

**Vance County Board of Education
Henderson, N. C. 27536
March 10, 2014 7:00 p.m.
Administrative Services Center**

A G E N D A

- I. Call to Order
 - II. Moment of Silence
 - * III. Approval of Minutes
 - * IV. Approval of Meeting Agenda
 - V. Recognitions/Announcements
 - A. North Carolina School Boards Association Presentations
 - VI. Comments from the Public

(Citizens who would like to address the Board may do so by completing Form BDDH-E, Public Participation at Board Meetings. This request must be made by noon one working day preceding the regular Board meeting. The form may be obtained by calling the Administrative Assistant to the Superintendent at 492-2127, ext. 2202.)
 - VII. Superintendent's Report
 - A. Presentation of the Fiscal Year Ending June 30, 2013 Audit Report – Winston, Williams, Creech, Evans & Company, LLP
 - B. Emerging Issues, Ethel Hunter
 - C. School Presentations – Pinkston Street, Dabney
 - * D. Revised 2013-2014 Academic Calendar (Attachment VII.D)
 - * E. Revised 2013-2014 Early College Academic Calendar (Attachment VII.E)
 - F. STEM Early High School
 - VIII. Board of Education Standing Committees
 - * A. Personnel: Margaret A. Ellis, Chair (Attachment)
 - * B. Finance: Gloria J. White, Chair (Attachment)
 - C. Building & Grounds: Ruth M. Hartness, Chair (Attachment)
 - * D. Policy: Darlynn P. Oxendine, Chair (Attachment)
 - * E. Curriculum: Emeron J. Cash, Chair (Attachment)
 - F. Community Relations: Dorothy M. Williams, Chair
 - IX. New Business
 - X. Recurring Items
 - A. Overnight Field Trip Request
 - B. Out of County Transfer Request
 - * XI. Executive Session
 - Approval of Minutes, Property, Legal, Personnel Matters
 - * XII. Adjournment
- * Requires Board Action

Minutes of the Vance County Board of Education

February 11, 2014

The Vance County Board of Education met in regular session on Tuesday, February 11, 2014, 7:00 p.m., Administrative Services Center Board Room. Board members present were: Gloria J. White, Chair, Darlynn P. Oxendine, Vice Chair, Emeron J. Cash, Margaret A. Ellis, Ruth M. Hartness, Dorothy M. Williams and Edward B. Wilson. Senior staff members present were: Ronald E. Gregory, Superintendent, Dr. Trixie J. Brooks, Assistant Superintendent for Curriculum and Instruction, Dr. Brian K. Creasman, Assistant Superintendent for Administration/ Instructional Support, Wil McLean, Executive Director for Human Resources, Robert Newby, Finance Officer, Terri Hedrick, Public Information Officer, and Jerry Stainback, Attorney for the Board.

1. Mrs. White called the meeting to order at 7:00 p.m. and welcomed everyone attending. A moment of silence was observed.
2. Upon motion by Mrs. Oxendine, second by Mrs. Hartness, the Board unanimously (7-0) approved the minutes of the January 13, 2014 meeting as presented.
3. Upon motion by Mrs. Ellis, second by Mr. Wilson, the Board unanimously (7-0) approved the meeting agenda with the following addition.
 - Add Personnel Addendum to VIII.A
4. Recognitions/Announcements - none
5. Comments from the Public - none
6. Superintendent's Report
 - A. Administrators from Aycock Elementary and Clarke Elementary Schools presented information to the Board on their school's Literacy Plan and the strategies being used in the N. C. Read to Achieve Program that requires all third graders to read at their grade level prior to being promoted to fourth grade.

Mrs. Laura Rigsbee, Principal of Aycock Elementary, stressed that her staff members place a strong emphasis on literacy from pre-kindergarten through fifth grade. Each morning students in kindergarten through third grade are provided a 90-minute block for reading with a focus on using Reading 3D strategies. Teachers use Reading 3D data to design their instruction to make sure they cover the skills needed to help their students and provide additional activities through classroom centers based on the needs of the students. Tutoring in reading is available for students in kindergarten through fifth grade during the school day and after school. Teachers in non-reading subjects offer to give up their free time to work with students who need extra assistance in reading. Mrs. Rigsbee reiterated that a strong focus is placed throughout the school on how each student can be successful in reading and how they can be helped to achieve academic growth.

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Mrs. Crystal Richardson, Principal of Clarke Elementary, shared with the Board strategies being used at the school. Mrs. Richardson stated students were provided a 90-minute uninterrupted reading block each morning and fifth graders participated in a 45-minute reading rotation. Teachers use Reading 3D data to assess the progress of students and benchmarks are given every two weeks. The Reading Coach works with referred students to help them improve their reading skills. All teachers, teacher assistants, counselor, social worker, etc. work with students to improve their reading. Tutoring is held three days a week in reading. Mrs. Richardson stated that teachers meet on a weekly basis to discuss the progress of students and identify the areas where students need extra help to improve their skills.

Mrs. White thanked both principals for attending and providing good information on what they are doing. The Board is expecting great things.

Mr. Gregory thanked Mrs. Rigsbee and Mrs. Richardson for their presentations. He shared the United Way of Vance County hosted a kick-off for Read to Achieve at the Skateum. It was amazing to see the interest shown for the reading format and what the United Way is doing with their Board of Directors. Everyone is climbing on board to help.

- B. Mr. Gregory presented revisions to the 2013-2014 Academic Calendar for Board approval. He stated three (3) make up days were needed for January 22, 29 & 30, 2014. January 22, 2014 will be designated as annual leave. January 29 & 30, 2014 will be designated as no days. Student days will be added to the end of the calendar, June 9, 10 & 11, 2014. Teacher workdays will be added also for June 13, 16 & 17, 2014. Mr. Gregory recommended the Board approve the revisions.

Upon motion by Mrs. Hartness, second by Mrs. Ellis, the Board unanimously (7-0) approved revisions to the 2013-2014 Academic Calendar.

- C. Revisions to the 2013-2014 Early College Calendar were presented to the Board for approval. Mr. Gregory stated three (3) make up days were needed for January 22, 29 & 30, 2014. All three (3) days will be designated as no days. Student days will be made up on February 18, 2014, April 9, 2014 and May 23, 2014. Teacher workdays will be added to the end of the calendar, May 29, 30 and June 2, 2014.

Upon motion by Mrs. Oxendine, second by Ms. Williams, the Board unanimously (7-0) approved revisions to the 2013-2014 Early College Calendar.

- D. A recommendation was made by Mr. Gregory in the event of additional inclement weather, make up days would be scheduled on the Saturday of the week the inclement weather occurs.

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Upon motion by Mrs. Hartness, second by Mrs. Ellis, the Board unanimously (7-0) approved additional make up days to be scheduled on the Saturday of the week the inclement weather occurs if needed.

E. Mr. Gregory announced the graduation dates and times for 2014.

- Early College – May 23rd, 6:00 p.m.
- Western Vance – June 13th, 7:00 pm.
- Southern Vance – June 14th, 8:00 a.m.
- Northern Vance – June 14th, 11:00 a.m.

7. Board of Education Standing Committees

- (1) Personnel – Mrs. Ellis reported that the committee met on February 4, 2014 and presented the recommendations to the Board with one change. Remove the fourth name under resignations on page 2.

Upon motion by Mrs. Ellis, second by Mrs. Oxendine, the Board unanimously (7-0) approved the following personnel recommendations.

Appointments

Christopher Matthews	Locksmith/Mechanic	Maintenance	Eff. 02/17/14
Monique Alston	Teacher Assistant	Clarke	Eff. 01/27/14
Ernestine Brodie	Teacher Assistant	Pinkston Street	Eff. 01/27/14
Rose Jarrell	Grade 1 Teacher (PT)	Dabney	Eff. 02/01/14
Delores Lyons	Civics & Economics	Northern Vance	Eff. 01/14/14
Francis Brown	Fire Safety Teacher	Southern Vance	Eff. 03/01/14
Christopher Leak	Driver Training (PT)	Northern Vance	Eff. Pending
Robinette Fischer	Driver Training (PT)	Northern Vance	Eff. Pending
Jamie McClain	Counselor	Northern Vance	Eff. 01/28/14
Miles Fischer	Social Studies Teacher	Henderson Middle	Eff. 02/10/14
Jasmine Bethea	Drama Teacher	Southern Vance	Eff. 02/24/14

Resignations

Kerry Greathouse	Grade 5 Teacher	Aycock	Eff. 02/07/14
Zuri Sneed	Science Teacher	Northern Vance	Eff. 01/28/14
Timothy Scholze	Social Studies Teacher	STEM	Eff. 01/22/14
Dana Ewell	Chorus Teacher	Southern Vance	Eff. 02/07/14

