

WAKE COUNTY BOARD OF EDUCATION

OPEN MINUTES –BOARD MEETING

Wednesday, November 19, 2003

Board Members Present	Staff Members Present	
<i>Susan Parry, Chair</i>	<i>Superintendent McNeal</i>	
<i>Patti Head, Vice Chair</i>	Jo Baker	
Bill Fletcher	Del Burns	
Rosa Gill	Luther Cherry	
Beverley Clark	Cindi Jolly	
Tom Oxholm	Michael Evans	
Amy White	Donald Haydon	
Jeff York	Ann Hooker	
Kathryn Watson Quigg	Linda Isley	
	Toni Patterson	<u>Board Attorney Present</u>
	Maurice Boswell	<i>Ken Soo</i>
	Julye Mizelle	

Susan Parry called the meeting to order at 7:00 p.m. Everyone recited the Pledge of Allegiance.

INFORMATION

Chairman's Comments

- *The School Board attended the Wake County Schools of Excellence Celebration at the RBC Center. Ms. Parry congratulated the 49 Schools of Excellence.*
- *Ms. Parry announced that the School Board traveled to the NCSBA Annual Conference in Greensboro, North Carolina, on Tuesday, November 18, 2003.*

Superintendent's Report

- *Superintendent McNeal wished everyone a Happy Thanksgiving and told everyone that the Administration Offices will be closed on Wednesday, Thursday, and Friday.*
- *New board members will be sworn in at the December 2 meeting. There will be a short reception after the swearing-in ceremony.*

RECOGNITION

Dr. Tony Habit was presented with a plaque from the Wake County Board of Education for all of his contributions, hard work, and dedication to WCPSS. He has accepted a position with the NC New Schools Project.

Dr. Bill Atkinson, President and CEO of WakeMed, donated 40 automatic external defibrillators to the Wake County Public School System on Monday, November 10, 2003. This donation will allow WCPSS to place an AED in each high school and middle school.

APPROVAL OF MEETING AGENDA

Beverley Clark made a motion to amend the meeting agenda to move from the Consent Agenda Facilities Item #3, Naming of Courtyard at Washington Elementary "The Allynna Stone Math & Science Courtyard" to the Action Agenda, seconded by Amy White.

Amy White made a motion to approve the amended meeting agenda, seconded by Patti Head. The vote was unanimous.

PUBLIC HEARING

Ron Margiotta, citizen. Voiced a concern with the traditional school calendar on the agenda for approval and asked the board not to approve.

John Mabe, Chairman, Wake Education Partnership. Presented a Resolution endorsing Wake County Public Schools Goal 2008.

CONSENT ITEMS

Jeff York made a motion to approve the Consent Agenda, seconded by Kathryn Watson Quigg. The vote was unanimous.

FACILITIES

1. INTERLOCAL AGREEMENT-HOLLY SPRINGS HIGH

Officials with the town of Holly Springs and Wake County have agreed to contribute funding for recreational improvements not included in the standard high school program. An interlocal agreement will provide terms and conditions for funding to provide lighting and irrigation for ball fields and tennis courts, a community use parking lot, future restrooms and concession facilities and water fountains at tennis courts. All improvements will be based upon an approved master plan for the high school project. The Town of Holly Springs will contribute \$350,000 for recreational improvements. Wake County will contribute \$250,000, for recreational improvements. Staff requests Board approval of an interlocal agreement with the Town of Holly Springs, Wake County and the Board of Education to provide recreational improvements not included in the high school program.

2. MOBILE UNIT MASTER LEASE AGREEMENT

Renovation of school facilities throughout Wake County requires the use of mobile units on a short-term basis. With the assistance of Tharrington Smith, L.L.P., a mobile unit master lease agreement has been prepared and approved by GE Modular Space, a division of Transport International Pool, Inc. Mobile units will be provided on an as-needed basis with the lease period not to exceed 18 months in duration from the date units are acquired. Estimated first year cost per unit leased is \$12,000.00 (\$9,300 set-up cost plus \$2,700 lease payment). Staff requests Board approval of a Master Mobile Lease Agreement with GE Modular Space.

