

**Camden County Board of Education  
Camden County High School Media Center  
November 14<sup>th</sup>, 2013**

The Camden County Board of Education met in regular session on November 14<sup>th</sup>, 2013, in the media center at Camden County High School. Board Members in attendance were: Christian Overton, Chairman, Dawn Jones, Vice-Chairwoman, Members Wayne White, Steve Needham and Chris Wilson, Superintendent Melvin Hawkins and Attorney John Leidy. Others who attended the meeting and signed the guest register were: Ernest Cooley, Jr., Marianne Russell, Jean White, Andrea Lee, Vallerie S. Jacocks, Donald Jacocks, Ina D. Lane, Timothy T. Lazar, Cooper Lazar, Jenny E. Jackson, Billie Berry, Beatrice Ferebee, Faye Perry, Brian Perry, Connie Sanders, Josephine Ferebee and Anita Cuthrell.

The meeting was called to order by Christian Overton, Chairman, at approximately 6:30 p.m. Mr. Overton asked Board Members if there were any changes or additions to the November Closed Session agenda. Each member in attendance was polled. Board Member Chris Wilson added discussion of Closed Session Minutes and Superintendent Hawkins added Closed Session Item #3, *Student Confidentiality*. There were no other changes or additions to the November Closed Session agenda.

Upon motion from Mr. Wilson, seconded by Mr. Needham, the Board of Education entered Closed Session at 6:31 p.m. pursuant to N.C.G.S. §143-318.11(a)(1), (3) and (6) in order to discuss confidential student matters; to approve closed session minutes; to discuss the employment of personnel; and to confer with the Board Attorney.

The Board returned to Open Session. At 7:42 p.m., Mr. Overton called the meeting to order and asked Board Members if there were any changes or additions to the November Open Session agenda. Each member in attendance was polled. Board Member Wayne White added *Consent Agenda C., Fundraiser*, to the Open Session Agenda. Board Member Chris Wilson added *Announcement B., Public Policy Conference*. There were no other changes or additions to the November Open Session agenda.

Chairman Overton asked if there was a motion to approve Open Session Agenda Items as amended. Motion was made by Mr. White to approve the amended Open Session Agenda Items. Mr. Needham seconded the motion. There was no further discussion. All voted ayes, none opposed and the motion so carried.

Mr. Overton welcomed those in attendance, followed by a moment of silence, as is Board custom.

Following the moment of silence, Mr. Overton asked Superintendent Hawkins if any Camden resident asked to address the Board by way of the Public Comment opportunity. Superintendent Hawkins advised Mr. Overton that no guests had signed up to address the Board.

Superintendent Hawkins introduced Graham Burgess and Arabella Rhodes, both third grade students at Grandy Primary School to lead the group pledge. Afterwards, Superintendent Hawkins presented them with certificates of appreciation for leading the group in recitation of the pledge.

Following the pledge, Mr. Overton invited Graham Burgess and Arabella Rhodes to join him. He told those in attendance that Graham and Arabella are 3<sup>rd</sup> grade students at Grandy Primary School who entered an art contest in September sponsored by Albemarle Regional Health Services, Emergency Management and Albemarle Electric Membership Corporation. The contest was open to 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> grade students in the counties of Bertie, Chowan, Currituck, Gates, Pasquotank, Camden and Perquimans. The purpose of the contest was to promote *National Preparedness Month* and to emphasize the importance of all ages being aware of disaster situations we may face and how to be prepared.

The theme for the art contest was "*You Can Be the Hero*". Winners were announced on Friday, October 18<sup>th</sup> at Grandy by Christy Saunders, Emergency Management Coordinator for Pasquotank and Camden Counties and Ashley Stoop, Preparedness Coordinator at Albemarle Regional Health Services. Mr. Overton announced that Graham was the 2<sup>nd</sup> place winner and Arabella was the 3<sup>rd</sup> place winner. Graham received a \$15 WalMart gift card for his winning poster and Arabella received a \$10 WalMart gift card for her winning poster. Their art teacher, Hope Swinney, also received a WalMart gift card in the amounts of \$15 and \$10.

Mr. Overton congratulated each student on their winning art work. He read the spotlight award wording and presented a spotlight certificate to both Graham and Arabella.

Following the spotlight presentation, Mr. Overton asked Superintendent Hawkins if there was anyone to appear during Open Session. Superintendent Hawkins advised no requests had been received to appear during Open Session for the November meeting.

The Consent Agenda was presented as follows:

**II. Consent Agenda**

- A. Approval of Minutes  
*(Regular Session Minutes – October 10, 2013)*
- B. Budget Amendments  
*(Budget Amendments will be presented to the Board)*
- C. CIS Fundraiser

Budget Amendments were presented as follows:

**Budget Amendment**

**Camden County Schools Administrative Unit**

**Local Current Expense Fund**

The Camden County Board of Education at a meeting on the 14<sup>th</sup> day of November, 2013, 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.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Curricular Services	374.00	
5200	Special Curricular Services	1,731.00	
5300	Alternative Programs & Services		3,203.00
5400	School Building Leadership	3,157.00	
6100	Support & Development Serv.	79.00	
6300	Alt Prog & Supp Services	91.00	
6500	Operational Support Services	7.00	
6600	Financial & Human Resources	56.00	
6900	Policy, Leadership & Pub Rel.	43.00	
7100	Community Services		2,335.00

---

Explanation:

Total Appropriation in Current Budget	\$ 2,061,036.00
Amount of Increase/Decrease of Above Amendment	.00
Total Appropriation in Current Amended Budget ....	\$ 2,061,036.00

<p>Passed by majority vote of the Board of Education of Camden County on the 14<sup>th</sup> day of November, 2013</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20 ____.</p>
<p>_____ Chairman, Board of Education</p>	<p>_____ Chairman, Board of County Commissioners</p>
<p>_____ Secretary, Board of Education</p>	<p>_____ Clerk, Board of County Commissioners</p>

BUDGET AMENDMENT  
November 14, 2013

8. Local Current Expense Fund

- A. We have reviewed this area of the budget and find that we must transfer funds to cover summer school needs for personnel and transportation. We request your approval of the following amendment.

