

**Board of Education Meeting  
April 9, 2018  
6:30 PM, Stearns Education Center  
Board Room**

**There was a Board Training prior to the Board Meeting at 4:30pm**

**Members Present:** Chairman Tennant, Vice-Chairman Page, Ms. Allen, Mr. Covil, Ms. Jackson, Mr. Patterson, Ms. Corley

**Others:** Superintendent Greene, Attorney Feagan, Finance Officer Lovelace, Director of Accountability and Technology Scherping

**Call to Order and Welcome**

Chairman Tennant called the meeting to order at approximately 6:36 PM and welcomed all in attendance.

**Appreciation For Completion of Board Training to all Board members**

Chairman Tennant expressed his appreciation to the Board for their willingness to attend the budget workshop that was prior to the meeting. Making a budget for Polk County Schools is a very complex procedure. Chairman Tennant commended Superintendent Greene and Finance Officer Lovelace for the work that they have put into the budget process. Mr. Greene expressed appreciation to all who attended the training prior to the meeting. He thanked them for their time.

**Approval of the March 12, 2018 Board Minutes**

Mr. Tennant called the Board's attention to a copy of the March 12, 2018 Board Minutes. He asked if there were any additions or corrections. There were none. Chairman Tennant entertained a motion to approve the minutes. Ms. Jackson made the motion to approve the minutes as presented. Ms. Page and Mr. Patterson seconded the motion. The motion carried 7-0.

**I. INSTRUCTIONAL**

**Academic Competitions - Dave Scherping (Information)**

Mr. Scherping briefly went over the academic competition brief that was attached to the agenda. He also explained to the Board that they could visit [www.polkstudents.org](http://www.polkstudents.org) to see more of the district's academic competitions and results.

**Mental Health/First Aid Training - Aaron Greene (Information)**

Superintendent Greene spoke regarding how the district is trying to expand the district's training for Mental Health/First Aid to faculty members. The district wants faculty not only to be aware that students go through traumatic times but also how to spot signs of students in crisis. Mental Health/First Aid does a great job of explaining what to look for, what resources are available, how to talk to those in need, etc. for those who are not in versed in the field of mental health. Chairman Tennant asked the Board if they had any questions for Mr. Greene. Ms. Corley commented that she was glad this was being addressed on two fronts; Safety and Mental Health.

Chairman Tennant agreed with Ms. Corley that only so much can be done with security, but if the problems of students are not addressed, only part of the job is being done.

### **Check-In Testing #3 - Dave Scherping (Information)**

Mr. Scherping spoke to the Board regarding check-in testing. Fourth grade through eighth grade are participating in check-in testing. The first administration was given in September, the second in January, and students are now completing the third test of the cycle. These tests give the teachers and the students an idea of how the students are progressing through the content that is covered in their particular grade in ELA and Math. Parents have gotten three reports so far, and will receive a final report when testing is complete. Teachers will also receive the reports and will have a better idea of what areas to focus on toward the end of the year. Next year, check-in testing will be available for third through eighth grades. Teachers have liked this process so far.

## **II. ADMINISTRATIVE**

### **Budget Amendment #5-Debbie Lovelace (Action)**

Finance Officer Debbie Lovelace reviewed the budget amendment that had been included in the agenda. Chairman Tennant called for any questions and there were none. Chairman Tennant entertained a motion that the budget amendment be approved as submitted. Ms. Page made a motion and Ms. Allen and Ms. Corley seconded. The motion passed 7-0.

### **2018-2019 Audit Contract - Debbie Lovelace (Action)**

Ms. Lovelace spoke to the Board regarding the Audit Contract that was attached to the Board Agenda. It is the same as last year's other than an additional required item of work that they will do based on an hourly fee. The contract company is still receiving guidance regarding that particular information. Chairman Tennant said that the cost would be a little more than the \$27,000 due to the new hourly requirement. Ms. Jackson asked if the company gave a number of hours that it would take. Ms. Lovelace said that they did not because at this time they do not know how long it would take. Ms. Jackson said that it was somewhat worrisome voting on something that the Board was not sure of regarding final amounts. Mr. Covil agreed and wondered if the Board needed to add a limit. Ms. Page said that the contract stated the contract is not to exceed \$32,000. The \$32,000 will include a \$5,000 allocation for the new requirement. Chairman Tennant called for a motion. Ms. Corley made a motion to approve the audit contract and Ms. Allen seconded the motion. Chairman Tennant called for questions. Mr. Patterson commented that he has requested for the last several years to have different choices for audit firms. Anderson Smith & Wike PLLC has been used for several years. Chairman Tennant directed the superintendent and finance officer to create a request for proposals from other audit firms for approval from the Board for next year. Superintendent Greene stated that he made a note of the direction given by the Board Chair. The Chairman asked if anyone had any other questions and there were none. The audit contract was adopted as presented on a vote of 7-0.

