

**Camden County Board of Education
Camden County High School Media Center
September 14th, 2017**

The Camden County Board of Education met in regular session on September 14th, 2017, in the Media Center at Camden County High School. Board Members in attendance were: Christian A. Overton, Chairman, Jason Banks, Vice-Chairman, Board Members Kevin Heath, Chris Wilson and Sissy Aydlett, Student Board Members Bladen Harnly and Daniel Nadj, Superintendent Travis W. Twiford and Board Attorney John Leidy. Others who attended the meeting and signed the guest register were Gloria Rogers, Samantha Nadj, Lois Walston, Laurie Burgess, David Burgess, Bill Forehand, Tessa Forehand, Jerry Bonilla, Jomie B. Cartwright, Vallerie S. Jacocks, Kathy Stechschulte, Jessica Gallop, Cris Fields, Franchesca Gantt, Bonita Robinson, Monique Hicks, Faye Perry, Marianne Russell, Cheri Schaefer, Jennifer Gray, Davia Ward, Robby Ward, Perry Gurganus. Alison Neal, Ina D. Lane, Keisha J. Dobie, Dawn Werderman, Dearl Neal, Jeff Beyel, Mike Lawrence, Amber Davis, Evelyn Bolac, Timothy T. Lazar, Reggie Ponder (*The Daily Advance*) and Anita Cuthrell.

The meeting was called to order by Chairman Overton at 6:35 p.m. Mr. Overton asked Board Members if there were any additions, deletions, or changes to be made to the September Closed Session Agenda. Each member was polled. Superintendent Twiford added the permitted purpose N.C.G.S. § 143-318.11(a) (3) to confer with the Board attorney regarding matters within the attorney-client privilege and to preserve that privilege. Mr. Wilson added one item to Personnel. There were no other additions, deletions, or changes made to the September Closed Session agenda. Motion was made by Ms. Aydlett to approve the amended Closed Session Agenda. Mr. Wilson seconded the motion. There was no further discussion. All voted ayes, none opposed and the motion so carried.

The Board entered Closed Session at 6:36 p.m. to approve Closed Session minutes and to discuss confidential student matters; to confer with the Board Attorney regarding matters within the attorney-client privilege and to preserve that privilege; and to discuss confidential personnel matters all pursuant to N.C.G.S. § 143-318.11(a)(1), (3) and (6). Motion was made by Mr. Wilson to enter Closed Session. Ms. Aydlett seconded the motion. There was no further discussion. All voted ayes, none opposed and the motion so carried.

The Board returned to Open Session.

At 7:37 p.m., Mr. Overton called the meeting to order.

Mr. Overton asked Board Members if there were any additions, deletions, or changes to be made to the September Open Session Agenda. Each member was polled. Mr. Overton added *Information Updates K., 2017 NCSBA Annual Conference* to discuss the selection of voting delegates and possible nominations for NCSBA recognition awards. There were no other additions, deletions, or changes made to the September Open Session Agenda. Motion was made by Mr. Wilson to approve the amended Open Session Agenda. Ms. Aydlett 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.

Mr. Overton asked Superintendent Twiford if any Camden County resident had asked to address the Board by way of the Public Comment opportunity. Superintendent Twiford advised Mr. Overton that one guest had signed up for the public comment but she was already on the agenda to address the Board during Open Session to Appear. He advised no other guests had signed up for the public comment opportunity.

Mr. Overton asked Student Board Member, Bladen Harnly, if he would lead the group pledge. Afterwards, Mr. Overton thanked Mr. Harnly for leading the group in recitation of the pledge.

Following the pledge, Mr. Overton asked Mr. Jeff Beyel to join him. Mr. Overton said Mr. Beyel had transferred from Camden County High School to Camden Middle School to teach Social Studies and was now serving as the Athletic Director of Middle School sports. He said Mr. Beyel had proven to be well prepared for the classroom and had his students engaged on the first day of school. However, Mr. Overton said what one might not know was that he had been working all summer to prepare for fall sports. Mr. Overton said the Board had learned that over the summer, Mr. Beyel had worked very hard to strengthen Camden Middle School's athletic program. He physically jumped into the Athletic Director's role by cleaning out old storage areas and working to beautify the Middle School's grounds and athletic fields. He said Mr. Beyel had spent time taking inventory and assessing needs of the program for the various sports. He had met with others involved with the athletic program and verified the Middle School had adequate equipment for student use and that the equipment was in good condition being keenly aware of the importance of student safety. He had prepared the events calendar, arranged for transportation needs and recruited and trained volunteers.

Mr. Overton said he was certain the list could go on but he was also certain that all had been done knowing that many valuable lessons could be taught to students through well-organized athletics. Mr. Beyel had taken on the Athletic Director role with the same enthusiasm and dedication as seen in his academic preparation. On behalf of Camden County Board of Education, Mr. Overton thanked Mr. Beyel for making the students his priority. He then read the spotlight certificate to Mr. Beyel. Following the presentation of the Spotlight certificate, pictures were taken of Mr. Beyel and Mr. Overton.

Mr. Overton said at the beginning of the 2014-15 school year, the Board provided the opportunity for two students (a senior and a junior) to become student board members. He said the role of student board members was different from role of regular board members in that student board members did not have an official vote in board matters, they did not receive confidential personnel or student records, they did not participate in closed session meetings and they did not receive compensation. He said thanks to the role of student board members, the Board of Education now had a student's perspective. He said the Board's goal was to tap into student enthusiasm and learn what students thought they needed to be more successful and what they valued. He said now the Board had a direct communication link with other students through these students.

