



## WARREN COUNTY BOARD OF EDUCATION

### **Regular Board Meeting Agenda Packet**

September 8, 2008

Closed Session – 6:00pm

Regular Session – 7:00pm

Warren County Schools Central Administrative Office

**WARREN COUNTY BOARD OF EDUCATION**  
**Warren County Schools Central Administrative Office**  
**September 8, 2008**  
**Closed Session – 6:00pm**  
**Regular Meeting – 7:00pm**

*Agenda*

1. Opening of Meeting
  - 1.1 Establishment of a Quorum and Call to Order
  - 1.2 Moment of Silence
2. Closed Session
3. Approval of the Agenda
4. Consent Agenda
  - 4.1 Approval of Minutes: August 11, 2008 Regular Board Meeting 1
5. Special Recognitions
  - 5.1 Outstanding Educator Award (Withrow)
  - 5.2 Heritage Quilters (Polakiewicz)
  - 5.3 Principal of the Year (Polakiewicz)
6. Call for Public Comments
7. Information Items
  - 7.1 First Five Days Membership for 2008-2009 School Year (Evans) 5
8. Action Items
  - 8.1 School Board Policy Series 4000 (Evans) 6
  - 8.2 Creative Architecture Agreement Between Owner and Architect (Spain) 7
  - 8.3 2008-2009 Budget Resolution (Ginn) 8
  - 8.4 Personnel Report (Polakiewicz) 10
9. Board Chairperson's Comments
  - 9.1 NCSBA Board of Directors Nomination (Deadline: September 24, 2008)
  - 9.2 Raleigh Dingman Award Nomination (Deadline: October 6, 2008)
  - 9.3 NCSBA District III Meeting: September 10, 2008, 4:00pm, South Granville High School Campus, 701 N. Crescent Drive, Creedmoor, NC
  - 9.4 Board Meeting: October 13, 2008, 6:00pm Closed Session, 7:00pm Regular Meeting

- 9.5 NCSBA Annual Law Conference: October 15-17, 2008, Renaissance, Asheville, NC
- 9.6 NSBA T + L Conference: October 28-30, 2008, Seattle, WA
- 9.7 NCSBA Annual Conference: November 10-12, 2008, Koury Center, Greensboro, NC

10. Superintendent's Comments

11. Adjournment

**Minutes  
Warren County Board of Education  
August 11, 2008**

The Warren County Board of Education met on Monday, August 11, 2008, at 7:00pm at the central administrative office for their regular meeting. Members present were: Mr. Cooper, Dr. Grady, Mr. Jones, Mrs. Lassiter, and Mrs. Scott.

Item #1: Mr. Cooper announced the establishment of a quorum and called the meeting to order. Mr. Cooper asked for a moment of silence.

Item #2: At 6:07pm on motion by Mrs. Lassiter, which was seconded by Mr. Jones and duly carried by unanimous vote, the Board approved convening in closed session to discuss confidential or privileged information and/or confidential student matters including student transfer requests as allowed under General Statutes 143-318.11(a)(1) and personnel qualifications, competence, performance, character, or fitness as allowed under General Statutes 143-318.11(a)(6).

Item #3: At 7:10pm on motion by Mrs. Lassiter, which was seconded by Mr. Jones and duly carried by unanimous vote, the Board approved reconvening in open session.

Item #4: Mr. Cooper called for approval of the agenda. On motion by Mrs. Scott, which was seconded by Mr. Jones and duly carried by unanimous vote, the Board approved the agenda.

Item #5: On motion by Mrs. Lassiter, which was seconded by Mr. Jones and duly carried by unanimous vote, the Board approved the consent agenda items #4.1 Minutes of July 8, 2008-Regular Board Meeting and #4.2-Minutes of July 14, 2008 Call Board Meeting. Also approved as a part of the consent agenda are #8.1 Overnight Field Trip Request, #8.2 Child Nutrition Bids for 2008-2009 SY, #8.3 Child Nutrition Point-of-Sale Software and Monitors, and #8.4 Appointment of Treasurers and Official Depositories.

Item #6: On motion by Mrs. Lassiter, which was seconded by Mr. Jones and duly carried by unanimous vote, the Board approved the following overnight field trip request contingent upon the state of the nation at the time of the trip:

Fifth grade students are approved to attend a Sound-to-Sea Program at Trinity Center in Salter Path, North Carolina on September 10-12, 2008.