At-Risk Programs

5330.847.121	Salary – Teacher	\$ -	6,799.00
5330.847.331	Contracted Transportation	+	3,049.00
5350.847.121	Salary – Extended Sch Yr Teacher	+	362.00
5350.847.211	Emp Soc Sec Costs	+	48.00
5350.847.221	Emp Retirement Costs	+	92.00
5400.847.116	Summer Sch Asst Principal	+	2580.00
5400.847.211	Emp Soc Sec Costs	+	198.00
5400.847.221	Emp Retirement Costs	+	379.00
6300.847.184	Longevity Pay	+	<u>91.00</u>

Total – At-Risk Programs \$ + .00

- B. We have reviewed this program area and find that we must transfer funds to cover memberships, advertising fees, insurance and county vehicle needs. We request your approval of the following.

Office of The Superintendent

6940.865.311	Contracted Services	\$ -	13,053.00
6940.865.313	Advertising Fees	+	1,660.00
6940.865.326	Cont. Repair & Mtce – Equipment	+	782.00
6940.865.361	Membership Dues & Fees	+	9,665.00
6940.865.372	Vehicle Liability Insurance	+	946.00
6940.865.423	Gas – County Vehicles	-	10.00
6940.865.424	Oil – County Vehicles	+	<u>10.00</u>

Total – Office of The Superintendent \$ + .00

- C. We have reviewed this area of the budget and find that we must transfer funds to cover employer paid benefits. We request your approval of the following amendment.

<u>Other Employee Benefits</u>		
5110.910.231	Emp Hosp Ins Costs	\$ + 374.00
5210.910.231	Emp Hosp Ins. Costs	+ 1,731.00
5330.910.233	Emp Unempl. Ins. Costs	+ 31.00
5350.910.233	Emp Unempl. Ins. Costs	+ 14.00
6113.910.233	Emp Unempl. Ins. Costs	+ 79.00
6540.910.233	Emp Unempl. Ins. Costs	+ 7.00

BUDGET AMENDMENT  
Local Current Expense Fund  
November 14, 2013, Page 2

6610.910.233	Emp Unempl. Ins. Costs	+ 1.00
6620.910.233	Emp Unempl. Ins. Costs	+ 55.00
6910.910.233	Emp Unempl. Ins. Costs	+ 43.00
7100.910.233	Emp Unempl. Ins. Costs	- <u>2,335.00</u>
Total – Other Employee Benefits		\$ + .00

Passed by majority vote of the Board of Education of Camden County on the 14<sup>th</sup> day of November 2013.

\_\_\_\_\_  
Chairman, Board of Education

\_\_\_\_\_  
Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 14<sup>th</sup> day of November, 2013, 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.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Curricular Services	1,375.00	
5200	Special Curricular Services	1,600.00	
6400	Technology Support Services		3,800.00
6500	Transportation Services	800.00	
7100	Community Services	989.00	
8100	Pymts to Other Govt Units/Trans		989.00

---

Explanation:

Total Appropriation in Current Budget	\$ 1,431,793.00
Amount of Increase/Decrease of Above Amendment	-25.00
Total Appropriation in Current Amended Budget ....	\$ 1,431,154.00

<p>Passed by majority vote of the Board of Education of Camden County on the 14<sup>th</sup> day of November 2013.</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20 ____.</p>
<p>_____ Chairman, Board of Education</p>	<p>_____ Chairman, Board of County Commissioners</p>
<p>_____ Secretary, Board of Education</p>	<p>_____ Clerk, Board of County Commissioners</p>

BUDGET AMENDMENT  
November 14, 2013

8. Other Local Current Expense Fund

A. We have reviewed this area of the budget and must transfer funds to cover the cost of personnel and supplies. We request your approval of the following amendment.

USCG Jr. Leadership Program

5110.301.146	Salary – Teacher Assistant	\$ +	1,060.00
5110.301.163	Substitute Pay	+	213.00
5110.301.211	Emp Soc Sec Costs	+	3,573.00
5110.301.221	Emp Retirement Costs	+	3,408.00
5110.301.331	Field Trips	+	4,440.00
5110.301.461	Pur of Non-Cap Equipment	-	5,500.00
5110.301.462	Pur of Non-Cap Comp Hdwe	-	<u>7,194.00</u>

Total – USCG Jr. Leadership Program \$ + .00

B. We have reviewed this program area and find that we must transfer funds to adjust for proper coding and to cover the cost of memberships, overtime and other related program needs. We request your approval of the following.

Carol M. White PEP Grant

5113.332.192	Stipend Pay	\$ -	10,500.00
5113.332.196	Staff Development Participants	+	10,500.00
5113.332.319	Other Prof & Tech Services	+	495.00
5113.332.361	Membership Dues & Fees	+	755.00
5113.332.461	Pur of Non-Cap Equipment	-	2,665.00
5113.332.462	Pur of Non-Cap Comp Hdwe	+	2,665.00
5113.332.541	Pur of Equipment	-	2,750.00
5213.332.311	Contracted Services	+	1,500.00
6113.332.152	Salary – Technical Specialist	-	50.00
6113.332.199	Overtime Pay	+	<u>50.00</u>

Total – Carol M. White PEP Grant \$ + .00

C. We have been notified that we must reduce our NC Arts Council budget to reflect the amount of grant funds available for this fiscal year. We request your approval of the following amendment.



