

WAKE COUNTY BOARD OF EDUCATION  
OPEN MINUTES  
December 4, 2000

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Board Members Present:

Bill Fletcher, Chairman  
Beverley Clark  
Rosa Gill  
Judy Hoffman  
J.C. O'Neal  
Tom Oxholm  
Susan Parry  
Kathryn Quigg

Staff Members Present:

Bill McNeal, Superintendent  
Karen Banks  
Jo Baker  
Danny Barnes  
Del Burns  
Mike Burriss  
Luther Cherry  
Ann Hooker  
Linda Isley  
Ray Massey  
Janice Shearin  
Walt Sherlin  
Jonibel Willis

Board Attorneys Present:

Jonathan Blumberg

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Bill Fletcher called the meeting to order at 1:15 p.m. Everyone recited the Pledge of Allegiance .

**INFORMATION**

**Comments from the Chairman**

None

**Superintendent's Report**

None

**RECOGNITION - Facilities Employee Education Achievements**

*Janet Walton*, administrator of the free-reduced price meal program in the Child Nutrition Services department, attained her Bachelor of Science degree in Organizational Management while working full-time and caring for her family as a single parent.

*Ed Stolzenberg*, the Wake County Public School System HVAC department foreman was recognized for attaining his Bachelor of Science degree in Business Administration after seven years of part-time study and while carrying two jobs.

### **APPROVAL OF MEETING AGENDA**

Under Approval of Minutes, there was a correction to the date listed for the Program Committee minutes from November 20<sup>th</sup> to November 9<sup>th</sup>.

Under Program, Beverley Clark made a motion to amend the agenda – to amend previous action of the Board related to the timetable set for expanding the year-round program for the academic year 2001-2002, and the implementation of prior Board action to approve the staff recommendation of Stough and Carroll as those schools. (The placement of this item would be 1A) It was seconded by Rosa Gill and the vote carried with J.C. O’Neal, Wray Stephens and Judy Hoffman voting No. Under Policy, an item entitled Parking Passes at Schools was added for information and discussion.

Tom Oxholm requested that a discussion item be added at the end of the meeting to set a date and possible issues for an upcoming worksession. The purpose would be to review work procedures over the past year and establish an agreement on appropriate ways of being an effective Board. Rosa Gill made a motion to move The Public Hearing for Items on the Agenda (related to student reassignment and conversion) to directly after the Item 1A. It was seconded by Tom Oxholm and the vote carried.

***With these changes, Kathryn Quigg made a motion to approve the amended agenda, seconded by Beverley Clark. The vote was unanimous.***

### **PUBLIC HEARING FOR ITEMS ON THE AGENDA**

*Janie Johnson*, Athens Drive PTSA president, read a Resolution adopted by the Athens Drive PTSA board supporting the staff housing option proposal to relocate the entire Athens student body to Middle Creek High School for the 2001-2002 school year.

### **CONSENT ITEMS – ALL COMMITTEES**

#### **APPROVAL OF MINUTES**

**November 14, 2000 Board Meeting**

**November 9, 2000 Program Committee Meeting**

### **FACILITIES**

#### **1. Bids: Snack Cakes**

Staff requested board approval to award a contract for snack cakes to McKee Foods Corporation in the amount of \$200,744.00. Fiscal Implications - Funds are available in the 2000-2001 expense budget. Recommendation for Action - Board approval to award the contract was requested.

#### **2. Bids: Hunter Elementary Addition and Renovations**

Subject to final board approval, pre-approval was requested for the issuance of Notices of Intent to Award the contracts and Notices to Proceed based on bids received on December 14, 2000, for construction of the addition and renovations for Hunter Elementary School. Board authorization is contingent upon receipt of bids within the allocated construction budget of \$2,619,195. Staff and The New Synergy, Inc. reported on bids received and provided bid tabulations and contract information to the board for approval and award of contracts at a future meeting. Fiscal

Implications - Funding is available from the total project budget of \$3,453,155, which consist of \$3,303,155 from Phase IIIB+ program funds, and \$150,000 from the deferred maintenance component of the Phase IIIB Long Range Building Program. Pre-approval to issue Notices of Intent to Award the contracts and Notices to Proceed was recommended.

