, and comprehensive curriculum management plan.

### **2. MAGNET THEMES FOR BRENTWOOD MAGNET ELEMENTARY SCHOOL AND SMITH MAGNET ELEMENTARY SCHOOL AND PHASE OUT PLAN FOR DANIELS MIDDLE SCHOOL**

On September 4, 2008, the Board of Education decided to implement magnet programs

at Smith Elementary and Brentwood Elementary. These schools will accept applications in February 2009 for its first year of magnet implementation in the 2009-2010 school year. Magnet Programs staff researched possible themes, collaborated with the principal and Growth & Planning, and conducted a survey of potential magnet families. Staff plans to implement an Engineering magnet theme at Brentwood Elementary and an International Baccalaureate Primary Years Programme theme at Smith Elementary, and will share details about both themes, partnerships, and plans in anticipation of the Magnet Fair on November 1, 2009. Staff will present the phase-out plan for Daniels Middle School magnet program. Fiscal Implications: To be determined.  
Recommendation for Action: Information.

David Ansbacher presented information to the Board. Mr. Ansbacher shared that there were a number of issues that were considered in selecting the themes for Brentwood and Smith Elementary, they included:

- Magnet program objectives,
- Program pathway strengthening and alignment,
- Potential attractiveness,
- Gaps in magnet program offerings at the elementary level,
- Availability of resources and model schools, and
- Input from principals and area superintendents.

Smith International Baccalaureate PYP Magnet Elementary School will focus on arts, technology, second languages, and global awareness. Certified trainers are within WCPSS and will be able to provide training. With a healthy draw area for potential magnet applicants, the PYP program at Smith has the long-term possibility of strengthening the program at East Garner Middle and Garner High by providing the pathway that did not exist previously for Garner.

Brentwood Engineering Magnet Elementary School, is a new magnet theme that incorporates math, science, and technology disciplines focused on project-based learning and problem solving. The theme addresses a gap in magnet programs at the elementary level. This theme has long-term potential to strengthen pathway schools at Moore Square and Centennial Middle, and on to Southeast Raleigh High School. Resources will be available through Liz Perry from North Carolina State Engineering Department.

Next steps include magnet programs staff meeting with staff members at Brentwood and Smith Elementary. Magnet programs staff will continue to develop theme implementation plans, confirming draw areas, and continuing to develop the marketing plan for each school. Brentwood and Smith will be attending the Magnet Fair to present their themes and will begin accepting applications in February 2009.

Mr. Ansbacher shared the recommendations for the magnet program phase-out plan for Daniels Middle School. Mr. Ansbacher stated that the program and resource allotment phase-out will be over three years. In 2008-2009 Daniels will function with 100% of its magnet months of employment and instructional materials. In 2009-2010, the school will function with 75% of their magnet months of employment, but no additional resource allotment, and in 2010-2011, the school will function with 50% of their magnet months of employment but no additional resources allotment.

Staff shared that there will be no recruitment for students to apply for the magnet programs during the 2008-2009 school year. There will be no incoming magnet students in 2009-2010. Students who have been accepted through the magnet selection process may choose to remain at the school and maintain their magnet status. Mr. Ansbacher reiterated that by maintaining magnet status, the students will receive some priority when applying to the next level of magnet school. Mr. Ansbacher further stated that siblings of existing magnet students who are listed on an intent form will be allowed to enter the school with magnet students. Magnet students (application and siblings) will continue to receive transportation (if it is being currently provided) until the end of phase out. The parents of a current magnet student at Daniels will have the option to apply to a different magnet middle school for the 2009-2010 school year. Parents would be required to choose from a list of magnet programs available to them based on their home address. The magnet application for the student would be given a priority in the selection process.

The Board inquired if an incoming 6<sup>th</sup> grader has a sibling at Daniels, could they apply for magnet status at another middle school. Dr. Burns asked that staff review the information and come back and shared additional information with the Board.

Liz Perry from the North Carolina State Engineering Department shared information with the Board regarding the engineering theme at Brentwood. Ms. Perry shared that engineering would be shared as a tool to bring together the core curriculum subjects in a way that applies them and does not discern what students are learning at the time. By the time students are done, they have written a journal about what their experience was, students will have read because they will be interested in what's going on, math is being used to measure, and science is always there.

