

Camden County Board of Education
and
Camden County Commissioners
Open Session Minutes
Camden Middle School's Auditorium
December 1, 2014

The Camden County Board of Education and Camden County Commissioners met in an Open Session Joint Meeting on December 1st, 2014, in the auditorium at Camden Middle School at 12:00 p.m. Board Members in attendance were: Christian A. Overton, Chair, Steve Needham, Vice-Chair, Board Members Chris Wilson, Dr. Jason Banks and Sissy Aydlett, Superintendent Melvin Hawkins and Attorney John Leidy. Camden County Commissioners in attendance were: Michael McLain, Chair, Garry Meiggs, Tom White, and Clayton Riggs and County Manager Mike Renshaw. Sandy Duckwall, Vice-Chair, was not in attendance. Others attending the meeting were: Angela Wooten, Dan Porter, Lydia Shiel, Janah Hassell, Vallerie Jacocks, Marianne Russell, Parrish Griffin, Joe Passante, Larry Lawrence, Billie Berry, Amber Davis, Tim Lazar, Roger Morgan, Ina Lane, Faye Perry, Dr. Denauvo Robinson, Ms. Angela Charlton, Andrea Lee and Anita Cuthrell.

A lunch was provided by Camden County Board of Education beginning at Noon. Mr. McLain, Chairman of Camden County Commissioners called to reconvene the meeting at 12:50 p.m. after which Mr. Overton, Chairman of Camden County Board of Education, introduced Camden County Board of Education's student board members, Lydia Shiel and Janah Hassell.

Mr. Overton asked Camden County Board of Education Members if there were any changes or additions to the December Open Session Joint Meeting agenda. Camden County Board of Education Members made no changes or additions to the December Joint Meeting Agenda. Mr. McLain asked Camden County Board of Commissioners if there were any changes or additions to the December Open Session Joint Meeting Agenda. The Camden County Board of Commissioners made no changes or additions to the December Joint Meeting Agenda. Mr. McLain asked if there was a motion to accept the Open Session Agenda as presented. Motion was made by Garry Meiggs. There was no discussion. All voted ayes and motion so carried.

Faye Perry, Camden County Board of Education Finance Director, discussed with both boards the Office of State Budget and Management and its impact on future funding for Camden County Schools (*Information Update A., Funding*). Ms. Perry said in years past North Carolina Department of Public Instruction had provided planning allotments to the individual LEAs each year in February. The planning allotments were based on a continuation budget that allowed for the student enrollment growth and increases to address the needs of increased class sizes as well as changes in benefits.

She said based on the latest General Assembly Budget actions, we would no longer be given planning allotments that would be automatically increased to cover the changes in student growth trends. She explained that this would affect many areas of our budget including teachers and teacher assistants, exceptional children needs and at-risk students. Ms. Perry said in the upcoming budget, the State Board of Education had focused their requests on areas that supported the classroom teacher and digital learning in the classroom. This meant their intent was to provide quality training for the staff and access to the digital learning technology needs that would allow them to meet the 2017 legislative deadline to improve the technology infrastructure. Ms. Perry discussed key initiatives that were being requested from the state level such as increasing minimum teacher pay and implementing teacher pathways; requesting funds to cover the driver's education program; increasing funds to maintain the NC Center for Advancement of Teaching, and Education Value Added Assessment System; and in the expansion requests, the State Board was allowed to ask for a maximum of 2% increase to support their strategic priorities of teacher support, classroom resources in technology, Pre-K Program and local calendar flexibility. While a 2% expansion request was allowed to be requested, there was also a 4% reduction that must be implemented to offset the 2% expansion for a net of a 2% overall savings. Ms. Perry said the rising costs of retirement and hospitalization insurance impacted the budget. She said that while our ending fund balance was \$1,599,772.00 as of June 30, 2014, we appropriated \$758,844.00 leaving \$840,928.00 projected fund balance. When appropriations are made for 2015-2016 fiscal year, Ms. Perry said we will be dangerously low and have to request more funds based on our current projections. She discussed the PEP grant and explained that such awards were unusual. Regarding Race to the Top, she said we received approximately \$73,700.00 to spend which was the lowest among the school districts and one of the lowest in the state including some charter schools. Ms. Perry told the boards that Camden County Schools received a clean audit for the 2013-2014 school year. There were no questions or comments. Ms. Perry concluded her discussion.

Andrea Lee, Director of Child Nutrition, updated both boards on the School Lunch Program (*Information Update B, School Lunch Program Update*). Ms. Lee said there had been many costly changes to the school lunch program and many of the changes were due to the Healthy Hunger Free Kids Act. The Act required healthier choices and limited calories, sodium, fat and sugar. Ms. Lee said this year's participation continued to decline and she compared for both boards the participation percentages over the past few years. Child Nutrition was supplemented in the amount of \$20,000 this year. She said a couple of retirements would increase budget payouts and that health insurance costs had increased. Staff was using Child Nutrition funds to Serve Safe train at least two employees at each school. Ms. Lee would like as many as possible to be Serve Safe trained to ensure safety of staff and students. There was discussion regarding last year's 10¢ lunch increase. Mr. Meiggs asked how much revenue the increase produced.