3. RESOLUTION: LONG-RANGE BUILDING PROGRAM FUNDING REALLOCATION

Resolution requests a reallocation from PLAN 2004 projects at Holly Springs High, Northwoods Elementary, and Panther Creek High to the PLAN 2004 Building Permits Project. This reallocation will align the accounting to match Wake County's records. Wake County appropriated these funds directly to the PLAN 2004 Building Permits Projects. No additional appropriation of funding is necessary.

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 October 2003.

PROGRAM

1. GARNER SENIOR HIGH FINE ARTS DEPARTMENT FIELD TRIP TO THE BAHAMAS

Students participating will be marching band, advanced drama students, and advanced choral students in grades 9-12. Approximately 120 students will participate along with 18 chaperones. Students will leave Raleigh on Friday, April 2, 2004, (school day) and return on Monday, April 5, 2004, (spring break day). The purpose of the trip is to participate in a onboard workshop offered by Four Seasons Tours and to give a performance in a local Nassau, Bahamas venue. This trip will provide the opportunity to experience theater and music of Latin America and the Islands. The student cost will be \$650 per person. More than 15 separate fundraisers have been planned to aid in financing each student's trip. All profits from fundraisers go directly into the student's individual account toward the trip. Students who are unable to fundraise may speak to their teacher directly for information on assistance offered by the Band, Choral or Drama Booster Clubs. Some assistance is also offered by local business and private contributions to individuals and departments.

2. LIFE COURSE ACADEMY CONTRACT

State and federal law requires that students with disabilities who have been long-term suspended continue to receive a free, appropriate public education, related services, and access to general curriculum as determined by the IEP Team. The Life Course Academy will administer the program at their facility located at 3012 Falstaff Road, Raleigh, NC. The contract will run from December 1, 2003, through May 31, 2004. The program provides education for up to 24 long-term suspended special education students whose IEP's call for continued resource to separate services. Legally mandated core academic classes and behavioral training will be provided. Students will attend five days per week, six hours per day. Transportation will be provided by WCPSS. This contract will be funded through Special Education funds, PRC 032.

BOARD ADVISORY COUNCIL NOMINATIONS

New nominations to Board Advisory Council are:

Angela Speight Love, At-Large Member, Durant Road Elementary School

Curt Stangler, Apex High School

Diana Bader, Davis Drive Middle School

Melissa Huemmer, Davis Drive Elementary School

Patty Dressen, Holly Springs Elementary School

George Wait, Baucom Elementary School

Janet Donovan, Holly Ridge Elementary School

ACTION ITEMS

FACILITIES

1. NAMING OF COURTYARD AT WASHINGTON ELEMENTARY “THE ALLYNNA STONE MATH & SCIENCE COURTYARD”

The Washington Elementary PTA has requested permission to name the school's new courtyard “The Allynna Stone Math & Science Courtyard” in honor of former principal Allynna Stone. During her eleven-year tenure, Ms. Stone reflected the ideals of academic excellence, creativity, dedication and cooperation. The success of her efforts was realized last year, when Washington Elementary was recognized as the number one magnet school in the nation. Ms. Stone facilitated staff, parents, alumni and students through a difficult renovation and addition project, which included construction of an outdoor courtyard. It is indeed fitting that the courtyard be named in her honor to recognize her dedicated service to the school and to the students of Wake County. This action meets the requirements of Board of Education policy 2571. Any cost incurred for plaque or signs will be borne by the PTA.

Beverly Clark made a motion to approve this item, seconded by Amy White. The vote was unanimous.

1. PROCLAMATION FOR AMERICAN EDUCATION WEEK *(Exhibit B)*

The week of November 16 through 22, 2003, is American Education Week. The theme this year is “Great Public Schools for Every Child-American’s Promise.” Approving this proclamation recognizes the educators and school staff who keep our children safe and healthy, as well as help them achieve to their fullest potential.

Superintendent McNeal read the Proclamation for American Education Week and asked for Board approval. A motion was made by Kathryn Watson Quigg to approve November 16 – 22 as American Education Week, seconded by Rosa Gill. The vote was unanimous.

