

WAKE COUNTY BOARD OF EDUCATION
OPEN MINUTES – BOARD MEETING
November 7, 2001

Board Members Present:

Kathryn Watson Quigg, Chair
 Susan Parry, Vice Chair
 Berveley Clark
 Bill Fletcher
Rosa Gill (absent)

Judy Hoffman
J.C. O'Neal (absent)
 Tom Oxholm
 Jeff York

Staff Members Present:

Bill McNeal, Superintendent
 Jo Baker
 Karen Banks
 Brenda Barker
 Danny Barnes
 Maurice Boswell
 Del Burns
 Mike Burriss
 Ann Hooker
 Linda Isley

Cindi Jolly
 Ray Massey
 Toni Patterson
 John Ringo
 Janice Shearin
 Stella Shelton
 Walt Sherlin
 Jonibel Willis

Board Attorney Present:

Ann Majestic

Kathryn Watson Quigg called the meeting to order at 4:05 p.m. The Pledge of Allegiance was recited.

Chairman's Comments

- *Kathryn Watson Quigg shared updated Community Learning Center opening on Saturday at Mayview. This center will provide after-school tutoring services for children. This center is a collaboration effort between Community in Schools and Community Learning Center.*
- *Millbrook Elementary, Northwoods Elementary, and Brassfield Elementary school were named "Schools of Excellence" by Mike Ward.*
- *Douglas Elementary School had an "Earthquilt" dedication.*
- *Visited the Exploris and IMAX presentation.*
- *Meeting with Wake Leadership Academy. She thanked Tony Habit for his hard work in training the principals and assistant principals.*
- *Reading the CAC proposal for the new consulting firm.*
- *Lockhart Elementary has not become a school of excellence, but they have improved a great deal with high-needs children. This school will have a celebration on November 16 at 11:00 a.m.*
- *Jeff York stated that Davis Drive Elementary School was honored as a "School of Excellence" and also as a "Blue Ribbon School."*
- *Tom Oxholm stated that he went to North Ridge Elementary School to meet with the staff to tell them what a great job they are doing. He stated that in June 1997 they were at 70% at grade level. In June 2001, 93% at grade level including writing. This school has 30% free and reduced lunch and 8.5% with English as a Second language (ESL).*
- *Broughton High School tennis team won the State Tennis Championship for the fourth year.*

Superintendent's Report

- *Mr. McNeal stated that it is time to begin preparing for Beyond 2003 Voices and Choices. Orage Quarles III, President / Publisher of The News and Observer has agreed to chair this project-planning and preparing the community. Kathy Hawkins, External Affairs, BellSouth, will be the co-chair on this project. It is important that we begin to strengthen the ties, build trust, and continue academic excellence for all the children in Wake County. Paula Lipford has agreed to be on this project.*
- *November 11-17, 2001, is the 80th Annual Observance of American Education Week.*

APPROVAL OF MEETING AGENDA

- *Susan Parry made a motion to add to the consent agenda-Policy-Board Advisory Council nomination Stephanie Kocurek, Vance Elementary School.*
- *Tom Oxholm made a correction on the term of Kathy Jo Duckett to begin June 2002. Carol Parker will serve until the end of her term.*
- *Judy Hoffman asked to give a 30 second update on the Community Relations Committee.*
- *At the beginning of the Action items, Kathryn asked that each Committee Chair give a brief update.*

Bill Fletcher made a motion for approval of the amended agenda, seconded by Jeff York. The vote was unanimous.

PUBLIC HEARING NOT ON THE AGENDA

Holly Bolanz would like for WCPSS to establish a standard policy that all schools will follow in creating a new classroom of students due to overcrowding.

CONSENT ITEMS

Bill Fletcher made a motion for approval of the Consent items, seconded by Jeff York. The vote was unanimous.

APPROVAL OF MINUTES

October 16, 2001 – Facilities Committee

FACILITIES

Bids: Heritage Elementary

Bids for Heritage Elementary were received on October 25, 2001. Staff and Pearce, Brinkley, Cease & Lee, PA. recommend award of the single-prime general construction contract to Centurion Construction Co., Inc., in the amount of \$7,411,300. The total of the multi-prime bids is \$7,398,729. Fiscal Implications - Funding is available from the total project budget of \$10,662,555, as provided in the PLAN 2000 School Building Program.