<u>NC Arts Council</u>		
5110.441.311	Contracted Services	\$ - <u>25.00</u>
Total – NC Arts Council		\$ - 25.00

BUDGET AMENDMENT  
Other Local Current Expenses Fund  
November 14, 2013, Page 2

Revenue – NC Arts Council	\$ + 25.00
	=====

D. We have reviewed this program area and find that we must transfer funds to cover the cost of the program. We request your approval of the following amendment.

<u>After School Day Care Program</u>		
7100.701.319	Other Professional/Tech Services	\$ + 300.00
7100.701.333	Field Trips	+ 689.00
8100.701.392	Indirect Costs	- <u>989.00</u>
Total – After School Day Care Program		\$ + .00

E. We have reviewed this area of the budget and find that we must transfer funds to cover the cost of parts. We request your approval of the following amendment.

<u>Operation of Activity Bus</u>		
6550.706.172	Overtime Pay	\$ - 500.00
6550.706.422	Repair Parts	+ <u>500.00</u>
Total – Operation of Activity Bus		\$ + .00

F. We have reviewed the maintenance area of the budget and find that we must transfer funds to cover memberships and vehicle supplies. We request your approval of the following amendment.

<u>Maintenance of Plant</u>		
6580.802.361...50	Membership Dues & Fees	\$ + 490.00
6580.802.422...50	General Maintenance	- 490.00
6580.802.424...50	Oil – Maintenance Vehicle	+ 50.00
6580.802.461...50	Pur of Non-Cap Equipment	- <u>50.00</u>

Total – Maintenance of Plant \$ + .00

- G. We have reviewed this area of the budget and find that we must transfer funds to cover substitute pay, longevity and over time. We request your approval of the following amendment.

Classroom Teacher

5110.841.163 Substitute Pay \$ + 70.00  
5110.841.184 Longevity Pay + 640.00

BUDGET AMENDMENT

Other Local Current Expenses Fund

November 14, 2013, Page 3

5110.841.199 Overtime Pay + 200.00  
5110.841.231 Emp Hosp Ins Costs - 910.00  
5110.841.332 Travel – Teachers - 100.00  
5210.841.332 Travel – Teachers + 100.00

Total – Classroom Teacher \$ + .00

- H. We have reviewed this program area and find that we must transfer funds to cover insurance needs. We request your approval of the following amendment.

Board of Education

6910.860.361 Membership Dues & Fees \$ - 1,438.00  
6910.860.371 Legal Liability Insurance + 1,438.00

Total – Board of Education \$ + .00

- I. We have reviewed this area of the budget and find that we must transfer funds to cover equipment, services and supplies within this program area. We request your approval of the following amendment.

Computer Tech

5110.905.462 Pur of Non-Cap Comp Hdwe \$ + 3,000.00  
6400.905.341 Telephone for Telecom (CO) - 3,820.00  
6400.905.411 Supplies & Materials + 20.00  
6510.905.341 Telephone for Telecom + 800.00

Total – Computer Tech \$ + .00

Passed by majority vote of the Board of Education of Camden County on the 14<sup>th</sup> day of November 2013.

---

Chairman, Board of Education

---

Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

State Public School Fund

The Camden County Board of Education at a meeting on the 14<sup>th</sup> day of November, 2013, 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.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		10,495.00
5200	Special Instructional Programs	37,091.00	
5400	School Leadership	150.00	
5800	School Based Support Services	114.00	
6100	Support & Development Serv.		1,746.00
6200	Special Support & Dev Services		340.00
6400	Technology Support Services	22,855.00	
6500	Operational Support Services	112,147.00	
Explanation: Increase in State Revenue as listed on amendment			
	Total Appropriation in Current Budget	\$ 12,428,154.00	
	Amount of <b>Increase/Decrease</b> of Above Amendment	+159,776.00	
	Total Appropriation in Current Amended Budget ....	\$ 12,587,930.00	

Passed by majority vote of the Board of Education of Camden County on the 14 <sup>th</sup> day of November 2013.	We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this _____ day of _____ 20____.
_____ Chairman, Board of Education	_____ Chairman, Board of County Commissioners
_____ Secretary, Board of Education	_____ Clerk, Board of County Commissioners

BUDGET AMENDMENT  
November 14, 2013

1. State Public School Fund

- A. We must transfer funds to cover the different types of teaching codes within this area of the budget. We request your approval of the following amendment.

Classroom Teacher

5110.001.121	Salary - Teacher	\$ -	58,736.00
5110.001.123	Salary – Jr. ROTC Instructor	+	42,520.00
5120.001.125	Salary – New Teachers	+	860.00
5120.001.211	Emp Soc Sec Costs	+	66.00
5120.001.221	Emp Retirement Costs	+	127.00
5260.001.121	Salary – Teacher	+	11,430.00
5260.001.211	Emp Soc Sec Costs	+	849.00
5260.001.221	Emp Retirement Costs	+	1,694.00
5260.001.231	Emp Hosp Ins Costs	+	<u>1,190.00</u>
Total – Non-Instructional Support		\$ +	.00

- B. We must transfer funds within the non-instructional support area of the budget to cover the costs of overtime pay and substitutes in other purpose code areas. We request your approval of the following amendment.

Non-Instructional Support

5110.003.163	Substitute Pay	\$ +	960.00
5260.003.162	Substitute Pay	+	140.00
5260.003.211	Emp Soc Sec Costs	+	10.00

5400.003.199	Overtime Pay	+	100.00
5810.003.162	Substitute Pay	+	105.00
5810.003.211	Emp Soc Sec Costs	+	<u>9.00</u>
Total – Non-Instructional Support		\$ +	1,324.00

- C. Due to changes in the transfer of funds in the chart of accounts used by NC Dept. of Public Instruction we must transfer the budget of fund for K-3 teachers to funds for K-12 teachers. We request your approval of the following amendment.

