Meeting Date and Time: Tuesday, February 12, 2019 at 4:00 pm

Location: Person County Schools Board Room, 304 South Morgan Street, Roxboro, NC.

Board members present: Dr. Kay Allen, Freda Tillman, Margaret Bradsher, Phillip Gillis, and Harriett Tillett.

At 4:00 p.m., Board Chair Dr. Kay Allen called the meeting to order.

Harriett Tillett led the invocation and the pledge of allegiance.

Administration Present:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
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<tbody>
<tr>
<td>Dr. Rodney Peterson</td>
<td>Superintendent</td>
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<tr>
<td>Jarrod Dennis</td>
<td>Deputy Superintendent</td>
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<tr>
<td>Ron Anthony</td>
<td>Executive Director of Student Support Services</td>
</tr>
<tr>
<td>Lily Hayes</td>
<td>Communications Director, Clerk to the BOE</td>
</tr>
<tr>
<td>Larry King</td>
<td>Chief Operations Officer</td>
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<tr>
<td>Julie Masten</td>
<td>Chief Finance Officer</td>
</tr>
<tr>
<td>Amy Seate</td>
<td>Chief Academic Officer</td>
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<tr>
<td>Lori Stacey</td>
<td>Chief Human Resources Officer</td>
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WORK SESSION

1. Salary/Supplement Study; Implementation Suggestions/Options

Ms. Julie Masten noted that looking at a classified salary scale and making our certified supplement competitive are a part of our PCS22 strategic plan. PCS has worked with School Efficiency Consultants (SEC). The group has interviewed staff members. SEC has developed a plan based on feedback from finance committee.

The classified salary scale would be on a schedule with 0-25 years of service, which matches the certified scale. Ms. Masten noted that the classified salary schedule numbers do not include daycare or school nutrition as they are self-supporting programs. Ms. Masten presented 3 options for implementation of the classified salary schedule. The estimated cost no matter what option is selected is $644,657.54 in total. Moving forward we would need to budget for this in each year to follow.

Option 1 is to implement the full schedule in the coming year. Option 2 is to implement 10% increase the first year, and the remainder the second year. Option 2 is to implement harder to fill job positions in the first year and the remainder of the job positions in the next two years. Dr. Peterson noted the increase in retirement that would be requested but also noted that the elimination of retirement is on the table at the state level. Dr. Peterson reminded the board of his transition meetings the classified staff and their concerns with salary level. He believes that this scale would assist in consistency and retaining staff. Mrs. Bradsher noted that this is a concern for the community as well. We want to be equitable in our compensation. Ms. Masten will share the positions that are harder to fill. Ms. Masten also noted the concern with the option 3 that would give raises to some but not all. If the state
provides a raise then we would cover the differential. Dr. Allen noted that if the state doesn’t provide raises for certified in a year then there may be a time where our classified staff get a raise and our certified do not. The next step is determining how we will place staff on the scale.

Ms. Masten noted that we have implemented the principal supplement discussed in the past. The certified supplement schedule would show an increase in supplement based on years of service. The total cost to increase the supplement would be $467,901.02. With the supplement beginning at 10% and increasing by 1% with each tier step. Option 1 would have us implementing the schedule in one year. Option 2 is to increase the supplement by 1% over 5 years. Option 3 is to increase the supplement over 4 years. We currently have the majority of teachers in the 0-5 years of service tier. We lose most of our teachers to Durham and Chapel Hill. We did look at their supplements when creating this schedule. Dr. Allen does like the graduated scale.

It will cost $1.1 million to implement. Mrs. Bradsher noted that we need to look at what it will cost in the long run and what our local funding requests will look like in the future. Next steps are to look at hard to staff positions and sustainability. Ms. Masten will provide more information and options during the budget process for the coming year. This is an important option as retention is a major issue.

2. Principal Preparation for Excellence and Equity in Rural Schools (PPEERS) MSA Internships

We have been involved with the PPEERS program for 3 years. We have 2 who have graduated from this program and are current serving as Assistant Principals. Mrs. Stacey shared that we have 3 MSA internships in the coming school year. She shared that Bernadette Ragland will serve her internship at North End Elementary School. Jennifer Tong will serve her internship at South Elementary School. Bradley Porrin will serve his internship at Southern Middle School.