### 3. BUDGET AMENDMENTS AND TRANSFERS

To report changes in the budget resolution resulting from transactions processed during July – September, 2008.

Fiscal Implications:

Adjust State Public School Fund	- \$	17,937,699
Adjust Local Current Expense Fund	+ \$	2,372,654
Adjust Federal Programs Fund	+ \$	5,175,491
Adjust Capital Outlay Fund	- \$	138,753,663
Adjust Multiple Enterprise Fund	+ \$	1,727,581
Adjust Direct Federal Grant Fund	- \$	665,888
Net Changes	- \$	148,081,524

Recommendation for Action: No action. In accordance with the Budget Resolution, administration is reporting changes in appropriations.

Terri Kimzey presented information to the Board. Ms. Kimzey shared that in the first quarter of the year, there are a lot of adjustments where staff is taking off estimated budgets particularly state and federal programs and adjusting them to actual allotments and grants as they come in. Currently, staff has adjusted to initial allotments with the state doing another round of adjustments to WCPSS allotments based on the second month average daily membership.

#### 4. POTENTIAL CHANGES IN LOCAL EXPENDITURES FOR 2008-2009

To report potential changes in local expenditures for 2008-2009 as of September 30, 2008. Fiscal Implications: Potential adjustments within the local budget. Transactions transferring budget between accounts will be reported to the Board of Education with all Budget Amendments and Transfers quarterly. Recommendation for Action: No action. Administration is reporting potential changes in local expenditures.

Terri Kimzey presented information to the Board. Ms. Kimzey reviewed savings that occurred during the first quarter, they included:

- Teacher assistants (\$316,461)
  - ESL Program (\$298,852)
  - State initial allotments adjusted for charter schools (\$180,139)
  - Dental insurance and supplementary pay from conversions (\$93,340)
  - Travel allowance (\$13,920)
  - School-based allotment adjustments (\$1,291)
- Subtotal of savings (\$904,003)

Ms. Kimzey reviewed costs that were incurred by the school system, they included:

- Tenth day overages (2008-2009 only) (\$123,811)
  - One-time allotments by Administration to schools (2008-2009 only) (\$111,493)
  - Growth since tenth day (2008-2009 only) (\$26,350)
  - Insurance (\$147,701)
  - Errors in public sector budgeting file (\$136,354)
  - Property insurance renewal (\$69,000)
  - Contracted Service dollars for schools (\$9,959)
  - Travel for elementary, middle, and high schools (\$8,193)
- Subtotal of costs (\$632,861)

Ms. Kimzey stated that at the end of the first quarter WCPSS had a net savings of \$271,142. Additional adjustments that may occur in the second quarter:

- (1) Savings due to first and second month average daily membership and day 10 figures being lower than projections.
- (2) Transportation savings due to growth. Data is being evaluated currently.
- (3) Transportation costs for fuel. Data will be evaluated after the remainder of the Transportation allotment is released.
- (4) Remove unspent balances in startup dollars for new schools at the end of the first quarter.
- (5) Cost for supplementary pay and dental insurance for Healthy Schools positions added to the state budget.
- (6) Costs for adjustments to schools for growth since day 10 reconciliation.

#### **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.*

Ms. Gill recognized Teaching Fellows from Meredith College.