Item #7: On motion by Mrs. Lassiter, which was seconded by Mr. Jones and duly carried by unanimous vote, the Board approved the product bids for the 2008-2009 school year as follows:

Bread:	Merita/Interstate Bread
Milk:	Maola
Beverage:	Pepsi
Chemicals:	Handi-Clean
Food/Supplies:	US FoodService

Item #8: On motion by Mrs. Lassiter, which was seconded by Mr. Jones and duly carried by unanimous vote, the Board approved, for the 2008-2009 school year, the vendor for Point-of-Sale (POS) software as Sartox, LLC and the vendor for touch screen monitors as Dell.

Item #9: On motion by Mrs. Lassiter, which was seconded by Mr. Jones and duly carried by unanimous vote, the Board approved, in accordance with Board policies, treasurers at all Warren County Schools and official depositories for the district as listed below:

<b>Bank</b>	<b>School/Account</b>	<b>Principal/Administrator</b>	<b>Treasurer</b>
Branch Banking & Trust	Mariam Boyd Elementary	Canecca Davis	Catherine Carter
Branch Banking & Trust	South Warren Elementary	Dr. Tony Cozart	Daisy Perry
Branch Banking & Trust	Vaughan Elementary	Noel Robertson	Rhonda Bobbitt
Branch Banking & Trust	Warren County High	Carolyn Faucette	Lisa Watson
Branch Banking & Trust	Warren Early College High	Danylu Hundley	Alice Park
Southern Bank	Northside Elementary	Jamar Perry	Alberta Jeffers
Southern Bank	Warren County Middle	Angela Richardson	Tammie Harmon
First Citizens Bank	WCS Local Current Exp.	Dr. Ray V. Spain	Iris Ginn
First Citizens Bank	WCS Child Nutrition	Dr. Ray V. Spain	Iris Ginn
First Citizens Bank	Warren New Tech High	Emmy Coleman	Rhonda Mushaw
First Citizens Bank	Safe Deposit Access	Iris Ginn	Delbera Kearney
State Treasury	Warren County Schools	Dr. Ray V. Spain	Iris Ginn
NC Capital Mgmt. Trust	Warren County Schools	Dr. Ray V. Spain	Iris Ginn

Item #10: The Board of Education recognized the following:

Best Attendance for 2007-2008 SY:	WNTHS	97.02%	Average Attendance
Most Improved Attendance for 2007-2008 SY:	South Warren	1.60%	Average Increase

Item #11: Mr. Cooper asked for public comments. There were none.

Item #12: The Board received information from Dr. Mason regarding the academic performance of Teach for American teachers. Dr. Spain noted that the achievement level of students taught by Teach for America teachers are comparable or better than those of regular teachers.

Item #13: The Board received information concerning the financial report for the fourth quarter from Ms. Ginn. The financial report was presented on a program basis for the period from July 2007 to June 2008. Ms. Ginn stated that 95.07% of state funds, 88.22% of local funds, 55.18% of federal funds, and 100.92% of child nutrition funds have been expended. Ms. Ginn further explained that some funds are not spent completely because they carry over to the next year or can only be spent for specific types of items.

Item #14: The Board received information regarding the second reading of School Board Policy 4000 Series from Mr. Evans. Mr. Evans noted that policies have been amended as per the request of the Board. This series will be brought back to the Board in September for action. Dr. Spain stated that the 5000 series have not been received from the North Carolina School Boards Association.

Item #15: On motion by Mrs. Scott, which was seconded by Mr. Jones and duly carried by majority vote, the Board approved the current expense expansion requests for the 2008-2009 fiscal year in the priority order of: (1) a shared guidance counselor position for Warren County High School and the Alternative Learning Program, (2) a NC WISE support coordinator, and (3) an on-line lab instructor. Also as a part of the motion, the Superintendent was instructed to refine the cost figures for the three priority items so that the following items could be considered at the September Board meeting: (1) increasing teacher supplements by \$100 each, (2) implementing supplement incentive for non-certified staff, and (3)

replacing/enlarging media center circulation. Mrs. Scott, Mr. Jones, Dr. Grady, and Mr. Cooper voted in favor of the motion. Mrs. Lassiter opposed the motion.

Item #16: On motion by Mrs. Lassiter, which was seconded by Mr. Jones and duly carried by unanimous vote, the Board approved the capital outlay expansion requests for the 2008-2009 fiscal year as follows: (1) \$48,000 for a pump station at WCHS/WCMS campus, (2) \$46,900 for classroom/computer furniture, (3) \$35,000 for playground equipment for Mariam Boyd, (4) \$88,500 for an activity bus, (5) \$20,000 for an athletic field scoreboard at WCHS, (6) \$70,000 for replacing carpet at Vaughan and replacing tile at WCMS, and (7) \$15,000 for outside lights at South Warren, Mariam Boyd, WCMS, and the bus garage.