Leave of Absences

Goins Sneed	Groundskeeper	Maintenance	Eff. 01/22/14
Mittie Bell	E. C. Teacher	Clarke	Eff. 01/07/14
Mary Hargrove	Cafeteria Assistant	Clarke	Eff. 01/22/14

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Gloria Debnam	E. C. Teacher	Pinkston Street	Eff. 01/06/14
Kate Hightower	Grade 2 Teacher	E. M. Rollins	Eff. 01/27/14
Jessica London	E. C. Teacher	Eaton Johnson	Eff. 01/21/14
Sallie Nelson	Teacher Assistant	Eaton Johnson	Eff. 01/14/14
Shalonda Young	Counselor	L. B. Yancey	Eff. 02/28/14
Mary Vicente	E. C. Teacher	Eaton Johnson	Eff. 02/01/14
Ernestine Miles	Café Asst./Bus Driver	Southern Vance	Eff. 02/05/14
Regina Watkins	Office Support	Southern Vance	Eff. 01/14/14

Employment Recommendations – (Temporary/Substitute)

Joan Perry	Cafeteria Substitute	All Schools
Clarencia Green	Substitute Teacher	All Schools
Julia Taylor	Tutor	Aycock
Winter McMannen	Tutor	Pinkston Street
Vicki Hansen	Tutor	E. M. Rollins
Rebecca Finch	Tutor	E. M. Rollins

Transfers – For Information Only

Michael Davis	(f) Accounts Payable	Child Nutrition	Eff. 02/03/14
	(t) Accounts Payable	Finance Dept.	
Beth Hubbard	(f) Grade 1 Teacher (FT)	Dabney	Eff. 02/03/14
	(t) Grade 1 Teacher (PT)	Dabney	
Margaret Key	(f) Teacher Assistant	New Hope	Eff. 02/03/14
	(t) Grade 3 Teacher	E. M. Rollins	

Vance County Schools

Athletic Coaches – Spring 2014 (Middle & High Schools)

High School Athletic Coaches

NVHS – Athletic Director		SVHS – Athletic Director	
1	Jeff Arthurs (S)	1	David Jennings (S)
NVHS – Women’s Soccer		SVHS – Women’s Soccer	
1	Razvan Tegean (Head Coach) (S)	1	Brandi Breinig (Head Coach) (S)
2	Melinda Farmer (Asst. Coach) (S)	2	Christine Francis (Asst. Coach) (S)
NVHS - Softball		SVHS – Softball	
1	Annie Machamer (Head Coach) (S)	1	Leanne Harrell (Head Coach) (S)
2	Keyachtta Hawkins (Asst. Coach)(S)	2	Amy Simpson (Asst. Coach) (S)
3	<i>Vacant</i>	3	<i>Vacant</i>

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NVHS – Baseball		SVHS – Baseball	
1	Benji Nelson (Head Coach) (S)	1	Eric Faucette (Head Coach) (S)
2	Kevin Boone (Asst. Coach) (CP)	2	Johnathan Oakley (Asst. Coach) (CP)
3	<i>Vacant</i>	3	Mark Porter (JV Coach) (CP)
NVHS – Tennis		SVHS – Tennis	
1	Jonathan Seu (Head Coach) (S)	1	Jameil Floyd (Head Coach) (S)
NVHS – Golf		SVHS – Golf	
1	Nicole Huber (Head Coach) (S)	1	Glen Garrison (Head Coach) (S)
NVHS - Lacrosse		SVHS - Lacrosse	
1	Samuel Barnes (Head Coach) (S)	1	
NVHS – Men Track		SVHS – Men Track	
1	Wilton Baskett (Head Coach) (S)	1	Petronia Hicks (Head Coach) (S)
2	Anthony Campbell (Asst. Coach)(S)	2	Clarence Dale (Asst. Coach) (CP)
NVHS – Women Track		SVHS – Women Track	
1	Wilton Baskett (Head Coach) (S)	1	Reggie Moore (Head Coach) (S)
2	Courtney Perry (Asst. Coach) (CP)	2	Corei Plummer (Asst. Coach) (CP)
NVHS – Strength		SVHS – Strength	
1	Eric Watkins (Head Coach) (S)	1	Douglas Fraser (Head Coach) (S)
NVHS – Athletic Trainer		SVHS – Athletic Trainer	
1	Contracted-Ortho Specialist of NC	1	Contracted-Ortho Specialist of NC

Middle School Athletic Coaches

EJMS – Athletic Director		HMS – Athletic Director	
1	Sharon Turner (S)	1	Len Manley (S)
EJMS –Softball		HMS - Softball	
1	Kenisha Williams (Head Coach) (S)	1	Gloria Holden (Head Coach) (S)
2	Phyllis Williams (Asst. Coach) (S)	2	Cassandra Daniels (Asst. Coach) (S)
EJMS – Baseball		HMS – Baseball	
1	Reginald Shearin (Head Coach) (S)	1	David Alston (Head Coach) (S)
2	Shelton Anderson (Asst. Coach) (S)	2	Kenneth Troeller (Asst. Coach) (S)

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EJMS – Women Soccer		HMS – Women Soccer	
1	Greg Prentice (Head Coach) (S)	1	Stephen Boone (Head Coach) (S)
2	Stephanie Bobbitt (Asst. Coach) (S)	2	Mahlon Mills (Asst. Coach) (S)
EJMS – Men & Women Track		HMS – Men & Women Track	
1	Tracey Hargrove Jones (Head Coach) (S)	1	Annie Fields (Head Coach) (S)
2	Michele Owens (Asst. Coach) (S)	2	Mcshell Edmonds (Asst. Coach) (S)
EJMS – Athletic Trainer		HMS – Athletic Trainer	
1	Debbie Kendrick (S)	1	Len Manley (S)

(S) School/District Staff | (C) Certified Teacher- *Not employed by VCS* | (CP) Community Paid | (V) Volunteer

The maximum number of coaches allowed on the sideline/field/court/includes the dugout. Coaches can be a combination of staff, community and volunteer; however, the number of coaches cannot exceed the allotted number of coaches per sport.

*All coaching agreements will end on June 30, 2014.

*All positions that are filled by community and volunteer coaches must be advertised first by the Human Resource Department, followed by the NCHSAA.

- (2) Finance – Mrs. White reported that the committee did not meet. Information for review was sent to the committee prior to the Board meeting. Mr. Newby shared the proposed 2014-2015 Fiscal Year Budget Calendar that will be presented for approval at the March Board Meeting. Budget amendments were also shared with the committee for review.

Mrs. White presented the amendments for approval.

- (a) Upon motion by Mrs. White, second by Mrs. Oxendine, the Board unanimously (7-0) approved Budget Amendment #2 for State Public School Fund.

State Public School Fund Budget Amendment #2 in the amount of \$545,623.00 to amend budget to align with resources and adjust to DPI allotments. Allotment revisions #14-19.

	<u>INCREASE</u>	<u>DECREASE</u>
Revenues:		
State Public School Fund	\$545,459.00	
School Technology Fund	\$ 164.00	

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Expenditures:

Instructional Services:

5100 Regular Instructional Services	\$ 47,143.00	
5200 Special Populations Services	\$ 22,366.00	
5800 School-Based Support Services		\$ 1,000.00

System-Wide Support Services:

6100 Support & Development Services		\$ 2,250.00
6500 Operational Support Services	\$479,364.00	

- (b) Upon motion by Mrs. White, second by Mrs. Oxendine, the Board unanimously (7-0) approved Budget Amendment #2 for Local Current Expense Fund.

Local Current Expense Fund Amendment #2 in the amount of \$0 to amend the budget to align resources with current needs.

INCREASE

DECREASE

Expenditures:

Instructional Services:

5100 Regular Instructional Services		\$ 495.00
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System-Wide Support Services:

6600 Financial and Human Resource Services	\$ 495.00	
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- (c) Upon motion by Mrs. White, second by Mrs. Oxendine, the Board unanimously (7-0) approved Budget Amendment #2 for Federal Grants Fund.

Federal Grants Fund Budget Amendment #2 in the amount of \$89,923.00 to amend budget to align with resources and needs. Allotment revisions #14-19.

INCREASE

DECREASE

Revenues:

Federal Funds	\$ 89,923.00	
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Expenditures:

Instructional Services:

5100 Regular Instructional Services	\$ 4,258.00	
5200 Special Populations Services	\$ 131.00	
5300 Alternative Programs/Services	\$ 39,066.00	
5800 School-Based Support Services	\$ 155.00	

System-Wide Support Services:

6200 Special Population Support and Development Services	\$ 8,690.00	
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6300	Alternative Programs, Services	\$ 26,546.00
	Support, Development Services	
6500	Operational Support Services	\$ 5,037.00
8000	Non-Programmed Charges	\$ 6,040.00

- (d) Upon motion by Mrs. White, second by Mrs. Oxendine, the Board unanimously (7-0) approved Budget Amendment #2 for Other Restricted Fund.

