

WAKE COUNTY BOARD OF EDUCATION
OPEN MINUTES – BOARD MEETING
 November 19, 2001

Board Members Present:

Kathryn Watson Quigg, Chair	Judy Hoffman
Susan Parry, Vice Chair	J.C. O'Neal
Beverley Clark	Tom Oxholm
Bill Fletcher	Jeff York
<i>Rosa Gill (absent)</i>	

Staff Members Present:

Bill McNeal, Superintendent	
Jo Baker	Cindi Jolly
Karen Banks	Ray Massey
Brenda Barker	Toni Patterson
Danny Barnes	John Ringo
Maurice Boswell	Janice Shearin
Del Burns	Stella Shelton
Mike Burriss	Walt Sherlin
Ann Hooker	Jonibel Willis
Linda Isley	

Board Attorney Present:

Ann Majestic

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

INFORMATION

Chairman's Comments

- *Attended the East Wake High School Magical Dinner.*
- *Visited Daniels Middle School to view the stadium seating that was built by a student's parent's company.*
- *Susan Parry attended the Academic Workshop hosted by The Department of Public Instruction in Durham, North Carolina. The workshop focused on how we as school health workers and guidance counselors impact children's educational achievement.*
- *Attended Educational Week at A.B. Combs Elementary School.*
- *Attended special recognition at Washington Elementary School for Board Certified Teachers.*

Superintendent's Report

- *Attended Baileywick Elementary School and read to the 3rd graders.*
- *National Blue Ribbon Schools of Excellence program has been in place since 1982. Over the last 18 years, the Blue Ribbon Schools program has spotlighted some of the nation's most successful schools by honoring excellence in leadership, teaching, curriculum, students' achievement, and parental involvement. This year on October 25, two schools were recognized in Washington D.C., along with 262 other schools nationwide as National Blue Ribbon Schools of Excellence. Our National Blue Ribbon Schools are Davis Drive Elementary and Wiley Elementary.*
- *The Blue Ribbon Schools Program promotes and supports the improvement of education in America by identifying and recognizing schools that are models of excellence and equity,*

schools that demonstrate a strong commitment to educational excellence for all students, and that achieve high academic standards or have shown significant academic improvement over five years.

- *Making research based, self-assessment criteria available to schools looking for a way to reflect on how they are doing,*
- *Encourage schools, both within and among themselves, to share information about best practices which is based on a shared understanding of the standards, which demonstrate educational success.*
- *Casaundra Powers, 2nd grade teacher at Wiley Elementary School is a Newly Board Certified Teacher.*
- *Jim Lofton and Smeda York, Wake Technology Academy, will do a presentation to the Board on December 4, 2001.*

RECOGNITION

- *Bobby Guthrie presented a plaque from the North Carolina Athletic Association to J.C. O'Neal for his years of service as an athlete, coach, official and Board of Education member. A lifetime of devotion, service, and caring. Thank you for the outstanding leadership; you are a "True Priceless Gem."*
- *The WCPSS EnergySavers Program recognized the following schools as National and State Award recipients.*
 - *WCPSS EnergySavers-Region of the Year- National Level*
 - *Green Hope High School-Rookie of the Year-NC State Level*
 - *Davis Drive Middle School-Junior Level Winner-NC State Level*
 - *Lockhart Elementary School-Elementary Level Finalist-NC State Level*
 - *Knightdale Elementary School-Honorable Mention-NC State Level*
 - *North Ridge Elementary School-Honorable Mention-NC State Level*

These schools were honored on the State and National levels at the NEED National Recognition Ceremonies held in Washington, D.C.

APPROVAL OF MEETING AGENDA

- *Tom Oxholm made a motion to amend the meeting agenda to add an information items - Finance to include "Letter from McGladrey & Pullen regarding the Annual Audit and "Comprehensive Annual Financial Report."*
- *Judy Hoffman made a motion to amend the meeting agenda to add Program Committee Chair's report.*

Bill Fletcher made a motion to approve the amended agenda, seconded by Beverley Clark. The vote was unanimous.