Item #17: On motion by Mrs. Lassiter, which was seconded by Mr. Jones and duly carried by majority vote, the Board approved the Personnel Report. Mrs. Lassiter, Mr. Jones, Dr. Grady, and Mr. Cooper voted in favor of the motion. Mrs. Scott abstained from voting. Resignations, a transfer, and a vacancy list was received for information and acknowledged.

### **Employment**

Sylvia Alston, Mentor, Mariam Boyd/South Warren/Vaughan, effective 08/06/08  
Bertadean Baker, Mentor, WCHS, effective 08/06/08  
Ruth Craft, Elementary Education Teacher, Northside, effective 08/18/08  
Brian Kaprive, Grade 7 Math Teacher, WCMS, effective 08/18/08  
Dustin Mills, Music Teacher, Northside/Vaughan, effective 08/18/08  
Karen Shinn, Mentor, WCMS/WECHS, effective 08/06/08  
Lamont Trotter, Assistant Principal, WCHS, effective 08/07/08  
Mildred Williams, Mentor, Northside, effective 08/06/08

### **Extra Duty Assignments**

Howard Baskerville, Assistant Football Coach, WCHS, effective 08/01/08  
John Falcon, Volunteer Assistant Football Coach, WCHS, effective 08/01/08  
Alicia Giddiens, Uniform Resource Center, WCMS, effective 07/28-31/08  
Joseph McKenzie, Assistant Football Coach, WCHS, effective 08/01/08  
Donald Moody, Assistant Football Coach, WCHS, effective 08/01/08  
Clay Thomas, Assistant Football Coach, WCHS, effective 08/01/08  
Samuel Wiggins, Volunteer Assistant Football Coach, WCHS, effective 08/01/08  
Richard Wilkins, Assistant Football Coach, WCHS, effective 08/01/08  
April Williams, Uniform Resource Center, WCMS, effective 07/21-28/08

### **Resignations**

Sarah Draffin, Media Center Teacher Assistant, WCHS, effective 07/30/08  
Chi Fong, Math Teacher, WCHS, effective 07/16/08  
Anthony Herndon, Grade 7 Math Teacher, WCMS, effective 08/05/08  
Juanita Nicholson, Pre-kindergarten Teacher, Northside, effective 07/16/08  
Tracy Smith, Grade 4 Teacher, Northside, effective 07/17/08  
Danielle Verzaal, After School Program Coordinator, Mariam Boyd, effective 08/05/08

### **Transfer**

Enessia Jones transferred from Math Teacher at WCHS to Math Teacher at WCMS effective 08/18/08

### **Vacancies**

Slot #4002, Mariam Boyd, Exceptional Children Pre-kindergarten Teacher  
Slot #1039, Northside, Elementary Education Teacher  
Slot #3205, Northside, Pre-kindergarten Teacher

Slot #4026, WCMS, BED Teacher  
Bus Garage, Mechanic

Item #18: On motion by Mrs. Lassiter, which was seconded by Dr. Grady and duly carried by unanimous vote, the Board approved a 12:00 noon student release day on August 18, 2008, for the three high schools. This release will provide time for staff members to attend the Convocation program.

Item #19: Mr. Cooper made the following announcements:

- Convocation: August 18, 2008, 1:30pm, WCMS Gymnasium
- Board Meeting: September 8, 2008, 6:00pm Closed Session, 7:00pm Regular Meeting
- NCSBA District III Meeting: September 10, 2008, 4:00-8:00pm, South Granville High School Campus, 701 N. Crescent Drive, Creedmoor, NC

Item #20: Dr. Spain made the following comments:

