



## OPEN MINUTES –BOARD MEETING

Tuesday, December 7, 2004

<b><u>Board Members Present</u></b>	<b><u>Staff Members Present</u></b>	
<i>Susan Parry, Chair</i>	Karen Banks	Ann Hooker
<i>Patti Head, Vice Chair</i>	Jo Baker	
<i>Kathryn Watson Quigg</i>	Del Burns	
<i>Beverley Clark</i>	Luther Cherry	
<i>Rosa Gill</i>	Danny Barnes	
<i>Carol Parker</i>	Michael Evans	
<i>Amy White</i>	Donald Haydon	
<i>Ron Margiotta</i>	Mike Burriss	
<i>Bill Fletcher</i>	Toni Patterson	
	Janice Shearin	<b><u>Board Attorney Present</u></b>
	Donna Hargens	<i>Ann Majestic</i>
	Linda Isley	
	Cindi Jolly	

*Susan Parry called the meeting to order at 4:00 p.m. Everyone recited the Pledge of Allegiance.*

### **Chair's Comments**

*Chairwoman Parry announced that Superintendent McNeal was at the North Carolina Association of School Administrators Retreat in Greensboro, North Carolina.*

*Ms. Ann Majestic, school attorney is attending the Leandro hearing and will arrive later. Attorney Rod Malone is out having knee surgery.*

*She also announced that Carol Parker was inducted to the NCSBA Board of Directors on November 17, 2004.*

*Ms. Parry reminded the board of the breakfast on January 21, 2005, at 7:30 a.m. with the Wake County Delegation at Brentwood Elementary School.*

*Several board members attended the NC Action Plan for High School Innovation Conference on December 2, 2004.*

*Dr. Burns announced that 574 applicants attended the district's Job Fair. 459 applicants were licensed teachers; 115 were lateral-entry applicants.*

### **RECOGNITION**

#### **1. 2004-2005 TODD FULLER MATHEMATICS COMPETITION WINNERS**

*Staff presented the 2004-2005 Todd Fuller Math Competition Award to the Leesville Road High School Mathematics Team for their first place finish in the Todd Fuller Mathematics Competition.*

- The First Place Individual Award was awarded to Andy Tan, Enloe High School.*
- The Second Place Individual Award to Jeremy Diepenbrock, Enloe High School.*
- The Third Place Individual Award to Meredith Newmark, Raleigh Charter High School.*

- *The Fourth Place Individual Award to Eric Shiue from Leesville Road High School and to Gavin Bruss from Apex High School.*

*Patti Head thanked Board members and staff for their acts of kindness during the passing of her mother.*

*Beverley Clark and Ron Margiotta made several visits to schools looking at facilities and program issues.*

#### **PUBLIC COMMENT- None**

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

*Patti Head made a motion to amend the meeting agenda to add to the Consent Agenda the Approval of Closed Session Minutes for November 22, 2004.*

*Patti Head made a motion to amend the meeting agenda to replace Consent Agenda Facilities Item #4 with the revised Precis for Item #4: "Bids: Renovation and Site Improvements at North Garner Middle."*

*Patti Head made a motion to amend the meeting agenda to replace Action Agenda Facilities Items #1 and #2 with revised Precis for: Item #1: "Bids: Additions and Renovations at Millbrook High" and Item #2: "Bids: Purchase of Mobile Units."*

*Patti Head made a motion to amend the meeting agenda to remove from Closed Session, the issue "to consider confidential student information protected under the Family Rights and Privacy Act (FERPA) and G.S. 115C-402.*

*Ron Margiotta made a motion to add to the Action Agenda "A Resolution seeking support from the North Carolina General Assembly for establishing Adequate and Reliable Funding of Public Schools in the Triangle and throughout the State." Dr. Burns explained the resolution to the Board.*

*Staff pulled Consent Agenda Facilities Item #5: Design Consultant Agreement: E18 "Holly Springs Site."*

*Patti Head made a motion to approve the amended meeting agenda, seconded by Bill Fletcher. The vote was unanimous.*

#### **CONSENT ITEMS**

*Bill Fletcher made a motion to approve the Consent Agenda, seconded by Amy White. The vote was unanimous.*