- **Lewis Smith- (representative of LSW a 403b vendor)** - Mr. Smith shared that he was contacted by an employee regarding LSW no longer being a vendor for WCPSS. Mr. Smith shared that LSW was a 60 year old company with clients that have not lost any money from their retirement accounts and the company does not charge fees. Several districts have contacted the vendor recently and wanted to share information with the Board.
- **Jeff Tryon (parent at Daniels Middle School)**- Mr. Tryon spoke on behalf of many Apex /Cary parents who are upset that the IB Programme at Daniels is being discontinued. Parents are disheartened at the amount of funding and resources that have been put into Daniels’ magnet program.
- **Susannah Childers (Parent)** – parents were not under the impression that demagnetizing Daniels was a done deal. Ms. Childers stated that the Board’s vote to remove the program from Daniels would undermine the years of effort to do that. Parents have chosen and invested in the IB program and requested that the Board reconsider their vote on Daniels.
- **Allison Lyles (Parent)** – Expressed her deep concern that the IB program at Daniels was dropped. Ms. Lyles is a parent that firmly believes that magnet status should not be solely based on the percent of the students who are there magnet vs. base, but of the quality of education that the IB program provides. Ms. Lyles believes that the flow of elementary through high school is a valuable program. If the flow is broken it would seem that the whole program would be in jeopardy. Requested that the Board reconsiders their vote and not dissolve the magnet program at Daniels.
- **Ann Rouleau (Citizen)** – stated that approximately 6 weeks ago she gave the Board a presentation on academic achievement of economically disadvantaged students, end of grade and end of course tests, along with the graduation rates for the subgroups who are trending in a downward direction. Two questions were asked, why are these trends occurring and what will be done to improve academic performance. Ms. Rouleau asked the Board to provide an answer to the questions asked.
- **Robin Rowe (Parent)** – Requested that the Board re-address the issue of demagnetizing Daniels and to reconsider their vote to demagnetize. Ms. Rowe stated that removing the magnet program at Daniels defeats three of the four purposes of the magnet program including reducing high concentrations of poverty, supporting diversity, and providing expanded educational opportunities.
- **Colleen Vitek (Parent)** - Expressed support of keeping both the GT and IB magnet programs at Enloe High School. Ms. Vitek shared her children’s accomplishments while attending Enloe using the IB theme.

### INFORMATION ITEMS CONT’D

#### 5. CAPITAL IMPROVEMENT PROGRAM ADJUSTMENTS

Due to the current national fiscal uncertainties, Wake County will seek to sell one-year bond anticipation notes, in lieu of general obligation bonds, to raise cash to pay for Wake County, Wake County Public Schools System, and Wake Technical College projects. Because the amount to be raised from the sale of the notes is less than the amount to have been raised by the sale of bonds, it is necessary to delay WCPSS construction projects. Staff will present a recommendation for delaying construction projects and purchases to accommodate the reduced cash flow. Fiscal implications: Staff will provide at the Board table. Recommendation for action: Board approval of recommendations is requested.



Don Haydon presented information to the Board. Mr. Haydon shared that two weeks ago, county manager, David Cooke, gave a presentation to the Joint Meeting of the School Board and Board of County Commissioners sharing data that indicated the impact, and also informed everyone that in September, the county had been unable to sell general obligation bonds at an acceptable rate and proposed a sale of short-term financing that would provide cash for county, library, and WCPSS projects.

Subsequently, at the Board of Commissioners meeting a week ago, the Commissioners approved the sale of \$3 million worth of short-term financing and of that amount, \$256.5 million would be made available for WCPSS projects, scheduled to take place on October 22. Upon hearing the information, WCPSS staff continued work on projecting ahead what cash would be needed to pay for the construction program over the next 12-month period. WCPSS staff worked very closely with county staff on what the projections were for cash. At first, it looked severe with staff thinking major projects would have to be stopped, but in continuing to work with the county they assisted WCPSS staff in coming up with ideas that will help WCPSS continue the construction program for the next period to provide the funding that will be needed to continue with as little impact as possible, on providing the seats needed for students over that period and to continue to make sure that the quality of existing schools provides a quality learning environment for students.

Mr. Haydon stated that WCPSS will have the \$256.5 million coming from the short-term financing. In addition, the county manager has determined that there will be approximately \$80 million in cash available to add to the \$256.5 million, for a total of \$336.5 million to pay expenses for the next 12 months. Mr. Haydon further stated that there has been no impact in the overall bond program, CIP 2006, PLAN 2004, or PLAN 2000 which are active programs.