Other Restricted Fund Budget Amendment #2 in the amount of \$10,370.00 to amend budget to align resources with current needs.

	<u>INCREASE</u>	<u>DECREASE</u>
Revenues:		
Federal Funding	\$ 5,095.00	
Other Local Funds	\$ 5,275.00	
Expenditures:		
<i>Instructional Services:</i>		
5200 Special Populations Services		\$ 11,905.00
<i>System-Wide Support Services:</i>		
6500 Operational Support Services	\$ 22,275.00	

- (3) Building and Grounds – Mrs. Hartness reported that the committee met on January 23, 2014.
- (a) The committee was asked not to discuss the door locking system; therefore, they did not.
- (b) Security cameras were discussed. The Technology and Maintenance departments will work together to get our systems standardized.
- (c) The Facility Study was discussed at a previous Board meeting, and the Board agreed to seek an outside vendor. At the committee meeting, Mrs. Hartness recommended contacting ORED through N. C. State University who did the student attendance zones when Clarke Elementary was built. Since the committee meeting, Mr. Gregory contacted the Department of Public Instruction on the possibility of conducting the facility study. DPI contacted Mr. Gregory and stated they could conduct the facility study. The only charge would be for their transportation costs. Mrs. Hartness contacted the other committee members, Ms. Williams and Mr. Wilson, and they agreed to bring the recommendation to the full Board for approval.

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Mrs. Hartness made a motion to have the Department of Public Instruction conduct a facility study and for the administrators to pull together the information needed by DPI for this study. Mr. Wilson seconded the motion. The motion passed unanimously (7-0).

(d) Monthly updates and work order reports were included in the Board's packet for review. The committee will meet on February 27, 2014.

(4) Policy – Mrs. Oxendine reported that the committee did not meet.

(5) Curriculum – Mr. Cash reported that the committee did not meet. The next meeting is scheduled for February 20, 2014, at 9:00 a.m.

(6) Community Relations – Ms. Williams reported that the committee met on February 4, 2014. She stated the United Way of Vance County hosted a Reading Rally for all third grade students at the Skateeum on February 6, 2014. Athletes and Club members from Northern Vance and Southern Vance high schools talked with the students about the importance of reading. Cheerleaders led cheers to promote reading. The Southern Vance Pep Band and Step Team performed. Each third grader received a free book and other gifts to take home. Ms. Williams stated it was a very positive event and well organized. The high school students did a great job.

Ms. Williams shared a parent survey will be conducted through the Connect 5 Call System in March. Results will be shared with the administrators and Board members. A speaker's bureau is also being planned with local business leaders, government leaders, church leaders, members of civic and community groups and individuals interested in going into classrooms to talk with students about educational and career opportunities throughout the school year.

8. New Business - none

9. Upon motion by Mrs. Oxendine, second by Mrs. Ellis, the Board unanimously (7-0) approved the following overnight field trip.

February 27-March 2, 2014 – Southern Vance High School Step Team – CIAA Step Show Competition, Charlotte, NC

10. Out of County Transfer Requests - none

11. Upon motion by Mrs. White, second by Mrs. Oxendine, the Board voted unanimously (7-0) to go into closed session pursuant to the provisions of North Carolina General Statutes 143-

BOARD MINUTES

February 11, 2014

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318.11 for the purpose of approving executive session minutes and discussing legal, personnel, and property issues pursuant to subsection (a) of said statute at 8:08 p.m.

12. The Board returned to open session at 8:50 p.m.

13. Ms. Williams made a motion to start over and rebid the door locking system. The motion was seconded by Ms. Oxendine. The motion passed 6 yes, 1 no (Hartness).

With his yes vote, Mr. Wilson wanted to go on record that it is a shame that the delay of the security system has been 8 months. Someone can enter a school and shoot a student.

14. Being no further business, upon motion by Mr. Cash, second by Mrs. Oxendine, and unanimous (7-0) vote, the Board adjourned at 8:54 p.m.

Vance County Schools

2013-2014 Academic Calendar

ATTACHMENT VII.D

Adopted by the Board of Education April 8, 2013
Revised by the Board of Education February 11, 2014

July, 2013							January, 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6				1	2	3	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30	31				26	27	28	29	30	31	
August, 2013							February, 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3							1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30	31	23	24	25	26	27	28	
September, 2013							March, 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7							1
8	9	10	11	12	13	14	2	3	4	5	6	7	8
15	16	17	18	19	20	21	9	10	11	12	13	14	15
22	23	24	25	26	27	28	16	17	18	19	20	21	22
29	30						23	24	25	26	27	28	29
							30	31					
October, 2013							April, 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5			1	2	3	4	5
6	7	8	9	10	11	12	6	7	8	9	10	11	12
13	14	15	16	17	18	19	13	14	15	16	17	18	19
20	21	22	23	24	25	26	20	21	22	23	24	25	26
27	28	29	30	31			27	28	29	30			
November, 2013							May, 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2					1	2	3
3	4	5	6	7	8	9	4	5	6	7	8	9	10
10	11	12	13	14	15	16	11	12	13	14	15	16	17
17	18	19	20	21	22	23	18	19	20	21	22	23	24
24	25	26	27	28	29	30	25	26	27	28	29	30	31
December, 2013							June, 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30					

RED dates indicate students are not in school.

GREEN dates indicate Early Release

In the event of inclement weather, the following dates may be changed to student school days:

October 11, June 9, June 10, June 11, March 3, Saturdays of the week inclement weather occurs

Calendar is subject to change due to inclement weather. Please visit our website at www.vcs.k12.nc.us for the latest information.

Vance County Schools

2013-2014 Early College Academic Calendar

ATTACHMENT VII.E

Adopted by the Board of Education April 8, 2013
Revised by the Board of Education October 14, 2013, February 11, 2014

July, 2013							January, 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6				1	2	3	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30	31				26	27	28	29	30	31	
August, 2013							February, 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3							1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30	31	23	24	25	26	27	28	
September, 2013							March, 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7							1
8	9	10	11	12	13	14	2	3	4	5	6	7	8
15	16	17	18	19	20	21	9	10	11	12	13	14	15
22	23	24	25	26	27	28	16	17	18	19	20	21	22
29	30						23	24	25	26	27	28	29
							30	31					
October, 2013							April, 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5			1	2	3	4	5
6	7	8	9	10	11	12	6	7	8	9	10	11	12
13	14	15	16	17	18	19	13	14	15	16	17	18	19
20	21	22	23	24	25	26	20	21	22	23	24	25	26
27	28	29	30	31			27	28	29	30			
November, 2013							May, 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2					1	2	3
3	4	5	6	7	8	9	4	5	6	7	8	9	10
10	11	12	13	14	15	16	11	12	13	14	15	16	17
17	18	19	20	21	22	23	18	19	20	21	22	23	24
24	25	26	27	28	29	30	25	26	27	28	29	30	31
December, 2013							June, 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30					

RED dates indicate students are not in school.

In the event of inclement weather, the following dates may be changed to student school days:

October 7, October 8, April 9, May 23, February 18

Calendar is subject to change due to inclement weather. Please visit our website at www.vcs.k12.nc.us for the latest information.

Vance County Schools
Board of Education
Personnel Committee
March 5, 2014

Minutes

The Personnel Committee of the Vance County Board of Education met on Wednesday, March 5, 2014 at 8:30 a.m. at the Vance County Schools' Administrative Office.

Board Members Present

Mr. Ronald Gregory, Superintendent
Ms. Ruth Hartness, Board Member
Mr. Ed Wilson, Board Member

Staff Members Present

Ms. Angela Miles, Assistant Director, HRM
Dr. Brian Creasman, Asst. Superintendent

Not Present

Ms. Margaret Ellis, Chair

Call to Order

The meeting was called to order at approximately 8:30 a.m.

Action Items:

Employment Recommendations(s)
Resignation(s)/Retirement(s)
Leave(s)

A motion was made by Mr. Wilson and seconded by Ms. Hartness that the recommendations are presented to the full Board on March 10, 2014.

Discussion Items:

- Issues at Pinkston St. Elementary School
- Other sensitive personnel issues

The meeting was adjourned at approximately 8:50 a.m.

The next meeting of the Personnel Committee will be April 8, 2014. You may contact any member of the Personnel Committee for further details of discussion items or you may contact Wil McLean in the Human Resource Management Office.