- Today was the first day of school for Warren County High, Warren Early College High, and Warren New Tech High Schools. It was a good first day and there were a total of 738 students in attendance. An increase in attendance is expected until the tenth day of school. This is the first time in several years that school started this early in the calendar year. Staff members were asked to dress in the student standardized dress tops and bottoms. The Superintendent visited the three high schools to review the reaction to the new dress policy. The majority of students were in compliance with this new policy. At Warren County High, 39 students were not in full compliance with the dress policy. Some parents brought correct clothing items to the students and the students continued on to class. A few of the students, at their discretion, chose to go home. The majority of the infractions involved students, mostly female, who did not have on a belt. At the end of the day, only 11 students were still out of compliance with the dress code. There were only a couple of dress code violations at Early College and New Tech.
- The renovation work at Hawkins is almost finished and should be totally completed by the end of this week. An outline of expenditures for this renovation will be provided at the next Board meeting.
- Open House dates for the middle and elementary schools will be forwarded to Board members.
- Convocation will be held on August 18, 2008, at 1:30pm at Warren County Middle School in the gymnasium. Board members were asked to wear their light blue shirt to this meeting.
- Notice was received from the County Manager's office that Congressman Butterfield will be in the county on Wednesday, August 13, 2008. A copy of Congressman Butterfield's schedule was provided to Board members. Board members, if they are available, were encouraged to attend the scheduled activities.
- Board members were provided copies of articles that were in *The Daily Dispatch* on August 9, 2008. One article referenced the graduation rate of Warren County High which exceeds Vance and Granville Counties. The other article included information about the ABCs report.
- The Superintendent made a presentation to the Golden Leaf Board of Directors on August 7, 2008. The final submission of the *Digital Classroom Initiative* and the *Technology Support for High School Reform Initiative* proposals are due to Golden Leaf on August 15, 2008.

Item #21: Dr. Grady encouraged Board members to visit Warren New Tech High School on the Hawkins campus to view the renovation project.

Item #22: On motion by Mrs. Lassiter, which was seconded by Dr. Grady and duly carried by unanimous vote, the meeting was adjourned.

Meeting Date  
Sept. 8, 2008

Warren County School District  
**BOARD AGENDA ITEM**

Agenda Item No.  
7.1

Item Title: First Five Days of Membership

Prepared by: Mr. Evans Approved by: Dr. Ray V. Spain Date: Sept. 5, 2008

Recommendation:

This item is provided for information.

Supporting Information:

The membership figures for the first days of school for the current and previous school years are presented below:

	<u>2006-2007</u>	<u>2007-2008</u>	<u>2008-2009</u>
<b>Day 1</b>	2,480	2,552	2,543
<b>Day 2</b>	2,699	2,616	2,578
<b>Day 3</b>	2,738	2,644	2,605
<b>Day 5</b>	2,757	2,658	2,606
<b>Day 10</b>	2,818	2,730	

See additional information attached

Funding Source: \_\_\_\_\_

Recommended Action:

Estimated Cost: \_\_\_\_\_

Action

Consideration

Information

Other: \_\_\_\_\_

Superintendent: \_\_\_\_\_

Board Member	Motion	Second	Aye	Nay	Abstain	Other
Cooper						
Grady						
Jones						
Lassiter						
Scott						

Meeting Date  
Sept. 8, 2008

Warren County School District  
**BOARD AGENDA ITEM**

Agenda Item No.  
8.1

Item Title: School Board Policy Series 4000

Prepared by: Mr. Evans Approved by: Dr. Ray V. Spain Date: Sept. 5, 2008

Recommendation:

The Superintendent recommends that the Board approve the School Board Policy Series 4000.

Supporting Information:

Policy series 4000 (Student Focus) is presented for action. A complete set of policies was provided to the Board at its June 19, 2008 meeting. The last sentence in the first paragraph in Policy 1710/4021/7230-Prohibition Against Discrimination, Harassment and Bullying and the first sentence in Policy 4001-Equal Educational Opportunities have been amended to read *Discrimination will not be tolerated on the basis of race, color, national origin, gender, pregnancy, religion, age, disability or sexual orientation.*

See additional information attached

Funding Source: \_\_\_\_\_

Recommended Action:

Estimated Cost: \_\_\_\_\_

Action

Consideration

Information

Other: \_\_\_\_\_

Superintendent: \_\_\_\_\_

Board Member	Motion	Second	Aye	Nay	Abstain	Other
Cooper						
Grady						
Jones						
Lassiter						
Scott						

Meeting Date  
Sept. 8, 2008

Warren County School District  
**BOARD AGENDA ITEM**

Agenda Item No.  
8.2

Item Title: Creative Architecture Agreement Between Owner and Architect

Prepared by: Dr. Ray V. Spain Approved by: Dr. Ray V. Spain Date: Sept. 5, 2008

Recommendation:

The Superintendent recommends that the Board approve the Creative Architecture Agreement Between Owner and Architect.

Supporting Information:

The Board Attorney, Al Thompson, has reviewed the construction manager at risk agreement between Creative Architecture and the school district for the building for Warren New Tech High School. The agreement is a standard American Institute of Architects form and Mr. Thompson states that he did not find anything in the agreement out of the ordinary.

