

EDENTON-CHOWAN BOARD OF EDUCATION
Monday, August 6, 2012, 6:30 pm
Central Office Conference Room

M I N U T E S

The Edenton-Chowan Board of Education met in regular session on Monday, August 6, 2012, 6:30 pm, Central Office Conference room with the following members present: Vice Chairman Gene Jordan, John Guard, Gil Burroughs, Jean Bunch, and Win Dale. Others present were: Superintendent Allan Smith, Michelle Maddox, Olinka Baker, Laura Biggs, Sheila Evans, Catherine Baker, Michelle Downing, Todd Korbusieski, Amy Asbell, Holly Daniels, Karen Tynch, Becky Bunch, Will Crowe, and Harriet Sawyer.

The meeting was called to order by Vice-Chairman Gene Jordan. The invocation was given by Gene Jordan.

PUBLIC/BOARD DIALOGUE: None.

REPORT:

1. **Restructured ACE Time.** Sheila Evans and teachers from the high school presented an overview of how the school would like to restructure the ACE time. The high school has modeled the plan from Johnston County Schools and Dare County School and adapted it for students at John A. Holmes High School. Students will be able to take advantage of time within the school day for tutoring sessions, participate in intramurals, work with teachers, make up work, have access to computers, meetings for clubs, athletics, classes, parents, and study hall/homework centered on the student's lunch time. The plan would expand the school day by 13 minutes (7:45 am-2:58 pm). The schedule would increase from a 4 block to a 5 block with the Ace time as the extra block. Each class would include 84 minutes of instructional time instead of the 90 minutes. The ACE Time would be held during the 40 minute lunch schedule. The lunch schedule would change from 3 lunches to 2 lunches.

The required tutoring session would include 12 sessions per 9 weeks (3 sessions per course). A student may make up as many as 8 days by attending extra tutorials (2 extra tutorials equals 1 class period).

The exploratory time would include intramurals, club, athletics, class meetings, detentions, ZAP, JUST DO IT-scheduled during lunch instead of after school, a time for students to work on projects, use of computer, research and reading, and study hall/homework.

The implementation of plan calls for the student parking lot to be locked at 8:15 am each day. Off campus lunch privileges for seniors will now be a reward

through the PBIS program. The staff will be asked will be asked to monitor and provide supervision. Administrators will be asked to float throughout the school.

The ACE TIME will also provide more time for teacher collaboration through department meetings, cross-curricular planning, learning teams, extra planning and preparation time, professional development opportunities, beginning teacher meetings, mentor/mentee meetings, and advisor/advisee meetings.

The expected benefits for students would include student ownership in planning and learning, increased student responsibility for time management, accountability for learning, motivate intentional non-learners, equitable access to all programs, increase in positive decision-making skills, tutorial sessions are held during the school day, focused instruction; one on one instruction, school spirit, building relationships/rapport with faculty, and building character education.

The staff at the high school asked for the board to support the restructure of the ACE TIME over the first 5-6 weeks. The staff will closely monitor what works and what does not work and refine the program during the several weeks.

Mr. Burroughs expressed a concern on reducing the instructional time for each class from 90 minutes to 84 minutes. Also a concern expressed is beginning the school day earlier.

2. **Convocation.** The Edenton-Chowan Schools Back-to-School Convocation program will be held on Thursday, August 16, 2012 at the Northern Chowan Community Center at 8:30 a.m. The speaker will be Edenton-Chowan Schools Teacher of the Year Jessica Balltzglier. The activities for the teacher workday will focus on one of the required staff development days on the Common Core.
3. **Annual Measurable Objectives.** Dr. Smith provided an overview of the new state's accountability program. AMOs replaced the Adequate Yearly Progress (AYP) measures. AMOs are measured by proficiency targets that are set for each student subgroup.

D.F. Walker Elementary School met 13 of 21 targets and met expected growth.
Chowan Middle School met 20 of 21 targets and met high growth.
John A. Holmes High School met 20 of 20 targets and met expected growth.
The system met 40 of 45 targets.

CONSIDER:

1. **2012-2013 Budget.** Dr. Smith presented the 2012-2013 Budget. The total local budget is \$4,397,071 compared to last year's \$4,366,929. In order to balance the budget \$690,142 has been allocated from the reserve. The contingency has been reduced from \$250,000 to \$100,000. The school system received level funding from the county in the amount of \$3,421,929. The federal Education

Jobs funding expired June 30th with a loss of \$542,199 in federal funding for this year. **(Attachment #1)**

Emma Berry presented the 2012-2013 Budget Resolution. **(Attachment #2)**

A motion was made by John Guard, seconded by Gil Burroughs to adopt the 2012-2013 budget and Budget Resolution. The motion passed unanimously.