3. Teacher Assistants: “Growing Our Own” Opportunity with NCCU

This issue was something that came up during our strategic planning meetings. We do have several teachers who were serving as teacher assistants. Mrs. Stacey noted that one issue we face is the red tape around the certification process. We are developing a program with NCCU called “TA2TP,” Teacher Assistant to Teacher Professional. There will be an interest meeting on March 25th with NCCU in PCS. The cost per person for the program is $5,000. We do have interest but Mrs. Stacey has seen that they stop when the registration process begins. We would like to help our TAs go through this process and look at paying the cost and entering in a contract where they will work for PCS for 2-3 years after the program ends. During the program, the TA’s can still retain their position.

4. Update on Childhood Trauma

Mr. Anthony noted that all student support staff have viewed resilience video, which speaks to the ACE (adverse childhood experiences) score. Dr. Peterson went to a training regarding this and noted we will look at different ways that we bring the budget to the board. He visited many school systems to see how they use the ACE score for schools when looking at budgeting. How do we assign ACE scores for schools. We will look at how we fund schools based on their score. Dr. Peterson will begin visiting schools with senior leadership to use their input to better serve our schools from the district level. The goal is to have these meetings completed by the end of April. This is not an overnight change and it
needs to be implemented in stages. Dr. Peterson hopes we find out who needs the most training and can use that to assist.

5. Update on Character Curriculum

Mr. Anthony noted that Character Strong was a program that was recommended as a character curriculum and that it is currently adding a K-5 program as it was only a 6-12 program. In talking with counselors, the counselors want a program that is consistent across K-12 and is flexible. In his talks with the company, Character Strong seems to fit what our counselors want. Another program we looked is Second Step, which our counselors felt that they would not be able to keep up the fidelity of the program. They also looked at Character Playbook, which is sponsored by United Way and is free of charge. The concern with this program is that it is only 6-8 and is not vertically aligned. The counselors are currently reviewing the Character Strong materials and will bring more feedback as they continue the review process. The plan is to have a character program to implement in the beginning of the 2019-2020 school year.

6. Update on MTSS

Dr. Peterson noted that he is working with Amy Seate and Tara Holmes to determine how the trauma piece will work with this. The plan is to have a process for this ready to present at the next work session. He noted that our schools are very different and it is not beneficial for our schools to have a systemic MTSS plan. He is looking at plans for individual schools.

7. Update on Facility Audit

Dr. Allen shared that Mrs. Tillman, Dr. Peterson, and herself met with David Newell, Ray Jeffers, and Heidi York. They represent the county as the chair of the County Commissioners, vice-chair of the County Commissioners, and County Manager respectively. They updated the group on our planning process for the facility audit. She noted that they are receptive and aware of our needs. Everyone is realistic of our situation. They provided guidance to develop options for consideration by both boards. The group will meet again when options are developed. Mrs. Tillman noted that they were very open. We will run modules to determine what will be the most beneficial. They have a financial consultant who will assist the county. We have submitted capital improvement projects for fire alarms and accessibility issues. We have submitted at 3-year plan for the deferred maintenance plan. This will be a multi-year process and this will not be in the budget for next year. We will need to look at our tier 2 options that are coming up.

8. School Improvement Plan Stakeholder Meetings

The process for the school improvement plans for last year stated that we would give the community an update each year. Dr. Peterson recommends that we schedule these updates in April. There would be 4 meetings: SMS feeder pattern, NMS feeder pattern, PHS, and the Ministerial Alliance. During these meetings, we would give community members an update on where we are and gather their feedback on what we are doing.
CLOSED SESSION

**Motion:** Dr. Peterson recommended the board adjourn to closed session at 4:46 pm to consult with the Board’s attorney and preserve the attorney-client privilege and to consider confidential personnel information protected under G.S. 143-318.11 (a) (1), G.S. 143-318.11 (a) (3), and G.S. 143-318.11 (a) (6) and 115C-319, motioned by Freda Tillman and seconded by Margaret Bradsher.

*Motion carried 5-0.*

PUBLIC COMMENT

There were no public comments made during this meeting.

APPROVAL OF MINUTES

**Motion:** Moved at 5:33 p.m. by Freda Tillman and seconded by Phillip Gillis to approve the January 10, 2019 Regular Session Meeting Minutes with an adjustment to section B, item 1 to state “Dr. Allen recommended an amendment to policy 2530 to have only 2 board members on the reassignment appeals.”