PROGRAM

1. TRADITIONAL INSTRUCTIONAL CALENDARS FOR 2004-2005 AND 2005-2006 *(Exhibit C)*

Attached are drafts of the traditional calendars for 2004-2005 and 2005-2006. The 2004-2005 calendar for Carver Elementary School is also included. Staff recommends that the Board approve these calendars.

Tom Oxholm made a motion to approve the calendars.

Ron Margiotta, future board member, requested that the board delay voting on the traditional calendars until the next board meeting so that he may express his concerns. Ms. Parry explained that a great deal of work from staff and community members was put into drafting these proposed calendars.

Bill Fletcher made a friendly amendment that the Board only approve the traditional calendar for 2004-2005. Tom Oxholm accepted the friendly amendment.

Patti Head made a friendly amendment requesting to move the vacation day from January 3, 2005, to March 25, 2005, which is Good Friday and change January 4, 2005, which is a teacher workday to January 3, 2005, as a teacher workday making January 4, 2005, a regular school day for students and staff, seconded by Kathryn Watson Quigg. Tom Oxholm accepted the friendly amendment.

Jeff York stated that he was in favor of the above motion but would vote against the approval of the traditional calendar. He would like for the board to consider a later start date for schools and that exams for students should be after winter break.

Tom Oxholm requested staff to work with high schools principals to survey teachers, parents, and high school students on this issue so that the board would have a clear understanding from the community.

Bill Fletcher requested that the board consider directing the issue of “how to deal with religious holidays” to the policy committee to bring the board a recommendation. All board members were in agreement.

Beverly Clark made a friendly amendment to move spring break from March 28-April 1, 2005, to March 21-25, 2005, with March 25, 2005, being Good Friday. Tom Oxholm accepted the friendly amendment.

Tom Oxholm made a motion to approve the amended traditional calendar 2004-2005, seconded by Patti Head. The vote was 7 to 1 with Jeff York voting “no.”

No motion for the 2005-2006 calendar was made.

Bill Fletcher made a motion to approve the Carver Elementary School 2004-2005 calendar, seconded by Beverley Clark. The vote was unanimous.

2. YEAR-ROUND INSTRUCTIONAL CALENDARS FOR 2004-2005 AND 2005-2006

(Exhibit D)

A Year-Round Calendar Committee met on October 1, 2003, to review input from parents and staff from each year-round school with regard to proposed 2004-2005 multi-track year-round calendar. The committee reviewed several calendar proposals and came to consensus on the attached calendar. The committee reviewed parameters for calendar development, annual testing dates, and inclement weather make-up days and concluded that the attached calendar is most effective in meeting these needs. There are no fiscal implications. Staff recommends that the Board adopt this multi-track year-round calendar for the 2004-2005 school year.

Bill Fletcher made a motion to approve the 2004-2005 year-round calendar, seconded by Jeff York. The vote was unanimous.

No motion was offend on the 2005-2006 calendars. Staff will come back in the fall with results from parent surveys on how to handle religious holiday on the school calendars.

3. 2004-2005 AND 2005-2006 MODIFIED INSTRUCTIONAL CALENDARS FOR SOUTHEAST RALEIGH HIGH SCHOOL, CENTENNIAL CAMPUS MIDDLE SCHOOL, MOORE SQUARE MUSEUMS MAGNET MIDDLE SCHOOL, AND PARTNERSHIP ELEMENTARY SCHOOL *(Exhibit E)*

The modified instructional calendar combines features of the traditional and year-round calendars. First semester is similar to Track 4 of the year-round calendar and second semester is similar to Track 1. The calendar provides a summer break of approximately seven weeks. Holidays for students closely match typical holidays of the traditional calendar. Plans are for this calendar to be used at Southeast Raleigh High School, Centennial Campus Middle School, Moore Square Museums Magnet Middle School, and Partnership Elementary School. There are no fiscal implications. Staff recommends that the Board adopt this modified calendar for the 2004-2005 school year.

Beverley Clark made a motion to approve the 2004-2005 modified instructional calendars, seconded by Kathryn Watson Quigg. The vote was unanimous.

No motion was made on the 2005-2006 calendars.