**VANCE COUNTY BOARD OF EDUCATION
MARCH 10, 2014, BOARD MEETING
PERSONNEL SUMMARY SHEET**

I. EMPLOYMENT RECOMMENDATION (S)

<u>NAME</u>	<u>RACE/SEX</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>	<u>FUND SOURCE</u>
Jessica Kearney (replacing Nadine White – promoted – W/F)	B/F	Secretary	Child Nutrition	03/12/2014	Local
Deborah Richardson (replacing Mittie Bell – B/F - Leave)	B/F	E. C. Teacher (Interim)	Clarke	02/24/2014	State
Brenda Lloyd (replacing Tim Scholze - W/M - resigned)	B/F	Lang. Arts Teacher (Interim)	S.T.E.M.	01/27/2014	State
Angula Williams (Temporary assignment)	B/F	Teacher Assistant	E. O. Young	03/04/2014	State

.. RESIGNATION(S)

<u>NAME</u>	<u>RACE/SEX</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>	<u>FUND SOURCE</u>
Katie Purnell (Health reasons)	B/F	Bus Monitor	Aycock	02/28/2014	State
Kimberly Fuller (Personal reasons)	B/F	Teacher Asst.	Pinkston St.	02/10/2014	State
Dana Ewell (Warren County Schools)	B/F	Chorus Teacher	Southern Vance	02/07/2014	State

**VANCE COUNTY BOARD OF EDUCATION
MARCH 10, 2014, BOARD MEETING
PERSONNEL SUMMARY SHEET**

III. LEAVE (S)

<u>NAME</u>	<u>RACE/SEX</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>	<u>FUND SOURCE</u>
Donna Stukes (FMLA)	B/F	3 rd Grade Teacher	New Hope	02/27/2014	State
Isabella Jenkins (FMLA)	B/F	E. C. Teacher	E. O. Young	03/04/2014	State
Arlene Hicks (FMLA)	B/F	Teacher Assistant	E. M. Rollins	03/07/2014	State
Yvette Baskerville (FMLA)	B/F	Teacher Assistant	Henderson Middle	02/10/2014	State
Valerie Royster (FMLA)	B/F	Teacher Assistant	L. B. Yancey	02/10/2014	State

IV. TRANSFER/PROMOTION (S) – For Information Only

<u>NAME</u>	<u>RACE/SEX</u>	<u>CURRENT ASSIGNMENT</u>	<u>NEW ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
Petronia Hicks	B/F	Teacher Assistant Zeb Vance	TIMS Data Manager Transportation	02/24/2014



VANCE COUNTY SCHOOLS
BOARD OF EDUCATION
FINANCE COMMITTEE MEETING

February 26, 2014

5:30 P.M.

MINUTES

Roll Call

Board Members

Gloria J. White, Chairperson (Present)
Emeron Cash (Present)
Darlynn Oxendine (Present)

Staff Members

Ronald Gregory, Superintendent (Present)
Robert Newby, Finance Officer (Present)

Others Present

Dr. Brian Creasman, Assistant Superintendent
Dr. Trixie Brooks, Assistant Superintendent
John Suther, Assistant Finance Officer

Call to Order

Chairman Gloria J. White called the meeting to order.

Open Session

Action Items:

- (1) Approval of 2014-2015 Fiscal Year Budget Calendar
- (2) Approval of Budget Amendments

Motion: Gloria White made a motion to forward both action items to the full Board for approval. Seconded by Darlynn Oxendine. Motion carried (3:0).

Adjournment

The next meeting of the Finance Committee is tentatively scheduled to be held on Wednesday, April 2, at 5:30 p.m. in the Superintendent's Conference Room of the Administrative Services Center.

Chairperson Gloria J. White adjourned the meeting.

Respectfully submitted,

Robert Newby
Finance Officer
Vance County Schools



**VANCE COUNTY SCHOOLS
BOARD OF EDUCATION
FINANCE COMMITTEE AGENDA**

February 26, 2014

Board Committee Members

**Gloria J. White, Committee Chairperson
Emeron Cash
Darlynn Oxendine**

Staff Committee Members

**Ronald Gregory, Superintendent
Robert Newby, Finance Officer**

Information Items

Action Items

- (1) Approval of 2014-2015 Fiscal Year Budget Calendar (see attached Item Summary)**
- (2) Approval of Budget Amendments (attachment)**

Next Finance Committee Meeting:

**Tentative Date: Wednesday, April 2, 2014
Time: 5:30 PM
Place: Superintendent's Conference Room**

Vance County Schools
Finance Committee
February 26, 2014

Action Item: Approval of 2014-2015 Fiscal Year Budget Calendar

Summary

Vance County Schools is seeking Board approval of the 2014-2015 Fiscal Year Budget Calendar. The Budget Calendar is a proposed timeline of events for the purpose of deliberating and taking action on both the 2014-2015 fiscal year Budget Request submitted to the County and the Initial Budget Resolution to be adopted by the Vance County Board of Education.

This proposed Budget Calendar was presented as an information item for review and consideration by both the Finance Committee and the full Board at their last respective meetings.

Attachment: Vance County Public Schools 2014-2015 Fiscal Year Budget Calendar

VANCE COUNTY PUBLIC SCHOOLS

2014-2015 FISCAL YEAR BUDGET CALENDAR

Date	Agenda Item
January 21, 2014	Current Expense Budget Packages Sent to Supervisors and Department Heads
February 3, 2014	Completed Capital Outlay Budget Packages Returned to the Finance Office
February 4, 2014	Completed Current Expense Budget Packages Returned To The Finance Office
March 3-7, 2014	Receive and Review State Planning Allotments
March 3-7, 2014	Capital Outlay Budget Request Work Session (Administrative Review)
March 10-14, 2014	Capital Outlay Budget Request Work Session with Board of Education
March 17-21, 2014	Current Expense Budget Request Work Session (Administrative Review)
March 24-28, 2014	Current Expense Budget Request Work Session with Board of Education
April 14, 2014	Approval of County Budget Request by Board of Education
May 1, 2014	Budget Request Submitted to County Manager
June 30, 2014	Year End Close Out and Interim Budget Resolution Adopted by Board of Education
	(continued)

**VANCE COUNTY PUBLIC SCHOOLS
2014-2015 FISCAL YEAR BUDGET CALENDAR**

Date	Agenda Item
August 4-8, 2014	Capital Outlay, Child Nutrition and Child Care Initial Budgets Work Session (Administrative Review)
August 18-22, 2014	Capital Outlay, Child Nutrition and Child Care Initial Budgets Work Session with Board of Education
September 1-5, 2014	State, Local and Federal Initial Budgets Work Session (Administrative Review)
September 15-19, 2014	State, Local and Federal Initial Budgets Work Session with Board of Education
October 13, 2014	Adoption of Initial Budget and Budget Resolution by Board of Education

Dates set forth above are tentative and are subject to change. Times and locations of meetings will be determined as those dates are reached.

Budget Amendment # 3
VANCE COUNTY SCHOOLS
State Public School Fund

The Vance County Board of Education at a meeting on the 10th day of March, 2014 passed the following resolution.

BE IT RESOLVED that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2014.

		Amount	
Code Number	Description of Code	Increase	Decrease
Revenues:	State Public School Fund	\$73,213	
	School Technology Fund		
	Unallocated Revenue		
	Indian Gaming Fund		
	Textbooks (New)		\$2,453
	Textbooks (Carryover)		
Expenditures:			
	<i>Instructional Services:</i>		
5100	Regular Instructional Services		\$1,353
5200	Special Populations Services		
5300	Alternative Programs and Services		
5400	School Leadership Services		
5800	School-Based Support Services	\$72,113	
	<i>System-Wide Support Services:</i>		
6100	Support and Development Services		
6200	Special Population Support and Development Services		
6300	Alternative Programs and Services Support and Development Services		
6400	Technology Support Services		
6500	Operational Support Services		
6600	Financial and Human Resource Services		
6700	Accountability Services		
6800	System-Wide Pupil Support		
6900	Policy, Leadership and Public Relations Services		
7000	Ancillary Services		
8000	Non-Programmed Charges		

Explanation: To amend budget to align with resources and adjust to DPI allotments. Allotment Revision # 20-22. PRC 030 \$73,213; PRC 130 (\$2,453) Textbook Waiver.

Total Appropriation in Current Budget	\$ 42,941,513
Amount of Increase/(Decrease) of above Amendment	<u>70,760</u>
Total Appropriation in Current Amended Budget	<u>\$ 43,012,273</u>

Passed by majority vote of the Vance County Board of Education on the 10th day of March, 2014.

Chairman, Board of Education

Secretary, Board of Education

**VANCE COUNTY SCHOOLS
STATE PUBLIC SCHOOL FUND
BUDGET AMENDMENT # 3**

PRC	AMT	Revision #	DESCRIPTION	TOTAL
030	25,550	13	Digital Learning	
030	47,663	21	Digital Learning	73,213
130	(2,453)	20	Textbook Waiver	(2,453)
	70,760		Amount of Increase (Decrease)	70,760

Budget Amendment # 3
VANCE COUNTY SCHOOLS
Local Current Expense Fund

The Vance County Board of Education at a meeting on the 10th day of March, 2014 passed the following resolution.

BE IT RESOLVED that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2014.