**3. Change Order No. GC-1: 2000 In-System Transfer of Mobile Classroom Units – Package “B”**

Change Order GC-1 contains contract change proposals 1-10, including the addition of eighteen (18) additional units transferred under this contract. The change order amends the contract with C. Blake Lewis by increasing the contract sum in the amount of \$224,172.42. Fiscal Implications Funds are available from the board-approved 2000-2001 Capital Outlay budget. Board approval of Change Order GC-1 was recommended.

**4. Resolution: Long-Range Building Program Funding Reallocation**

Resolution requests reallocation of funds from completed Phase IIIB projects to the Phase IIIB addition and renovations project at North Ridge Elementary. Reallocation of funds is necessary to cover additional construction costs associated with correcting storm water drainage problems and the repair of the main parking lot. Fiscal Implications - Reallocates savings from completed projects. No additional appropriation of funding is necessary. Board approval of the resolution was recommended.

**5. Termination of General Contract: Wiley Elementary Addition and Renovations**

After consulting with the board attorney, Diversified Contracting, Inc. was notified of the school system’s intent to terminate the firm’s contract on the addition and renovations project at Wiley Elementary School. This was due to the contractor’s failure to provide adequate project management in order to ensure successful completion of the project. Staff recommended that the board grant the superintendent, or his designee, the authority to terminate the contract with Diversified Contracting, Inc. if the contractor is unable to respond satisfactorily to claims of contract default. Fiscal Implications - None. All potential claims and additional costs will be forwarded to the contractor’s performance bonding company. Board approval was recommended to grant the superintendent, or his designee, the authority to terminate the contract with Diversified Contracting, Inc.

**FINANCE**

**1. Budget Amendments and Transfers, 2000-2001**

To report changes in the budget resolution for the month of October. Fiscal Implications:

Adjust State Public School Fund	+	\$ 1,605,530
Adjust Local Current Expense Fund	+	\$ 475,747
Adjust Federal Programs Fund	+	\$ 5,441,700
Adjust Capital Outlay Fund	+	\$ 21,700
Adjust Multiple Enterprise Fund	+	\$ 64,455

**PERSONNEL**

**1. Recommendations for Employment**

Professional List #8, 2000-2001; Other Professional List #8, 2000-2001;

Support List #8, 2000-2001

**2. Recommendation for Administrative Appointment**

Judith A. Andersen, assistant principal at Olive Chapel Elementary School to senior partner at Partnership Elementary effective January 2, 2001.

3. Recommendation for Administrative Transfer

*Linda M. Henderson*, assistant principal at Lockhart Elementary, to assistant principal at Bugg Elementary effective date to be determined.

***Susan Parry made a motion to approve all the consent items, seconded by Rosa Gill. The vote was unanimous.***

**ACTION AND INFORMATION ITEMS**  
**PROGRAM**

**Action**

**1. Poe Montessori Magnet Pre-kindergarten Fee Increase**

The fee (\$3000 per year) for the pre-kindergarten program at Poe has remained the same since 1995-96. Increases in salaries and costs associated with the program justify the need for a fee increase. Costs are comparable with other preschool programs. Parents have been surveyed and costs have been analyzed. Staff recommended a fee increase at Poe to \$4000 for the 2001-02 school year.