*Motion carried 5-0.*

DISCUSSION/ADJUSTMENT TO AGENDA

Dr. Peterson requested the Special Recognition Section be moved as the meeting is ahead of schedule and all those being recognized are not present. He also requested that student reassignments be removed from the consent items.

**Motion:** Moved at 5:33 p.m. by Margaret Bradsher and seconded by Freda Tillman to approve the agenda with the noted adjustments.

*Motion carried 5-0.*

BOARD BUSINESS

1. Board Professional Development

   Mrs. Bradsher has requested credit for the National Conference for Student Activities. Mrs. Bradsher noted that this meeting is for workshop developers. She noted that one session was regarding character education and her use of the materials for the PHS leadership training workshop.

   **Motion:** Moved at 5:34 p.m. by Freda Tillman and seconded by Harriett Tillett to approve the requested professional development credits.

   *Motion carried 5-0.*
ADMINISTRATIVE REPORTS AND RECOMMENDATIONS

A. Superintendent

1. Consent Items

   All consent items are approved in one motion.

   **Motion**: Moved at 5:36 p.m. by Harriett Tillett and seconded by Phillip Gillis to approve the consent items B-F (licensed personnel, classified personnel, substitute personnel, employee leave, and volunteers) as presented.

   **Motion carried 5-0.**

2. Audit Contract

   Mrs. Masten presented the audit contract, which continues our services with Anderson, Smith, & Wike PLLC at the same cost.

   **Motion**: Moved at 5:37 p.m. by Freda Tillman and seconded by Harriett Tillett to approve the Audit Contract as presented.

   **Motion carried 5-0.**

3. School Calendar Flexibility Resolution

   Dr. Peterson noted that this resolution supports local control of the school calendar and is recommended by the Superintendent’s Association and the School Board Association. Dr. Peterson also noted that we are working to align our calendars with Piedmont Community College, which would open opportunities for our students. Dr. Peterson will attend the next county commissioners meeting to request approval of this resolution as well. If the Board and County Commissioners approve, it will then be submitted to our local delegation. They will then sign as a co-sponsor and write a letter in support. Mrs. Stacey read the resolution that would give calendar control back to the school system.

   **Motion**: Moved at 5:45 p.m. by Margaret Bradsher and seconded by Harriett Tillett to approve the school calendar flexibility resolution as presented.

   **Motion carried 5-0.**

B. Curriculum/Instruction/Accountability

1. New Course Requests

   Mrs. Jenna Regan presented the vision of Rocket Seminar, which brings in courses for those skills our local industries and community say our students need. The 3 main focuses of Rocket Seminar are...
remediation, social-emotional support, and enrichment. Mrs. Regan shared that all of our 9th graders will take a 9th grade Rocket Seminar which helps with the transition and the best-of courses. Our 10th, 11th, and 12th graders will take the remediation, social-emotional and enrichment courses. Mrs. Regan shared the cover page that shares the current courses and the requested additions. Dr. Peterson shared his appreciation of our staff for looking into ways to offer these courses for our students. Mrs. Regan noted that Physical Fitness III would be run as a full elective course.

**Motion:** Moved at 5:48 p.m. by Margaret Bradsher and seconded by Freda Tillman to approve the new course requests as presented.

**Motion carried 5-0.**

2. Secondary Summer Programs

Mrs. Regan also shared the plan for the secondary summer programs. These programs will provide remediation and readministration of tests. The retests would not count to school growth or instructor effectiveness. She shared the impact from the previous year and that it shows that the program is worth the funds.

**Motion:** Moved at 5:51 p.m. by Freada Tillman and seconded by Harriett Tillett to approve the secondary summer programs as presented.

**Motion carried 5-0.**

C. Administrative Services

1. Threat Assessment

Mr. Dennis shared the threat assessment which determines the risk of suicide and violence. It was vetted by counselors, social workers, and principals. Dr. Allen had concerns with the item on page 10 regarding plan and means to commit suicide. Her concern is with items b and c and worries about planting ideas. Mr. Dennis will strike item C and remove the specifics from B. Our next steps are to assess the training our counselors need and to ensure they receive the needed training. Then to have a meeting on this document.

**Motion:** Moved at 5:56 p.m. by Freda Tillman and seconded by Phillip Gillis to approve the threat assessment with the recommended adjustments.

**Motion carried 5-0.**
2. Student Searches

Mr. Dennis noted that we need language in our handbook that will inform parents that we will have random safety checks. For the current year we will send a mass message with this information. For the next school year, we will include in the student handbook.