### **School Nutrition Procurement Plan Update - Debbie Lovelace (Action)**

Mary Butler, Child Nutrition Director, said that DPI gave instructions to update the School Nutrition Procurement Plan by May 1. DPI provided a template for them to use. Mary Butler and Debbie Lovelace took the information from the District's procurement plan and inserted it into the template that was provided to them so the procedures and thresholds remained the same. Chairman Tennant called for a motion to adopt the School Nutrition Procurement Plan as presented by the Child Nutrition Director and the Finance Officer. Mr. Covil made a motion to

adopt the procurement plan as presented and Ms. Allen seconded the motion. The School Nutrition Procurement Plan was adopted on a vote of 7-0. Superintendent Greene said that DPI wanted liability off of them by requiring the District to add their conflict of interest policies in the plan.

### **Board Policy Updates**

1. Policy 2670: Business Advisory Council - Dave Scherping (Information)

Mr. Scherping spoke regarding Policy 2670. He reminded the Policy Committee that when they went over the last group of policies there were two outstanding on which they did not act. Policy 2670 was one of those policies. At the November Board of Education meeting the Board acted to become a member of the Region C Advisory Council. The District believed that those actions satisfied the District's obligation under law, and after researching the issue, the administration found this to be true. As a result, Mr. Scherping is suggesting the District not add a Policy 2670 that says the District is going to form our own Business Advisory Council because the district is already a member of a Business Advisory Council.

2. Polk 6140: Student Wellness - Dave Scherping (Information)

A Draft of Policy 6140 was attached to the agenda. Mr. Scherping informed the Board that the policy is awaiting input from School Health Advisory Council to offer suggestions for goals to be inserted in the policy. Once the Council offers their suggestion, the Policy will be returned to the Board for update. There is a second section in the policy allowing for the addition of other goals. Policy 6140 and the Appendix that was attached to the agenda gives examples of some of the goals that can be chosen. Mr. Scherping wants to guide the Health Advisory Council not add an additional goal if the Board agrees. The Board agreed.

### **2018-2019 PCEC Calendar - Dave Scherping (Action)**

Mr. Scherping briefly went over the PCEC calendar. The PCEC calendar was not approved with the other calendars because PCEC must work with Isothermal Community College. This calendar is very similar to the other Polk Schools' calendars. The most significant difference is that PCEC starts earlier than the other schools. The PCEC calendar does not have as many days for weather make-up as the other schools in the district, because even if the other schools are not in session, PCEC students must still complete their on line course work and class work for their classes offered through ICC. Should ICC not be in session, the PCEC students are required to complete their PCEC classes if their campus is in session. Mr. Scherping told the Board that they may have to consider excusing days if excessive time is missed next year by following the "hour rule." Chairman Tennant called for a motion to adopt the 2018-2019 PCEC School Calendar. Ms. Jackson made a motion to adopt the 2018-2019 PCEC Calendar and Ms. Page seconded the motion. Chairman Tennant called for any questions. Ms. Corley commented that whatever is happening is working because students are graduating in four years with a high school diploma and an associate's degree. The 2018-2019 PCEC Calendar was adopted 7-0.

**Security Cameras - Installation & Upgrades - Dave Scherping (Information)**

Mr. Scherping informed the Board of installation and upgrades of security cameras in the district due to some recent events. The District has looked at their security plan and made sure the district is working on all the components of the plan. One of the components was to add sheriff's deputies to school campuses, which the district has done. Another component was to look at how students are moving around the campus. Schools are trying to balance a warm, inviting school with working to make sure it remains safe. Mr. Scherping showed the Board several live camera feeds from some of the schools in the district. Along with the installation these cameras, the District had to make sure that the Sheriff's Department had access to view live video from the cameras. Mr. Wheeler from TIEC security has come to the District with some resources to potentially help with surveillance and analysis of existing systems. The District has asked all schools to look at their facilities and see what they would like to do next to help with security. Chairman Tennant asked if there were any questions. Attorney Feagan asked if Law Enforcement could view the cameras at any time and Mr. Scherping said that they could see it at any time. Attorney Feagan said that he has seen a lot going around regarding FERPA and the release of the videos. Superintendent Greene stated that with the Board's permission he would work with Mr. Scherping and develop a Memorandum of Understanding (MOU) to help ensure student rights were not violated and bring back the MOU to the Board for approval. The Board agreed for the MOU to be established.