#### **APPROVAL OF MEETING MINUTES**

November 9, 2004 – Committee of the Whole

November 22, 2004-Open Meeting

November 22, 2004 – Closed Session

## **INSTRUCTIONAL PROGRAMS**

### **1. SOUTHEAST RALEIGH HIGH SCHOOL TRIP TO FREEPORT GRAND BAHAMAS**

Students in marching band, concert band, chorus, and dance ensemble will be representative of grades 9-12. Approximately 180 students will participate and 25 chaperones. The chaperones reflect the male/female makeup of the student group. Purpose: Students will participate in the Festivals at Sea Music Festival. Students will have an opportunity to demonstrate performance skills acquired in the classroom for adjudications and comment. Students, staff, and chaperones will depart from Raleigh on Thursday, March 17, 2005, and return on Monday, March 21, 2005. Southeast Raleigh is on a modified calendar. Thus, the dates for the trip are during the school's holiday break. No school days will be missed. Cost per student will be approximately \$650.00. To help defray the costs of the trip, students will be involved in raising funds, and staff will seek sponsorship and provide scholarships to students who may have difficulties paying for the trip. Board approval is requested.

### **2. APEX HIGH SCHOOL TRIP: PORT CANAVERAL TO THE BAHAMA**

Students in marching and concert bands will be representative of grades 9-12. Approximately 120 students will participate and 25 chaperones. Chaperones will reflect male and female student ratios. Students will depart from Raleigh on Monday, March 21, 2005, and return on Friday, March 25, 2005. No schools days will be missed for either students or faculty since the dates coincide with Spring Break. Purpose: Students will attend a Music Festival and participate in a musical clinic. Students will perform in a stage concert (concert band) and a parade (marching band), both for adjudication. Cost per student will be approximately \$640.00. Each student is provided multiple options to raise money toward the cost of the trip (i.e. fruit sales, working RCC Center, etc.). Students work as a group to offset the cost of the trip. Financial aid can be granted and student fees can be waived for students experiencing financial difficulties. Board approval is requested.

## **FACILITIES**

### **1. CHANGE ORDER: MASTER COST ESTIMATOR AGREEMENT**

Change orders have been negotiated with Construction Control Corporation and Bovis Lend Lease, Inc. to provide cost estimating services for selected projects in PLAN 2000 and PLAN 2004 through December 31, 2006 and other modifications as recommended by the board's attorney. Fiscal Implications: Negotiation for the actual fee will be done on an individual project basis and funded by the PLAN 2000 and PLAN 2004 School Building Program Management Project. Recommendation for Action: Board approval is requested.

### **2. CHANGE ORDER NO. O-1: PANTHER CREEK HIGH**

Board approval is requested for Change Order No. O-1 to S&ME, Inc. This change order in the amount of \$145,000 is for providing material testing services during the construction of Panther Creek High School. Fiscal Implications: Funding is available from the total project budget of \$42,075,185, of which \$1,546,945 is from the PLAN 2000 start-up funds, \$14,359,539 is from PLAN 2000, \$66,500 is from PLAN 2000 Modernization, \$4,900,000 is from Phase IIIB, and \$21,202,201 is from PLAN 2004 School Building Program. Recommendation for Action: Board approval is requested.

### **3. DESIGNER SELECTION: PROFESSIONAL SERVICES PACKAGE 04-B**

In accordance with the designer selection procedures adopted by the Wake County Board of Education, the pre-selection committee hereby recommends that the Board select firms in accordance with the attached recommendation summaries for the various indefinite delivery service agreements that comprise Professional Services Package 04-B. These agreements are for work beginning January

1, 2005 through June 30, 2006. Fiscal Implications: Negotiation for the actual fee will be done on an individual project basis and funded by the specific project. Recommendation for Action: Board approval is requested.