Mr. Overton said the 2017-18 school year began the Board's 4th year of having students on the Board. He said last year Sarah Margaret Andrews graduated and Bladen Harnly moved into the senior board member position leaving the junior student board member position vacant. Mr. Overton said the Board did not take the task of filling that position lightly and after much consideration the Board selected Mr. Daniel Nadj to serve as the next junior student board member. Then, he asked Daniel Nadj to join him.

Mr. Overton said he wanted to tell those assembled a little bit about the new member. First of all, Daniel had been described as being well rounded and as being a student who excelled in all areas of academics. He said Daniel was also involved in an array of extracurricular activities, such as the Soccer Team, Robotics Team, Math Team, Science Club, and was a member of the high school band. Daniel was described as motivated and a student who demonstrated amazing maturity and leadership. He was an organizer and had been a driving force in the organization of the Robotics Club and Science Club. He said Daniel was described as having great communication and computer skills and had earned the respect of his teachers and peers.

Mr. Overton said Daniel told the Board that Camden County School System had given much to him and he wanted to begin to give back. He said Daniel also expressed an interest in politics and felt serving as a board member would begin his journey to prepare for a political future. Mr. Overton said the Board had been told that Daniel had much to offer and they believed that to be true. He said Camden County Board of Education congratulated Daniel on his appointment as Junior Student Board Member and the Board looked forward to working with him during the next two years. Mr. Overton welcomed Daniel to the Board and then read the spotlight certificate to Daniel. Following the presentation of the Spotlight certificate, pictures were taken of Daniel and Mr. Overton.

Mr. Overton told those assembled that the North Carolina School Boards Association recognized Camden County Board of Education members during the District 1 meeting held at South Central High School in Winterville, North Carolina on September 6, 2017 and awarded the Board with the "Silver Bell" Award. He said the Silver Bell Award recognizes those boards where every member had actively worked towards meeting 12 hours of training during the July 1 through June 30 timeframe. Mr. Overton congratulated the Board of Education members and thanked them for their time and commitment on behalf of Camden County Schools' students and staff.

Mr. Overton asked Superintendent Twiford if there was anyone to appear before the Board during Open Session. Superintendent Twiford told Mr. Overton that one person, Kim Forehand, had requested to appear before the Board during Open Session for the September meeting.

Mr. Overton introduced Ms. Kim Forehand, President of Camden Middle School Athletic Boosters. Ms. Forehand updated Board Member regarding fundraising events the club would like to sponsor as follows:

Ms. Forehand began by thanking the Board for the opportunity to speak with them about the Middle School Boosters and what they would like to achieve for the middle school students. Ms. Forehand read the CMS Athletic Booster Club's Mission Statement. She read the group's purpose. She said officers were Alison Neal, Secretary and Laurie Burgess, Treasurer and she was President. She said the Club had teams (i.e., Media Team, Concession Team and Fundraising Team). Ms. Forehand spoke of the benefits of athletics in schools. She said all sports (football, soccer, volleyball, cheering, girls' basketball, boys' basketball, baseball, softball and track) were all in need.

She spoke about general needs of the athletic program and then addressed specific needs for each sport. In summary, she said over \$47,000.00 was needed for the athletic program at Camden Middle School and said the Boosters wanted to seek the support of companies and organizations to help with those needs that had been identified at Camden Middle School. She said the Boosters had approximately \$2,700.00 in its checking account. She said a parent was donating all supplies needed for concessions on September 27th. She said the Boosters would be using \$575 from the \$2,700.00 checking balance for government fees for a 501c3 non-profit tax status. She said the 501c3 tax status would allow the Boosters to seek donations from large companies. She said CPA, Philip McLain, had offered to waive his fee to handle that 501c3 paperwork. Ms. Forehand said she was asking for Board approval for fundraisers and sponsorships. She said a donation letter needed to be approved and she needed permission to create a Go Fund Me Page and permission to create a video asking for support. She said the Boosters planned to send the information to Mitch Callas, Director of Personal Trainers at CHKD, The Ellen Show, Nike, Addis, Under Armour, Foot Locker, Hibbit Sports, Dick's Sporting Goods, Food Lion, Duck Thru, Dollar General and other businesses that were family oriented and approved by the Board. Ms. Forehand advised an anonymous donor planned to provide funds for athletic gear. She did not have the check as of board night (September 14th) and was unsure of the specific amount of the check, but she said the check should be enough to cover half of the gear expenses of all needed safety equipment for football such as helmets and pads. She was to receive the check the next day and upon receipt, would immediately deposit it. Ms. Forehand said the Boosters would like to establish a scholarship program. She said any child who played athletics at CMS would be eligible to apply regardless of the high school from which they graduated. She noted that was a provision because of the Coast Guard families who have been part of CMS. She concluded by asking the Board to review the handout and approve fundraising efforts because the group wanted to get started as soon as possible. She asked if the Board would have an answer by next week regarding the fundraising plans. Mr. Overton thanked Ms. Forehand for an excellent presentation. Attorney Leidy said the Board did not have to approve the different fundraisers because the Board did not have oversight over the activities of a booster club; that it operated as a separate entity. Ms. Forehand thanked the Board for the opportunity to present and concluded her presentation.