2. **Title I Plan.** Each year LEA's are required to submit a Title I application for federal funds which will be used to provide instructional activities and services to help disadvantaged children meet high standards. Title I funds are used for school-wide assistance to the PreK-5 schools.

For the 2012-2013 school year Title I funds will be used for a teacher and teacher assistant salary PreK-5, administrative salaries to direct the Title I program, parental involvement activities, and Professional Development activities.

A motion was made by Win Dale, seconded by Gil Burroughs to approve the 2012-2013 Title I Plan. The motion passed unanimously.

3. **Approval of 2012-2013 Classified Staff.** Michelle Maddox presented for Board approval a list of classified staff from each school that includes secretaries/bookkeepers, cafeteria staff, and custodial staff. A motion was made by John Guard, seconded by Win Dale to approve the 2012-2013 classified staff. The motion passed unanimously. **(Attachment #3)**
4. **2012-2013 Bus Driver List.** Michelle Maddox presented a list of bus and activity bus drivers for Board approval. A motion was made by Jean Bunch, seconded by Gil Burroughs to approve the 2012-2013 bus driver list. The motion passed unanimously. **(Attachment #4)**
5. **New Teacher Induction Plan.** Michelle Maddox presented the Beginning Teacher Induction Plan for Board approval. The changes in the policy reflect revisions made by the State Board of Education. A motion was made by John Guard, seconded by Win Dale to approve the Beginning Year Induction Plan. The motion passed unanimously. **(Attachment #5)**
6. **2012-2013 Attorney Contract.** Dr. Allan Smith presented the 2012-2013 Attorney contract for Board approval. He stated the contract is the same as last year. A motion was made by Jean Bunch, seconded by John Guard. The motion passed unanimously. **(Attachment #6)**
7. **John A. Holmes High School Amended Frozen/Optional Workdays.** John A. Holmes High School requested to amend the frozen workdays schedule for

2012-2013. The open house date has been changed from August 24th to August 21st. August 22nd changed from frozen workday to an optional workday and August 23rd to a frozen workday for Common Core Professional Development. A motion was made by John Guard, seconded by Gil Burroughs to approve the frozen workdays schedule for 2-12-2013. The motion passed unanimously. **(Attachment #7)**

8. **Board Policy Manual Revisions-First Reading (Section 3000-Curriculum and Instruction.** The Board reviewed the changes to Section 3000. Tharrington Smith reviewed the current Section 3000 and recommended changes. The principals and central office administrators made recommendations, and the board committee made recommendations. Most of the changes are minor, the most significant are: (1) Policy 3305 – changed from a regulation (3300-R) to a policy on showing of videos; (2) Policy 3340 – the Acceptable Internet Use policy is more comprehensive but does not contain much new information since it also contains a lot of what was in two other policies. Policies 3350 and 3350-R have been deleted and the content collapsed into Policy 3340: and (3) Policy 3630 – this is a new policy that meets the state requirements for Personal Education Plans for at-risk students. **(Attachment #8)**

APPROVE:

A motion was made by Win Dale, seconded by Gil Burroughs to approve the following items by consent agenda:

1. Minutes
2. Personnel **(Attachment #9)**
3. Financial Report **(Attachment #10)**

BOARD MEMBERS REPORTS/REMARKS:

Dr. Smith updated the Board on the progress of the bridge on Highway 37. DOT told Dr. Smith if the contractors continue to work overtime and meet specific benchmarks the bridge could be completed by the time school begins. Dr. Smith, Zee Lamb, and Anne-Marie Knighton met with John Wood to get permission for the 7 buses to drive through Hayes Plantation if the bridge is not completed by the time school begins. John Wood has granted permission for the buses to go through Hayes. Dr. Smiths said that a bus has driven across the Hayes Plantation bridge and back on to Water Street successfully.

Dr. Smith updated the Board on the principal vacancy at White Oak Elementary School. He stated that interviews have begun and we are checking references. Dr. Smith hopes to have a recommendation as soon as possible.

Chairman Ricky Browder requested a motion to go into closed session pursuant to N.C.G.S. 115C-319 and N.C.G.S. 115C-321. A motion was made by John Guard, seconded by Win Dale to enter into closed session.

The meeting returned to open session.

No action was taken.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Gene Jordan, Vice Chairman

Allan T. Smith, Secretary