PUBLIC HEARING

R. Deveraux Munn-Please implement a sex education program that will prepare the students for life. ***(Exhibit A)***

CONSENT ITEMS

Bill Fletcher made a motion to approve the consent items, seconded by Tom Oxholm. The vote was unanimous.

APPROVAL OF MINUTES

August 6, 2001 – Board Meeting

August 13, 2001 – Board Meeting

August 27, 2001 – Board Meeting

September 18, 2001 – Board Meeting

FACILITIES

Bids: Roof Replacement – Lufkin Road Middle

Bids for the partial roof replacement at Lufkin Road Middle were received on October 24, 2001. Staff and Robert M. Stafford, Inc., recommend award of the contract to Baker Roofing Company in the amount of \$213,794. Fiscal Implications - Funds are available from the total project budget of \$346,000 as provided in the deferred maintenance component of the PLAN 2000 School Building Program.

Bids: 2001 Relocation of Mobile Classrooms-Package “D”

Bids were received on September 27, 2001, for the 2001 Relocation of Mobile Classrooms – Package “D.” Staff and H. S. Annis Architect, AIA, recommend award of a single-prime contract to Recon Corporation in the amount of \$293,600. Fiscal Implications - Funds are available from the board-approved 2001-2002 Capital Outlay Budget of \$847,000. The unit price for adding all work required under the contract documents for transferring one (1) mobile classroom unit and hook-ups is \$15,250.

Designer Selection: Project Package 01G-Asbestos (AHERA) Project Designs

In accordance with the designer selection procedures adopted by the Wake County Board of Education, the preselection committee recommends the board select the following firms for asbestos (AHERA) project designs: EEC, Inc., Childress Environmental Consultant, Inc., Froehling & Robertson, Inc., and Titan Atlantic Group, Inc. Fiscal Implications - Design fees will be negotiated in accordance with designer selection procedures.

Designer Selection: Project Package 01G-Capital Projects under \$1,000,000

In accordance with the designer selection procedures adopted by the Wake County Board of Education, the preselection committee recommends the board select the following architectural firms for capital projects less than \$1,000,000: Gurel Architecture, H. S. Annis Architect, AIA, William M. Britt Architect and Jill B. Smith, Architect. Fiscal Implications - Design fees will be negotiated in accordance with designer selection procedures.

Designer Selection: Project Package 01G-Civil Engineering

In accordance with the designer selection procedures adopted by the Wake County Board of Education, the preselection committee recommends the board select the following firms for civil engineering services: McKim & Creed, P.A. and Dewberry and Davis, Inc. Fiscal Implications - Design fees will be negotiated in accordance with designer selection procedures.

Designer Selection: Project Package 01G-Geotechnical/Underground Storage Tank

In accordance with the designer selection procedures adopted by the Wake County Board of Education, the preselection committee recommends the board select the following firms for geotechnical/underground storage tank services: Titan Atlantic Group, Inc., S&ME, Inc., Froehling & Robertson, Inc., GeoTechnologies Inc. P.A., Law Engineering and Environmental Services, Inc. and Mid-Atlantic Associates, P.A. (UST only). Fiscal Implications - Design fees will be negotiated in accordance with designer selection procedures.

Designer Selection: Project Package 01G-Mobile Classroom Relocation

In accordance with the designer selection procedures adopted by the Wake County Board of Education, the preselection committee recommends the board select the following firms for mobile classroom relocation projects: Gurel Architecture, Brown and Jones Architects, Inc., and H. S. Annis Architect, AIA. Fiscal Implications - Design fees will be negotiated in accordance with designer selection procedures.

Designer Selection: Project Package 01G-Surveying

In accordance with the designer selection procedures adopted by the Wake County Board of Education, the preselection committee recommends the board select the following firms for surveying services: Jordan-Tew & Associates, Inc., Arcadis G & M, Taylor Wiseman & Taylor, Murphy & Sacks, Stantec Consulting Services and McKim & Creed, P.A. Fiscal Implications - Design fees will be negotiated in accordance with designer selection procedures.