The Consent Agenda was presented as follows:

II. Consent Agenda

A. Approval of Minutes

(Regular Session Minutes –August 10, 2017)

B. Fundraisers

(Additional fundraisers for Camden Middle School will be presented to Board Members for approval.)

Motion to approve the Consent Agenda was made by Mr. Wilson. Mr. Heath seconded the motion. There was no further discussion. All voted ayes, none opposed and the motion so carried.

Mr. Overton introduced Perry Gurganus, Regional Director with *Pride in North Carolina*. Ms. Gurganus discussed school based therapy services offered by Pride (*Information Updates, A., Pride in North Carolina*). Ms. Gurganus provided Board Members with a *Pride in North Carolina* brochure. She said Camden County was the only county in the area that did not have Pride in the schools and she felt there was a lot of need in Camden. She noted that Pride services were available in Currituck, Elizabeth City-Pasquotank County and Perquimans. Ms. Gurganus said there would be no cost to the school system for having Pride in the schools; that the only requirement of the school system would be a confidential space. She said if a child goes into a mental health crisis, Pride could take a lot of responsibility off the parent(s). She said it was a great service and had worked very well in other schools. She said services began when a guidance counselor referred a student to a Pride therapist. Upon receiving the referral, the therapist would get in contact with the student's parent (or guardian) at which time the parent had the right to say no to treatment. If the parent agreed to have their child served, Pride would set up a time to meet with the parents and have necessary paperwork completed and have the services scheduled. She said Pride was funded by billing the parent's insurance but if the child was uninsured Pride could find ways to meet the consumer's needs. Work schedules would be arranged to follow the school's schedule. Ms. Gurganus said the therapist assigned to Camden County Schools would service Camden schools only. There were questions about how Pride worked with the student's schedule so the student's academic instruction was not interrupted. She said the therapist would work with the school to determine when would be the best time to pull the child for therapy. She explained that a Memorandum of Understanding or MOU must be signed. She said once the MOU was signed, it would take about one week to implement services. Mr. Overton asked the Board if there was a recommendation regarding Pride in North Carolina services. Mr. Wilson recommended that Camden County Schools begin work on a MOU with Pride in North Carolina. Dr. Twiford said he would call Ms. Gurganus to schedule a meeting with her next week to work out the details. Ms. Gurganus concluded her presentation.

Superintendent Twiford discussed with Board Members the need to revise the calendars for traditional schools and Camden Early College High School to include Monday, October 9th as the makeup day for Tuesday, August 29th (*Information Updates, B., Revised 2017-2018 Calendars*). Superintendent Twiford said he had cancelled school on August 29, 2017 in anticipation of inclement weather conditions. Though the adverse conditions did not develop as predicted, the decision had to be made early in the morning. He cancelled school on August 29th because of safety concerns.

He said August 29th must be made up and the first optional teacher workday was October 9th. Considering the potential for missing other days because of weather, he recommended designating October 9th as the makeup and to revise the calendars accordingly. Mr. Overton said the Board had heard the Superintendent's recommendation and asked if there was a motion to accept his recommendation. Motion was made by Ms. Aydlett to designate the first optional teacher workday (October 9, 2017) as the makeup day for August 29, 2017 and that the calendars be revised accordingly. Motion was seconded by Dr. Banks. There was no discussion. All voted ayes, none opposed and the motion so carried.

Mr. Overton introduced Ina Lane, Director of Secondary Education, and Mike Lawrence, SRO and Camden County Deputy, to discuss with Board Members the Emergency Response and Reunification Plans (*Information Updates, C., Emergency Response and Reunification Plans*). Ms. Lane thanked Superintendent Twiford, the principals and SRO Lawrence for their work on developing the plans. She referred Board Members to *Information Update C* package insert. She discussed the Emergency Response and the Student/Parent Reunification plans in detail. SRO Lawrence noted those who worked on developing the plans had met with Christy Saunders with Emergency Management in Elizabeth City. He said the team drove to the different evacuation sites earlier that day (September 14th) which gave him an opportunity to test communication capability. He noted if the Board approved the plans, it would require staff training. Ms. Lane said the plans were developed to help keep kids safe and asked Superintendent Twiford if he would recommend the Emergency Response and Reunification Plans for board approval. Superintendent Twiford said he wanted to make a comment before he made a recommendation. He said he wanted to commend Ms. Lane and SRO Lawrence for the work they had done. He said there was no facility large enough for all students if we needed to evacuate; therefore, if we had a plan in place we had some degree of control. He spoke about a recent shooting at a school in another state. He said looking back at the different episodes of school violence those kinds of things tended to happen in rural settings. Superintendent Twiford said he felt the plans were well thought out and provided our best guess on how we could protect our students and staff. He said the principals were also involved while the plans were being developed. Superintendent Twiford said he recommended, with confidence, the Emergency Response Plan and the Reunification Plan for Board approval as presented. Mr. Overton said the Board had heard the Superintendent's recommendation and asked if there was a motion to accept his recommendation. Motion was made by Mr. Heath to approve the Emergency Response Plan and the Reunification Plan which had been presented. Motion was seconded by Ms. Aydlett. There was no discussion. All voted ayes, none opposed and the motion so carried. Superintendent Twiford said there was still work to be done; that a MOU must be signed, training must be arranged and steps must be taken on the operational side.