		Amount	
Code Number	Description of Code	Increase	Decrease
Revenues:	Federal Funding		
	State Funding		
	County Appropriations		
	Interest and Indirect Cost		
	Other Local Funds		
	Transfer In		
	Appropriated Fund Balance		
Expenditures:			
	<i>Instructional Services:</i>		
5100	Regular Instructional Services	\$62	
5200	Special Populations Services		
5300	Alternative Programs and Services		
5400	School Leadership Services		
5500	Co-Curricular Services		\$4,400
5800	School-Based Support Services		
	<i>System-Wide Support Services:</i>		
6100	Support and Development Services		
6200	Special Population Support and Development Services		
6300	Alternative Programs and Services Support and Development Services		
6400	Technology Support Services		
6500	Operational Support Services		
6600	Financial and Human Resource Services	\$4,400	
6700	Accountability Services		
6800	System-Wide Pupil Support		
6900	Policy, Leadership and Public Relations Services		\$62
7000	Ancillary Services		
8000	Charter Schools Allocation		

Explanation: To amend the budget to align resources with current needs.

Total Appropriation in Current Budget	\$ 8,082,938
Amount of Increase/(Decrease) of above Amendment	-
Total Appropriation in Current Amended Budget	\$ 8,082,938

Passed by majority vote of the Vance County Board of Education on the 10th day of March, 2014.

 Chairman, Board of Education

 Secretary, Board of Education

Budget Amendment # 3
VANCE COUNTY SCHOOLS
Federal Grants Fund

The Vance County Board of Education at a meeting on the 10th day of March, 2014 passed the following resolution.

BE IT RESOLVED that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2014.

		Amount	
Code Number	Description of Code	Increase	Decrease
Revenues:	Federal Funds	\$111,578	
Expenditures:			
	<i>Instructional Services:</i>		
5100	Regular Instructional Services		
5200	Special Populations Services		\$23,033
5300	Alternative Programs and Services	\$28,050	
5800	School-Based Support Services	\$7,626	
	<i>System-Wide Support Services:</i>		
6100	Support and Development Services		
6200	Special Population Support and Development Services	\$89,156	
6300	Alternative Programs and Services Support and Development Services	\$8,995	
6400	Technology Support Services		
6500	Operational Support Services	\$3,874	
6600	Financial and Human Resource Services		
6700	Accountability Services		
7000	Ancillary Services		
8000	Non-Programmed Charges		\$3,090

Explanation: To amend budget to align with resources and needs. Allotment Revision # 20-22. PRC060 \$68,743; PRC 110 \$42,835

Total Appropriation in Current Budget	\$ 7,985,908
Amount of Increase/(Decrease) of above Amendment	<u>111,578</u>
Total Appropriation in Current Amended Budget	<u>\$ 8,097,486</u>

Passed by majority vote of the Vance County Board of Education on the 10th day of March, 2014.

Chairman, Board of Education

Secretary, Board of Education

VANCE COUNTY SCHOOLS
FEDERAL GRANTS FUND
BUDGET AMENDMENT # 3

PRC	PROGRAM	AMT	DESCRIPTION	TOTAL
60	IDEA VI-B Handicapped	68,743	Difference between planning and initial allotment	68,743
110	Title IV - 21st Century Comm. Learning Centers	42,835	Additional initial allotment	42,835
				-
		111,578	Amount of Increase/Decrease	111,578

Budget Amendment # 3
VANCE COUNTY SCHOOLS
Other Restricted Fund

The Vance County Board of Education at a meeting on the 10th day of March, 2014 passed the following resolution.

BE IT RESOLVED that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2014.

		Amount	
Code Number	Description of Code	Increase	Decrease
Revenues:	Federal Funding		
	State Funding		
	County Appropriations		
	Interest and Indirect Cost		
	Other Local Funds	\$2,708	
	Transfer In	\$125,000	
	Appropriated Fund Balance		
Expenditures:			
	<i>Instructional Services:</i>		
5100	Regular Instructional Services		
5200	Special Populations Services		
5300	Alternative Programs and Services		
5400	School Leadership Services		
5500	Co-Curricular Services		
5800	School-Based Support Services		
	<i>System-Wide Support Services:</i>		
6100	Support and Development Services		
6200	Special Population Support and Development Services		
6300	Alternative Programs and Services Support and Development Services		
6400	Technology Support Services		
6500	Operational Support Services	\$2,708	
6600	Financial and Human Resource Services		
6700	Accountability Services		
6800	System-Wide Pupil Support		
6900	Policy, Leadership and Public Relations Services	\$125,000	
7000	Ancillary Services		
8000	Charter Schools Allocation		

Explanation: To amend the budget to align resources with current needs. PRC 801 \$125,000 Transfer from Capital Outlay for ASC Building Payment; PRC 782 \$2,708.

Total Appropriation in Current Budget	\$ 2,463,999
Amount of Increase/(Decrease) of above Amendment	<u>127,708</u>
Total Appropriation in Current Amended Budget	<u>\$ 2,591,707</u>

Passed by majority vote of the Vance County Board of Education on the 10th day of March, 2014.

Chairman, Board of Education

Secretary, Board of Education

VANCE COUNTY SCHOOLS
OTHER RESTRICTED FUND
BUDGET AMENDMENT # 3

PRC	AMT	DESCRIPTION	TOTAL
782	2,708	Kerr-Tar Utility/Custodian Fees	2,708
801	125,000	Payment for ASC building	125,000
	127,708	Amount of Increase/Decrease	127,708

**Minutes of the Vance County Schools' Building & Grounds Committee Meeting
Thursday, February 27, 2014**

The Vance County Schools' Building and Grounds Committee met on Thursday, February 27, 2014 at 8:30 a.m. in the Superintendent's Conference Room.

Present:	Ruth Hartness	Ronald E. Gregory	Robert Newby
	Dorothy Williams	Brian Creasman	Kevin Perdue
	Ed Wilson	Trixie Brooks	

Ruth Hartness, committee chairperson, called the meeting to order at 8:30 a.m.

Agenda Item No.1

Door Locking System Process

Kevin Perdue – Vance County Schools

The meeting began by discussing issues related to the bid process. After much discussion, it was decided that Kevin Perdue would visit Nash Rocky Mount Schools to view work completed by NC Sound.

Agenda Item No.2

Facility Study

Ronald Gregory – Vance County Schools

Brian Creasman – Vance County Schools

Kevin Perdue – Vance County Schools

It was discussed that Vance County Schools would work with a team from DPI during the month of March to complete the study.

Agenda Item No.3

Monthly Updates

Kevin Perdue – Vance County Schools

The monthly updates were also presented in the package with no discussions. (Attachment I)

Agenda Item No.4

Work Order Reports

Kevin Perdue – Vance County Schools

The monthly work orders were also presented in the package with no discussions. (Attachment II)

After a motion, the Building and Grounds Committee Meeting was adjourned. The next Building and Grounds Committee Meeting will be held on Thursday, March 27, 2014.

BUILDING AND GROUNDS REPORT (February 2014)

1. Aycock
 - A. Replaced the defrost clock on the walk-in freezer.
 - B. Replaced the Belimo valve damper assembly for the heating system for the main office.
 - C. Pulled new wiring from the main building to the first light pole in the bus parking lot.
 - D. Replaced the control board in the main fire panel.
2. Carver
 - A. Replaced all the horn strobes in the fire system that did not meet the fire code.
3. E. M. Rollins
 - A. Replaced the fan relay on the heat pump in room #28.
 - B. Replaced all the horn strobes in the main fire system that did not meet the fire code.
4. E. O. Young
 - A. Replaced all the horn strobes in the main fire system that did not meet the fire code.
5. Henderson Middle
 - A. Replaced all the horn strobes in the main fire system that did not meet the fire code.
 - B. Repaired water fountain.
 - C. Replaced handrail in stairway.
6. L. B. Yancey
 - A. Replaced the compressor in the #1 heat pump in the media center.
7. New Hope
 - A. Repaired water fountain.
8. Northern Vance
 - A. Replaced all the horn strobes in the main fire system that did not meet the fire code.
 - B. Replaced the gas valve in the #2 gas pack for the gym.
 - C. Replaced the key pad for the security system in the chemical storage building below the football stadium.
 - D. Replaced the actuator in the ventilator in room # B103.
 - E. Replaced the motor on the pump for the first boiler.
 - F. Replaced the pump on the heating unit for the Media Center.
 - G. Replaced the horn strobes for the main fire system that did not meet code.
9. Pinkston Street
 - A. Replaced the horn strobes for the main fire system that did not meet the fire code.
 - B. Repaired sink in room 5.
 - C. Repaired roof leak in room 9.

10. Southern Vance High

- A. Replaced all the horn strobes for the main fire system that did not meet the fire code.
- B. Repaired wall tile in girls shower.

11. Western Vance

- A. Replaced the horn strobes in the main fire system that did not meet the fire code.