Staff proposed to the Board of Education and endorsed the concept of not suspending any projects for constructing new schools. Staff will continue on schedule, however, the WCPSS staff and the county staff will continue to work very closely with each other and formally meet once a month to evaluate what the actual expenditures have been on projects, what the economy is looking like in terms of funding beyond the short-term. Staff will continue to evaluate projects and in December, staff will request that a decision be made on E-21. Major renovation projects will not be suspended at this time, however, staff will continue to monitor it closely with the county staff and in March, a decision will need to be made on the Wilburn Elementary renovation project. Staff has decided not to re-locate the elementary school from its current site and will postpone the move until summer.

There is an impact on other projects in the bond program. They include continuing the PC Refresh Program, suspending most life-cycle projects, suspending the purchase of life cycle furniture replacement for classrooms, and life-cycle equipment replacements for classrooms. Staff will continue to acquire land and continue to go through the county commissioners on the phase of approval for the projects that the Board has already approved for purchase of land. Staff will be looking at the possibility of obtaining options to purchase land in the future. Staff will monitor very closely the acquisition of and the relocation of mobile and modular classrooms. Staff will continue to go forward with the multi-year student assignment plan, with year 2 and 3 being contingent upon capital funding being available.

## CONSENT ITEMS

Patti Head made a motion to approve the Consent Agenda, seconded by Kevin L. Hill. The motion was unanimously approved.

### **APPROVAL OF MEETING MINUTES**

- September 22, 2008 - Joint Meeting of the Wake County Board of Education and Town Councils from Raleigh, Knightdale, and Zebulon Minutes
- September 23, 2008 - Facilities and Operations Committee Meeting Minutes
- September 25, 2008 - Joint Meeting of the Wake County Board of Education and Town Councils Morrisville, Apex, Holly Springs, and Fuquay Varina Minutes
- September 30, 2008 - Joint Meeting of the Wake County Board of Education and Town Councils Wake Forest, Wendell, Rolesville, and Fuquay Varina Minutes
- October 7, 2008 - Board of Education Work Session Meeting Minutes
- October 7, 2008 - Board of Education Meeting Minutes

### **FINANCE**

#### **1. BUDGET AMENDMENTS AND TRANSFERS, 2007-2008**

To report changes in the budget resolution resulting from transactions processed during April - June, 2008.

Fiscal Implications:

Adjust State Public School Fund	+	\$	1,340,652
Adjust Local Current Expense Fund	+	\$	4,792
Adjust Federal Programs Fund	+	\$	53,193
Adjust Capital Outlay Fund	+	\$	115,589,025
Adjust Multiple Enterprise Fund	+	\$	136,003
Adjust Local Grants Funds	+	\$	11,166

Net Changes + \$ 117,134,831

Recommendation for Action: No action. In accordance with the Budget Resolution, administration is reporting changes in appropriations.

#### **2. BUDGET AMENDMENTS AND TRANSFERS, 2007-2008**

To report changes in the budget resolution resulting from transactions processed during 2007-2008. These are the final adjusting entries included in the Annual Financial Report.

Fiscal Implications:

Adjust State Public School Fund	+	\$	4,015
Adjust Local Current Expense Fund	+	\$	0
Adjust Federal Programs Fund	+	\$	0
Adjust Capital Outlay Fund	+	\$	400,000
Adjust Multiple Enterprise Fund	+	\$	123,600
Adjust Local Grants Funds	+	\$	756,223

Net Changes + \$ 1,283,838

Recommendation for Action: No action. In accordance with the Budget Resolution, administration is reporting changes in appropriations.

### 3. INTERIM BUDGET AMENDMENTS AND TRANSFERS, 2008-2009

To report changes in the interim budget resolution resulting from transactions processed during July 1 - 17, 2008. Fiscal Implications:

<u>Resolution</u>	<u>Changes to Interim</u>	<u>Adopted Budget</u>
Adjust State Public School Fund	+ \$ 0	\$ 756,833,757
Adjust Local Current Expense Fund	- \$ 36,748,265	\$ 342,765,070
Adjust Federal Programs Fund	+ \$ 0	\$ 55,356,818
Adjust Capital Outlay Fund	+ \$ 104,485,725	\$ 847,962,660
Adjust Multiple Enterprise Fund	+ \$ 0	\$ 57,062,694
Adjust Direct Grant Fund	+ \$ 399,000	\$ 7,179,192
 Net Changes	 + \$ 68,136,460	 \$ 2,067,160,191

Recommendation for Action: No action. In accordance with the Budget Resolution administration is reporting changes in appropriations.