Superintendent Twiford updated Board Members regarding bus driver compensation (*Information Updates, D., Bus Driver Compensation Update*). Superintendent Twiford said we had received our bus driver allocation and pay for the 2017-18 fiscal year as directed by legislation to increase bus driver salaries. With direction from the NC Department of Public Instruction, a secondary pay grade of State pay grade 54 had been created and titled the new pay grade 54A to pay the yellow bus drivers only. He said we received \$22,249.00 which included funds to be used for increased salaries and benefits. He said, just to quantify, \$11.75 was the average hourly rate last year and with the revision, the average would be \$13.18. He said this was a good increase and well deserved based on experience. Superintendent Twiford recommended approval of the revised salary increase for yellow bus drivers only. Mr. Overton said the Board had heard the Superintendent's recommendation and asked if there was a motion to accept his recommendation. Motion was made by Ms. Aydlett to approve the revised salary increase for yellow bus drivers only. Motion was seconded by Dr. Banks. There was no discussion. All voted ayes, none opposed and the motion so carried. Mr. Overton said he wanted to add activity bus drivers. Mr. Wilson asked by the activity bus drivers had not been included with the yellow bus drivers. Superintendent Twiford asked Ms. Perry to address the question. Ms. Perry approached the podium and advised the state provided the funds for yellow bus drivers only; that activity bus drivers were not included from the State level. She said activity bus drivers did get a raise but it was not equivalent to the salary increase the yellow bus drivers would receive. She said activity bus drivers were paid with local funds while yellow bus drivers were paid with State funds. Mr. Overton said he would like to entertain that the Board discuss the salary of activity bus drivers in the future to add activity bus drivers to the same salary schedule. He said activity bus drivers were still transporting our kids.

Mr. Overton said principals would briefly present to Board Members on the opening of traditional schools for the 2017-2018 School Year (*Information Updates, E., Principals' Presentations*). Timothy Lazar, Principal of Grandy Primary School, gave the first presentation. He thanked Dr. Twiford for giving him the opportunity to present. He said Grandy Primary School was a place where students developed a love of learning, a solid academic foundation and prepared for their future. He showed a video that was approximately five minutes long. Mr. Lazar said at Grandy, there were continuous efforts made to ensure that Grandy not only meet growth but exceeded state expectations. He said this could only be achieved by dedicated staff, amazing students and a supportive community. He said the safety and growth of the students at Grandy Primary was the number one priority at his school. He spoke about Community Helper Day and Movie Night. He said the annual Fall Festival would be on October 21st from 11:00 a.m. until 3:00 p.m. He asked if there were any questions. Dr. Twiford said Mr. Lazar had approximately 120 students in each grade and next year he would need a minimum of four additional teachers.

He said in addition to having to hire additional personnel, there would be a concern about adequate space. There were no questions and Mr. Lazar concluded his presentation.

Ms. Hicks, Principal at Camden Intermediate School, gave the next presentation. She thanked everyone for the opportunity to present. She introduced Ms. Bonita Robinson, new Assistant Principal at Camden Intermediate. She said Ms. Robinson came to Camden from Pasquotank by way of Currituck. Ms. Hicks said Ms. Robinson was off to a great start; that she came and hit the ground running. She said she would also like to welcome Dr. Sharon Wisinger to Camden Intermediate as guidance counselor. Ms. Hicks spoke about the varsity football team members greeting CIS and GPS students; she said that was a lot of fun for the students. Ms. Hicks said total enrollment, as of September 14th, was 468. At the end of last school year, the total enrollment was 449. She reported as follows:

4th Grade – 148
Average Class Size – 25

5th Grade – 153
Average Class Size – 26

6th Grade – 167
Average Class Size – 28

She discussed NC School Report Card as follows:

INDICATOR	15-16 SCORE	16-17 SCORE	DIFFERENCE
Overall Reading	73	77	+4
Overall Math	62	57	-5
Science	85	82.5	-2.5
School Performance Grade (SPG)	70 (Met Growth)	68 (Not Met Growth)	-2

She spoke about focus points such as data-based instructional decisions, restructure PLC design and Individualized Teacher Professional Development plans. She spoke about goals such as increase overall scores in math, reading and science. She closed by saying the biggest mindset she wanted to see at CIS was the understanding that it was okay to take a risk but it was not okay to stay in the same place. There were no questions and Ms. Hicks concluded her presentation.

Ms. Gantt, Principal of Camden Middle School, gave the next presentation. Ms. Gantt thanked the Board for being given the opportunity to work in Camden County Schools and thanked everyone for a great start. She provided Board Members with a handout entitled *CMS Board Update*. She named some events which had gotten CMS off to a great start such as a successful Open House on August 23rd in spite of the heavy rain and their concussion protocol meeting which took place on August 22nd. She spoke about community partnerships and church donations. She noted that the Boosters Club was off to a good start as evidenced by Ms. Forehand's earlier presentation to the Board.

Ms. Gantt gave enrollment totals as follows:

7th Grade – 131 students
8th Grade – 143 students

She said 8th Grade Science tested at 91% proficient and Math I tested at 90% proficient. She said challenges would be reading for informational text, Differentiation, and Math overall. She spoke about their goal of becoming an A School. She explained academic interventions she would implement over the next five years to achieve her goals. Ms. Gantt spoke about Cub Focus and how she would develop a personalized, as needed early intervention period after school. She spoke about Cub Prep and explained how she was planning scheduled and strategic intervention periods for students who needed regular and reoccurring intervention with math to close academic gaps. She spoke about sharing best practices. There were no questions and Ms. Gantt concluded her presentation.