Bids: Roof Replacement – Zebulon Elementary

Bids for the partial roof replacement of Zebulon Elementary were received on October 11, 2001. Staff and Roof Engineering, Inc., recommends award of the contract to Curtis Construction Co., Inc., in the amount of \$328,140. Fiscal Implications - Funds are available from the total project budget of \$553,925. The total project budget consists of \$533,925 from the deferred maintenance component of the PLAN 2000 School Building Program.

Change Order No. G-1: Athens Drive High

Board approval requested for Change Order No. G-1 to Barnhill Contracting Company. This change order, in the amount of \$157,301, is for labor and materials to provide perimeter wall

bracing. Some of the upper-level exterior walls are non-reinforced four-inch thick concrete masonry block with a brick veneer. A few of these walls have settled and cracked and require repair. Current building codes do not permit this design for the existing wall heights. Additional structural reinforcing is required and recommended by the structural engineer. Fiscal Implications - Funds are available within the board-approved total project budget of \$11,642,314, of which \$6,827,930 is from PLAN 2000 School Building Program project budget, \$1,300,000 is from the code compliance component of PLAN 2000, \$700,000 is from the environmental compliance component of PLAN 2000, \$992,054 is from the modernization component of PLAN 2000, \$1,559,730 is from the deferred maintenance component of PLAN 2000, and \$262,600 is from the board-approved 1996 State Bond budget.

Design Consultant Agreement: Heritage Middle

The approved PLAN 2000 School Building Program includes the new middle school, Heritage Middle. Negotiations have been completed with Innovative Design, Inc., for the design of this project. The form of agreement is the standard form approved by the board attorney. Fiscal Implications - Funding is available from the total project budget of \$22,062,401 from the PLAN 2000 School Building Program. The total project budget includes proposed compensation for the design consultant of \$931,810.

Resolution and Order of Condemnation – Millbrook Elementary

Approximately 4,240 square feet of land area owned by Bob H. Taylor and wife, Peggy L. Taylor is required to complete renovations at Millbrook Elementary. Negotiations with the property owners to acquire the property at fair value have been unsuccessful, therefore condemnation proceedings are required. The property, approximately 20 feet wide and 212 feet in length, is isolated and of little value other than as assemblage to existing board property. The property, when acquired, will allow for the completion of the driveway and parking area. Fiscal Implications - A deposit of \$1,000 will be made with the Wake County Court System upon filing the condemnation action. Recommendation for Action - Staff requested board approval of a Resolution and Order of Condemnation to acquire approximately 4,240 square feet of land by condemnation from Bob H. Taylor and wife, Peggy L. Taylor.

Funding Resolution – Millbrook Elementary

A funding request to the Wake County Board of Commissioners, in the form of a resolution, is necessary to acquire approximately 4,240 square feet of land by condemnation from Bob H. Taylor and wife, Peggy L. Taylor. The property will allow for the completion of renovations and improvements of the driveway and parking lot at Millbrook Elementary. Fiscal Implications - The amount of \$1,000 will be deposited with the Wake County Court System upon filing the condemnation action. Funds are available from the PLAN 2000 Building Program. Recommendation for Action - Staff requested board approval of a funding resolution to the Wake County Board of Commissioners to acquire approximately 4,240 square feet of land at Millbrook Elementary by condemnation.

Construction Documents: Salem Middle (M2)

Staff presented construction documents prepared by Cherry Huffman Architects, P.A., for the construction of the new Salem Middle School. This is the third reuse of the Wakefield Middle prototype design. Program and support spaces are identical in size and configuration to the Holly Ridge Middle and Reedy Creek Middle versions of the Wakefield prototype. Fiscal Implications - Funding is available from the total project budget of \$21,093,376, as provided in the PLAN 2000 School Building Program.

Trade Contractor Prequalifications Form

Staff presented the proposed trade contractor prequalification form for the use in prequalifying potential bidders on all Wake County Public School System projects. This form will allow the school system to use a selective process to qualify potential contractors that will bid our construction work.