### 4. REPORT OF ADMINISTRATION APPROVED CONTRACTS

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 September 2008. Fiscal Implications: Not applicable. Recommendation for Action: Not applicable.

## FACILITIES AND OPERATIONS

### 1. CHANGE ORDER NO. GC-13R: HARRIS CREEK ELEMENTARY

Board approval is requested for the final Change Order No.GC-13R to J.M. Thompson Company. This change order, a reduction in the amount of \$155,578.73, is for the settlement of claims for delayed punch list completion and for various other claims associated with the closeout of the project, as negotiated by Board attorney and Facilities staff. Fiscal implications: Funds are available from the total project budget of \$16,343,961, of which \$16,173,961 is from PLAN 2004 and \$170,000 from Wake County Parks and Recreation for a joint-use playfield. It is anticipated that savings from the project will be available for reallocation to PLAN 2004 Program Contingency in the near future. Recommendation for action: Board approval is requested.

### 2. INTERLOCAL AGREEMENT: SOUTHWEST CARY AREA HIGH SCHOOL SITE (H-7)

On October 7, 2008, the Board of Education approved Offers to Purchase and Contract for the acquisition of an assemblage of land totaling 88.09 acres, at a purchase price of \$8,870,250, to build a high school (H-7). The site is located in southwest Cary off of Roberts Road, Wake County, NC and is bounded on the north by White Oak Creek. The Town of Cary has purchased 92 acres for the purpose of greenways and open space along White Oak Creek, and has also recently approved the acquisition of a 55 acre tract that is adjacent to the school site for park and open space use. Board and Town are each responsible for their respective land acquisition costs, and at closing title will pass to each Board respectively and not jointly. As a result of collaborative site planning with the

Town of Cary and Wake County, terms of an Interlocal Agreement (ILA) have been reached regarding the design, construction, and ownership of the Property for the proposed high school, a potential elementary and/or middle school, a future public park and for the preservation of open space to protect the White Oak Creek natural area. Wake County desires to commit up to \$250,000 from the County's Community Use of Schools Capital Fund on a matching basis to the Town for park development, and will also share in the costs of the acquisition of floodplain open space on the Town's park site. The ILA does not diminish the Board's independent authority to select a school site, choose building designs, establish school programs, own the school site in its name alone or operate its schools. A copy of the proposed ILA is attached. Fiscal implications: none. Recommendation for action: Staff requests Board approval.

## **STUDENT ACHIEVEMENT**

### **1. GRANT PROPOSALS**

- Competitive (#002509): Holly Springs Chamber of Commerce / Individual Schools.
- Collaboration (#002609): North Carolina Department of Health and Human Services/ Individual Schools.
- Competitive (#002709): Wake Forest Chamber of Commerce / Individual Schools.
- Competitive (#1201.001): NC General Assembly, NC Department of Public Instruction, Dropout Prevention Grant / Individual Schools.

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

### **2. CURRICULUM MANAGEMENT POLICY**

*Second Reading.*

The mission of the WCPSS is to educate each student to be a responsible and productive citizen who can effectively manage future challenges. Alignment of the written, taught, and tested curriculum ensures that each student will graduate on time prepared for life in the 21st Century. A curriculum management plan includes procedures and expectations for the design and delivery of the curriculum. Fiscal Implication: None.

Recommendation for Action: Board approval is requested.

### **3. CURRICULUM AND ASSESSMENT DECISIONS POLICY**

*Second Reading.*

In order to provide students with equal access to the curriculum, it is necessary to establish through Board policy a system-wide understanding of where decisions regarding curriculum and assessment lie. Central staff is responsible for decisions regarding the design and support of the curriculum and common assessments. School-based staff is responsible for the decisions regarding the delivery of the district's curriculum and common assessments. Fiscal Implications: None. Recommendation for Action: Board approval is requested.