The final presentation was given by Bladen Harnly who had been designated by Billie Berry, Principal of Camden County High School, to present on his behalf. Mr. Harnly said that he could give a short list of information in Mr. Berry's absence. He said the school year was off to a great start. He said there was a total enrollment of 435 students and there were two new teachers on staff, Ms. Tufts, a science teacher and Ms. Karns, a school counselor. He said Mr. Blood was new to the high school but not the school system; that he had transferred from CMS. He noted school had only been in session for two weeks. He spoke about clubs and sports; all were opportunities for students to become involved and to be a part of something. He noted Camden County High School was a "B" School which meant the school had met/exceeded growth. He gave dates and times of upcoming events which would be fun events for everyone to attend. There were no questions and Mr. Harnly concluded his presentation.

Ina Lane, Director of Second Education, updated Board Members regarding unofficial CTE post assessments and Work Keys Data for 2016-17 School Year (*Information Updates, F., Unofficial 2016-2017 CTE Post-Assessment and Work Keys Data Updates*). Mr. Overton introduced Ms. Lane. Ms. Lane reported unofficial CTE data as follows:

- First semester 2016-2017 school year, tested 22 courses with a composite score of 84%
- Second semester 2016-2017 school year, tested 20 courses with a composite score of 89.3%
- Average composite score for 2016-2017 was 86.7%

Ms. Lane noted that Camden Early College High School had only one course not in the field.

Ms. Lane reported Unofficial Work Keys Results as follows:

Camden County High School

Certificate Earned	Quantity
Bronze	2*
Silver	35
Gold	12
Platinum	0
Total QUALIFYING CERTIFICATES	47

*Bronze Certificates do not count in the overall composite average

Camden Early College High School

Certificate Earned	Quantity
Bronze	0
Silver	2
Gold	0
Platinum	0
Total QUALIFYING CERTIFICATES	2

Camden County Schools Performance Percentage: 92.45%

There were no questions and Ms. Lane concluded her update.

Mr. Overton introduced Faye Perry, Director of Finance, who reported to Board Members on recent PTO and club audits (*Information Updates, G, PTO and Club Audits*). Ms. Perry said the Finance Department had audited PTO, band and athletic organizations. She reported as follows:

**Camden Athletic Boosters Club
FY17**

YEAR REVIEW

- Treasurer for FY17 was Michael Sawyer.
- During the course of the year, the Camden Athletic Boosters generously donated to Camden County Schools Athletic Department by purchasing basketball uniforms, soccer uniforms, track jerseys, tractor, Senior night gifts and awards for the awards banquet
- The CCHS Athletic Boosters Club donated a total of \$16,597.47 to the Camden County High School Athletic Department over the course of FY17.
- Camden Athletic Boosters Club has a balance of \$20,921.65 on hand in the checking account as of June 30, 2017.

FINDINGS/RECOMMENDATIONS/COMMENTS

- There is no evidence of fraud or misuse of funds.
- Mr. Sawyer did a great job keeping records in FY17. The Athletic Boosters Club was generous in their donations and support of Camden County Athletes throughout the year.
- There were 3 debit card transactions that had incorrect amounts in the checkbook.
- Monthly accumulated interest needs to be added to the checkbook balance each month.
- It does not appear, from the above two findings, that the checkbook is being balanced.
- It is recommended that a husband and wife not hold key positions of President and Treasurer.

**Camden Band Parent Association
FY17**

YEAR REVIEW

- Denise Bulone was the treasurer for FY 17.
- Donations to the CCHS Band program included instrument repairs, all registration fees, instructional fees, new uniforms, new shoes and color guard supplies. Total donations to the Band Department totaled \$43,249.45.
- The Association has a Checking Account Balance (less outstanding checks) of \$9,393.43.
- The Association has a Money Market (Sign Board) Account balance of \$6,893.43 (A net gain of \$827.73 from FY 17)

FINDINGS/RECOMMENDATIONS/COMMENTS

- There is no evidence of fraud or misuse of funds.
- Mrs. Bulone and the Camden Band Parent Assoc. were extremely generous and did an excellent job supporting the band and community during FY 17.

**Camden Middle School Athletic Boosters
FY17**

YEAR REVIEW

- Teresa Williams was the Treasurer for FY17.
- CMS Athletic Boosters begin with a balance of \$2,575.55 on hand in their checking account as of June 30, 2017 and ended with \$2,726.88.

FINDINGS/RECOMMENDATIONS/COMMENTS

- Checking account balance was tracked on what appears to be a spreadsheet and was accurate with the exception of the June 2017 interest of .03 not added.
- It is recommended that a running balance be maintained in the checkbook.
- Mrs. Williams did a great job during FY17. All of her efforts are greatly appreciated.

**Camden Middle School PTSO
2017**

YEAR REVIEW

- Christy Cooper was the treasurer for FY 17.
- During the 2016-17 school year, the CMS PTSO gave a total of \$2722.06 to Camden Middle School by assisting with field trip fees, hosting teacher appreciation functions, sponsoring student activities such as the 8th grade formal and granting teacher requests for classroom supplies throughout the year.
- CMS PTSO has a balance of \$3,216.68 on hand as of June 30, 2016. (A net loss of \$1,750.47 from July 1, 2016.)

