

# **RANDOLPH COUNTY BOARD OF EDUCATION**

**Wednesday, June 29, 2016**

## **Minutes**

The Randolph County Board of Education met on Wednesday, June 29, 2016 at 6:00 p.m. in the Central Services Boardroom located at the 2222 S. Fayetteville Street Office in Asheboro. The following board members were in attendance: Todd Cutler (Board Chair), Gary Cook (Vice Chair), Brian Biggs, Tracy Boyles, Fred Burgess, Emily T. Coltrane, and Matthew Lambeth. Also present, Dr. Stephen Gainey, Superintendent, Leadership Team members, and Jill Wilson, Board Attorney.

### **Call to Order**

Board Chairman Todd Cutler called the meeting to order at 6:00 p.m. and welcomed those in attendance.

### **Moment of Silence**

The board observed a moment of silence.

### **Adoption of Agenda**

Gary Cook made a motion and the motion was seconded by Brian Biggs to adopt the agenda as presented. The motion passed unanimously.

### **Information Items**

#### Curriculum and Instruction

##### 1. ScribOrder (Transcript/Records Request)

Assistant Superintendents Catherine Berry and Marty Trotter presented information regarding the ScribOrder Program. Ms. Berry shared that the school system's goal is to offer a secure site for current and former students to request transcripts and/or records in a more efficient manner. The ScribOrder program allows for digital processing and tracking of requests. Ms. Berry shared that our school system receives on average of 30-40 requests per day and 100-150 per week. Through the ScibOrder Program, there will not be a processing fee for current students or any direct cost for the program to the school district. Ms. Berry shared that the total fee for alumni would be \$10, other requestors \$25, and no cost to currently enrolled students. The revenue processing fee will allow the school system to maintain and update equipment.

#### Finance and Budget

##### 1. Quarterly budget update

Todd Lowe, Finance Officer, presented the fourth quarter budget update including the following:

- State Budget
- Federal Budget
- Capital Outlay Budget
- Child Nutrition Budget
- AT Tax Budget
- Fund 8 Budget
- Current Expense Budget
- 2016-2017 Outlook

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### Operations Division

#### 1. Quarterly student assignment update

Marty Trotter, Assistant Superintendent for Operations, presented the fourth quarter student assignment update. The following are the 2016 fourth quarter numbers.

- Reassignments = 849
- Releases = 332
- Admissions = 216
- Net transfer = -116

### **Consent Items**

Matthew Lambeth made a motion and the motion was seconded by Gary Cook to approve the consent items as presented. Motion passed unanimously. The consent items approved are as follows:

### Superintendent's Office/Board of Education

1. Approved recommendation to revise Board Policy 3220-Technology in the Educational Program (First Reading)
2. Approved recommendation to revise Board Policy 3320-School Trips (First Reading)
3. Approved recommendation to revise Board Policy 3520-Special Education Programs/Rights of Students with Disabilities (First Reading)
4. Approved recommendation to revise Board Policy 1720/4015/7225-Discrimination, Harassment, and Bullying, Complaint Procedure (Second Reading)
5. Approved recommendation to revise Board Policy 3000-Goals and Objectives of the Educational Program (Second Reading)
6. Approved recommendation to revise Board Policy 3100-Curriculum Development (Second Reading)
7. Approved recommendation to revise Board Policy 3102-Online Instruction (Second Reading)
8. Approved recommendation to revise Board Policy 3130-Grouping for Instruction (Second Reading)
9. Approved recommendation to revise Board Policy 3227/7322-Web Page Development (Second Reading)
10. Approved recommendation to revise Board Policy 3430-School Improvement Plan (Second Reading)

### Finance and Budget

1. Approved 2016-2017 calendar pay dates
2. Approved budget amendment #11
3. Approved budget amendment #12
4. Approved budget amendment #13
5. Approved budget amendment #14
6. Approved budget amendment #15

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**Action Items**

There were no action items.

**Closed Session**

Gary Cook made a motion and the motion was seconded by Emily Coltrane to enter into closed session to preserve the attorney-client privilege and to discuss confidential matters protected by state law as provided in North Carolina General Statute §143.318.11. Motion passed unanimously.

**Return to Open Session**

The board returned to open session at 8:20 p.m.

Human Resources

1. Action items

Certified Personnel Report

Tracy Boyles made a motion and the motion was seconded by Brian Biggs to approve the certified personnel report as presented. The motion passed unanimously. The following is the certified personnel report approved by the Board of Education:

Name	Position	Work Location	Date Effective
<u>Employment</u>			
Melissa Kidd	PowerSchool Coordinator	Central Services	07/01/2016
Amineh Chandler	Grade 5 Teacher	Level Cross	08/18/2016
Susan Gilchrist	E.C. Resource Teacher	Tabernacle	08/18/2016
Melvin Ford	French Teacher	THS	08/18/2016
<u>Resignation</u>			
Joy Hunt-Ward	Grade 3 Teacher	Hopewell	06/09/2016
Karri Stephenson	Grade 3 Teacher	John Lawrence	06/09/2016

Administrative Appointments

Matthew Lambeth made a motion and the motion was seconded by Tracy Boyles to approve the administrative appointments based on the terms and conditions as presented. Motion passed unanimously. The following are the administrative appointments approved by the Board of Education.

- Anthony Grosch–Assistant Principal at Archdale-Trinity Middle to Principal at Uwharrie Middle effective 7/1/16
- Ralph Jarrett–Assistant Principal at Northeastern Randolph Middle (50%) to Assistant Principal at Northeastern Randolph Middle effective for the 2016-2017 school year
- Cecil Mock–Applicant to Assistant Principal at Eastern Randolph High effective for the 2016-2017 school year

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Administrative Transfers

Tracy Boyles made a motion and the motion was seconded by Brian Biggs to approve the administrative transfers based on the terms and conditions as presented. Motion passed unanimously. The following are the administrative appointments approved by the Board of Education.

- Michelle Ford–Principal at Southeastern Randolph Middle to Assistant Principal at Archdale-Trinity Middle effective 7/1/16
- Shea Grosch–Assistant Principal at Uwharrie Middle to Assistant Principal at Trinity High effective for the 2016-2017 school year
- Larry Hill–Assistant Principal at Southeastern Randolph Middle to Assistant Principal at Uwharrie Middle effective for the 2016-2017 school year
- Tommy Humphrey–Assistant Principal at Eastern Randolph High to Assistant Principal at Southeastern Randolph Middle effective for the 2016-2017 school year
- Jeff Minton–Assistant Principal at Southeastern Randolph Middle (50%)/Northeastern Randolph Middle (50%) to Assistant Principal at Southeastern Randolph Middle effective for the 2016-2017 school year

Adjournment

Brian Biggs made a motion and the motion was seconded by Emily Coltrane to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 8:25 p.m.

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Board Chair

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Board Secretary