## **POLICY**

### **1. POLICY 7180: PARKING OF MOTOR VEHICLES**

*Revised: Second Reading*

Staff is recommending changes in Policy 7180: Parking of Motor Vehicles that reflects

current practice. A statement is also included in the revised policy to encourage carpooling among students. Fiscal Implications: None. Recommendation for Action: Board approval is requested.

## **HUMAN RESOURCES**

### **1. RECOMMENDATION FOR EMPLOYMENT**

- 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.

## **COMMITTEE CHAIRS' REPORT**

Ms. Clark shared that the entire substance of the Finance Committee meeting will be presented to the Board as an Action Item, regarding the recommendation of the 403b vendor. One of the end results of the Finance Committee meeting will be a "fact or fiction" on the WCPSS website.

Ms. Head shared that the Facilities and Operations Committee met on Tuesday, October 14. The committee discussed the status of CIP 2006 projects and concluded with staff being able to continue with projects evaluating the economic status monthly. The committee postponed receiving information regarding renovation projects in light of the economy. The committee received a report from Mike Burriss regarding in-house design function as it relates to mobile and modular units. Mr. Burriss presented an analysis of the in-house function of design and architecture, estimating the cost, hiring new staff, and efficiency and effectiveness. The committee came to the conclusion that implementing an in-house design function would take time and some initial cost, but that in the long run it would be more efficient and save money. The committee recommends bringing forward the in-house design function to Committee of the Whole for consideration and instruction back to staff. The committee also reviewed CFAC recommendations A-10, B-3, B-4, and C-6 with a thorough analysis of what CFAC recommended. The four recommendations will be brought back to the Board for affirmation during Committee of the Whole so that the committee can report back to CFAC. Ms. Head shared that the Facilities and Operations Committee would not meet on October 28, but would meet on November 10.

Ms. Millberg shared that Student Achievement Committee met on October 14 and reviewed a draft revision of David Holdzkom's program evaluation policy. The committee discussed the revision and made recommendations and suggestions. The committee asked that as staff works on it, to bring it back to the committee with the entire evaluation piece. The committee continued to look at the Board's work plan and how the work plan lays out the work for the committee. The committee discussed understanding what the work plan means and how to begin to shape the committee's work as it pertains to equal access, comparable programs, etc. The committee began a review of what is being offered from high school to high school. Staff developed a matrix that began to lay out what is offered from one school to another. The committee made recommendations on how the matrix would develop further. The committee also discussed disability history and awareness as October is

Disability Awareness Month. The next meeting will take place on Monday, November 10 where the committee will continue to review the work plan, review S.H.A.C. recommendations, physical activity, and other topics.

Ms. Goettee shared that the Human Resources Committee met on Wednesday, October 8 and focused on recruitment and retention efforts among male and minority teachers. The committee reviewed what WCPSS is currently doing as compared to what other systems in North Carolina and other states are doing. Ms. Goettee shared that WCPSS is competing effectively in recruiting male and minorities however WCPSS is not offering the incentives that most of the other systems are. In addition, the committee talked about other systems having a diversity recruiter position that coordinates efforts in their system. The committee has asked staff to come back to the next meeting and let the committee know what staff has in mind to step up the efforts of recruitment and retention of male and minority teachers. The committee has asked the Human Resources staff to furnish them with information that lays out the characteristics and demographics of teachers and teacher assistants, of effective things being done in schools, and what can be improved upon. David Neter shared the reconciliation process and what happens after Day 10 in traditional and year-round schools. The committee is requesting at the next meeting a topic regarding how Title II funds are allocated. The next meeting will be held on November 12 at 2:30 p.m.