Utility Easement – Athens Drive High

Carolina Power and Light Company requires a utility easement approximately 30 feet wide and 888 feet in length along Avent Ferry Road at Athens Drive High to relocate overhead power lines. The relocated lines will allow for road improvements including a new turn lane from Avent Ferry Road to Athens Drive High. Fiscal Implications - None. Staff requests board approval of a utility easement to Carolina Power and Light Company approximately 30 feet wide by 888 feet in length to relocate overhead power lines at Athens Drive High.

FINANCE

Report of Administration Approved Contracts

The attached summaries are provided as information in accordance with Board Policy 8361. The summaries list all contracts and change orders for the first fiscal quarter of 2001-2002, which were approved by the administration, having a value greater than \$50,000 and not over \$100,000.

Change Orders: Oracle Fixed Price Contract

On June 26, 2000, the Board approved a fixed price contract with Oracle to provide consulting services required to complete implementation of the integrated Oracle applications. There have been previous change orders taken before the Board to supply development support beyond the allotted post-production support. Current change orders will continue technical and functional support for a specified number of hours. CRF 17 October 2001 consists of up to 960 hours at \$185/hour plus travel. CRF 17a October 2001 consists of 200 hours at \$185/hour plus travel. CRF consists of 189 hours at \$157/hour. Fiscal Implications: CRF 17 October 2001 in the amount of \$206,400, CRF 17a October 2001 in the amount of \$42,000 and CRF in the amount of \$29,673 is requested. Funding shall be available through the Technology Services Division current expense budget pending Board approval of fund balance appropriation being requested on present agenda.

Fund Balance Appropriation: 2001-02

Reallocation of the remaining fund balance appropriation of \$600,000 carryover from the original allotment granted to Wake County Public Schools in 2000-01 from the Wake County Commissioners to Technology Services budget.

PROGRAM

Grant Proposals

Competitive (#604): ExxonMobil Educational Alliance / Fuquay-Varina High School and Southeast Raleigh High School. Competitive (#605): North Carolina Department of Public Instruction, Christa McAuliffe Fellowship Program / individual schools. Competitive (#606): North Carolina Department of Public Instruction, Comprehensive School Reform Implementation / Mt. Vernon Redirection Middle School, Longview School, and Mary E. Phillips High School. Competitive (#607): Curriculum Associates, Inc., Excellence in Teaching Cabinet Grant Program / Swift Creek Elementary School. Competitive (#608): Siemens Corporation, Technology Dollars Campaign / Athens Drive High School.

2002-2003 Carver Elementary Calendar

As part of the Carver Elementary School Improvement Plan, a waiver of Board Policy 5030.0 is requested for students to begin school on July 22, 2002. This request was first approved by the Board for the 1998-1999 school year. Students' first day of school is July 22, 2002, and the last day of school is May 28, 2003. Spring Break is the week of March 17, 2003. If for any reason the school district must close schools, this adopted 2002-2003 calendar may be amended by the Board of Education to provide additional days the first week of fall break, the second week of spring break, and at the end of the year to meet legal requirements. **(Exhibit B)**

HUMAN RESOURCES

Recommendations for Administrative Appointments

Monica C. Crews, applicant, to assistant principal at Jones Dairy Elementary School.

Wade A. Martin, intern, to assistant principal at Broughton High School.

Recommendation for Administrative Transfer

Vivian C. Wells, assistant principal at Underwood Elementary School, to assistant principal at Wakefield High School.

