

**Camden County Board of Education
Central Office
Budget Work Session
5:30 p.m.
March 22nd, 2018**

The Camden County Board of Education met for its 2018-2019 Budget Work Session meeting on March 22nd, 2018, at 5:30 p.m. in the Superintendent's Office at Central Office. Board Members in attendance were: Christian A. Overton, Chairman, Jason Banks, Vice-Chairman, Board Members Kevin Heath, and Sissy Aydlett and Superintendent Joe Ferrell. Chris Wilson was not in attendance. Others who attended the meeting were Faye Perry, Larry Lawrence and Anita Cuthrell.

The meeting was called to order by Chairman Overton at 6:02 p.m. after all Board Members had arrived. He asked Board Members if there were any additions, deletions, or changes to be made to the March 22nd Budget Work Session agenda. Each member was polled. There were no additions, deletions, or changes made to the March 22nd Budget Work Session agenda.

Mr. Overton turned the meeting over to Superintendent Ferrell.

At that time, Superintendent Ferrell gave various financial updates to Board Members. He advised he had received no additional information from North Carolina Department of Public Instruction regarding the Needs Based Grant. As of yet, he said he had not heard from the SRO Grant which had been submitted earlier this year although he had not expected to hear from the SRO Grant until sometime in April. Superintendent Ferrell said he had met with each school and shared information from the Board Retreat. He had attended a faculty meeting at each school and showed a PowerPoint presentation. At each meeting, he talked through the new organizational structure and gave some details about allotments. He said he finished those meeting earlier in the week.

Superintendent Ferrell said he had met with County Manager, Ken Bowman, earlier that day along with Stephanie Humphries and Faye Perry. Also, he said in working with Faye Perry, Larry Lawrence and others, there had been good planning sessions with a focus on cleaning up allotments. He said the allotment meetings were important in the decision making process and some decisions which came out of those meetings had already been brought to the Board. For example, he had recommended nurses receive supplements and the Board had approved that recommendation at the previous Board Meeting on March 8th. Superintendent Ferrell discussed allotments for each school. He said he had a meeting scheduled with principals on Monday, March 26th to continue the allotment discussion.

He said the allotment process was huge for those who had not been through it before; that the process was slow. However, on Monday, the group would come together for a final work session with Marianne Russell. There was brief discussion regarding allotments and various options to consider during the process. Superintendent Ferrell reiterated the process was slow and said it was being handled carefully. He reminded Board Members he wanted to add a social worker and discussed how that position would be paid. He said although he had not heard from the SRO Grant, he was committed to bringing another SRO to the district. He reminded the Board he intended to split Exceptional Children and Testing. Superintendent Ferrell asked if there were any questions regarding his update. There were no questions.

Superintendent Ferrell told the Board there was \$80,000.00 in the fund balance for Central Office renovations. In the near future, he would bring a recommendation to the Board for improvements to Central Office. He noted the importance of addressing any facility concerns at the schools prior to that recommendation. He said he and Mr. Lawrence had visited with each principal so they could share their concerns regarding their facility and detail what they thought needed to be done by way of improvements. He said the lists were not extensive and many things identified by the principals were things that were already in the budget. He said most of what the principals turned in were cosmetic concerns. Superintendent Ferrell said there were lottery funds which would be used to make the needed improvements to the schools. He wanted the Board to know he had spent time with each principal at each facility which gave them the opportunity to not only tell him their concerns, but show him their concerns. There was brief discussion regarding facilities. Mr. Heath expressed a concern that Camden Early College High School did not have bathrooms in the building. There was discussion about different concerns but the general consensus was that the number one priority was improvements to ensure safety. There was discussion about the possibility of bringing CECHS out of the mobile units into CCHS. There was discussion about capacity and student count based on brick and mortar. There was a brief discussion about how capacity was defined. Mr. Lawrence verified the fire marshal had no capacity concerns. There was discussion regarding lottery money which had to be used for actual brick and mortar meaning a permanent structure. Superintendent Ferrell said the money had been saved over the years and a lot could be accomplished with it. He said there was a solution for what principals shared with him and Mr. Lawrence. As far as becoming shovel ready for the new high school, he noted the lottery funds could not be used to pay Mike Ross, HBA Architect. He said he had contacted superintendents at the other school systems that also received Needs Based Grant awards and none of the other schools systems have received their award money yet. There was discussion and concern about improving Camden County Schools' eligibility for the second round of grants. Mr. Heath noted this was the last chance for Tier One schools and the schools considered shovel ready would likely receive the second round of grant money.

Superintendent Ferrell said he would make more calls to see what else he could find out. He added the County had not matched the grant award yet. He wondered if the County would be willing to give the matching funds so the process could get started considering the fact that shovel ready status was important for the next phase of grant awards. There was discussion about the bond referendum which would probably be on the ballot for 2020 but would likely be needed. There were questions regarding the USDA loan. Ms. Perry advised the County was still paying on Camden Intermediate School. She said USDA loans were usually for 40 or 50 years. Discussion ended and Superintendent Ferrell concluded his updates.

At 6:25 p.m., the meeting was turned over to Larry Lawrence, Director of Auxiliary Services who updated Board Members on Capital Outlay Projects. Mr. Lawrence began by reviewing the first category of projects (Land, Building, Etc.). He discussed:

- Painting and floor covering
- Gravel, Paving and Fencing
- Lock Upgrades
- Camera Upgrades
- Purchase of A/C and Heat Pump Units
- Gym Floor Refinishing
- Roof Repairs and Replacement
- Outdoor Storage Building
- Window Replacement
- Computer Hardware

He then discussed the second category of projects (Furniture and Equipment) as follows:

- Furniture and Equipment
- Radio system

Regarding the radio system, he indicated there was a need for the gradual placement of antennas on the water towers at both ends of the county. There was brief discussion of needed upgrades to the radio system in the district.