#### **4. BIDS: RENOVATION AND SITE IMPROVEMENTS AT NORTH GARNER MIDDLE**

Bids for the Renovation and Site Improvements at North Garner Middle were received on November 9, 2004. Staff and Skinner, Lamm & Highsmith, P.A. Architects recommend award of the single-prime contract to J. M. Thompson Company in the amount of \$7,334,510. The total of the low multi-prime bids was \$7,443,973. Fiscal Implications Funding is available from the total project budget of \$9,394,519, of which \$583,058 is from the PLAN 2000 School Building Program, and \$8,811,461 is from PLAN 2004 School Building Program. Recommendation for Action Board approval is requested.

#### **5. DESIGN CONSULTANT AGREEMENT: MODULAR ELEMENTARY CAMPUSES**

Negotiations have been completed with Gurel Architecture for design services for potential modular elementary school campuses. It is anticipated that the Board will ultimately create modular elementary schools at one or no more than two of these campuses. The design consultant will only be paid for services performed, not to exceed \$624,400. The proposed contract is a modified version of the Board's approved standard design consultant short form agreement. Fiscal Implications: The total project budget is \$31,100,000 of which \$16,656,251 is currently available through PLAN 2004 appropriations of \$9,800,000 to the PLAN 2004 Mobile Classrooms-Growth project and PLAN 2000 reallocations of \$6,856,251 to the PLAN 2000 Mobile Classroom project. Recommendation for Action: Board approval is requested.

#### **6. CONSTRUCTION DOCUMENTS: BRIER CREEK ELEMENTARY AND COMMUNITY CENTER**

Staff has reviewed the construction documents and requests Board approval and authorization to advertise for the construction of Brier Creek Elementary School and Community Center. Fiscal Implications: Funding is available from the total school project budget of \$15,948,563, of which \$80,000 is from the PLAN 2000 School Building Program, \$12,868,563 is from the PLAN 2004 School Building Program, and \$3,000,000 is to be funded by the City of Raleigh for their Community Center. Recommendation for Action: Board approval is requested.

### **HUMAN RESOURCES**

#### **1. RECOMMENDATIONS FOR EMPLOYMENT *(Exhibit A)***

#### **COMMITTEE CHAIRS' REPORTS**

*Rosa Gill announced that the Finance Committee will not meet on December 13, 2004.*

### **ACTION ITEMS**

#### **FACILITIES**

##### **1. BIDS: ADDITIONS AND RENOVATIONS AT MILLBROOK HIGH**

Bids for the additions and Renovations at Millbrook High were received on November 18, 2004. After value engineering, Staff and Cherry Huffman Architects, P.A. recommend award of the single-prime contract to D.H. Griffin Construction Co., LLC, in the amount of \$20,742,634. The total of the low multi-prime bids was \$21,274,000. Fiscal Implications-Funding is available from the new proposed total project budget of \$28,920,476, of which \$1,321,955 if from the PLAN 2000 School

Building Program, \$26,278,270 if from the PLAN 2004 School Building Program Contingency. Recommendation for Action-Board approval is requested.

*During the discussion, board members asked several questions regarding the value-engineering options. Each option was discussed in detail. After the lengthy discussion, Bill Fletcher made a motion to approve, seconded by Amy White. The vote was unanimous.*

## **2. BIDS: PURCHASE OF MOBILE UNITS**

Bids for the purchase of 50 mobile classroom units were received on December 2, 2004. Staff and H.S. Annis Architect, AIA recommend award of the single-prime contract to Modular Solution, Inc., in the amount of \$2,177,205. Fiscal Implications-The total project budget is \$31,100,000 of which \$16,656,251 is currently available through PLAN 2004 appropriations of \$9,800,000 to the PLAN 2004 Mobile Classrooms-Growth project and Plan 2000 reallocations of \$6,856,251 to the PLAN 2000 Mobile Classroom project. Recommendation for Action-Board approval is requested.

*Carol Parker made a motion to approve, seconded by Patti Head. The vote was unanimous.*

## **INFORMATION ITEMS**

### **INSTRUCTIONAL PROGRAMS**

#### **1. SCHOOL HEALTH ADVISORY COUNCIL (SHAC) REPORT**

Representatives from the School Health Advisory Council (Carol Mitchell and Artie Kamiya) will present the annual SHAC report outlining five commendations and five recommendations. Fiscal Implications-There are no fiscal implications. Recommendation for Action-This item is being presented as information only at this time.