**Energy Savings Performance Contracting - Dave Scherping (Information)**

Mr. Scherping handed out a timeline for the Energy Savings Performance Contract initiative. Mr. Scherping went over each step that was listed on the schedule and how it related to the overall project. After the discussion, Superintendent Greene said that it would be closer to next summer before the district started seeing changes to facilities. Mr. Patterson asked how long it would take to pay off the loan associated with the performance contract. Mr. Scherping said that it is according to what projects are chosen, but approximately 15 years. Mr. Covil asked what happens when the 15 years are up. Mr. Scherping said that the District is on its own at that point. During the 15 years, the budget is not going to change, as the District will be paying the company for the services. Graham Lewis from Schneider Electric was in the meeting to help with any additional questions from the Board. He said that if the energy costs go up, the district will be saving more because the payments would remain the same. Graham also said to remember that the cost of the third party reviewer and the design cost of the audit, is paid for through savings as long as the district moves forward with the plan. Superintendent Greene said that if this process is done and there are additional projects that do not qualify for this program, it would be easier to go to the commissioners and ask for additional funding. Mr. Covil said that the Board will have to watch it step by step and may have to end it half way through. Mr. Covil said that the company has to make money somewhere. Mr. Greene said that the third party reviewer makes sure the district is not being shortchanged. Attorney Feagan asked if the evaluation includes the useful life of the specific improvements. Mr. Scherping answered that they look very closely at the age and maintenance of equipment. Chairman Tennant expressed his appreciation to Mr. Scherping for the information.

**III. OLD BUSINESS**

None

#### **IV. NEW BUSINESS**

Superintendent Greene suggested to the Board having the May Board meeting at Sunny View Elementary School. The Board agreed.

#### **V. INFORMATION**

##### **Mr. Tennant went over these items with the Board**

March Pre-K Monthly Report –Ms. Corley informed the Board that the NC Pre-K/Policy Council joint meeting was the following Thursday 4/12/18

Pre-K Financial Report

Monthly Financial Report

Credit Card Report

Special Olympics April 19, 2018 at PCHS

#### **BOARD TRAINING**

Summer Leadership Conference June 19-21, 2017 at Carolina Beach

#### **I. PUBLIC INPUT**

None

#### **VII. CLOSED SESSION**

##### **Closed Session**

At 7:40 PM Chairman Tennant entertained a motion to go into closed session for the purpose of discussing personnel. Ms. Jackson made the motion to go into closed session and it was seconded by Ms. Page. The motion carried 7-0.

#### **RETURN TO OPEN SESSION**

Resumption of Regular Session: With all discussion concluded in closed session, Chairman Tennant called for a motion to return to open session. Ms. Jackson made the motion and it was seconded by Ms. Page. Approved 7-0. The Board returned to Open Session at 8:20 p.m.

Upon returning to open session Chairman Tennant called the Board's attention to those matters on the regular personnel agenda that required Board approval. The Chairman asked the Board's pleasure in regard to a motion. Mr. Patterson made the motion to approve the recommendations of the Superintendent and Human Resource Officer in regard to the personnel agenda as submitted. Ms. Corley seconded the motion and the Board voted in favor of the motion 7 – 0.

Superintendent Greene walked in a second personnel agenda. The Chairman asked the Board's pleasure in regard to a motion of agenda number two. Mr. Covil made a motion to approve agenda number two and Ms. Page seconded the motion. Agenda number two was approved on a vote of 7-0.

**INFORMATION:**

Krista Crosby	Teacher	Tryon Elementary	Retiring	
Deborah Glynn	Teacher	PCMS	Retiring	
Higgins	Nancy	PCMS	Teacher	FMLA
McIntyre	Tammy	Polk Central	Teacher Assistant	FMLA

**ACTION:**

Jacqueline Medford	TA/Custodian	Forbes
Nancy Johnson	Pre K Teacher Assistant	Forbes
Cheryl Lewis	Part-Time Food Service Worker	PCHS
Tonya Carson	Part-Time Food Service Worker	PCMS
Lucille Painchaud	Intermittant Part-Time Psychologist	Stearns
Karen Mills	Substitute Teacher	
Andrew Gillespie	Substitute Teacher	
Claire Simpson	Substitute Teacher	
Austin Williams	Substitute Teacher	
Jennifer Ramsey	Substitute Teacher	
Tina Thorne	Substitute Teacher	
James Westcot	Substitute Teacher	
Bridget Kinnell	Add Substitute Teacher to her job duties	
Todd Murphy	Principal	PCMS

**VII. ADJOURNMENT**

With no further business to come before the Board, the Chairman declared the meeting adjourned at 8:22 PM.

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Geoffrey M. Tennant, Board Chairman

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Aaron Greene, Board Secretary

AG/TO