*In discussion, Tom Oxholm encouraged the staff to reassess fee structures annually.*

***Judy Hoffman made a motion to approve, seconded by Beverley Clark. The vote was unanimous.***

**1A. Amend previous action of the Board related to the timetable set for expanding the year-round program for the academic year 2001-2002, and the implementation of prior Board action to approve the staff recommendation of Stough and Carroll as those schools.**

*Susan Parry read a statement regarding the crafting of a more comprehensive year-round plan.*

***Within that statement was a motion by Ms. Parry to amend the decisions previously adopted by the Board to expand the year-round program and to name two schools for conversion to the year-round calendar for the 2001-2002 school year; and delay any conversion until at least the fall of 2002.***

*The statement proceeded to explain that this would allow administration to continue to refine a plan within the parameters of what the Board has set, with more adequate time allowing for the best thinking and input of educators and the community toward reaching Goal 2003.*

*Postponement would also allow for better use of the experience gained as staff proceeds with plans to ensure that existing year round schools support the system's efforts to share the challenge of meeting all of Wake County School children's needs. Rosa Gill seconded the motion, and discussions continued.*

*Mr. Fletcher questioned the clarity of the motion with regards to action by the Board.*

*Mr. Stephens sought to interpret that Ms. Parry was asking for a delay in expansion of year-round schools for a year, and a delay in conversion of any schools as a part of that motion.*

*Mr. Fletcher questioned whether the work staff had presented thus far pertaining to Stough and Carroll would be tabled, wiping the slate clean. Ms. Parry explained that Stough and Carroll may or may not still be considered, but staff should be given the opportunity over the next year to revise their current plan after further research and community input. Mr. Fletcher remarked that the motion, as presently stated, implied undoing the prior actions of the Board so that there is not a directed expansion for next year or any specific schools identified for conversion. Ms. Clark noted that the motion was rather a delay in the process. The decision stands, but the timetable changes.*

***Susan Parry restated her motion a second time: that the Board amend decisions previously made to expand the year-round program and to name two schools for that expansion for the***

**year 2001-2002; and that the Board postpone implementing any decision to convert schools to a year-round calendar until at least the fall of 2002. Rosa Gill again seconded the motion.**

Mr. Fletcher's interpretation was that the action of the Board stands, the decision to expand stands, the decision to name Stough and Carroll stand, the implementation will be delayed until the 2002-2003 academic year.

Susan Parry added that the context of her motion would be to remove those decisions from consideration for this year, and over the course of the next year to allow staff to further refine those decisions.

Kathryn Quigg conveyed that it would be better to overturn the Board's previous decision, allowing staff to come up with a more workable plan, rather than delay the issues.

Judy Hoffman felt that delaying decisions would not be in the best interest of the community.

Tom Oxholm's interpretation was that the motion is to delay, during which time staff will study and then either affirm or not affirm their prior recommendations.

**Susan Parry** replied that her motion as originally read can stand with a minor correction of "and" changing to "by" for clarity: **to amend the decisions previously adopted by the Board to expand the year-round program and to name two schools for conversion to the year-round calendar for the year 2001-2002; by delaying any conversion until at least the fall of 2002 (beginning of the academic year).** Rosa Gill again seconded the motion.

In discussion, Judy Hoffman remarked that it is key to let parents of Stough and Carroll know whether the decision to name their schools for conversion is tabled or just being delayed for a year. Ms. Parry confirmed that there remains a possibility that these two schools will be converted, depending upon the next year's staff discussions, research and community input. Beverley Clark reminded the Board of a July meeting that stressed the importance of community input. She added that when there is not enough time to gather sufficient community input, decisions are made in a reactionary mode. The issue of student achievement needs to remain the focus, as well as how student assignment impacts it. Mr. O'Neal reminded the Board that the primary reason for converting was capacity rather than diversity. Without the conversion of two schools to year-round, the school system is looking at building two additional schools at a cost to taxpayers. It was noted by Judy Hoffman that certain Board members previously requested that year-round schools share the challenge of helping Level 1 and 2 students; that these year-round schools should be converted rather than new schools, and that the new schools should not be located far out of transportation patterns. Mr. Stephens commented that this school system has a history of making bold decisions that were not always popular, such as integration in the early 70s and the merger of city and county school systems, followed by the magnet system. This decision facing the Board is greater than just Stough and Carroll, and addresses structuring schools consistent with adopted policy to balance achievement levels and socio-economics so that large concentrations of those lower achieving students will not find themselves in one school. With a delay or rescind of the previous vote, it will be hard to ever get back to this point. If community input is sought on this issue, it must be from the entire community rather than just Stough and Carroll parents. While Ms. Parry supports year-round schools sharing the challenge, she spoke to minimizing the impact of the many schools effected by the conversion of Stough and Carroll. Mr. Fletcher reminded the Board that they had voted to allow staff to use different strategies including the designation of bases over the next three years to establish target numbers for the free-and-reduced lunch population in year round schools. Ms. Parry confirmed that her motion does not effect these staff strategies or goals.