**Motion:** Moved at 5:58 p.m. by Freda Tillman and seconded by Harriett Tillett to approve the student searches language addition to the student handbook as presented.

**Motion carried 5-0.**

D. Financial Services

1. Budget Amendment FY 18-19

Mrs. Masten shared the budget amendment of the 2018-2019 fiscal year. This will align our budget to our spending. She noted that federal had significant additions, but this is from one-time grants have that been received.

**Motion:** Moved at 6:00 p.m. by Harriett Tillett and seconded by Phillip Gillis to approve the Budget Amendment FY 18-19 as presented.

**Motion carried 5-0.**

**SPECIAL RECOGNITION**

1. Character Trait - Loyalty

Mr. Anthony presented our character trait of the month recognitions. February focuses on Loyalty. Loyalty is defined as the quality of being loyal to someone or something. If you are faithful and devoted to someone or something, you're loyal. A loyal friend supports you all the time, no matter what. South Elementary School and Southern Middle School were represented this month. Brady Holmes was recognized from South Elementary School. Thomas Long was recognized from Southern Middle School. Mr. Anthony shared quotes about each student.

2. Spotlight

Lori Stacey introduced the recognition program. STAR stands for: being Selfless, working as a Team member, taking Action, and achieving Results. Each month 4 employees (2 classified, 2 certified; representing 2 schools) will be recognized for their efforts. All stakeholders have the opportunity to vote for this recognition. Mrs. Stacey shared a quote about each recipient. The STAR Spotlight recipients recognized were Earl Harrelson and Rosalyn Spencer from North Elementary School, Kelsey Martin and Nick Knott from Oak Lane Elementary School, and Amanda Frazier and Cindy Solomon from
Stories Creek Elementary School.

3. National Board Certified Teachers

The National Board Certification process is based on high and rigorous standards that evaluate teaching practice through performance-based assessments. It is a detailed and time-consuming, but rewarding process.

Blakely Lord was recognized for receiving her initial National Board Certification. Amanda Puett, Amanda Frazier, Kim Day, and Jennifer Puryear were recognized for renewing their National Board Certification.

4. Top 25% Teachers

North Carolina recognizes teachers within the top 25% of EVAAS growth for 3rd Grade Reading, 4th Grade Math and Reading, 5th Grade Math and Reading, and Middle School Math. They also recognized teachers in the Career and Technical Education department who had students receive credentials, and teachers of Advanced Placement Courses who had students score a 3 or higher on the exam.

The following is the list of teachers who were recognized and their recognition.