### **FINANCE**

#### **1. 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, 2004. It addresses certain matters that the auditors believe would be of interest to the Board. Fiscal Implications: Not Applicable.

#### **2. COMPREHENSIVE ANNUAL FINANCIAL REPORT**

This report is the Comprehensive Annual Financial Report of the Wake County Board of Education (Board) for the fiscal year ended June 30, 2004. 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 reports on the schedule of federal and state financial assistance, internal control structure, and compliance matters are included in the single audit section of the Comprehensive Annual Financial Report. Fiscal Implications: As a result of appropriate fiscal management, including realistic budgeting practices, effective cost controls, and sound cash management, the Comprehensive Annual Financial Report indicates a strong financial position at June 30, 2004.

*It was pointed out that this represents the 15 consecutive year for these two awards for WCPSS.*

### **LEGISLATIVE**

#### **1. 2005 LEGISLATIVE AGENDA**

The 2005 Legislative Agenda has been reviewed by the Legislative Committee and is being

presented for information. Fiscal Implications-Undetermined at this time. Recommendation for Action-Information at this time.

*Chairwoman Parry asked Susan Harrison to draft a letter to the Wake Delegation Education Committee regarding free tuition to a select group of students.*

**Break 6:20 p.m.**

**Reconvened 6:30 p.m.**

### **SPOTLIGHT ON STUDENTS**

*Fourteen Wake County students were recognized as their schools' recipients of the Spotlight on Student Award. They are as follows.*

<i>Thomas Woodberry, Brentwood Elementary</i>	<i>Timothy Brown, Timber Drive Elementary</i>
<i>Magda Lopez, Apex Elementary</i>	<i>Jennifer Doran, Zebulon Elementary School</i>
<i>Beatriz Guillermo, Baucom Elementary</i>	<i>Brooke Vestal, Ligon Middle School</i>
<i>Matthew Lee, Combs Elementary</i>	<i>Sarah Parker, Reedy Creek Middle School</i>
<i>Jennifer Strickland, Jeffrey's Grove Elementary</i>	<i>Jeffrey Olander, Sanderson High School</i>
<i>Stephen Andrews, Millbrook Elementary</i>	<i>Aaron White, Wake Forest-Rolesville High</i>
<i>Corey Davis, Rand Road Elementary</i>	
<i>Demetrius Taylor, Swift Creek Elementary</i>	

### **CLOSED SESSION**

*Patti Head made a motion to go into closed session at 6:50 p.m. to consider confidential personnel information protected under G.S.115C-319 and to establish, or instruct staff concerning the position to be taken by or on behalf of the Board of Education in negotiating (1) the price and material terms of a contract G.S. 143-318.11 (a)(5) to establish, or instruct staff concerning the position to be taken by or on behalf of the Board of Education in negotiating (1) the price and material terms of a contract and leases for the acquisition of real property. The property if acquired will be used for new public school facilities located on State Road 2337, State Road 2368, Zebulon, N.C., Baileywick Road, Raleigh and North Franklin Street, Wake Forest, N.C. Motion was seconded by Rosa Gill and the vote was unanimous.*

The board returned to open session at 8:40 p.m.

### **ACTION ITEMS (cond't.)**

### **HUMAN RESOURCES**

#### **1. RECOMMENDATION FOR ADMINISTRATIVE APPOINTMENT**

*A motion was made by Amy White, seconded by Rosa Gill to approve the following administrative appointment. The vote was unanimous.*

*(1) Drew Cook, Teacher at Garner Senior High School to Assistant Principal at Garner High School, effective January 3, 2005.*

**ADJOURNMENT**

*There being no further business before the board, a motion to recess this meeting to 12:30 p.m. on December 15, 2004, was made by Carol Parker and seconded by Patti Head. The vote was unanimous. The meeting was recessed at 8:45 p.m.*

*Respectfully submitted,*

---

Elwanda K. Farrow, Recording Secretary

---

Bill McNeal, Superintendent, WCPSS

---

Susan Parry, Chair, Wake County Board of Education