***Tom Oxholm made a motion in favor of a call to question for ending the debate, seconded by Rosa Gill. The vote carried with Judy Hoffman voting No.***

***Mr. Fletcher read Ms. Parry's motion (which was seconded by Rosa Gill) in a condensed form: to amend prior decisions of the Board as were enumerated by delaying any conversion or expansion of year-round schools until the 2002-2003 academic year. Ms. Parry confirmed that was an accurate interpretation of her motion and that did not mean discussions would be delayed. She felt discussions on the issue would probably continue in a few weeks.***

*Mr. Blumberg asked for added clarity with the motion, concerning implementation at the end of the year if no further action takes place by the Board. The way the motion reads, it is a motion to rescind in that it refers to any implementation until at least... If the intent of the motion is only to delay implementation for one year, it need to be made clear.*

***Ms. Parry again clarified her motion: to amend the decisions previously adopted rescinding the Board's decision to expand the year-round program for the coming academic year and name two schools for conversion for next year.***

*The Board recessed at 2:40 p.m.*

*The Board reconvened into open session at 2:50 p.m.*

***Once again, in an attempt toward final clarification, Ms. Parry made the following motion: To amend the decision of the Board previously adopted on 10/9 to expand the number of year round schools in the year 2001-2002, by delaying that expansion for one year. In addition, she moved that the Board rescind its decision of 11/14 to name Stough and Carroll as the schools to be converted, giving staff the freedom to revisit this decision during the next year.***

***The Board asked that the motions be divided up and voted on separately.***

***Ms. Parry made the following motion:***

***To amend the decision of the Board previously adopted on 10/9 to expand the number of year round schools in the year 2001-2002, by delaying that expansion for one year. Rosa Gill seconded the motion.***

***The vote carried with Wray Stephens and JC. O'Neal voting No in opposition.***

*In discussion, Mr. Oxholm reiterated that supporting such a motion goes back to July and even last year's student assignment, when numerous requests were made to change the process and include community input. In this particular issue, the public was not asked for input until after two schools were designated. The focus then becomes the particular schools rather than the overall issue. This leads to inappropriate decision-making from the Board, when diverse input from the whole community is not available. The Board initiated expansion, rather than a staff recommendation, and staff was given 60 days to respond with a plan. During that time, there appears to have been no community input. A one year delay allows more time to get needed input from the entire community, and he spoke in favor of that delay.*

*Mr. Fletcher disagreed about receiving public input, citing that the Board has had input about a number of issues such as the building program or if year-round programs should be in new schools. While a public debate was not sought on naming two particular schools, the public has been aware of the need to expand year-rounds and its many implications.*

***Ms. Parry made a motion to rescind the Board's decision of 11/14 to designate Stough and Carroll for conversion to multi-track year round for the 2001-2002 school year, giving staff the freedom to revisit this decision during the next year.***

***Rosa Gill seconded the motion for the purpose of discussion.***

***The motion was defeated, with Tom Oxholm, Wray Stephens, J.C. O'Neal, Rosa Gill and Judy Hoffman voting No. (Kathryn Quigg, Susan Parry and Beverley Clark voted Yes.)***