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>School</th>
<th>Recognized for...</th>
</tr>
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<tbody>
<tr>
<td>LESLEY</td>
<td>ALLEN</td>
<td>Stories Creek</td>
<td>EVAAS growth in the top 25% of the state and top 25% of Person County School 3rd grade teachers in Reading</td>
</tr>
<tr>
<td>RENEE</td>
<td>HAMILTON</td>
<td>Helena</td>
<td>EVAAS growth in the top 25% of the state and top 25% of Person County School 3rd grade teachers in Reading</td>
</tr>
<tr>
<td>JO</td>
<td>LAWRENCE</td>
<td>North End</td>
<td>EVAAS growth in the top 25% of the state and top 25% of Person County School 3rd grade teachers in Reading</td>
</tr>
<tr>
<td>BRADLEY</td>
<td>PORRIN</td>
<td>North End</td>
<td>EVAAS growth in the top 25% of the state and top 25% of Person County School 3rd grade teachers in Reading</td>
</tr>
<tr>
<td>LAUREL</td>
<td>WOODS</td>
<td>Helena</td>
<td>EVAAS growth in the top 25% of the state in 3rd Grade Reading</td>
</tr>
<tr>
<td>MARY</td>
<td>BOWMAN</td>
<td>Stories Creek</td>
<td>EVAAS growth in the top 25% of the state in 4th Grade Reading</td>
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<tr>
<td>TAMMY</td>
<td>CARVER</td>
<td>Stories Creek</td>
<td>EVAAS growth in the top 25% of the state and top 25% of Person County School 4th Grade Teachers in Math and Reading</td>
</tr>
<tr>
<td>MEGAN</td>
<td>DAVIS</td>
<td>Oak Lane</td>
<td>EVAAS growth in the top 25% of the state and top 25% of Person County School 4th Grade Teachers in Reading</td>
</tr>
<tr>
<td>AMANDA</td>
<td>HARRIS</td>
<td>Woodland</td>
<td>EVAAS growth in the top 25% of the state and top 25% of Person County School 4th Grade Teachers in Math and Reading</td>
</tr>
<tr>
<td>JAMIE</td>
<td>HOUSE</td>
<td>Helena</td>
<td>EVAAS growth in the top 25% of the state and top 25% of Person County School 4th Grade Teachers in Math and Reading</td>
</tr>
<tr>
<td>RACHEL</td>
<td>MARCUS</td>
<td>Helena</td>
<td>EVAAS growth in the top 25% of the state and top 25% of Person County School 4th Grade Teachers in Math and Reading</td>
</tr>
<tr>
<td>MELISA</td>
<td>POINDEXTER</td>
<td>Stories Creek</td>
<td>EVAAS growth in the top 25% of the state and top 25% of Person County School 4th Grade Teachers in Math and Reading</td>
</tr>
<tr>
<td>TRACEY</td>
<td>VAUGHAN</td>
<td>South</td>
<td>EVAAS growth in the top 25% of the state in 4th Grade Reading</td>
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<td>First Name</td>
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<td>School</td>
<td>Recognized for...</td>
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<tr>
<td>REX</td>
<td>BOWLING</td>
<td>Person High</td>
<td>49 Students Earned Credentials in Carpentry</td>
</tr>
<tr>
<td>KENNETH</td>
<td>DIXON</td>
<td>Person High</td>
<td>68 Students Earned Credentials in Masonry</td>
</tr>
<tr>
<td>MICHAEL</td>
<td>FERRELL</td>
<td>Person High</td>
<td>33 Students Earned Credentials in Marketing</td>
</tr>
<tr>
<td>DAVID</td>
<td>JONES</td>
<td>Person High</td>
<td>7 Students Earned Credentials in Automotive</td>
</tr>
<tr>
<td>TERRY</td>
<td>SCOGGINS</td>
<td>Person High</td>
<td>74 Students Earned Credentials in Electrical and Core Construction</td>
</tr>
<tr>
<td>CHRIS</td>
<td>YARBORO</td>
<td>Person High</td>
<td>45 Students Earned Credentials in Carpentry and Core Construction</td>
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<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>School</th>
<th>Recognized for...</th>
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<tbody>
<tr>
<td>JOANNE</td>
<td>BLANKS</td>
<td>Person High</td>
<td>7 Students Scored a 3 or Higher on AP US History Exam</td>
</tr>
<tr>
<td>ANDREW</td>
<td>HAGA</td>
<td>Person High</td>
<td>3 Students Scored a 3 or Higher on AP Environmental Science Exam</td>
</tr>
<tr>
<td>DEWAYNE</td>
<td>JOHNSON</td>
<td>Person High</td>
<td>6 Students (75%) Scored a 3 or Higher on AP World History Exam</td>
</tr>
<tr>
<td>ANDREW</td>
<td>LAMB</td>
<td>Person High</td>
<td>5 Students Scored a 3 or higher on AP Calculus Test Exam</td>
</tr>
<tr>
<td>BLAKELY</td>
<td>LORD</td>
<td>Person High</td>
<td>4 Students Scored a 3 or Higher on AP English Literature and Composition Exam</td>
</tr>
<tr>
<td>JUSTIN</td>
<td>PERGERSON</td>
<td>Person High</td>
<td>89.5% of Students taking AP US Government and Politics Exam Scored a 3 or Higher</td>
</tr>
<tr>
<td>JAMIE</td>
<td>PHELPS</td>
<td>Person High</td>
<td>30 (over 60%) Students Scored a 3 or Higher on AP Psychology Exam</td>
</tr>
<tr>
<td>SAMANTHA</td>
<td>RIEGER</td>
<td>Person High</td>
<td>14 (over 60%)Students Scored a 3 or Higher on AP English Language and Composition Exam</td>
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On a motion by Freda Tillman and a second by Phillip Gillis, the Board adjourned at 6:24 p.m.

Motion carried 5-0.
Attachments:

- Implementation Suggestions/Options
- Update on Character Curriculum
- Licensed Personnel
- Classified Personnel
- Substitute Personnel
- Employee Leave
- Volunteers
- Audit Contract
- School Calendar Flexibility Resolution
- New Course Requests
- Secondary Summer Programs
- Threat Assessment
- Student Searches
- Budget Amendment FY 18-19