

**EDENTON-CHOWAN BOARD OF EDUCATION**  
**Monday, February 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, February 6, 2012, 6:30 pm, Central Office Conference room with the following members present: Vice-Chairman Gene Jordan, Gil Burroughs, Jean Bunch, Win Dale, and Kay Wright. Others present were: Superintendent Allan Smith, Michelle Maddox, Brenda Pate, Jennifer Thach, Ashley Jethro, Jennifer Cranford, Bobby Jo Owens, Kristie Williams, Jenna Lassiter, Lee Powell, Amy Steinert, Matthew Jones, Virginia Jones, Holly Daniels, Michele Brickhouse, Colourita White, Felicia White, Mary Nixon, Sarah McLaughlin, Jamie Bowers, Bill Moore, Brian Stovall, Phillip Stovall, Stephanie Pierce Byrd, 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. **Grades 2-3 Looping Initiative.** Second-Third grade teachers from White Oak and D.F. Elementary Schools updated the Board on the progress of the 2-3 grade looping initiative. The project began with discussions on curriculum and instruction between second and third grade teachers. The goals of the program is to create a smooth transition for students moving from 2<sup>nd</sup> grade to 3<sup>rd</sup> grade, to build collaboration between White Oak and D.F. Walker, and to inform and teach each other the curriculum, instruction and assessment at each grade level. This is the first year of the looping program with four 2<sup>nd</sup> grade looping classes. These students will loop to 3<sup>rd</sup> grade with their teachers. In 2012-2013 four new classes will be added at 2<sup>nd</sup> grade. The students have been assigned to make certain the student demographics are the same as the non-looping classes. Parents were notified that their child had been selected for the looping class. Parents were given the opportunity to opt out of program. Some of the advantages of looping is teachers already know their students strengths and weaknesses, what material still needs to be covered, and teacher expectations are already established. The teachers are developing a baseline of data so they will be able to track the student growth.
2. **New Federal Child Nutrition Guidelines.** Karen Tynch updated the Board on the new Federal Child Nutrition Guidelines. The new regulations update the meals standards as required by the Healthy, Hunger-Free Kids Act. The new nutrition standards ensures that students are offered more fruits and vegetables, increases offerings of whole grain-rich foods, offer only fat-free or low-fat milk, reduce sodium over time, control saturated fat and calorie levels, and lower trans fat intake. North Carolina already meets much of the new federal requirements.

There will be a significant increase in cost per meal to meet these standards. Mr. Burroughs asked if we could purchase produce locally. The USDA requires GAP certification of their fresh fruit and vegetable suppliers. This is required to verify that suppliers are following recommended safe practices. Smaller farmers maintain that the cost and requirements of GAP certified are too expensive.  
**(Attachment #1)**

3. **List of Licensed Personnel Eligible for Career Status.** Michelle Maddox presented the List of Licensed Personnel Eligible for Career Status for the 2011-2012 school year. Under the provisions of GS115C-325, the Fair Employment and Dismissal Act, the Board of Education is required to vote to award career status or to non-renew the contracts by the end of the current school year. Each eligible employee must be notified of the Board of Education's decision to grant or not to grant career status no later than June 15, 2012. **(Attachment #2)**
4. **Capital Outlay Budget Update.** Dr. Smith provided an overview of the 2012-2013 capital outlay budget projections and some of the outstanding needs for the school system. Beginning in 2010-2011 the county commission replaced the annual appropriation for capital outlay with proceeds from the Land Transfer Tax. There was no Land Transfer Tax available during the 2010-2011 fiscal year for capital outlay. The Board transferred \$100,000 from the local current expense fund balance to the capital outlay budget in order for several key projects to be completed. Later that year the county commission designated lottery proceeds to fund nearly all of the identified needs. The school system was able to carryover \$134,574.

\$183,000 was budgeted for capital outlay needs in the 2011-2012 school year. This amount was based on the projected Land Transfer Tax revenue. \$181,428.50 was received in Land Transfer Tax revenue. The county commission designated additional lottery proceeds to fund some of the identified projects. This released \$81,000 of additional Land Transfer Tax revenue. Part of the balance has been used to replace a mower at Chowan Middle School and the remainder will be carried over to the 2012-2013 fiscal year.

The 2012-2013 capital outlay budget will be based on the revenue collected from the Land Transfer Tax during the 2011-2012 fiscal year. The amount generated for the first six months of the fiscal year are above projections and are more than collected at this same time last year. Due to the uncertainty of the market it is too early to project the total amount to be received. Dr. Smith made a recommendation to supplement the tax revenue with a portion of the carryover funds. Dr. Smith also recommended retaining \$75,000-\$100,000 to be able to respond to emergencies that may arise during the fiscal year, protect the budget in case of diminished Land Transfer Tax collections the following year, and provide flexibility to begin summer projects in June prior to the beginning of the next fiscal year in July.

Dr. Smith stated that we are currently identifying and prioritizing needs for the next fiscal year for the Board's consideration. Most of the projects will be located

at John A. Holmes High School. We are looking at renovations in the admin area at the high school, replacing exterior doors, walkways to the huts, resurfacing the tennis courts, paving of Woodard Street, and resurfacing the gymnasium floor.

Mr. Len Hoey of the State Energy Office will be working with the school system to look at beginning the process of the Energy Performance Contract RFP.

Board member Gil Burroughs recommended to address the birds that are nesting in the soffits of the buildings. **(Attachment #3)**

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

1. Minutes
2. Personnel **(Attachment #4)**
3. Financial Report **(Attachment #5)**

**BOARD MEMBERS REPORTS/REMARKS:** None.

Gil Burroughs inquired about the status of the alternative school. Dr. Smith stated that Attorney Hackney High has developed a draft joint use agreement. Dr. Smith will meet with Boys and Girls Director Stephanie McLean to review the agreement. Jamie Gillespie will be working on the curriculum for the school.

Gil Burroughs would like to discuss at either our regular meeting or next quarterly meeting delaying the opening of the school day for high school students. Mr. Burroughs stated that research shows that students were more alert and ready for learning. Studies have shown that as students get older they may experience a change in their sleep habits and a later bedtime and a later morning wake-up time is more favorable.

Gil Burroughs suggested that the Board look at the possibility of the elementary school apply for a Charter in order to provide another choice of curriculum within the school.

Win Dale asked about the status of the Biotechnology & Agriscience School. Dr. Smith stated that the state has not released any funds for the school. A Board of Directors has been selected. They school is advertising for a principal.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Gene Jordan, Vice-Chairman

Allan T. Smith, Secretary