FINDINGS/RECOMMENDATIONS/COMMENTS

- There is no evidence of fraud or misuse of funds.

- The CMS PTSO was invaluable to the middle school this year by providing resources that would otherwise be unavailable to staff and students. Mrs. Cooper did a good job at keeping track of everything the PTO did in FY 17.
- However, there were a few checks written that needed backup documentation that were not in the packet when reviewed. It is recommended that no checks be written for reimbursement unless the receipts are provided. If purchasing items make sure to get a receipt at the completion of the transaction.
- The PTSO Treasurer should not write checks to reimburse herself for purchases.
- Copies and on-line printouts of bank statements are not acceptable. Copies of cashed checks are needed to verify with the checkbook stub.

**Camden Early College High School
Parent Action League
FY17**

YEAR REVIEW

- The treasurer for FY 17 was Debbie Powell.
- The CECHS PAL helped raise money during the year by running concessions for soccer games. They generously donated \$2,584.86 to Camden Early College High School senior pizza party, teacher/staff appreciation, awards banquet and a graduation reception.
- CECHS Parent Action League has a balance (less outstanding checks) of \$636.59 as of June 30, 2017.

FINDINGS/RECOMMENDATIONS/COMMENTS

- There is no evidence of fraud or misuse of funds.
- Mrs. Powell and the Camden Early College High School PAL diligently served CECHS and did an outstanding job of supporting the needs of the students and staff.
- Mrs. Forehand can be an authorized signer in the event that the treasurer and/or the president are not available to sign, but should be a last resort.
- Money for the concession stand was withdrawn from the bank on August 26, 2016 and not redeposited until November 14, 2017. Money was withdrawn for the concession stand, again, on March 13, 2017 and as of June 30, 2017 has not been redeposited.
- There were four outstanding deposits dated, September 26, 2016, September 28, 2016, October 17, 2016 and October 24, 2016 that were not deposited until November 9, 2016.
- It is recommended that all concession stand money be re-deposited the next day after a game.
- All deposits must be made the day after the money is received.

Camden Intermediate School PTO FY17

YEAR REVIEW

- The CIS Treasurer for FY17 was Pamela Mullen.
- Throughout the year, the CIS PTO did an excellent job of serving Camden Intermediate School by hosting teacher luncheons, contributing to the CIS general fund, giving teacher grants for classroom supplies, and many more services. Their total donations made to CIS for FY17 totaled \$4,544.83.

- The CIS PTO has a balance (less outstanding checks) of \$5,739.96 in their checking account as of June 30, 2017. (A net gain of \$634.76)

FINDINGS/RECOMMENDATIONS/COMMENTS

- There is no evidence of fraud or misuse of funds.
- Mrs. Mullen did an exceptional job during FY17. Her efforts are greatly appreciated!

Grandy Primary School PTO 2017

YEAR REVIEW

- Melissa Perez was the treasurer for FY 17
- During the year, the Grandy PTO made donations to GPS totaling \$33,420.98. These generous donations included ink for printers, , books, software subscriptions, laminator maintenance renewal, book fair coupons for students, projectors and mounts, kindergarten registration t-shirts, iPad covers, AR parties and 100th day supplies.
- The Grandy PTO also hosted functions to improve employee morale. They hosted staff luncheons, welcomed new staff, and gave Christmas gifts to staff, provided breakfast and supplies for bus driver and counselor appreciation.
- As of June 30, 2017, The GPS PTO has a checking account balance of \$11,631.68.

FINDINGS/RECOMMENDATIONS/COMMENTS

- There is no evidence of fraud or misuse of funds.
- The Grandy PTO had many transactions throughout FY 17.
- There were numerous instances of missing debit transactions with many missing documentation.
- There were numerous checks not recorded on the "Check List" provided each month.
- No records were provided to document cash withdrawals for fund raisers being redeposited.
- Documentation is needed for all deposits, not just the bank receipt of deposits.
- No record of returned checks being collected and re-deposited, although return check notices had handwritten notes saying they had been collected.
- Treasurer should never write checks to herself/himself.
- Two separate deposits on December 7, 2016 were each short by \$495.00.
- No check register was provided with a running balance.
- Check book was not balanced to bank statements.
- Proper documentation needs to be provided for all deposits, checks and debit transactions.

- A check register needs to be maintained and balanced monthly.
- Returned checks need to be collected, plus bank fees, and redeposited with proper documentation.
- It is recommended that the books be audited in January and again at the fiscal year end.

Ms. Perry asked if there were any questions regarding the audits. There were no questions or comments and Ms. Perry concluded her report.

Mr. Overton introduced Keisha Dobie, Director of Special Programs. Ms. Dobie updated Board Members regarding public schools 2016-2017 performance data (accountability) which was released by the State on September 7, 2017 (*Information Updates, H, Testing Update*). Ms. Dobie referred Board Members to *At-A-Glance Performance Data* in the board package. She reported Overall School Performance Grades as follows:

- Grandy Primary School – 92 (B)
- Camden Intermediate School – 68 (C)
- Camden Middle School – 66 (C)
- Camden Early College High School – 81 (B)
- Camden County High School – 76 (B)
- Camden County Schools District – 76.6 (B)

Ms. Dobie noted that Grandy exceeded growth, Camden County High School and Camden Early College met growth, Camden Intermediate and Camden Middle Schools did not meet growth. It was important to note that Camden County School System was not deemed as a low performing school district, nor were any of the schools identified as low performing.