12. Zeb Vance

- A. Cleaned all the air conditioner coils building wide.

13. Administrative Service Center

- A. Changed all the air filters building wide.

14. Facilities Department

- A. Replaced one of four compressors for the main freezer at distribution center.
- B. Work orders received through January 31, 2014 - 3,591
- Work orders completed through January 31, 2014 - 3,422
- Work orders incomplete through January 31, 2014 - 169
- Work orders prior year - 91

RECEIVED WORK ORDERS
JULY 1, 2013 TO JANUARY 31, 2014

Location	Carpentry	Custodial Equipment Repair	Delivery	Doors and Hardware	Electrical	Energy Management System	Fire Alarm System	Fire Extinguishers	Glass/Window Repairs	Grass Cutting	Grounds	Grounds Equipment Repair	Heating/Ventilation/Air Conditioning	Irrigation	Key and Lock	Kitchen Equipment	Mechanical	Miscellaneous	Pest Control	Plumbing	Refrigeration	Roof	Security	Tree Services	Vehicle Maintenance	Grand Total
Administrative Service Center	1	3	1		16	32	2	3	2	18	10	1	6		3					8		2	9	2		117
Aycock Elementary School	4		5	4	19	71	3	2	3	4	1	2	20		7	10			1	8		6	2			172
Carver Elementary School	4		12	4	6	56	2	1		5	2	3	11		3	6				11		4	2			132
Child Nutrition						30															12					42
Clarke Elementary School	6		3	3	3	49	3	1		5	3	3	20		4	15			2	18		2	1	1		142
Dabney Elementary School	9	1	8	3	21	49	1	1		5	7		13		1	22			7	10		6	5			169
Distribution Warehouse			1		2		1	1		3	3									1		2				15
E M Rollins Elementary School	17	1	7		7	51	2	2		1	6	4	27		3	11			4	9	1	7	1	2		163
E O Young Jr Elementary School	28		6	4	19	42	4	2		4	5	3	16		9	12				43		4	3	1		205
Eaton-Johnson Middle School	24	2	17	10	48	73	4	5	3	10	6	3	36	1	17	9			7	25	1	5	4	3	2	315
Henderson Middle School	34		11	11	33	51	7	2	3	6	3	2	29		17	14			7	21	1	8	8	4		272
L B Yancey Elementary School	6	1	4		7	42	2	1		5	3	1	21		6	16				14		5				134
Maintenance Department	2		45		2	30	2	2		5	7	79	2		2	1				1	3	2				114
New Hope Elementary School	5	2	3	5	16	41	2	1	1	5	6		12		3	16			1	10	1	5	2	1		138
Northern Vance High School	31	3	28	11	86	80	3	4	4	26	11	3	47	1	44	18				26	3	7	8	1		445
Pinkston Street Elementary School	4	2	7	2	5	42	4	2	1	4	4	1	12		5	9			1	8	1	3	3	1		121
Southern Vance High School	24		20	28	34	67	6	1	3	28	12	2	32	1	30	23				20	1	3	7	3		345
Transportation Department				1	2			2					2													7
Vance County Early College High School																1										1
Western Vance High School	7	2	9	3	19	39	8	2	1	5			24		4					10		2				135
Zeb Vance Elementary School	11	1	15	5	24	45	7	4			5	4	18		10	22			2	15		9	6	2		205
Grand Total	217	18	202	94	369	890	63	39	21	137	94	111	348	3	168	205	8	9	32	258	24	82	61	21	117	3591

**COMPLETED WORK ORDERS
JULY 1, 2013 TO JANUARY 31, 2014**

Location	Carpentry	Custodial Equipment Repair	Delivery	Doors and Hardware	Electrical	Energy Management System	Fire Alarm System	Fire Extinguishers	Glass/Window Repairs	Grass Cutting	Grounds	Grounds Equipment Repair	Heating/Ventilation /Air Conditioning	Irrigation	Key and Lock	Kitchen Equipment	Mechanical	Miscellaneous	Pest Control	Plumbing	Refrigeration	Roof	Security	Tree Services	Vehicle Maintenance	Grand Total	
Administrative Service Center	1	2	1		16	32	2	3	2	16	10	1	6		3					6			2	9	2		114
Aycock Elementary School	3		5	3	19	71	3	2	3	4	1	2	20		7	10			1	8		5	2			169	
Carver Elementary School	2		11	3	6	56	2	1		5	1	3	11		3	6				11		4	2			127	
Child Nutrition						30															12					42	
Clarke Elementary School	3		3	3	3	49	3	1		5	3	3	20		4	15			2	18		2	1	1		139	
Dabney Elementary School	8		8	3	21	49	1	1		5	7		13		1	22			7	10		5	5			166	
Distribution Warehouse			1		2		1	1		3	3									1		2				14	
E M Rollins Elementary School	8	1	5		7	50	2	2		1	4	3	27		3	11			4	9	1	7	1	2		148	
E O Young Jr Elementary School	25		6	4	19	42	4	2		4	4	3	16		8	12				42		4	3	1		200	
Eaton-Johnson Middle School	21	2	16	7	48	73	4	5	2	10	6	3	36	1	13	9			7	25	1	5	4	3	2	303	
Henderson Middle School	22		10	10	33	51	7	2	2	6	3	2	28		16	14			6	20	1	8	6	4		251	
L B Vancey Elementary School	5	1	4		7	42	2	1		5	3	1	21		4	16				14		5				131	
Maintenance Department	2		45		2	30	2	2		5	7	79	2		2	1	8			1	3	2			104	306	
New Hope Elementary School	4	2	2	4	16	41	2	1	1	5	6		12		3	16			1	9	1	5	2	1		134	
Northern Vance High School	20	3	27	8	86	80	3	4	4	26	11	2	47		37	18				25	3	7	8			419	
Pinkston Street Elementary School	2	2	6	1	5	42	4	2	1	4	4	1	12		4	9			1	8	1	3	3	1		116	
Southern Vance High School	15		20	17	34	66	6	1	3	28	12	2	32	1	21	23				19	1	3	5	2		311	
Transportation Department				1	2			2					2													7	
Vance County Early College High School																1										1	
Western Vance High School	2	2	6	3	19	39	8	2	1	5			24		4					10		2				127	
Zeb Vance Elementary School	9		14	5	24	45	7	4			5	4	18		9	22			2	13		8	5	2		197	
Grand Total	152	15	190	72	369	888	63	39	19	137	90	109	347	2	143	205	8	9	31	249	24	80	58	19	106	3422	

**INCOMPLETED WORK ORDERS
JULY 1, 2012 TO JANUARY 31, 2014**

Location	Carpentry	Custodial Equipment Repair	Delivery	Doors and Hardware	Energy Management System	Class/Window Repairs	Grounds	Grounds Equipment Repair	Heating/Ventilation /Air Conditioning	Irrigation	Key and Lock	Pest Control	Plumbing	Roof	Security	Tree Services	Vehicle Maintenance	Grand Total
Administrative Service Center	1	1									2		3			1		8
Aycock Elementary School	2			1								1		2				6
Carver Elementary School	3		1	1			1											6
Clarke Elementary School	9		1	1				1										12
Dabney Elementary School	4	1											1	1				7
Distribution Warehouse																		1
E M Rollins Elementary School	11		2	1	1		2	1			1					1		20
E O Young Jr Elementary School	6						4						1			1		11
Eaton-Johnson Middle School	7	1	1	3		1		1			6							20
Henderson Middle School	15		1	1		1		1	1		10	1	1	1	2			35
L B Yancey Elementary School	2										2							4
Maintenance Department																		11
New Hope Elementary School	2		2	1										1		1		8
Northern Vance High School	14	2	1	4				2		1	7		1			1		33
Pinkston Street Elementary School	4		2	1							1							8
Southern Vance High School	11			12	1		2				11		1	1	2	1		42
Western Vance High School	7		4	1							1							13
Zeb Vance Elementary School	7	1	1	2							1		2		1			15
Grand Total	105	6	16	29	2	2	9	6	1	1	42	2	11	6	5	5	12	260

Minutes of the Vance County Schools' Policy Committee Meeting February 26, 2014

The Vance County Policy Committee met on Wednesday, February 26, 2014, at 5:30 p.m. in the Superintendent's Conference Room.

Present:	Darlynn Oxendine	Gloria J. White
	Emeron Cash	Brian Creasman
	Trixie Brooks	Ronald Gregory

Darlynn Oxendine, chairperson, called the meeting to order at 5:37 p.m.

Section G: Personnel

FILE: GBK – Tobacco Free Environments (also KGC)

Additions to the policy were presented to the committee. Committee members reviewed the additions and agreed to send Policy GBK (also KGC) to the full board for approval.

Section I: Instruction

FILE: ICAA – Make-Up Days in the Ten-Month Calendar

Changes in the policy were presented to the committee. Committee members agreed to send Policy ICAA to the full board for approval.