\$ Allotment for K-3 Teachers

5110.008.121	Salary – Teacher	\$ -	164,791.00
5110.008.162	Substitute Teacher	-	4,865.00
5110.008.211	Emp Soc Sec Costs	-	12,978.00
5110.008.221	Emp Retirement Costs	-	24,207.00
5110.008.231	Emp Hosp Ins Costs	-	<u>28,275.00</u>

BUDGET AMENDMENT  
State Public School Fund  
November 14, 2013, Page 2

Total - \$ Allotment for K-3 Teachers		\$ -	235,116.00
---------------------------------------	--	------	------------

\$Allotment for K-12 Teachers

5110.010.121	Salary – Teacher	+164,791.00
5110.010.162	Substitute Teacher	+ 4,865.00
5110.010.211	Emp Soc Sec Costs	+ 12,978.00
5110.010.221	Emp Retirement Costs	+ 24,207.00
5110.010.231	Emp Hosp Ins Costs	<u>+ 28,275.00</u>

Total - \$ Allotment for K-12 Teachers		\$ +235,116.00
--	--	----------------

- D. We have reviewed this program area and find that we must transfer funds to purchase a computer lab for the business department. We request your approval of the following amendment.

Voc Ed Program Support

5120.014.312	Workshop Expenses	\$ -	3,196.00
5120.014.315	Reproduction Costs	-	2,211.00
5120.014.332	Travel – VSO Staff	-	150.00
5120.014.379	Oth Ins & Judgments	-	273.00
5120.014.411	Instructional Supplies	+	2,280.00

5120.014.418	Comp Software & Supplies	-	1,267.00
5120.014.422	Repair Parts/Materials/Labor	-	350.00
5120.014.461	Pur of Non-Cap Equipment	-	3,782.00
5120.014.462	Pur of Non-Cap Comp Hdwe	+	10,695.00
6120.014.312	Workshop Expenses	-	585.00
6120.014.418	Computer Software & Supplies	-	500.00
6120.014.462	Pur of Non-Cap Comp Hdwe	-	<u>661.00</u>

Total – Voc-Ed Program Support \$ + .00

- E. We have received additional funds in this area of the budget and must increase the program to reflect these funds. We request your approval of the following amendment.

School Technology Fund

6400.015.343	Telecommunication Services	\$	<u>+ 3,829.00</u>
--------------	----------------------------	----	-------------------

Total – School Technology Fund \$ + 3,829.00

- F. We have reviewed this area of the budget and find that we must transfer funds to cover substitutes and overtime pay. We must also transfer funds to cover electrical costs. We request your approval of the following amendment.

**BUDGET AMENDMENT**

State Public School Fund

November 14, 2013, Page 3

Small County Supplemental Funding

5110.019.162	Substitute Pay	\$	+ 1,505.00
5110.019.167	Salary – TA as Substitute	-	500.00
5110.019.199	Overtime Pay	+	50.00
5210.019.221	Emp Retirement Costs	+	3.00
5210.019.231	Emp Hosp Ins Costs	+	866.00
5400.019.199	Overtime Pay	+	50.00
6530.019.321	Utilities – Electric	+	17,256.00
6580.019.199	Overtime Pay	+	20.00
6580.019.422	General Maintenance	-	<u>19,250.00</u>

Total – Small County Supplemental Funding \$ + .00

- G. We have received additional funds for the program area and must increase our budget to reflect these funds. We request your approval of the following amendment.

<u>Indian Gaming Funds</u>			
5110.025.411	Instructional Supplies	\$	+ <u>1,476.00</u>
Total – Indian Gaming Funds		\$	+ 1,476.00

- H. We have reviewed this are of the budget and find that we must transfer funds to cover overtime pay within this program area. We request your approval of the following amendment.

<u>Teacher Assistant</u>			
5110.027.199	Overtime Pay	\$	- 100.00
5210.027.199	Overtime Pay		+ <u>100.00</u>
Total – Teacher Assistant		\$	+ .00

- I. We have received funds for this program area and must increase our budget to reflect receipt of these funds. We request your approval of the following amendment.

<u>Behavior Support</u>			
5210.029.142	Salary – Teacher Assistant	\$	+ 13,439.00
5210.029.211	Emp Soc Sec Costs		+ 980.00
5210.029.221	Emp Retirement Costs		+ 1,881.00
5210.029.231	Emp Hosp Ins Costs		+ <u>3,700.00</u>
Total – Behavior Support		\$	+ 20,000.00

BUDGET AMENDMENT  
State Public School Fund  
November 14, 2013, Page 4

- J. We have reviewed this program area and find that we must transfer funds to cover workshop expenses. We request your approval of the following amendment.

<u>Academically/Intellectually Gifted</u>			
5260.034.312	Workshop Expenses	\$	+ 300.00
5260.034.411	Instructional Supplies		+ 40.00
6200.034.151	Salary – Office Personnel		- <u>340.00</u>

Total – Academically/Intellectually Gifted \$ + .00

- K. We have received an additional allotment for the transportation program and we must increase our budget to reflect the receipt of these funds. We request your approval of the following amendment.

Transportation of Pupils

6550.056.165	Substitute Bus Driver	\$ + 5,121.00
6550.056.311	Contracted Services/Rentals	+ 500.00
6550.056.422	Vehicle Repair Parts	+ 20,000.00
6550.056.423	Diesel Fuel/Gas	<u>+ 88,500.00</u>

Total – Transportation \$ +114,121.00

- L. We have transferred funds from textbooks for CCHS and we must transfer funds within the program area to cover expenditures. We request your approval of the following amendment.