INFORMATION ITEMS

PROGRAM

1. MAGNET SCHOOLS ASSISTANCE PROGRAM GRANT APPLICATION

The Magnet Schools Assistance Program (MSAP) grant has provided funds for the Wake County Public School System in the following amounts: 1985-88 -- \$3.8 million, 1992-95 -- \$2.6 million, 1995-98 -- \$6.3 million, 1998-01 -- \$7.4 million, 2001-04 -- \$7.5 million. The following meetings were held in preparation for this grant process: On April 14, 2003, a preliminary planning meeting was held to discuss tenets of the MSAP and the potential for success with a new grant application. On June 4, 2003, a preliminary meeting was held with principals and select Central Office staff to discuss participation in the grant application. On August 27, 2003, an orientation meeting was held with school teams and Central Office staff to determine strategy and to assign work groups. Information about magnet programs was included in the spring parent survey. Pertinent information is attached. Schools to be included in this grant application are: Conn, Enloe, Joyner, North Garner,

and Southeast Raleigh. Preliminary project specifications are attached. Fiscal implications include consultants and attorney fees.

FACILITIES

1. PLAN 2004 FUNDING APPROPRIATION SCHEDULE AND GUIDELINES

Staff presented the PLAN 2004 Funding Appropriation Schedule and Guidelines as per our agreement with county staff.

FINANCE

1. COMPREHENSIVE ANNUAL FINANCIAL REPORT *(Exhibit F)*

This report is the Comprehensive Annual Financial Report (CAFR) of the Wake County Board of Education (Board) for the fiscal year ended June 30, 2003. The Board's independent certified public accountants, McGladrey & Pullen, LLP, have audited the general purpose financial statements and related combining and individual fund and account group statements and schedules and have rendered their unqualified opinion on them. The auditor's report on the schedule of federal and state financial assistance, internal control structure, and compliance matters, included in the single audit section of the CAFR, indicate that the schedule of expenditures of federal and state awards is presented fairly and that no reportable conditions were material weaknesses in the internal control structure or its operation. As a result of appropriate fiscal management, including realistic budgeting practices, effective cost controls, and sound cash management, the CAFR indicates a strong financial position at June 30, 2003.

2. LETTER FROM MCGLADREY & PULLEN REGARDING THE ANNUAL AUDIT

(Exhibit G)

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, 2003. It addresses certain matters that the auditors believe would be of interest to the Board.

3. RESPONSE TO LETTER FROM MCGLADREY & PULLEN REGARDING THE ANNUAL AUDIT *(Exhibit H)*

This administration shares the concerns addressed in the letter regarding the annual audit from McGladrey & Pullen, LLP. Some corrective actions have already been taken, and we will continue to monitor procedures related to outstanding issues.

CLOSED SESSION

Bill Fletcher made a motion to go into closed session at 6:30 p.m. to consider confidential personnel information protected under G.S. 115C-319, seconded by Patti Head. The vote was unanimous.

ACTION ITEMS (cont.'d)

HUMAN RESOURCES

1. RECOMMENDATION FOR ADMINISTRATIVE APPOINTMENT

Bill Fletcher made a motion to approve Dolores Best Gill, applicant, to principal at Knightdale Elementary, seconded by Amy White.

2. RECOMMENDATIONS FOR ADMINISTRATIVE TRANSFERS

Jeff York made a motion to approve LaVaughan Buchanan, principal at Cary Elementary School to principal at Heritage Middle School, seconded by Amy White.

Jeff York made a motion to approve Marvin Connley, Jr., principal at Wake Forest-Rolesville Middle School to principal at Knightdale High School, seconded by Amy White. The vote was unanimous.

Jeff York made a motion to approve Matthew Wight, principal at Reedy Creek Middle School to principal at Salem Middle School, seconded by Amy White. The vote was unanimous.

3. RECOMMENDATIONS FOR CAREER STATUS

Bill Fletcher made a motion to approve three employees for Career Status, Melissa Elmore, Millbrook High School; Katherine Lasher, Apex High School; Mary Hubbell, Green Hope Elementary, seconded by Amy White. The vote was unanimous.

ADJOURNMENT

There being no further business, Susan Parry adjourned the meeting at 6:50 p.m.

Respectfully submitted,

Elwanda K. Farrow, Recording Secretary

Bill McNeal, Superintendent, WCPSS

Susan Parry, Chair