*Mr. Stephens noted that it would be awkward to ask staff to revisit and reevaluate their own recommendation, adding the Board should indicate that the recommendation was not acceptable, and that another one should be brought forward. Ms. Parry noted that staff may or may not come back with the same recommendation, but that time will have been spent getting coordinated input and feedback from the community.*

***Judy Hoffman commented that due to the confusion of dividing the motions, she had inadvertently voted in favor of the first motion. While the outcome of the vote would not have change, she wanted to note for the record that she had changed her mind and is now against the motion.***

*When asked what kinds of different recommendations might arise with added community input, Susan Parry suggested that a school-within-a-school, or designation to year round on a voluntary basis may be considered, but these are non-specific expectations. Staff is not required to take a full year to make additional recommendations. The bigger issue is how to make conversion work best, rather than what specific schools will be considered. With the delay of year round expansion for one year, staff can reaffirm, reconsider, revise, remove or previous recommendations.*

***Tom Oxholm recommended a work session to talk about the implications of these votes and a plan to move forward.***

*The Board went into recess at 3:40 p.m.*

*The Board reconvened at 3:50 p.m.*

***Wray Stephens made a special motion to prevent reconsideration of the last motion for the next six months (to rescind the Board's decision of 11/14 to designate Stough and Carroll for conversion to multi-track year round for the 2001-2002 school year). It was seconded by J.C. O'Neal and the vote carried. Susan Parry, Beverley Clark and Kathryn Quigg voted No.***

## **2. The Reassignment of Students that are Currently Enrolled in Stough Elementary and Carroll Middle    *This item was pulled from the agenda.***

Staff would have recommended that certain nodes be designated as base attendance areas for the converted schools. Staff would have recommended assignment of the remaining Stough Elementary School and Carroll Middle School nodes to traditional calendar schools.

Transportation costs would have increased due to assigning a base area.

## **3. The Designation of Base Nodes for Existing Year-Round Schools**

Staff recommended that certain nodes be designated as base attendance areas for year-round schools. Transportation costs will vary depending on the assigned nodes. This was recommended for Board approval.

***Judy Hoffman made a motion to implement Section #3 of the Student Assignment Plan. (see Exhibit A). It was seconded by Rosa Gill and the vote carried, with Kathryn Quigg voting No.***

*In discussion, McNeal said that staff will speak with child-care providers in efforts to make more options available. Providing instructional programs during intercessions will also be reviewed.*

## **FACILITIES**

### **Action**

#### **1. Schematic Design: Athens Drive High Renovations**

Schematic design documents for the Athens Drive High School PLAN 2000 renovations project, designed by Boney P.L.L.C., were presented. Fiscal Implications - The total project budget is \$10,482,584, of which \$6,827,930 is from the PLAN 2000 School Building Program project budget, \$992,054 is from the modernization component of PLAN 2000, \$2,400,000 is from the deferred maintenance component of PLAN 2000, and \$262,600 is from the board-approved 1996 State Bond project budget. Board approval of the schematic design was recommended.

#### **2. Athens Drive High: PLAN 2000 Housing Options**

Staff presented options and made a recommendation for accommodating students during renovations at Athens Drive High School. Fiscal Implications - The total project budget is \$10,482,584, of which \$6,827,930 is from the PLAN 2000 School Building Program project budget, \$992,054 is from the modernization component of PLAN 2000, \$2,400,000 is from the deferred maintenance component of PLAN 2000, and \$262,600 is from the board-approved 1996 State Bond project budget. Board approval of the recommended option to move the entire student body to Middle Creek was requested.

*Rosa Gill made a motion to approve action items #1 and 2, seconded by J.C. O'Neal.*

*The vote was unanimous.*

#### **3. Schematic Design: Farmington Woods Elementary Addition and Renovations**

Schematic design documents for the Farmington Woods Elementary PLAN 2000 addition and renovations project, designed by Davis Kane Architects, PA, were presented. Fiscal Implications - The total project budget is \$8,903,977, of which \$8,392,886 is from the PLAN 2000 School Building Program project budget, \$334,763 is from the modernization component of PLAN 2000, and \$176,328 is from the board-approved 1996 State Bond project budget. Board approval of the schematic design was recommended.