FINANCE

Authorization Forms

These authorization forms designate the persons authorized to sign vouchers for the payment of money on behalf of Poe Elementary and Wake Forest-Rolesville Middle.

Gifts To The System

Seventy-one gifts have been donated to the Wake County Public School System. The approximate value of the gifts is \$40,539.95. **(Exhibit A)**

Budget Amendments and Transfers, 2000-2001

To report audit entries for 2000-01 financial report processed during July – October 2001. Fiscal Implications:

Adjust State Public School Fund	+	\$	333,904
Adjust Local Current Expense Fund	+	\$	2,456,150
Adjust Federal Programs Fund	+	\$	0
Adjust Capital Outlay Fund	-	\$	102,639
Adjust Multiple Enterprise Fund	+	\$	1,434,460

Change Order 1 To 4Front Systems, Inc., Service Agreement

Original contract was initiated with 4Front Systems to provide contracted services on an as needed basis throughout the fiscal year to supplement the current Technology Services staff. Original contract amount was not to exceed \$30,000. It has since been decided to place a full-time contractor at high school sites to provide troubleshooting and maintenance of computer hardware and software which will allow Technology Services' support technicians to focus on their other school assignments. Change order 1 grants 4Front Systems to provide contract personnel at high school sites at the rate of \$25 per hour. This arrangement should allow for quicker, more efficient response time throughout the system thus offering better customer service. Fiscal Implications: Total amount of change order is \$225,000. Funding for contracted services was identified and planned for during the 2001-02 fiscal year. Funding is available through the Technology Services Division current expense budget.

PROGRAM

Grant Proposals

Competitive (#595): Town of Holly Springs Chamber of Commerce / Holly Springs Elementary School. Competitive (#596): North Carolina Alliance for Athletics, Health, Physical Education, Recreation and Dance, Physical Education Association grant / Durant Road Middle School. Competitive (#597): Be Active North Carolina / Durant Road Middle School. Competitive (#598): Apex, NC, Woodsmen of the World Lodge 1473 / individual schools. Competitive (#600): General Mills, Box Tops for Education, Parent Involvement in Education / Enloe High School. Competitive (#601): North Carolina Governor's Crime Commission, Juvenile Justice Planning / Lead Mine Elementary School, Mt. Vernon Redirection, and Garner Senior High School. Continuation (#374): U.S. Department of Education, Office of Elementary and Secondary Education, Smaller Learning Communities grant program / Fuquay-Varina High School, Millbrook High School, and Southeast Raleigh High School. Continuation (#602): U.S.

Departments of Education, Justice, Health and Human Services, and Safe Schools/Healthy Students program / Central Office.

HUMAN RESOURCES

Recommendations for Employment (Exhibit B)

Recommendation for Administrative Transfer

Mark H. Savage, assistant principal at Wakefield High School, to assistant principal at Wakefield Middle School.

POLICY

Board Advisory Council Nominations

- *Nominations to Board Advisory Council are as followed...*
- *Kathy Jo Duckett, District 3*
- *Stephanie Ann Hawley, District 9*
- *Deanna Voss, District 2*
- *Stephanie Kocurek, District 2*

Community Relations: *Judy Hoffman gave an update on the Community Relations committee. Walt Sherlin asked each member to write down their perceptions of the strengths and weaknesses of the school system as a whole and the Communication Department specifically. .*

Finance Committee: *Tom Oxholm reported that the committee is working on two-issues. Using in-house legal counsel for all legal matters and the financial side of smaller schools.*

Facilities Committee: *Beverley Clark discussed how to calculate capacity for each school.*

Program Committee: *Susan Parry told the board that this committee will only meet once a month. Discussion on the new intervention policy and the process for both traditional and year-round calendars.*

Policy Committee: *Walt Sherlin gave a brief update on how the policy is organized, history of the policy, how changes are made to the policy. Pledge of Allegiance is the next topic of discussion at the next meeting.*

Human Resources: *Toni Patterson gave an update on recruitment and teacher retention and how to reward employees in schools for their extra effort.*

ACTION ITEMS

FACILITIES

Schematic Design: Fuquay-Varina Middle Additions and Renovations

The approved PLAN 2000 School Building Program includes additions and renovations at Fuquay-Varina Middle. Staff will present schematic design documents prepared by Pearce, Brinkley, Cease & Lee Architects, PA, for this project. Fiscal Implications - Funding is available from the total project budget of \$14,518,206, as provided in the PLAN 2000 School Building Program.