FILE: IKE – Student Accountability for Academic Achievement-Promotion/Retention

Changes in the policy were presented to the committee. Committee members reviewed the additions with a few inquiries in reference to curriculum. Committee members agreed to send Policy IKE to the full board for approval.

Section J: Students

FILE: JECG – Tobacco Free Environments (Students)

Additions to the policy were presented to the committee. Committee members reviewed the additions and agreed to send Policy JECG to the full board for approval.

FILE: JHCC-E-1 – Communicable Diseases Spread by Direct Contact

This procedure was pulled for revisions to be brought back to the Committee at a later date.

Section K: School-Community Relations

FILE: KJ – Distribution of Non-School Material

Pulled to be revised and brought back to the Policy Committee at a later date.

Darlynn Oxendine adjourned the meeting at 5:58 p.m.

TOBACCO FREE ENVIRONMENTS

The Vance County Board of Education recognizes that it has a legal obligation pursuant to Title X of Public Law 103-227 enacted in 1994 by the United States Congress to provide for schools that are smoke-free. Additionally, the board of education promotes the health and safety of all students and staff and the cleanliness of all school facilities. The Board believes that the use of tobacco products on school grounds, in school buildings and facilities, on school property or at school-related or school-sponsored events is detrimental to the health and safety of students, staff and school visitors. Accordingly, the Board adopts this 100% tobacco free policy and prohibits or restricts smoking and the use of tobacco products as follows.

1. All persons, including school district personnel, volunteers, contractors, other persons performing services or activities on behalf of the school district, students and visitors, are prohibited from using any tobacco product at any time (1) in any school building, in any school facility, in any school vehicle, on school grounds or on any school property, owned, leased, borrowed or otherwise used by the school district for school purposes or (2) at any school sponsored or school-related activity, including athletic events, on or off school grounds, except for the use of tobacco products for instructional or research purposes provided below.
2. In addition, school employees, school volunteers, contractors or other persons performing services on behalf of the school district also are prohibited from using tobacco products at any other time while on duty and in the presence of students, either on or off school grounds.

Nothing in this policy prohibits the use of tobacco products for an instructional or research activity conducted in a school building. Provided such activity is conducted or supervised by a faculty member and the activity does not include smoking, chewing or otherwise ingesting tobacco.

The administration will consult with the county health department and other appropriate organizations to provide employees with information and access to support systems and programs to encourage employees to abstain from the use of tobacco products. The school district may, from time to time, provide free non-smoking programs and services to be offered to employees in the schools, after the regular school day.

3. School personnel will be provided notice of this policy through personnel handbooks or other means identified by the principal. In addition, the principal and other building administrators will post signs in a manner and location that adequately notify staff, students and visitors about the 100 percent tobacco-free schools policy.
4. All school personnel are required to adhere to and enforce this policy and other policies, rules or regulations addressing the use of tobacco products.

For purposes of this policy "tobacco product" is defined to include cigarettes, **electronic cigarettes**, cigars, pipes, chewing tobacco, snuff, and any other items containing or reasonably resembling tobacco or tobacco products and is intended for human consumption. "Tobacco use" includes smoking, chewing, dipping, or any other use of tobacco products.

This policy will become effective July 1, 2005.

Adopted: **December 19, 1994**

Revised: **January 16, 1996**

Revised: **March 11, 2002**

Revised: **March 14, 2005**

Legal Reference: 20 U.S.C. 6081-6084; G.S. 115C-47 (18), -407;143-597 to 601; Pro-Children Act of 1994

MAKE-UP DAYS IN THE TEN-MONTH CALENDAR

When normal school operations are cancelled by the Superintendent for one or more complete days, it becomes necessary to revise the ten-month calendar to make up the days missed. This policy is intended to establish the process by which the ten-month calendar will be revised in such an event.

If a day or more is cancelled in the ten-month calendar, the Superintendent will, at the next regular or special meeting, recommend to the Board of Education a revised ten-month calendar to adjust for the days missed. In developing and approving the revised calendar, the Superintendent and the Board will take into consideration all factors affecting the situation and will act in the best interest of the educational opportunities afforded students by the ten-month school calendar.

In the interim between the day(s) missed and the next meeting of the Board, the Superintendent is authorized to make whatever adjustments in the calendar necessary to continue the efficient, effective operation of the schools. These adjustments may include, but are not limited to, authorizing the operation of schools on Saturday. Operation of schools on Saturday will be scheduled only when sufficient notice can be given to students, staff, and parents and in accordance with the Fair Labor Standards Act and/or other federal and state regulations that may apply.

North Carolina General Statutes make provisions for local school boards to forgive a limited number of missed days for students and staff without requirements for make-up or deductions. The Vance County Board of Education will NOT take such action until such time as all remaining annual leave days, legal holidays, and workdays in the ten-month calendar have been rescheduled and/or evaluated for use as one of the days of the 480-day 1,025 hours or 185 day term for students as prescribed by the public school laws of the State of North Carolina. If such action is necessitated, nothing in this policy will prevent the Board from rescheduling as many teacher workdays during the employment period* as may be necessary to complete the work required of ten-month employees.

*NOTE: Employment period for ten-month employees consists of no more than ~~200~~ 215 working days occurring within the fiscal year (July 1 – June 30).

Adopted: **November 1, 1982**

Revised: **November 4, 1996**

STUDENT ACCOUNTABILITY FOR ACADEMIC ACHIEVEMENT- PROMOTION/RETENTION

Purpose: The Vance County Board of Education believes that students should progress to the next grade level after the attainment of grade level standards. In order for students to graduate from high school, they must meet graduation requirements. We believe that appropriate intervention should be provided as early as possible for students who are identified as unlikely to meet grade level standards.

Standards of Progression: The superintendent shall establish multiple-criterion standards for promotion of students and a process for determining a student's readiness to move to the next grade level. Criteria shall include K-2 assessments, grades, and reading, writing, and mathematics portfolio work samples when appropriate. Vance County Schools' students shall meet local board promotion standards and attendance standards for promotion to the next grade level in K-8 or to receive high school course credit. Vance County students shall also meet established local standards at grade 1.

Principals shall ensure that the standards are used by teachers and school administrators in assessing each student's readiness to progress to the next level of study. Principals have the authority to promote and to retain students based upon the standards set by the board and the State Board of Education.

Student Accountability Standards: Students in grade 1 must demonstrate reading proficiency on level specified by the superintendent.

High School End-of-Course Tests

The End-of-Course (EOC) test results shall count as twenty-five percent (25%) of a student's final grade in each high school course for which an EOC test is available.

High School North Carolina Final Exams

North Carolina Final Exam test results shall count as twenty-five percent (25%) of a student's final grade in each high school course for which a Final Exam is available.

Middle School North Carolina Final Exams

North Carolina Final Exam test results shall count as ten percent (10%) of a student's final grade in each middle school course for which a Final Exam is available.

Diploma Standards

To receive a North Carolina high school diploma, all students must meet all existing local and state graduation requirements.

Opportunities For Retesting: ~~Retesting opportunities shall be made available for students in grades 3—8 who score below Level III on any administered End-of-Grade. High school students shall be given the opportunity to retest on any administered End-of-Course test.~~

Intervention For Students Not Meeting Promotion Standards: The goal of the school system is to identify as early as possible students at risk of not meeting the standards for progression to the next grade level. The school must provide appropriate intervention to all students not meeting state or local student accountability standards. Students in grades K-8 who fail to meet reading, writing, and/or mathematics standards should receive intensive intervention in the identified area(s) of need. A Personalized

Education Plan (PEP) shall be developed for identified students. Parents should be included in the implementation and ongoing review of PEPs.

The school must have a plan of action for any student retained in grades K-8. This plan must be documented on a PAL (Promoting Academic Learning) form.

High School Success Plans (HSSP) shall be used to plan for individual student achievement in Vance County at the high school level. End-of-Grade (EOG) reading and math tests scores (grade 8), ~~local writing test scores (grade 7)~~ and EOC test scores are criteria used to identify students who need a high school success plan.

Student Accountability Standards For Students With Disabilities And Students With Limited English Proficiency: The board believes that students with disabilities and students with limited English proficiency can achieve at the same levels of students without disabilities or limited English proficiency. To the extent possible, students with disabilities and students with limited English should participate in the student accountability standards for elementary, middle, and high school levels. All intervention and other opportunities, benefits, and resources that are made available to students without disabilities and without limited English proficiency shall be made available to students with disabilities and students with limited English proficiency who participate in the student promotion standards. Such opportunities shall be in addition to the special education and resource services provided to the student.

Acceleration: Some students in grades K-12 may need less time to learn the curriculum. Teachers are encouraged to challenge these students. To sufficiently challenge the student the principal may reassign the student to a different class or level of study and/or may identify community resources such as college classes.