PROGRAM COMMITTEE CHAIR'S REPORT

- *Susan Parry- the expansion of the modified calendar*

POLICY COMMITTEE CHAIR'S REPORT

- *JC O'Neal, chair, further study of the dress code input from Board Advisory Council.*
- *Recommended to the board that the Pledge of Allegiance is recited each school day in elementary schools and middle schools.*

HUMAN RESOURCES COMMITTEE CHAIR'S REPORT

- *In the absent of Rosa Gill, Toni Patterson gave a brief report of the Human Resources Committee Report.*
- *Discussion of teacher retention/teacher turnover rates.*
- *Human Resources Committee will bring to the board a proposal for Employee's Recognition at the next board meeting.*

COMMUNITY RELATIONS COMMITTEE CHAIR'S REPORT

- *Judy Hoffman reported continuous discussion on better ways of communication to the community.*

FINANCE COMMITTEE CHAIR'S REPORT

- *Tom Oxholm reported the discussion on moving to in-house legal counsel vs out-side legal counsel.*
- *Financial implication of small schools.*

ACTION ITEMS

FACILITIES

Construction Documents: Baucom Elementary Renovation

Staff presented construction documents prepared by H.S. Annis Architect, AIA, for the board-approved PLAN 2000 project at Baucom Elementary. The project includes ceiling, lighting, and HVAC renovations and demolition of classroom building #2. Board approval was is requested. Fiscal-Implications. Funding is available from the total project budget of \$1,104,646 from the PLAN 2000 School Building Program project budget.

Bill Fletcher made a motion to approve, seconded by Judy Hoffman. The vote was unanimous.

Construction Documents: Willow Springs Elementary Renovation

Staff presented construction documents prepared by MOSELEY HARRIS & McCLINTOCK for the design of the renovation of the gymnasium and main classroom building at Willow Springs Elementary. Fiscal Implications - Funds are available from the total project budget of \$890,058 as provided in PLAN 2000 School Building Program.

Bill Fletcher made a motion to approve, seconded by J.C. O'Neal. The vote was unanimous.

Construction Documents: Swift Creek Elementary Renovation

Staff presented construction documents prepared by MOSELEY HARRIS & McCLINTOCK for the design of the renovation of the gymnasium and kindergarten buildings at Swift Creek Elementary. Fiscal Implications - Funds are available from the total project budget of \$954,964 as provided in the PLAN 2000 School Building Program.

Bill Fletcher made a motion to approve, seconded by Jeff York. The vote was unanimous.

Construction Documents: Vance Elementary Addition and Renovation

Staff presented construction documents prepared by MOSELEY HARRIS & McCLINTOCK Architects for the design of the dining room addition and the renovation of the gymnasium and main classroom building at Vance Elementary School. Fiscal Implications - Funds are available from the total project budget of \$2,264,631 as provided in PLAN 2000 School Building Program.

Tom Oxholm made a motion to approve, seconded by Bill Fletcher. The vote was unanimous.

Resolution: Funding for PLAN 2000 School Building Program

Resolution requested funds for planning, design, and construction for projects in PLAN 2000 School Building Program previously approved by the board. This request will provide start-up funding for six PLAN 2000 Capital Improvement projects and additional funding for the PLAN 2000 System-wide Improvements. Board approval is requested. Fiscal Implications - Total of this appropriation request is \$36,322,496. On November 14, 2000, the board approved the first PLAN 2000 appropriation request in the amount of \$370,613,219. The total PLAN 2000 appropriation to date, including this request, equals \$406,935,715.

- *Additional funding is asked for projections to begin. Apex Middle School, Cary Elementary School, new elementary school E7 & E8, Ligon Middle School, Underwood Elementary School.*

Bill Fletcher made a motion to approve, seconded by Judy Hoffman. The vote was 7 to 1 with J.C. O'Neal voting "no."

PROGRAM

Moore Square Museums Magnet Middle School

The school will be organized around four-teacher teams with a block schedule and an exploratory approach to elective courses. Expected enrollment after year one will be a maximum of 600 students with a 25% base population. The school will open with sixth and seventh grades only and will add eighth grade in July 2003. The modified calendar will allow time for teacher training, planning, and reflection as the museum's theme is implemented. Teacher training will include the inquiry method, the Paideia model with emphasis on seminars, the coached project, and integration of middle school studies with museums resources. Students will have opportunities during intersession periods to participate in accelerated learning and/or enrichment activities, as well as Junior Curator Club, Tar Heel Historians, and apprenticeships.