*Judy Hoffman made a motion to approve, seconded by Rosa Gill. The vote was unanimous.*

#### **4. Schematic Design: Joyner Elementary Addition and Renovations**

Schematic design documents for Joyner Elementary School PLAN 2000 capital improvement project, designed by Skinner, Lamm and Highsmith, PA Architects, were presented. Fiscal Implications - The total project budget is \$8,792,608, of which \$8,629,863 is from the PLAN 2000 School Building Program project budget, and \$162,745 is from the board-approved 1996 State Bond project budget. Board approval of the schematic design was requested.

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

## **FACILITIES**

### **Information**

#### **1. Building Capacities: Methods for Calculation**

Staff will present for information and support board discussion on the various assumptions and methods that can be used to calculate building capacities for schools. The benefits and drawbacks inherent in different capacity models will be discussed. In a future meeting, staff will recommend specific assumptions and a method for calculating annual building capacities.

*Pulled from the agenda to be discussed at a future Program Committee meeting.*

#### **2. School Names for New Schools**



Several new schools under construction for opening in the years 2002-2003 require new school names. In accordance with board-approved policy, staff will recommend the names for these schools. ***Pulled from the agenda to be discussed at a future Program Committee meeting.***

## **POLICY**

### **Information**

#### **1. Review of the Purpose and Role of Board Advisory Councils**

The Board requested a review and assessment of the purpose and role of Board Advisory Councils to determine their effectiveness and direct impact on achieving Goal 2003.

*In discussion, the Board suggested possibly aligning the councils with Board committees for more involved two-way participation. A Board planning activity after the councils give their annual reports was also recommended for consideration. Since there is a variance between how active each of the councils are, what they achieve, and what involvement principals should have, it was suggested that a substantive mission statement may be developed as well as a purpose/value statement as to what the councils will accomplish and contribute. The Board will bring back input/feedback from council chairs and principals for a further discussion at a Policy Committee meeting in March.*

## **FINANCE**

### **Information**

#### **1. Comprehensive Annual Financial Report**

This report is the Comprehensive Annual Financial Report (CAFR) of the Wake County Board of Education (Board) for the fiscal year ended June 30, 2000. 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. Fiscal Implications: 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, 2000.

#### **2. 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, 2000. It addresses certain matters that the auditors believe would be of interest to the Board.

#### **3. Letter on Internal Control Structure**

This letter on the internal control structure of the Wake County Board of Education (Board) is provided by McGladrey & Pullen, LLP, in connection with the audit of the Board's general purpose financial statements for the fiscal year ended June 30, 2000. It addresses certain matters that the auditors believe would be of interest to the Board.

The auditor's report on the internal control structure of the Board is included in the single audit section of the Comprehensive Annual Financial Report. That report discloses no matters

involving the internal control structure and its operations that are considered to be material weaknesses.

#### **4. Response to Letter on Internal Control Structure**

The concerns addressed in the letter on internal control structure from McGladrey & Pullen, LLP are shared by the administration. Corrective actions have already been taken. Procedures related to outstanding issues will be monitored closely.

#### **PUBLIC HEARING FOR ITEMS NOT ON THE AGENDA**

*Ruthie Jones* voiced concern that the Public Hearing portion of the agenda was moved to the end of the meeting. She added that the community is passionate about the issue of year round school conversion and should be included in decision-making.

#### **SUMMARY AND ANNOUNCEMENTS**

Tom Oxholm, Susan Parry, Kathryn Quigg and Judy Hoffman wish to begin receiving a publication entitled *School Spending*.

#### **ADJOURNMENT**

There being no further business, Bill Fletcher adjourned the meeting at 5:45 p.m.

Respectfully submitted,

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Annette Maret, Recording Secretary

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Bill McNeal, Secretary

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Bill Fletcher, Chairman