Classroom Materials/Instructional Supplies

5110.061.411.304	Instructional Supplies	\$ + 4,222.00
5110.061.411.308	Instructional Supplies	- 531.00
5110.061.411.310	Instructional Supplies	- 1,537.00
5110.061.411.312	Instructional Supplies	- 811.00
5110.061.411.700	Instructional Supplies	- 1,723.00
5110.061.418.304	Comp Software & Supplies	+ 1,511.00
5110.061.418.308	Comp Software & Supplies	+ 135.00
5110.061.418.310	Comp Software & Supplies	+ 1,464.00
5110.061.418.312	Comp Software & Supplies	+ 836.00
5110.061.418.700	Comp Software & Supplies	+ 1,698.00
5210.061.411.308	Instructional Supplies	+ 396.00
5210.061.411.310	Instructional Supplies	<u>+ 73.00</u>

Total – Classroom Materials/Instructional Supplies \$ + 5,733.00

BUDGET AMENDMENT

State Public School Fund

November 14, 2013, Page 5

- M. We have received funding from this program area of the budget and must increase our budget to reflect these funds. We request your approval of the following amendment.

School Connectivity

6400.073.418	Comp Software & Supplies	\$ + <u>19,026.00\</u>
--------------	--------------------------	------------------------



Total – School Connectivity \$ + 19,026.00

N. We must decrease our textbook budget to reflect funds transferred by CCHS to PRC 061 Classroom Materials/Instructional Supplies. We request your approval of the following amendment.

Textbooks  
5110.130.412.304 Textbooks \$ - 5,733.00  
Total – Textbooks \$ - 5,733.00

3100 Revenue – State Public School Fund \$ - 165,509.00  
3211.130 Revenue – Textbooks + 5733.00

Passed by majority vote of the Board of Education of Camden County on the 14<sup>th</sup> day of November 2013.

---

Chairman, Board of Education

---

Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

Capital Outlay Fund

The Camden County Board of Education at a meeting on the 14<sup>th</sup> day of November, 2013, 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.

Code Number	Description of Code	Amount	
		Increase	Decrease
9100	Category I Projects	71,300.00	
<hr/>			
Explanation:			
	Total Appropriation in Current Budget	\$	359,889.20
	Amount of Increase / (Decrease) of Above Amendment		+71,300.00
	Total Appropriation in Current Amended Budget ....	\$	431,189.20

<p>Passed by majority vote of the Board of Education of Camden County Schools on the 14<sup>th</sup> day of November 2013.</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes in the minutes of said Board, this ____ day of _____ 2 ____.</p>
<p>_____ Chairman, Board of Education</p>	<p>_____ Chairman, Board of County Commissioners</p>
<p>_____ Secretary, Board of Education</p>	<p>_____ Clerk, Board of County Commissioners</p>

BUDGET AMENDMENT  
November 14, 2013

4. Capital Outlay Fund

- A. We must increase our budget for the GPS Kitchen Expansion Project. We requested Lottery Funds to cover this project. We request your approval.

Category I Projects

9117.077.541 Pur of Replacement A/C Units	\$ + 18,300.00
9133.076.526 Architect Fees – GPS Kitchen Expand	+ <u>53,000.00</u>

Total – Category III Projects	\$ + 71,300.00
	=====

4.4910.997 Revenue – Fund Balance Approp - Reg.	\$ - 18,300.00
4.3460.076 Revenue – State of NC Lottery Funds	- <u>53,000.00</u>

Total – Revenue	\$ - 71,300.00
	=====

Passed by majority vote of the Board of Education of Camden County on the 14<sup>th</sup> day of November, 2013.

\_\_\_\_\_  
Chairman, Board of Education

\_\_\_\_\_  
Secretary, Board of Education

Motion was made by Mr. White to approve the amended Consent Agenda as presented. Ms. Jones seconded the motion. There was no discussion. All voted ayes, none opposed and the motion so carried.

Jean White, Director of Special Programs, updated Board Members on the official Report Card data recently published for the 2012-2013 school year (*Information Updates, A., 2012-2013 Official State Report Card Data*). Ms. White began by showing a NC DPI Ready video. The Ready program offers tools and strategies to better prepare students for life after graduation. The video noted that teachers, principals, parents, and administrators share the responsibility for providing children with an education that properly prepares them for college, career and adulthood. Following the short video, Ms. White told the Board that the 2012-2013 test results from all five schools had been received the previous week and results were recently published in the local newspaper. Four of the five schools, Grandy Primary School, Camden Middle School, Camden County High School and CamTech High School, met growth and one school, Camden Intermediate School, exceeded growth. Individual scores were sent home with students this week along with a letter from the State Superintendent explaining how to read the test results. Ms. White asked if the Board had any questions. Mr. White commented that he appreciated the school system's test readiness. Superintendent Hawkins said these scores were a baseline; that the results look different as related to districts in the state. Only 20 districts were higher than Camden and Camden was nine percentage points higher than the state average. Camden performed well and had the best scores regionally; however, Superintendent Hawkins said there was a lot of work to be done. With new assessments, the test scores look lower. Since these scores were a baseline, more data would be needed for evaluation. Superintendent Hawkins encouraged everyone to look at the percentages; the percentages still measure students with other students across the state. Scores are not meant to be compared to past scores; measurements were different so comparisons cannot be made. He felt this data provided a good baseline with which to begin to make adjustments. He also noted data was received in November which was 11 weeks into the new school year. This school year's scores should be received on time. Superintendent Hawkins said it was important to note that schools are about growth. The question is, *Are students more proficient than they were?* Now there are different targets for each subgroup and there were no "magical" numbers to meet on the targets. Targets were all different and the state set the targets based on projections. When there were no more comments, Ms. White concluded her update.