## **ACTION ITEMS**

### **FINANCE**

#### **1. RECOMMENDATION FOR 403(b) VENDOR**

The Wake County Public School System currently offers employees the opportunity to participate in 403(b) Tax Sheltered Annuities for retirement purposes. New IRS regulations effective January 1, 2009 require changes be made to the current 403(b) program. The new regulations direct the Plan Sponsor, WCPSS, to perform fiduciary responsibilities not previously required in managing the System's 403(b) plan. The Administrative Services Division has contracted with CAPTRUST Financial Advisors, an independent investment firm specializing in providing fiduciary advisory services to retirement plan sponsors, to guide and counsel WCPSS in meeting the new IRS regulations. CAPTRUST has assisted in the proposed restructuring of the System's 403(b) program, the release of a Request for Proposal to all current WCPSS 403(b) vendors, a review of responses, and selection of the proposed 403(b) vendor. Vendor selection criteria included commitment to and quality of education programs for employees, breadth and depth of investment options, compliance and administrative services offered to the System, customer service, and cost for plan sponsor and plan participants. As a result of this comprehensive review process, staff is bringing forward the attached 403(b) vendor recommendation for Board consideration. Fiscal Implications: None. Recommendation for Action: Staff is requesting Board approval.

Mark Winters presented information to the Board and introduced Barron Schmidt, vice President, Financial Advisor of CAPTRUST. Mr. Schmidt shared that CAPTRUST is a registered investment advisory firm headquartered in Raleigh. A committee of 5 members met diligently over several months reviewing data that was provided from various vendors including AIG, Ameriprise, AXA, Horace Mann, ING, Lincoln, MetLife, and Prudential. Mr. Schmidt shared that currently, WCPSS has 4,000 participants in the

current 403(b) program where the participation rate is approximately 20%. WCPSS currently allows thirteen vendors to solicit new participants, there is no “branding” of the benefit, and little oversight of program exists.

The committee solicited qualified vendors to bid on the 403(b) plan for a five-year contract. The goal of the process was to provide a broad range of investment options that cover the risk/ return spectrum and have a proven ability to outperform the majority of their peers, to partner with a firm that has proven experience, obtain a competitive cost structure, effectively communicating and educating employees through a methodical approach, and partnering with a firm that will aid WCPSS in complying with any current and future legislative or regulatory issues. As a result of the process, WCPSS received 8 bids from various firms. The committee unanimously voted on a single vendor structure instead of multiple vendors.

As a result of the process, the committee analyzed and ranked all proposals based on the evaluation criteria identified in the RFP. The committee identified the top three finalists. Interviews and negotiations were conducted with the final three vendors. The committee decided that ING best met all evaluation criteria.

After clarifying questions from the Board regarding the single vendor structure and the costs associated with it, Beverley Clark made a motion to approve, seconded by Lori Millberg. The motion was unanimously approved.

## **FACILITIES**

### **1. CHANGE ORDER NO. GC-17: CARROLL MIDDLE**

Board approval is requested for Change Order No. GC-17 to Barnhill Contracting Company, for their Construction Management at Risk (CMAR) contract, for the renovations to Carroll Middle School. This change order, a reduction in the amount of \$25,747.12, provides final reconciliation of the remaining construction manager contingency. This change order will complete this contract. The final Guaranteed Maximum Price for this project is \$10,676,685.38. The CMAR contracts allow for unused construction manager contingency funds to be credited to the construction manager as follows: 40% for meeting substantial completion; 20% for meeting final completion; and 40% for meeting specific performance measures. This construction manager met substantial completion, did not meet final completion, and met 91% 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 \$13,729,416, all of which is from PLAN 2004. It is anticipated that savings from this project will be available for reallocation to PLAN 2004 Program Contingency in the near future. Recommendation for action: Board approval is requested.

Don Haydon presented information to the Board regarding the process for evaluating Construction Managers At-Risk (CMAR) contracts. Mr. Haydon shared the formulas used when calculating CMAR contracts which include contingency funds that are credited to the construction manager: 40% for meeting substantial completion; 20% for meeting final completion; and 40% for meeting specific performance measures.

After answering clarifying questions from the Board, Patti Head made a motion to approve, seconded by Beverley Clark. The motion was unanimously approved.

## **2. BIDS: HUNTER ELEMENTARY MODULAR ADDITION**

Bids were received on September 24, 2008 for connecting/installing all services (power, water, sewer, data, ADA access, fire protection, and security) for one multi-purpose modular classroom unit at Hunter Elementary School. A separate contract had previously been issued to Modular Space Corporation for the block, level, and tie-down. Staff and Rotman Architecture, PA, recommend award of the single-prime contract to C. Blake Lewis, Inc, in the amount of \$124,595. Reference the attachment for details of the per classroom costs. Fiscal implications: Funding is available from the total Mobile Classroom Relocation and Leasing 2007-2009 project budget of \$16,935,553, all of which is from CIP 2006. Recommendation for action: Board approval is requested.