Ms. Dobie discussed the growth and performance data for the 2016-2017 school year based on the analysis of all end of grade tests (EOGs) and end of course tests (EOCs) which were aligned to the North Carolina Standard Course of Study in English Language Arts/Reading and Mathematics and the Essential Standards in Science for all district schools. She discussed Accountability Background Briefing to explain background.

Ms. Dobie gave valuable detail as to how statewide accountability testing was done. She noted the Board had been provided with reporting on the ACT and ACT WorkKeys. She showed a PowerPoint presentation entitled *Two Year Trend Data* and giving specific testing and accountability data. In closing, Ms. Dobie noted despite the stringent demands of testing and accountability, our students, teachers and administrators had risen to the challenge. She said the staff worked diligently to produce students who were more than grade level proficient but were career and college ready. There were no questions and Ms. Dobie concluded her update. Dr. Twiford noted that the overall composite score of 76 compared to last year's overall composite score of 74 showed there was improvement this year.

Mr. Overton introduced Marianne Russell, Director of Personnel and Community Schools. Ms. Russell updated Board Members on the New and Beginning Teachers Orientation (*Information Updates, I, Beginning Teacher Update*). Ms. Russell reported as follows:

2017-2018
New Teacher Report

Camden County Schools hired three new teachers this year with one additional position pending board approval as of September 14th. She said of those hired:

- One was a first year BT (Part-time Business Teacher)
- None were second year BTs
- None were third year BTs

She said she will continue to hold monthly BT meetings at the high school in the medial room this year. She said the majority of hires this year were in Administrative positions (3) and Support positions (3).

Current certified vacancies: Speech Teacher

Ms. Russell said new teacher orientation was held at Grandy Primary School on Tuesday, August 15, 2017. The day began at 8:30 a.m. until lunch at 12:15 p.m. After lunch, the group went to the Albemarle Lane Bowling Alley from 1:00 p.m. - 2:30 p.m. along with some new administrators and support staff. There were no questions and Ms. Russell concluded her update.

Mr. Overton introduced Bladen Harnly, Senior Student Board Member. Mr. Harnly updated Board Members on student activities (*Information Updates, J, Student Board Member Update*).

Mr. Harnly updated the Board regarding student support of moving graduation off campus. He announced upcoming school events and said JLP had planned a car wash for September 28th. He said proceeds would benefit the scholarship fund.

Mr. Overton had added an Information Update item to discuss NCSBA Awards and the upcoming Annual Conference (*Information Updates K., 2017 NCSBA Annual Conference*). Mr. Overton told fellow Board Members the upcoming NCSBA Annual Conference would be held on November 13-15, 2017. He said Camden County Schools was entitled to three voting delegates. He asked if anyone planning to attend the conference would like to serve as a voting delegate. After a brief discussion, Ms. Aydlett, Mr. Wilson and Mr. Overton volunteered to serve as voting delegates. Mr. Heath and Dr. Banks were unsure of their schedules and did not know if they would be able to attend the Conference this year. Mr. Overton said NCSBA had invited each board of education to nominate one candidate for the prestigious Raleigh Dingman Award. This award would be presented during the Awards Ceremony of the Annual Conference scheduled in November at the Sheraton/Koury Convention Center in Greensboro. Mr. Overton asked if the Board would like to recommend or nominate a board member for the Raleigh Dingman award. Motion was made by Mr. Wilson to nominate Mr. Overton for the Raleigh Dingman Award. Motion was seconded by Ms. Aydlett. There was no discussion. All voted ayes, none opposed and the motion so carried. Mr. Overton said NCSBA had invited each board of education to nominate one candidate for the NCSBA School Board Member Leadership Award. This award would be presented during the Awards Ceremony of the Annual Conference scheduled in November at the Sheraton/Koury Convention Center in Greensboro. Motion was made by Mr. Overton to nominate Mr. Wilson for the School Board Member Leadership Award. Motion was seconded by Mr. Heath. There was no discussion. All voted ayes, none opposed and the motion so carried.

The Action Agenda was as follows:

IV. Action Agenda

A. 6000 Policy Series

(Superintendent Twiford will discuss NCSBA Policy Services 6000 Policy Series previously presented to Board Members via email and will recommend policies be tabled for 30-day review.)

Superintendent Twiford discussed with Board Members *NCSBA Policy Services 6000 Policy Series (Action Agenda, A., 6000 Policy Series)*. He reminded Board Members they had received an electronic copy of the policies and this series was part of NCSBA Policy Services revisions. He noted that this series was for Support Services. Superintendent Twiford recommended the Board table the *6000 Policy Series* for the mandatory thirty (30) days for review as per board policy. He said the *6000 Policy Series* would be on next month's agenda for consideration of approval.

Mr. Overton said the Board had heard the Superintendent's recommendation. He asked if there was a motion. Motion was made by Dr. Banks for the Board to table the 6000 Policy Series for the mandatory thirty (30) days for review as per board policy. Motion was seconded by Ms. Aydlett. There was no discussion. All voted ayes, none opposed and the motion so carried.

B. Revised Policy and Form

(Superintendent Twiford will discuss the following revised policy and application with Board Members and will recommend policy to be tabled for 30-day review.)