Jean White, Director of Special Programs, reviewed with Board Members updates made to the AIG Plan (*Information Updates, B., AIG Plan*). Each Board Member had received a parent brochure entitled *Academically and Intellectually Gifted Services Handbook*. Ms. White said there were minimal changes to the AIG plan. There were some course changes made but the most significant change was allowing subject placement and skipping. There are new guidelines for this process and the guidelines were in the revised brochure. There are seven criteria which a student must meet. For example, aptitude must be 97-99<sup>th</sup> percentile on verbal and/or quantitative or non-verbal sub scores on approved nationally normed tests.

Ms. White noted that grade skipping was an opportunity for a student but it must be proven to be the right thing to happen for the student. (The new policy entitled *Credit by Demonstrated Mastery*, Chapter C, Section 5.6, is an item on the Action Agenda for board consideration.) Superintendent Hawkins added that grading and classifying was still the responsibility of the principal. When there were no more comments, Superintendent Hawkins recommended that the Board accept *Camden County Schools Local Academically or Intellectually Gifted (AIG) Plan Effective 2013-2016*. Mr. Overton asked if there was a motion to accept Superintendent Hawkins' recommendation to accept *Camden County Schools AIG Plan Effective 2013-2016*. Motion was made by Mr. White to accept the *Local Academically or Intellectually Gifted (AIG) Plan Effective 2013-2016*. Motion was seconded by Ms. Jones. There was no discussion. All voted ayes, none opposed and the motion so carried.

Andrea Lee, Director of Child Nutrition, discussed a proposal to increase the price charged for adult meals with Board Members (*Information Updates, C., Child Nutrition*). Ms. Lee advised Board Members that based on information provided after a recent audit, it was determined that the cost of adult meals must be increased or adults should go to a la carte items. Ms. Lee said that currently the cost of an adult plate is \$3.00. The price has not increased since 2009. With the amount needed to cover the costs of preparing the meal and with the increase in employee benefits, fifty cents would be an adequate increase so that the same situation does not present itself next year. Ms. Lee asked if there were any questions. Mr. Needham asked if there would be any repercussions from raising the cost of adult meals; he asked would the school lose money by going up in price? Ms. Lee advised that \$3.50 is more economical than buying lunch outside of school and is comparable with the price charged by other school systems. There was no more discussion. Superintendent Hawkins recommended that the Board allow Child Nutrition to increase adult meals to \$3.50 effective January 1, 2014 at all schools. Mr. Overton asked if there was a motion to accept Superintendent Hawkins' recommendation to increase adult meals to \$3.50 effective January 1, 2014 at all schools. Motion was made by Mr. White to accept Superintendent Hawkins' recommendation to increase adult meals to \$3.50 effective January 1, 2014. Motion was seconded by Ms. Jones. There was no discussion. All voted ayes, none opposed and the motion so carried.

Superintendent Hawkins discussed with Board Members the bill's requirement that superintendents recommend to the local board 25% of eligible teachers for four-year contract awards (*Information Updates, D., Senate Bill 402 (Session Law 2013-360)*). Superintendent Hawkins said he discussed Senate Bill 402 and its legal changes during the Administrative Retreat held August, 2013.

In summary, Senate Bill 402 provides that beginning September 1, 2013, superintendents shall (*shall* was emphasized) review the performance and evaluations of all teachers who have been employed by the board of education for at least three consecutive years. Based on this review, the superintendent shall identify and recommend to the board twenty-five percent (25%) of those teachers who have been employed by the board for at least three consecutive years to be offered four-years contracts. The contracts will be effective beginning with the 2014-2015 school year. Superintendent Hawkins said he brought this information to Board Members at the August 8<sup>th</sup> meeting. Now there are a number of items to clarify by deciding how to make this important determination. Superintendent Hawkins said he had already met and discussed the 25% stipulation with teachers at four of the five schools. He said all principals were aware of Senate Bill 402 and it had been discussed in detail with the School Improvement Team chairs so they could discuss at the school level. Superintendent Hawkins had suggestions for measures to make the determination such as sending out a survey for input from the teachers as to what they would like to see. Superintendent Hawkins encouraged Board Members to ask questions. One question they may ask is, "*What defines a teacher?*" He said all teachers must be considered (i.e. media, speech, guidance, psychologists, classroom teachers). With that said, there are basically 114 teachers who would qualify. Prior to tonight's meeting, he had gone through and reviewed the last three years of evaluations. Superintendent Hawkins developed a scoring sheet to use for every teacher with three or more consecutive years of service who qualify for consideration. (Board Members had received a copy of the rubric.) He explained that qualifying teachers who accept a four-year contract effective at the start of the 2014-2015 school year will receive \$500 annual pay raise for each year of the four-year contract and relinquish career status or any claim to career status. There were questions regarding pay (*Does the teacher continue to be paid at the pay level attained with the raises after the four-year contract? Is it a permanent pay raise?*); and tenure (*If the law is successfully challenged through the courts, would a teacher reclaim tenure if a four-year contract had been accepted?*) Opinions were discussed. Based on current law, in 2018, there will be no more career status. There will only be one, two or four-year contracts with no additional money. Superintendent Hawkins said to clarify a point, 25% of Camden's eligible teachers would be roughly 28 teachers whose names would be recommended after which there would be no more names recommended. Therefore, if five of the 28 said no to the offer, an additional five names would not be added to the recommendation. Attorney Leidy said the law states "must offer" rather than "must give"; meaning if those offered elect to decline, what is important is that 25% were offered. Superintendent Hawkins said he will not advise a teacher what to do; the decision is theirs to make; it is not for us to advise them. He said the Board must anticipate that regardless of who the 28 teachers are on the list, number 29 and lower will feel that they should be number 28 or higher. There will be hurt feelings. Superintendent Hawkins told Board Members that the task of the Board and Superintendent was to be united...married...singing off the same sheet of music.