Ms. Lee said she did not have the exact figure; that she could provide that information at a later date. She noted the 10¢ increase did not significantly decrease participation. Mr. McLain wanted to know how much it cost to prepare a lunch plate. He said he calculated a significant difference between production cost and the student charge. Ms. Lee noted there was a small contribution made by the State toward the cost of the plate. She said if the student received free lunch, we were reimbursed \$2.99 per plate. If the student received reduced lunch, the State reimbursed at a lesser amount. Mr. Meiggs asked how we compared to surrounding counties. Ms. Lee noted that lunch prices are the same in Camden as in Pasquotank. Gates and Currituck have split prices. She said elementary schools and middle schools were charged one price and high schools were charged a higher price. Edenton charged \$2.30 across the board. There was discussion. Ms. Lee noted there was a huge amount of waste; that a lot of fruits and vegetables were thrown away but fruits and vegetables had to be added to the menu in order to receive federal reimbursements. She said we could only offer healthy food choices which were believed to develop healthier eating habits. Mr. Renshaw said the County had contributed \$170,000 last year and he was concerned because there were other needs in the school system which had to be addressed. He said that if 10¢ did not address the gap, he was concerned that there would be a continued loss. He said the boards needed to have open dialogue about how to address the matter since Camden County Schools did not have the number of free and reduced lunch reimbursements needed to sustain the program. He said the boards had to have honest discussion about what amount of increase was needed because the County could not contribute \$170,000 year after year. Ms. Lee noted that the issue was an ongoing discussion and that it was not a unique problem to Camden County. Superintendent Hawkins noted that if lunch prices were raised to \$3.00 per plate, lunch participation would decrease. Mr. Renshaw asked Ms. Lee to confirm Currituck County's lunch prices. Ms. Lee reiterated that Currituck County did have split prices with a higher charge for high school students. Superintendent Hawkins said lunch prices had to be raised at least by 10¢ each year until the lunch price charged equaled the production price of the plate. Mr. Meiggs was concerned with the difference between current prices and the production price. Ms. Aydlett told Mr. Meiggs that as a parent and considering the working class family, it was tough to absorb price increases especially when a family had more than one child in the school system. Mr. Meiggs said that was not the responsibility of citizens in the County. Mr. Wilson said the boards had been talking about this matter for a long time and that the School System had to go by regulations; that we could not change the menu and keep receiving reimbursements. Mr. Wilson said he would like to go to a Food Lion in Camden. Mr. Renshaw told Mr. Wilson that one was opening in four months but he said it was not a Food Lion. Mr. Overton suggested that the boards move on to the next agenda item. Mr. Overton asked if there were any more questions for Ms. Lee. Dr. Banks asked if Ms. Lee could project revenue if the lunch costs were raised to \$2.99 per student and Camden County Schools opted out of the federal program.

He said this way we could offer lunch menus that students would want to buy. Mr. McLain asked if Ms. Lee could work on those numbers. Mr. White noted that would be difficult because participation would be an unknown. There was no further discussion and Ms. Lee concluded her update.

Mr. Overton said Larry Lawrence, Director of Auxiliary Services would discuss with both boards short and long-term capital project for Camden County Schools (*Information Update C, Capital Projects*). Mr. Lawrence said he and his crew handled maintenance issues at Central Office and all other school facilities in the district. Some of this year's capital projects for Camden County Schools were as follows:

- Roof repairs at Grandy Primary School;
- Milk cooler needed to be replaced at Grandy Primary School;
- Paving gravel lots at Grandy Primary School (Mr. Lawrence said he is waiting for the company to schedule the job);
- Playground enlargement at GPS and CIS;
- 2 new motorized basketball goals were purchased for the gym at CIS;
- New auto floor scrubber were purchased for Camden Middle School;
- New freezer was needed at Camden Middle School;
- New condensing units for walk-in freezer and refrigerator at CMS;
- New oven purchased for kitchen at CCHS;
- Air conditioning units – there was one unit down at Camden Middle School and one unit that needed major repairs at the High School;
- 2 bathrooms were remodeled at CCHS;
- Restripe parking lots for 2015-2016
- Purchase another maintenance vehicle for 2015-2016
- Paving parking lot at CamTech High School for 2015-2016

Mr. Lawrence said he and his crew would be working over the Christmas break. This would allow maintenance to work in the schools to complete some of those projects while buildings were empty. He asked if there were any questions. There were none and Mr. Lawrence concluded his discussion.