- *Student Board Members, Policy Code 1240*
- *Student Board Members, Policy Code 1240-F*

Superintendent Twiford said the Board had in their board material a revised Policy 1240, Student Board Members and Policy 1240-F Student Board Members Student Board Member Application form. He said the Board may recall having discussed the fact that the student board member nomination period came late in the school year and because of the timing, many of the Camden Early College High School students were not aware when applications were being accepted. Superintendent Twiford said the policies and application form had been reviewed and changes had been made to basically change the nomination period to March so that the applications could be to the Board in April. He said everything else was clear except for the last two paragraphs which had been taken out because the language was no longer applicable. Superintendent Twiford recommended the Board table Student Board Members, Policy Code 1240 and application form 1240-F for the mandatory thirty (30) days for review as per board policy. Mr. Overton said the Board had heard the Superintendent's recommendation. He asked if there was a motion. Motion was made by Mr. Heath for the Board to table Student Board Members, Policy Code 1240 and application form 1240-F for the mandatory thirty (30) days for review as per board policy. Motion was seconded by Ms. Aydlett. There was no discussion. All voted ayes, none opposed and the motion so carried.

Superintendent Twiford recommended employment from Closed Session as presented during Closed Session:

**CAMDEN COUNTY SCHOOLS
Board of Education Meeting
September 14, 2017**

EMPLOYMENT	POSTION	SITE	EFFECTIVE DATE
Mary Beth Meeker	School Psychologist	Camden Co. Schools	09.11.2017
Lauren Karns	School Counselor	Camden Co. HS	09.05.17
Amanda Forbes	Agriculture Teacher	Camden Middle Sch	10.15.17

(or sooner if released by ECPPS)

Katrina Byrom	EC Teacher Assistant	GPS	<i>Pending Florida and Alaska Bkgrd Check</i>
Lynnetta Evans	Internal Auditor	Finance Department	10.02.17
Melissa Finner	Daycare Assistant	GPS	10.02.17

REASSIGNMENT	FROM	TO	EFFECTIVE
Thomas Sawyer	Substitute Bus Driver	Permanent Bus Driver	09.15.17

TRANSFER	POSITION	TO	EFFECTIVE DATE
Derrick Black	EC Teacher at CIS	Student Services Coordinator @ CECHS	TBD

SUBSTITUTES	POSITION	TO	EFFECTIVE DATE
Sheena Stokley	Substitute Bus Driver	Camden Co Schools	
Tracy Graham-Sparks	Substitute Bus Driver	Camden Co Schools	

COACHES	POSITION	SITE	EFFECTIVE DATE
John Gurganus	Head Volleyball	CMS	
Pamela Djigounian	Asst. Volleyball	CMS	
Derrick Black	Asst. Football	CMS	
Cris Fields	Head Cheerleading	CMS	
Stanley Jesse Packer	Head Soccer	CMS	
Hunter Lowe	Head Baseball	CCHS	
William Royal	Asst. Cross Country	CCHS	

Motion was made by Ms. Aydlett and seconded by Mr. Heath to approve employment recommendations as presented by Superintendent Twiford. There was no discussion. All voted ayes, none opposed and the motion so carried.

Superintendent Twiford announced the following resignations:

RESIGNATION	POSITION	SITE	EFFECTIVE DATE
Lakita Gullette	Child Nutrition Assistant	CMS	08.23.17
Morgan Blood	Child Nutrition Assistant	CCHS	09.15.17
Vanessa Green	Custodian I/CN Substitute	GPS	08.25.17

VI. Announcements

A. NCSBA Annual Conference

(NCSBA Annual Conference is Monday, November 13, 2017 to Wednesday, November 15, 2017 at Sheraton Four Seasons in Greensboro, North Carolina)

Mr. Overton said the NCSBA Annual Conference had already been discussed. He asked that Board Members let Ms. Cuthrell know as soon as possible if they plan to attend.

B. Athletic Schedules

(Both middle school and high school fall athletic schedules are attached.)

Mr. Overton said athletic schedules were included in the board package.

There were no *Other Business or Future Agenda Items* on the agenda.

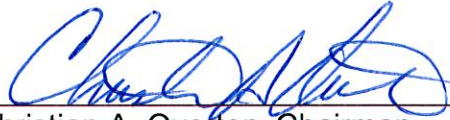
Mr. Wilson said he attended the NCSBA District Meeting on September 6th with Mr. Overton and Superintendent Twiford. Mr. Overton said the District Meeting was informative, especially the Legislative Updates session. He said, all in all, it was a good meeting.

Mr. Overton asked if any Board Member had any Future Agenda Items for the October agenda. There were no future agenda items suggested.

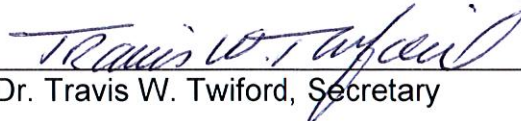
When there was no further discussion, Mr. Overton said he would entertain a motion to adjourn.

At 9:50 p.m., motion to adjourn Open Session was made by Mr. Heath and seconded by Ms. Aydlett. There was no further discussion, all voted ayes and the motion carried unanimously.

Respectfully submitted this 12th day of October, 2017.



Christian A. Overton, Chairman



Dr. Travis W. Twiford, Secretary