The Board must decide on how to go about this identification process; there must be one defined criteria - one rubric and the Board must be blind to names on the list when the Superintendent brings names to the Board. The Board should not expect to ask that one name be taken off and another name be added on; the list will be determined by a rubric and the qualifying three consecutive years of employment by the Board; they must be career status to be eligible. We cannot offer tenure to anyone else. Tenure will continue for those who have earned it until 2018. There will be no new tenure between now and 2018. If a teacher does not have tenure now, he or she will never have tenure. It was agreed that the law has a lot of gaps; there are still a number of questions that need to be answered. Attorney Leidy stated NCAE had already stated they will sue but they have not done so yet. The Board of Education must be prepared based on the current law. Superintendent Hawkins had prepared a rubric which basically helps compare available data. Some of the data did not get saved; there were issues with McREL. Superintendent Hawkins asked the Board Members to consider what they would like to see for tie breakers. There will be no decisions made tonight. This may possibly require a work session. Members need to consider, for example, do we rank the district or do we rank the school. Different thoughts need to be discussed. Measures used must provide a level playing field; we must see the same thing for each person. Superintendent Hawkins said it is good we are ahead and looking at a rubric to start. He will develop a timeline such as (1) have the rubric prepared by December (2) finalize the measurements by February or schedule work sessions (3) have names by April for June decisions. Superintendent Hawkins said there were a lot of scenarios and a lot of questions to consider and it may take more than one day or one work session to work through it. Superintendent Hawkins said he was at a superintendents meeting yesterday and the interesting thing was, Camden are fortunate in that he could look at all 114 evaluations. Not all schools can do the same thing. He knows we must follow the integrity of the law. Our job is to carry out the law they have given to us. Mr. White reiterated that once we have formulated the list, that is final; there will be no change at that point. Attorney Leidy said the law establishes who is eligible but the law does not say the "top" 25%. He said the Board must get an equal footing, rank and then decide. Superintendent Hawkins told the Board Members that while at the NCSBA Annual Conference next week, to keep their ears open as to what others are doing – what processes they are putting into play. He said if he and the Board are well aware and well versed, they can proceed forward. Mr. Overton asked Superintendent Hawkins to prepare a timeline and asked Board Members to be prepared to give input by December. Superintendent Hawkins said he would have a draft timeline for December. Attorney Leidy said the Board's June meeting is on June 12<sup>th</sup> and the teachers' last day is June 11<sup>th</sup>. Recommendations can be made at the May meeting but the Board can have everything in place the month prior.

Superintendent Hawkins said a point he will continue to make is that this process will be difficult because Camden has lots of good teachers. Attorney Leidy said an additional problem is that teachers who have come to Camden from other districts must be in Camden three consecutive years to be eligible even if they had tenure in the other district.

Mr. White asked Superintendent Hawkins to make a quick list of the ideas he shared with the Board during the discussion. Superintendent Hawkins said it is only fair that teachers know what our rubric is; they must know what we are looking for. The 25% selected have to be public because that is personnel recommendations. In the past, contracts renewing in a particular year were public. In 2018, there will be one, two or four-year contracts. Superintendent Hawkins said the June 30, 2013 personnel decisions will be public. Attorney Leidy said board action will be taken to offer contracts and that is public information; therefore, accepted or not must also be open. Mr. Overton closed the discussion by reminding Board Members to be prepared for a possible brainstorm session and to call if they have suggestions to share with Superintendent Hawkins or questions to ask. He reminded Board Members the development of the rubric will be an ongoing process but if there are questions, do not wait for the next meeting.

Superintendent Hawkins discussed with Board Members the Aerospace STEM School proposed by Elizabeth City mayor Joe Peel and Pasquotank County Commissioner Jeff Dixon (*Information Updates, E., STEM School*). Superintendent Hawkins said that in late September, Dr. Peel and Jeff Dixon met with Camden and Currituck County Boards of Commissioners and Boards of Education to present a proposal for a regional charter school. Superintendent Hawkins said there had been no request from Camden County Board of Education regarding the establishment of an Aerospace STEM School and it would be wise of the Board of Education to take a stance regarding this regional charter school. Funding or the loss of funding is a major piece when considering the creation of a charter school. Does Camden County Board of Education want to support something other than Camden County Schools? It does not mean that Camden students cannot go but Superintendent Hawkins said he is of the opinion that this is the choice that we are not in business of supporting another school. After a brief discussion, stance was that Camden County Schools was not in support of the proposed STEM school; that if we would not go to Camden County Commissioners and ask that \$200,000 be given to a charter school in Elizabeth City but rather that \$200,000 be given to us. After brief discussion, it was agreed that Camden County School System's stance was that the Board of Education will encourage support within the county, specifically Camden County Schools.



Superintendent Hawkins reviewed with Board Members the tentative agenda for the December Joint meeting with Commissioners scheduled on December 2<sup>nd</sup>, 2013 (*Information Updates, F., December Joint Meeting Agenda*). Draft agenda was presented as follows:

**Camden County Board of Education  
Camden County Board of Commissioners  
Joint Meeting Agenda  
December 2, 2013  
12:00 Noon  
Camden County Public Library  
Community Room**

**Camden County Board of Education  
Call to Order – 12 p.m.  
Camden County Commissioners  
Call to Order – 12 p.m.**

**Consideration of Open Session Agenda Changes**

**Welcome**

**I. information Updates:**

- A. *Common Core and Essential Standards  
(Tamara Ishee, NCDPI Academic Services and Instructional Support - Region One Lead, will discuss Common Core and Essential Standards with both boards.)*
- B. *Camden County's Grant Network  
(County Manager, Mike Renshaw, will discuss with both boards the grant database known as eCIVIS.)*
- C. *Capital Projects  
(Larry Lawrence, Director of Auxiliary Services, will discuss short and long term capital projects for Camden County Schools with both boards.)*
- D. *STEM School  
(Superintendent Hawkins will discuss with both boards the Aerospace STEM School proposed by Elizabeth City Mayor Joe Peel and Pasquotank County Commissioner Jeff Dixon.)*
- E. *Tour of Schools  
(Members of Camden County Board of Education and Camden County Commissioners, along with Superintendent Hawkins and County Manager Renshaw, will tour Camden County Schools immediately following Joint Meeting.)*
- F. *Other*