The principal, after consulting with professional staff and parents, may determine that skipping a grade level is appropriate. If permitted by State Law or State Board policy, credit towards high school graduation may be awarded for a student's advancing or placing out of a high school course. The superintendent shall provide any additional criteria necessary to make the determination as to whether credit may be awarded.

Early Graduation: When a student requests early graduation, the parent of the student or the student (if eligible) must notify the principal in writing that the student requests graduation at the end of that academic semester. Upon receiving a notice of intent for early graduation, the principal shall consult the appropriate guidance counselor and teachers concerning the academic standing and maturity of the student and following such consultation, shall make known to the parent or eligible student his opinion of the student's intention to graduate early. The principal's recommendation, along with the parent's letter, shall be forwarded to the superintendent for approval.

When a student has met the requirements for early graduation, the student shall be granted a diploma from the school in which the student is enrolled.

Reporting: The superintendent shall provide the board with the following information for each school annually:

- aggregate student performance scores on state-mandated tests and any other standardized tests used by a school or the school district;
- the proportion of students not meeting grade level standards;
- description of intervention strategies provided by the school district and analysis of the success of these efforts in helping students to meet promotion standards.

The superintendent shall provide the Department of Public Instruction with any report the State Department requires.

Resources: Consistent with the objective of improving student performance, the board shall provide maximum flexibility to schools in the allocation of state funds. Schools are expected to budget financial resources in a manner, which will meet the standards established in this policy. The board shall consider requests to transfer funds from other funding allotment categories to intervention strategies as a part of the school improvement plan submitted by a school. All funds shall be used in a fiscally sound manner in accordance with board policy (Fiscal Management Standards).

Notification to Parents: Parent consultation and involvement, including timely notification, is required for K-12 students at risk of not meeting promotion and/or graduation standards and requirements. Parents of students with required PEP's in grades K-8 shall receive interim student academic reports twice within the nine week grading period. School personnel must provide the parents with information concerning retesting, intervention opportunities, and their rights to request review of student performance.

ADOPTED: June 12, 2000

REVISED: February 10, 2003

REVISED: December 8, 2003

REVISED: **March 12, 2007**

REVISED: **June 9, 2008**

REVISED: **February 8, 2010**

REVISED: **February 14, 2011**

Vance County Schools, Henderson, N. C. 27536

TOBACCO FREE ENVIRONMENTS (STUDENTS)

The Vance County Board of Education is committed to creating safe, orderly, clean and inviting schools for all students and staff. The Board supports state laws that prohibit the sale or distribution of tobacco products to minors and that prohibit the use of tobacco products by minors. The Board also supports state and federal laws that prohibit or limit the use of tobacco products in school buildings and other places designated by the Board.

Accordingly, the Board enacts the following:

Prohibited Behavior

In support of the Board's commitments and state and federal law, students may not possess, display, or use any tobacco product (1) in any school building, school vehicles or on the school grounds at any time; (2) at any school-related activity, including athletic events; or (3) at any time when the student is subject to the supervision of school personnel including school trips.

Nothing in this policy prohibits the use or possession of tobacco products for an instructional or research activity conducted in a school building, provided such activity is conducted or supervised by a faculty member and the activity does not include smoking chewing, or otherwise ingesting tobacco.

Consequences

Consequences for engaging in prohibited behavior is addressed in the Student Code of Conduct. School officials are encouraged to use available cessation programs when dealing with students engaging in prohibited behavior related to tobacco use.

Services for Students

The administration will consult with the county health department and other appropriate organizations to provide students with information and access to support systems and programs to encourage students to abstain from the use of tobacco products. The district may, from time to time, provide free non-smoking programs and services to students in the schools.

Notice

Students will be provided notice of this policy through student handbooks and other means identified by the principal. In addition, the principal will post signs in a manner and locations that adequately notify staff, students and visitors about prohibitions against the use of tobacco products on school grounds and in school buildings.

For purposes of this policy "tobacco product" is defined to include cigarettes, electronic cigarettes, cigars, pipes, chewing tobacco, snuff, and any other items containing or reasonably resembling tobacco or tobacco products. "Tobacco use" includes smoking, chewing, dipping, or any other use of tobacco products.

Adopted: **December 19, 1994**

Revised: **January 16, 1996**

Revised: **March 11, 2002**

Revised: **March 14, 2005**

Legal Reference: 20 U. S. C. A. 6083; G.S. 115C-47; P.L. 103-227; Pro-Children Act of 1994

**VANCE COUNTY SCHOOLS
MINUTES OF THE BOARD CURRICULUM COMMITTEE MEETING
Superintendent's Conference Room
Thursday, February 20, 2014**

Members Present: Emeron Cash, Sr.
Dorothy Williams
Ed Wilson
Staff Present: Trixie Brooks
Brian Creasman
Ronald Gregory

Meeting called to order at 9:13 AM.

POLICY IKE: STUDENT ACCOUNTABILITY FOR ACADEMIC ACHIEVEMENT

Dr. Brooks informed the board that the policy changes are based on the updated NC state board policy. Dr. Brooks stated the additions include adding middle and high schools Final Exams (formerly known as MSL's and common exams) which are available in some courses.

Dr. Brooks stated VCS will retest based on the state's retesting opportunities. Dr Brooks also informed the board there is no longer an official 7th grade writing assessment.

Mr. Cash motioned to take revisions to the Policy Committee, Mr. Wilson seconded, and all were in favor.

RECESS

Dr. Brooks informed the board of the uninterrupted 90 minute block with no recess. Mr. Gregory stated VCS should think about how to incorporate some sort of physical activity in the future. Ms. Williams thought this was a good idea because students can come back and be refocused. Mr. Gregory stated that our students receive nutritional lunches but may be receiving unbalanced meals outside of school. Mr. Gregory informed the board that 12% of our students are faced with diabetes.

ALTERNATIVE ASSESSMENT FOR READ TO ACHIEVE

VCS has followed all the Read to Achieve components including the student portfolio to follow state legislation. She also stated the portfolio is time consuming. Dr. Brooks stated the portfolio is a compilation of assessments aligned to 12 of the third grade Common Core Reading Standards. The students have to make 80 or better (answer 4 out of 5 questions correctly) on three different assessments per standard. She said LEAs have alternate assessments. She is recommending we adopt an alternative assessment system that has been state board approved. She is recommending reading 3D (90% of LEAs include this), Total Reading Comprehension (TRC) – Level P, and an average score of 70% or better on VCS benchmarks or 70% on the MOCK EOG as the alternative assessment to DPI's portfolio assessments. Legislation requires the assessment to be "a valid and reliable standardized assessment of reading comprehension, approved by the State Board of Education (SBE), which is not the same test as the state-approved standardized test of reading comprehension administered to third grade students". Mr. Gregory stated this is based on what has been approved for LEAs by DPI.

Mr. Gregory mentioned United Way's reading program distributes books to third grade students.

Mr. Wilson motioned to take recommendation for an alternative assessment to the full board, Ms. Williams seconded, and all were in favor.

Meeting was adjourned at 9:55 PM.

VANCE COUNTY SCHOOLS

March 10, 2014

OFFICE OF THE SUPERINTENDENT

June St. Clair Atkinson, Ed.D
State Superintendent
NC Department of Public Instruction
6301 Mail Service Center
Raleigh, NC 27699-6301

Dear Dr. Atkinson:

On behalf of the Vance County School System, members of the Vance County Board of Education request to use components of the State Board approved alternative tests under the North Carolina General Assembly's Read to Achieve Law. These components are valid and reliable standardized assessments of reading comprehension, approved by the State Board of Education (SBE), which is not the same test as the state-approved standardized test of reading comprehension administered to third grade students.

The following components will be utilized as alternate third grade portfolio process:

- Reading 3D End of Year Total Reading Comprehension (TRC): Students that score level P or higher will be deemed to have demonstrated third grade reading proficiency. Reading 3D is a state approved assessment that shows students' progress over time. State Board Policy GCS-J-002 was adopted August 2, 2012. Through the adoption of this policy, the State Board of Education deemed Reading 3D as a valid and reliable diagnostic reading assessment.
- ClassScape Benchmark Assessments: Demonstration of mastery on ClassScape Benchmark Assessments aligned with the Reading standards assessed on the third grade reading EOG. The benchmarks are valid and reliable assessments of reading comprehension and measure all twelve standards identified in the Read to Achieve Program. Students must have an average score of 70 percent or above on the benchmark assessments or 70 percent or above on the final mock assessment.

Each of the above components has already been approved by the State Board of Education. Therefore, the Vance County Board of Education requests the above alternate assessment process for third graders to demonstrate reading proficiency be approved for Vance County Schools.

Approved by the Vance County Board of Education on March 10, 2014.

Sincerely,

Gloria J. White, Chair
Vance County Board of Education

c: Carolyn Guthrie