See additional information attached

Funding Source: \_\_\_\_\_

Recommended Action:

Action

Estimated Cost: \_\_\_\_\_

Consideration

Information

Other: \_\_\_\_\_

Superintendent: \_\_\_\_\_

Board Member	Motion	Second	Aye	Nay	Abstain	Other
Cooper						
Grady						
Jones						
Lassiter						
Scott						

Meeting Date  
Sept. 8, 2008

Warren County School District  
**BOARD AGENDA ITEM**

Agenda Item No.  
8.3

Item Title: 2008-2009 Budget Resolution

Prepared by: Dr. Ray V. Spain Approved by: Dr. Ray V. Spain Date: Sept. 5, 2008

Recommendation:

The Superintendent recommends that the Board approve the 2008-2009 Budget Resolution.

Supporting Information:

The Budget Resolution is provided to support the previously presented budget items. A 2008-2009 Budget Resolution booklet is attached separately for Board members.

See additional information attached

Funding Source: \_\_\_\_\_

Recommended Action:

Estimated Cost: \_\_\_\_\_

Action

Consideration

Information

Other: \_\_\_\_\_

Superintendent: \_\_\_\_\_

Board Member	Motion	Second	Aye	Nay	Abstain	Other
Cooper						
Grady						
Jones						
Lassiter						
Scott						

BUDGET RESOLUTION

Budget FY2009

BE IT RESOLVED by the Board of Education of the Warren County School Administrative Unit:

**Section 1.** The following amounts are hereby appropriated for the operation of the school administrative unit for the fiscal year beginning July 1, 2008 and ending June 30, 2009.

State Public School Fund	<u>20,842,862.00</u>
Local Current Expense Fund	<u>5,199,804.83</u>
Federal Grant Fund	<u>4,256,563.35</u>
Local Capital Outlay Fund	<u>2,635,735.00</u>
School Food Service Fund	<u>1,605,550.00</u>
Trust & Agency Funds	<u>0.00</u>

**Section 2.** The following revenues are estimated to be available for the fiscal year beginning July 1, 2008 and ending June 30, 2009.

State Public School Fund	<u>20,842,862.00</u>
Local Current Expense Fund	
State Allocations	559,140.00
Federal Allocations	215,281.00
Loc. Rev. Other Than Local Taxes & Co. Appropriation.	456,433.00
Fines & Forfeitures	160,000.00
County Appropriation. for School Current Expense	3,117,117.00
Fund Balance Appropriation - Education Reform	52,654.16
Fund Balance Appropriation - RRVEC	239,179.67
Fund Balance Appropriation	<u>400,000.00</u>
	<u>5,199,804.83</u>
Federal Grant Funds	<u>4,256,563.35</u>
Local Capital Outlay Fund	
State Allocations	812,502.00
Loc. Rev. Other than Taxes, Bldg. Fund & Co. Appropriation.	
County Appropriation. for School Capital Outlay Budget	323,400.00
County Appropriation. for School Capital Outlay Budget - Construction	560,000.00
Building Match	
Fund Balance	<u>939,833.00</u>
	<u>2,635,735.00</u>
School Food Service Fund	
USDA	1,230,000.00
Rev. Other than Taxes & Co. Appropriation.	<u>375,550.00</u>
	<u>1,605,550.00</u>
Trust & Agency Funds	
Loc. Rev. Other Than Taxes & Co. Appropriation.	<u>0.00</u>

**Section 3.** All appropriations shall firstly be paid from revenues restricted as to use and secondly from general unrestricted revenues.

**Section 4.** Capital Projects appropriated in the previous budget which are incomplete, will continue.

**Section 5.** The Superintendent &/or designee is hereby authorized to transfer appropriations within funds as needed.

**Section 6.** Funds from County Appropriations for expansion are contingent upon County Commissioner approval.

Adopted this the 8th day of September 2008.

Chairperson \_\_\_\_\_

Meeting Date  
Sept. 8, 2008

Warren County School District  
**BOARD AGENDA ITEM**

Agenda Item No.  
8.4

Item Title: Personnel Report

Prepared by: Dr. Polakiewicz Approved by: Dr. Ray V. Spain Date: Sept. 5, 2008

Recommendation:

The Superintendent recommends that the Board approve the Personnel Report as presented.

Supporting Information:

The personnel report is presented for approval. A vacancy list, along with any applicable transfers, resignations and retirements, is provided as information.

Attachment-Board Members Only

Funding Source: \_\_\_\_\_

Recommended Action:

Action

Estimated Cost: \_\_\_\_\_

Consideration

Information

Other: \_\_\_\_\_

Superintendent: \_\_\_\_\_

Board Member	Motion	Second	Aye	Nay	Abstain	Other
Cooper						
Grady						
Jones						
Lassiter						
Scott						