**I. Adjourn**

Superintendent Hawkins reviewed each agenda item with the Board. There was brief discussion regarding agenda items. Mr. White suggested an agenda item to address low wealth funding. Superintendent Hawkins said the County Manager and Commissioners were aware of the threshold. He added that while at the December meeting, members will hear more about decreases in Small Schools Low Wealth. Superintendent Hawkins concluded his review of the draft agenda. Mr. Overton advised Board Members that if they had something else to add, advise Superintendent Hawkins so it can be added to the agenda.

Mr. Overton said Board Members Chris Wilson and Wayne White would update those in attendance on the NCSBA Annual Fall Law and Public Policy Conference which was held on October 16-18, 2013 in Asheville, North Carolina (*Information Updates, G., NCSBA Annual Fall Law and Public Policy Conference*). Mr. Wilson spoke about a \$7 million school safety grant for middle and elementary school SRO officers. There was brief discussion. He said school vouchers were discussed and how public funds are provided to parents for nonpublic schools. He said parents can get money in their accounts and manage and use for whatever they want. There was brief discussion. Mr. Wilson had conference material and offered to loan the information to anyone who wanted to review it.

Mr. White spoke about panic alarms and a MOU with law enforcement regarding a tip line for someone to call. There was discussion as to enhancements which had been made to the Honeywell instant alert system. Mr. White discussed election laws and sweeping changes regarding cuts to the number of school days. It was noted the pending changes may cut the number of days but would not cut the number of instructional hours. Gun laws were discussed at a session led by Bob Joyce. There was brief discussion after which Mr. Overton thanked both board members for attending the conference and bringing information back to share.

Action Agenda items were as follows:

**IV. Action Agenda**

- A. New Policy
  - *Credit by Demonstrated Mastery, Chapter C, Section 5.6*
- B. Revised Policy
  - *Technology System Practices, Chapter C, Section 3.9*

The creation of *Credit by Demonstrated Mastery* was discussed in detail. Superintendent Hawkins explained that the revised policy, *Technology System Practices, Chapter C, Section 3.9*, was included to update the wording of NC Wise to PowerSchool.

Superintendent Hawkins recommended that the Board of Education table the new and revised policies for mandatory thirty (30) days as per board policy. Motion to accept Superintendent Hawkins' recommendation to table new policy, *Credit by Demonstrated Mastery, Chapter C, Section 5.6* and revised policy, *Technology System Practices, Chapter C, Section 3.9* was made by Mr. White and seconded by Ms. Jones. All voted ayes, none opposed and the motion so carried.

Superintendent Hawkins made the following recommendations for employment from Closed Session:

**CAMDEN COUNTY SCHOOLS**  
**Board of Education Meeting**  
**November 14, 2013**

<b>EMPLOYMENT</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFFECTIVE DATE</b>
Hermione Cousette	Payroll Bookkeeper	Central Office	12.01.13
Tiffany Lumsden	Interim EC Teacher Assistant	Grandy Primary	11.18.13
Arelia Sawyer	Interim EC Teacher Assistant	Grandy Primary	11.18.13

**SUBSTITUTE BUS DRIVERS**

Brandon Carter	Substitute Bus Driver	Camden Co. Schools	11.15.13
Patricia Degraffenreid	Substitute Bus Driver	Camden Co. Schools	11.15.13
Ralph Duncan	Substitute Bus Driver	Camden Co. Schools	11.15.13
Terkia Frederick	Substitute bus Driver	Camden Co. Schools	11.15.13

**WINTER COACHES**

Joshua Blood	Head Boys' Basketball Coach	Camden Middle School
Taureau Christan	Girls' Basketball Coach	Camden Middle School
Richard Krainick	Asst. Basketball Coach	Camden Co. High School

Motion was made by Mr. White to accept Superintendent Hawkins' recommendation for employment. Motion was seconded by Ms. Jones to approve employment recommendations as presented by Superintendent Hawkins. There was no discussion. All voted ayes, none opposed and the motion so carried..

Superintendent Hawkins announced the following resignation:

**RESIGNATIONS**

Andrea Lee	Payroll Bookkeeper	Central Office	10.31.13
Rosanna Marsh	JLP Teacher Assistant (PT)	Camden County High	11.01.13

Superintendent Hawkins made the following announcements:

**VI. Announcements**

- A. NCSBA Annual Conference for Board Development  
(November 18 – 20, 2013 at Sheraton Greensboro)

There were no Other Business or Future Agenda items discussed.

At 9:23 p.m., Mr. Overton said the Board would resume Closed Session after a five (5) minute break. Following that remark, motion was made by Mr. White, seconded by Ms. Jones, to return to closed session to consider matters relating to confidentiality and personnel, pursuant to N.C.G.S. §143-318.11(a) (1 and 6). The motion so carried and the Board Members re-entered Closed Session.

The Board returned to Open Session from the resumption of the Closed Session at 10:33 p.m. Dawn Jones then made a motion to adjourn the meeting. The motion was seconded by Chris Wilson. There was no discussion and the motion carried unanimously. The meeting was adjourned at 10:34 p.m.

Respectfully submitted this 2<sup>nd</sup> day of December, 2013.



Wayne White, Chairman



Melvin L. Hawkins, Secretary