Bill Fletcher made a motion for approval, seconded by Susan Parry. The vote was unanimous.

Calculating Building Capacities: Assumptions and Methods

Staff reviewed and recommended specific assumptions and the proposed method to calculate annual building capacities.

Bill Fletcher made a motion for approval, seconded by Susan Parry. The vote was unanimous.

FINANCE

Budget Amendments And Transfers, 2001-2002

To report changes in the budget resolution resulting from transactions processed during July – September, 2001. Fiscal Implications:

Adjust State Public School Fund	- \$	18,661,837
Adjust Local Current Expense Fund	+\$	22,247,701
Adjust Federal Programs Fund	- \$	7,248,269
Adjust Capital Outlay Fund	+\$	451,560,861
Adjust Multiple Enterprise Fund	+\$	3,273,315
Net Changes	+\$	451,171,771

Bill Fletcher made a motion for approval, seconded by Jeff York. The vote was unanimous.

POLICY

POLICY 6300 – MAINTENANCE, REVIEW, AND RELEASE OF RECORDS

Revised; First Reading (waiver of second reading requested)

This policy incorporates and eliminates as separate policy 6300

Delete current Policy 6300 STUDENT RECORDS

Policy Number Change: 6310 to 6300

Policy Aligned with changes and language in State Statutes and the Family Education Rights & Privacy Act (FERPA) (**Exhibit C**)

Notations in italics are for information only and are not part of the policy

This policy adds information we did not have and combined policies we have in place to give us guidance in the reviewing and release of records that would be easy for everyone to follow.

Jeff York made a motion to amend the wavier second reading and included the changes, seconded by Tom Oxholm. The vote was unanimous.

Bill Fletcher made a motion for approval, seconded by Jeff York. The vote was unanimous.

INFORMATION

FINANCE

Potential Changes In Local Expenditures For 2001-2002

To report potential changes in local expenditures for 2001-2002 as of October 24, 2001. 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.

CLOSED SESSION

Susan Parry made a motion to go into closed session at 5:55 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. 143-318.11 (a)(5), seconded by Beverley Clark and the vote was unanimous.

The Board reconvened into open session at 6:30 p.m.

SPOTLIGHT ON STUDENTS

Fourteen students were recognized as Spotlight on Students award winners. They are as follows: Heather Vercoe, Athens Drive High School; Kristen Brooke Merritt, East Wake High School; Megan Gress, Farmington Woods Elementary School; Christopher Brown; Montrell Townes, Knightdale Elementary School; Starkisha McLead, Lincoln Heights Elementary School; Meghan Williford, Lockhart Elementary School; Brandon Alexander Linkenhoker, Lynn Road Elementary School; Jayquan Batts, Millbrook Elementary School; Sara Kate Steadman; Reedy Creek Elementary School; Megan Ann Miller, West Lake Middle School, Roosevelt Warner IV, Wildwood Forest Elementary School; Harry Huntley, Wiley Elementary School; Cierra L. James, Zebulon Middle School.

HUMAN RESOURCES

Eight employees have been recommended for career status. They are as follows:

- *Sandra Bailey, Powell Elementary School*
- *Conya Blad, Joyner Elementary School;*
- *Gloria Bulter, Lead Mine Elementary School*
- *Patricia Chiles, Durant Road Middle School*
- *Steven Koller, North Garner Middle School*
- *Laura Shaffer-Cernikova, North Garner Middle*
- *Kristen Whitehead, East Millbrook Middle*
- *Audra Williams, West Lake Middle School.*

ADJOURNMENT

There being no further business, Kathryn Watson Quigg adjourned the meeting at 7:30 p.m.

Respectfully submitted,

Elwanda K. Farrow, Recording Secretary

Bill McNeal, Secretary

Kathryn Watson Quigg, Chair