- *Caroline Massengill explained to the board the unique features of this school.*

- *Moore Square Museums Magnet Middle School is founded on the principle that children learn naturally in environments that support guided exploration and discovery, encourage meaningful apprenticeships and projects, and foster interaction among peers and mentors.*
- *Focus on area museums as laboratories.*
- *Concrete experiences that help students interpret, explore, and share their world.*
- *Explorations in the humanities and sciences through cultural studies.*
- *Grade level themes involving museums' discovery programs.*
- *Paideia approach including seminars and coached projects.*
- *Opportunities to explore special areas of interest as an extension of the school, Junior Curator Club, Tar Heel Historians, and apprenticeships.*

Comparison to traditional middle schools

- *Lifelong and leisure sports promoting health, fitness, and well being instead of competitive sports.*
- *Innovative technology training, experiences, and careers applications as opposed to traditional vocational focus.*
- *Personal involvement in the artistic community in specialized courses in one area of the arts.*
- *Exposure to Latin, Japanese, and Spanish for all students rather than single foreign language study.*

Judy Hoffman made a motion to approve, seconded by J.C. O'Neal. The vote was unanimous.

POLICY

POLICY 6210 – ASSURANCE OF APPROPRIATE SERVICES

DISABLED STUDENTS UNDER SECTION 504 OF THE REHABILITATION ACT AND THE AMERICANS WITH DISABILITIES ACT

New; First Reading (waiver of second reading requested)

- New Policy 6210
- Identifies the WCPSS administrator responsible for coordination of 504 services
- States the parents rights to grieve if they feel their rights have been violated relative to the policy or Section 504/ADA
- Requires that procedures be developed and available

J.C. O'Neal made a motion to approve, seconded by Jeff York. The vote was unanimous.

POLICY 6520 – STUDENT GRIEVANCES

Revised; First Reading (waiver of second reading requested)

This policy reflects clarification in state law regarding when students should initiate the grievance procedure.

Bill Fletcher made a motion to approve, seconded by Judy Hoffman. The vote was unanimous.

POLICY 5530 – PROMOTION AND INTERVENTION

New; First Reading

Wake County Public School System is Promotion and Intervention Policy 5530 has been revised to reflect changes in 115-C Public School Laws from Session 2001. The changes are aligned with our current policy and do not significantly impact current practice. The major area of change addresses the appeal process. Other changes have been made for clarity and alignment with state law and regulation.

Beverley Clark made a motion to approve, seconded by Susan Parry. The vote was unanimous.

INFORMATION

FACILITIES

1. Information: EnergySavers® Update

Staff reported results of the 2000-2001 fiscal year operations of the EnergySavers® Program and provided a utility savings analysis. Based on the 2000-2001 results, payments of incentive rebates will be made to schools where energy consumption decreased from the base year by at least ten percent. Fiscal Implications - Approximately \$60,000 will be awarded as rebates to the qualifying schools. The savings generated from their efforts are more than the total of the rebates. Funds are available from the electric utility account. Identification and correction of billing errors result in an additional saving of \$30,491. **(Exhibit C)**

Letter From McGladrey & Pullen Regarding the Annual Audit

McGladrey & Pullen, LLP provided this letter on significant matters related to the conduct of the annual audit of the Wake County Board of Education (Board). This letter is in connection with the audit of the Board's general-purpose financial statements for the fiscal year ended June 30, 2001. It addresses certain matters that the auditors believe would be of interest to the Board. **(Exhibit D)**

Comprehensive Annual Financial Report (Exhibit E)

Kathryn reminded everyone of the reception following the board meeting at the Harriet B. Webster Center for our retiring board members Judy Hoffman and J.C. O'Neal.

ADJOURNMENT

There being no further business, Kathryn Watson Quigg adjourned the meeting at 6:25 p.m.

Respectfully submitted,

Elwanda K. Farrow, Recording Secretary

Bill McNeal, Superintendent, WCPSS

Kathryn Watson Quigg, Chair