Mr. Lawrence discussed the third category of projects (School Buses, Activity Buses and Other Motor Vehicles) as follows:

- Yellow Bus Lease Payment (State Funds 4 of 4)
- Yellow Bus Lease Payment (State Funds 2 of 4)
- Purchase of County Vehicles

He said Capital Outlay requests totaled \$377,117.10 and sited the following revenue sources:

• County Appropriation Requested	\$295,000.00
• Fund Balance Appropriated	
○ (Vehicle in 2017-2018)	\$40,000.00
• *State Allotment for Bus Lease Purchase	<u>\$42,117.10</u>
	\$377,117.10

Mr. Lawrence asked if there were any questions. Dr. Banks had a question regarding Gravel, Paving and Fencing. He said there were pot holes throughout the parking lot. He said he had noticed that a lot of people were driving on the grass. There was discussion. It was noted that NCDPI had approved the current traffic pattern. Dr. Banks asked if NCDPI could come back and reconsider it. He also asked if the concrete barriers could be moved. There was brief discussion about the windows at Grandy Primary School. Mr. Heath briefly discussed the fossil pit and asked if it could be replenished. There was brief discussion. Mr. Lawrence advised there had been no request regarding the fossil pit. There was brief discussion regarding swipe cards for doors. It was explained that swipe cards provided access that was needed by each individual staff member. The swipe cards would not allow access to all doors for all staff members. There was discussion about the need for certain employees to have keys as backup to the swipe cards. Mr. Lawrence explained that in the case of a power outage, our buildings secured themselves. For example, during a hurricane, if there was a power outage, the buildings were locked and secured. There was discussion regarding radios. Mr. Overton said he had learned that there were problems with radios working in certain areas of the school buildings. There was discussion about solutions and costs of the solutions. There was discussion about the roof at Camden Middle School's gym. There was discussion about lawn maintenance responsibilities of Mr. Harris' crew. It was agreed that Superintendent Ferrell, Mr. Lawrence and Mr. Berry would meet with Ag teachers to determine other responsibilities that would be assigned during summer months. When discussion ended and there were no other questions, Mr. Lawrence concluded his update.

At 6:50 p.m., Superintendent Ferrell turned the meeting over to Faye Perry, Director of Finance. He said he was going to let Ms. Perry go through the budget now.

Ms. Perry provided handouts to each Board Member. She began with the **State Public School Fund for Fiscal Year 2018-2017**. She said we had not received our planning allotments from the State for the 2018-19 fiscal year. She said we had received our projected average daily membership (ADM) at 1,853 students which is the same number of students as 2017-2018 fiscal year. As of the end of the 2nd school month (October), our ADM was 1826. However, at the end of the 5th month we were at 1,833. She said at the end of Month 2, there was a difference of 27 students and at the end of Month 5, there was a difference of 20 students.

She said unfortunately some allotments were decreased after the second school month if actual ADM did not meet projected ADM. However, if ADM was greater than projected at the end of the second school month, some allotments were increased if an increase was requested and approved by NCDPI.

Ms. Perry reviewed the State Public School Fund in detail. There were some questions and discussion following her review. When there were no additional questions regarding State funding, Ms. Perry reviewed the **Local Current Expense Fund FY 18-19 Budget Summary**. Mr. Overton asked for an updated list of teachers and coaches. Ms. Perry said Ms. Russell had the list because she did the reporting for each category to the State. When there were no additional questions regarding Local funding, Ms. Perry reviewed the **Federal Grant Fund FY 18-19 Budget Summary**. There were some questions and discussion following her review. When there were no additional questions regarding Federal funding, Ms. Perry reviewed **Director's Revenue for Child Nutrition and Director's Budget for Child Nutrition**. She said Child Nutrition had to generate its own revenue. There was discussion about the Child Nutrition Program. When discussion ended, Ms. Perry reviewed **Other Local Current Expense Fund FY 18-19 Budget Summary**. There were questions and discussion. When there were no additional questions regarding Other Local funding, Ms. Perry concluded her review.

Superintendent Ferrell reminded Board Members of his development of the Profile of a Graduate and said he needed to select dates for committee meetings. He said Board Members were invited and encouraged to participate. He said he planned to give monthly updates on the development of the Profile of a Graduate at board meeting. He gave a handout to Board Members with several possible meeting dates and said those were dates the church was available for meetings. He asked that they notify him and let him know which dates would work for their schedules.

Ms. Perry asked the Board's permission for her to move forward with bringing a Budget Resolution to the April Board Meeting. All Board Members were in agreement.

There was brief discussion about yellow buses and activity buses and insurance coverage. It was noted that there was no coverage for yellow buses in Virginia.

Mr. Overton asked Board Members if there were any other questions or any final discussion. There were no final questions or discussion

Mr. Overton asked if there was a motion to adjourn the meeting.

Motion to adjourn the Budget Work Session was made by Ms. Aydlett and seconded by Mr. Heath. There was no further discussion, all voted ayes and the motion carried unanimously.

Respectfully submitted this 12th day of April, 2018.



Christian A. Overton, Chairman



Dr. Joe Ferrell, Secretary