Don Haydon presented information to the Board and answered clarifying questions from the Board regarding completion date, specific bidders for the contract and their workloads, projected timelines, workload of Project Manager, and the workload of contractor being recommended. Mr. Haydon also shared at the request of a Board member, the process staff uses to secure architecture firms.

After lengthy discussion regarding the workload of recommended contractors and project managers, and timelines as well as the processes that are entailed in each, Horace Tart made a motion to delay the action on the awarding of the bid for Hunter Elementary modular addition, seconded by Ron Margiotta. The Board voted 2 to 6 with Horace Tart and Ron Margiotta voting “yes”, and Beverley Clark, Patti Head, Lori Millberg, Kevin L. Hill, Eleanor Goettee, and Anne McLaurin voting “no”. The motion failed to pass.

Beverley Clark made a motion to approve the bid for Hunter Elementary Modular Addition, seconded by Lori Millberg. The Board voted 7 to 1, with Beverley Clark, Patti Head, Lori Millberg, Kevin L. Hill, Ron Margiotta, Eleanor Goettee, and Anne McLaurin voting “yes”, and Horace Tart voting “no”. The motion passed.

## **CLOSED SESSION**

Ron Margiotta made a motion to go into Closed Session at 5:57 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, to consult with an attorney employed or retained by the Board in order to preserve the attorney-client privilege as provided in G.S. 143-318.11(a) (3). The motion was seconded by Kevin L.Hill. The motion was unanimously approved.

## **ACTION ITEMS- Cont'd**

### **HUMAN RESOURCES**

#### **1. RECOMMENDATION FOR ADMINISTRATIVE APPOINTMENT(S)**

Beverley Clark made a motion to approve the following Administrative Appointment(s):

- (1) Judy Dudley, Retired principal to Interim Assistant Principal at Knightdale Elementary School, effective date November 10, 2008 through December 19, 2008. (Interim position).



- (2) Robert Gupton Jr., Assistant Principal at Mt. Vernon Redirection Middle School to Interim Principal at Mt. Vernon Redirection Middle School, effective date November 3, 2008 through January 30, 2009. **Robert Gupton Jr.** will resume his current position as Assistant Principal at Mt. Vernon Redirection Middle School on January 31, 2009. (Interim position).
- (3) Cathy Moore, Principal at Sanderson High School to Central Area Superintendent, effective date To Be Determined. (Permanent position).
- (4) Linda Roberson, Assistant Principal at Wakefield Elementary School to Principal at Knightdale Elementary School, effective date November 10, 2008. (Permanent position).
- (5) Andre Smith, Principal at Wake Forest-Rolesville High School to Northeastern Area Superintendent, effective date To Be Determined. (Permanent position).
- (6) Christy Story, Instructional Resource Teacher (50%) and Magnet Coordinator (50%) at Conn Elementary School to Assistant Principal (50%) and Instructional Resource Teacher (50%) at Conn Elementary School, effective date October 22, 2008. (Converted position).
- (7) Ashlie Thompson, Teacher at Enloe High School to Assistant Principal at Enloe High School, effective date October 22, 2008. (Converted position).

The motion was seconded by Eleanor Goettee. The motion was unanimously approved.

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

Beverley Clark made a motion to approve granting career status to 3 teachers, seconded by Eleanor Goettee. The motion was unanimously approved.

The Board returned to Closed Session at approximately 6:20 on a motion by Beverley Clark, seconded by Eleanor Goettee.

## **ADJOURNMENT**

With no further business coming before the Board, Lori Millberg made a motion to adjourn, seconded by Beverley Clark. The meeting adjourned at approximately 7:00 p.m.

Respectfully submitted,

---

Rosa U. Gill, Chair, Wake County Board of Education

---

Del Burns, Superintendent, WCPSS

---

Melissa R. Christmas, Recording Secretary