Mr. Overton said Dan Porter, Camden County Director of Planning and Community Development, would give a PowerPoint presentation on Adequate Public Facilities (*Information Update D., Adequate Public Facilities*). Mr. Porter presented a PowerPoint presentation entitled *Adequate Public Schools Facilities*. He said his presentation would address the formal documents as follows:

- APFO Ordinance
- Level of Services Standard and Advancement of Capacity Formula (LOS)
- Memorandum of Understanding
- Camden Schools Capital Needs Study
- County Capital Improvement Program

He said the timeline of APFO had been as follows:

- Camden Schools Capital Needs Study
- APFO Adopted – February, 2006
- APFO Revised from Subdivision Approval to Building Permit Approval – October, 2007
- Coordinating Committee Meetings – 2007, 2008, 2009, 2010
- APFO Fee Reduced to \$0.00 – September, 2010

Mr. Porter discussed the application process for plat approval for a subdivision or building permits for residents. He said if facility capacity for any school facility type was exceeded or would be exceeded by the calculated impact of the proposed development, a CAPS (Certificate of Adequate Public School Facilities) should not be issued and development and/or recordation of the final plat should not proceed, except in accordance with specific provisions. He said capacity was calculated by current committed capacity plus the projected number of students generated associated with the development proposal. Those calculations equaled the projected student capacity. He said facility capacity was updated yearly based on a report from Central Office. He discussed capacity methodology. Mr. Porter discussed the Memorandum of Understanding and noted that it did not create legal binding obligations. He said APFO Coordinating Committee should include:

- Camden County Schools' Superintendent, Board Chair or designee;
- Camden County Schools' Director of Auxiliary Services
- Camden County Schools' Finance Director
- Camden County Manager, Board Chair or designee
- Camden County Finance Officer
- Camden County Planning Director

Mr. Porter said the committee had not met since the APFO fee reduced to zero. He noted the Memorandum of Understanding said the school district should provide the County with a description, cost estimate and capacity added for any new, proposed capital facility projects and prioritized assignment of each project to the fiscal year in which the project should be completed. It was suggested that the committee meet quarterly to discuss issues associated with the APFO.

Mr. Porter discussed subdivisions in the county. Mr. Porter asked if there were any questions. There was discussion. When discussion ended, Mr. Porter concluded his presentation.

Mr. Overton said Superintendent Hawkins would discuss with both boards the most recent Camden County Facility Needs Survey, including improvements and additional facilities needed to accommodate projected enrollment, including Pre-K through the 2015-2016 school year (*Information Update E., Camden County Schools Long Range Plan*). Superintendent Hawkins thanked Mr. Porter for his presentation. He said that growth equaled a new high school since the current high school was over capacity by more than 50 students. He also noted the road encroachment was a safety concern. Superintendent Hawkins agreed that the committee should meet. Mr. Renshaw proposed the second week in January. Superintendent Hawkins suggested a meeting date be set and that the committee plan to meet quarterly. He said he wanted to bring up the Pre-K Program at Grandy Primary School because he was concerned that K – 3rd grade growth would require the use of the space currently occupied by Pre-K in the modulars. Superintendent Hawkins said the facility was not built or designed for Pre-K. He said the Commissioners should consider finding a site for Pre-K. The issues of Pre-K and capacity at the high school needed to be addressed. Mr. Renshaw said he agreed and said those were reasons to re-establish the committee. He said he had been in Camden for three years and did not know about the APFO committee. He said the committee would be an important part of the planning process; that it was important to have sound data because the end result would only be as good as the data used and that it was clear to him that the time to start was now. He said the County should incorporate the results of the CIP (Capital Improvements Plan). The joint meeting package included a copy of the 2010-2011 North Carolina Public School Facility Needs Survey. Mr. Renshaw asked Superintendent Hawkins if that was the most recent survey. Superintendent Hawkins explained that the survey, through the State, was conducted every five years. Mr. Renshaw reiterated that he would like for the committee to reconvene and suggested that the meeting be scheduled for the second week in January, 2015. Mr. White said it was extremely important to begin the process because as the economy improved, Camden would see more residents move in and that it took a lot of time to plan for a school. There was no further discussion and Superintendent Hawkins concluded his discussion.

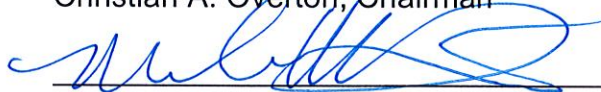
There were no other topics to discuss and no other topics were suggested for discussion.

At 1:45 p.m., motion was made by Mr. Needham, seconded by Ms. Aydlett, to adjourn the meeting. There was no discussion. All voted ayes and motion so carried.

Respectfully submitted this 8th day of January, 2015.



Christian A. Overton, Chairman



Melvin L. Hawkins, Secretary