

**MINUTES**  
**WARREN COUNTY BOARD OF EDUCATION**  
**REGULAR BOARD MEETING**  
**Tuesday, April 9, 2019, 6:00 p.m.**

**1.0 Opening of Meeting**

The Warren County Board of Education met for their regular meeting on Tuesday, April 9, 2019, at 6:00 p.m. at Warren County Middle School located at 118 Campus Drive, Warrenton, North Carolina.

**Roll Call**

Board Members Present: Mrs. Brayboy, Ms. Byrd, Ms. Lehman, Mrs. Scott, and Mrs. Talley-Brame

**Also in Attendance**

Superintendent Ray V. Spain, Ed.D. and Attorney Al Thompson

**1.1 Meeting Call to Order**

Mrs. Talley-Brame announced the establishment of a quorum and called the April 9, 2019 Regular Board Meeting to order.

**1.2 Moment of Silence**

Mrs. Talley-Brame asked for a moment of silence.

**2.0 Amendment of Consent Agenda**

**2.1 Motion to Move Items to Consent Agenda**

Mrs. Talley-Brame called for a motion to add items to the consent agenda.

**Motion:** A motion was made by Mrs. Scott and seconded by Ms. Lehman to move the Memorandum of Understanding for Warren Family Institute, Overnight Field Trip Request for Indian Education, and Overnight Field Trip Request for SEMAA/STEM to the consent agenda.

**Result:** Vote passed unanimously, 5-0

**3.0 Approval of Consent Agenda**

**3.1 Motion to Approve the Consent Agenda**

Mrs. Talley-Brame called for a motion to approve the consent agenda.

**Motion:** A motion was made by Mrs. Brayboy and seconded by Ms. Lehman to approve the Minutes for March 12, 2019 Regular Board Meeting, Memorandum of Understanding for Warren Family Institute, Overnight Field Trip Request for Indian Education, and Overnight Field Trip Request for SEMAA/STEM as consent agenda items.

**Result:** Vote passed unanimously, 5-0

### **3.2 Minutes for March 12, 2019 Regular Board Meeting**

**Recommendation:** That the Board approve the minutes from the March 12, 2019 Regular Board Meeting.

**Result:** Passed unanimously under consent agenda, 5-0

### **3.3 Memorandum of Understanding for Warren Family Institute**

Warren Family Institute requested to continue utilizing space in the school district for their operation. To offset the facility costs, they have provided over 500 backpacks filled with school supplies for 13 consecutive years, provided workshops to parents of the teen court, worked with the Alternative Learning Program, set up informational booths at events, and offered parenting classes with individual sessions as referred by school social workers.

**Recommendation:** That the Board approve the Memorandum of Understanding between Warren County Schools and Warren Family Institute effective July 1, 2019 through June 30, 2025.

**Result:** Passed unanimously under consent agenda, 5-0

### **3.4 Overnight Field Trip Request**

An overnight field trip request was made for Warren County Schools' Title VI Indian Education students to attend the 2019 National UNITY Conference in Orlando, Florida on July 3-8, 2019.

**Recommendation:** That the Board approve this overnight field trip request.

**Result:** Passed unanimously under consent agenda, 5-0

### **3.5 Overnight Field Trip Request**

On overnight field trip request was made for Warren County Schools' SEMAA/STEM Program students to attend the Gravity Car Competition and NC Gravity Games in Lenoir, North Carolina on April 12-13, 2019.

**Recommendation:** That the Board approve this overnight field trip request.

**Result:** Passed unanimously under consent agenda, 5-0

## **4.0 Agenda for April 9, 2019**

### **4.1 Motion to Approve the April 9, 2019 Regular Meeting Agenda**

Mrs. Talley-Brame called for approval of the amended agenda.

**Motion:** A motion was made by Ms. Byrd and seconded by Ms. Lehman to approve the April 9, 2019 Regular Board Meeting amended agenda.

**Result:** Vote passed unanimously, 5-0

## **5.0 Special Recognitions**

- 5.1 March Lights of Character: Perseverance**  
Sariaah Burgess - Mariam Boyd Elementary School  
Fredy Acosta-Pitol - South Warren Elementary School  
Shamya Richardson - Vaughan Elementary School  
Zamir Robinson - Northside K-8 School  
Taylor Marks - Warren County Middle School  
Joi'kiyah Bryant - Warren County High School  
Rory Richardson, Jr. - Warren Early College High School  
Jazsmin Kearney - Warren New Tech High School

- 5.2 April Stellar Performer: South Warren Elementary School**  
Tomeka Sidberry – Prekindergarten Teacher

- 5.3 STEM Recognitions**  
Savonn Hargrove - Mariam Boyd Elementary School: "Teeth EGGxperiment"  
JyQuez Lynch - Mariam Boyd Elementary School: "Eggshell Geodes"  
Jayden Covert - Northside K-8 School: "What Kind of Baseball Will Go The Furthest?"  
Trevor Powell - Northside K-8 School: "What Happens When You Microwave Soap?"  
Tyler Powell - Northside K-8 School: "Marble Vs. Bouncy Ball"  
Josh Tucker - Warren County Middle School: "Phone Radiation"  
Joshua Dykes - Warren County High School: "iPhone V. Android"  
Kala Morgan - Warren New Tech High School: "Cigarette Smoking"

Kala Morgan - Warren New Tech High School: "Cigarette Smoking" - won second place at the 3A Regional Competition and advanced to state competition

The Terminators - Warren County Middle School: First LEGO League Team Winners at Roanoke River Valley Education Consortium Tournament

Team Members: Anthony Johnson, Christopher Sonnenberg, Zamariya Brown, Isander Morales Cruz, D'Shaun Thomas, Eduardo Calles-Flores, Autumn Mullins, Jalia Powell, Adrianna Richardson, Destiny Greene, Miniya Ballance, Mark Jones, and Katelyn Richardson

Gravity Car Challenge Team

FIRST Robotics Competition Team

American National Rocket Challenge Team

- 5.4 Annual Timbuctu Thanksgiving Day 5k Walk/Run**  
Barger Jeutter has been organizing and conducting an Annual Timbuctu Thanksgiving Day 5k Walk/Run for six years with the proceeds of \$1,860 benefiting Warren County Schools. The district, school administration, and students are very appreciative of this donation.

- 5.5 Best Attendance for Sixth School Month**  
Vaughan Elementary School - 93.53%

- 5.6 Most Improved Attendance for Sixth School Month**  
Vaughan Elementary School – 2.04% Increase

## **6.0 Call for Public Comments**

### **6.1 Call for Public Comments**

Mrs. Talley-Brame called for public comments. Glenn Fields spoke stating that students should be banned from using cell phones on school property and that substitute teachers need a pay increase.

## **7.0 Information Items**

### **7.1 Engineer Report for South Warren Elementary School**

Dr. Spain stated that the engineer's report for South Warren Elementary School would be presented. Many repairs have been made to the heating system at this school over the last several years. Dr. Polakiewicz noted that in 2017 the Department of Public Instruction (DPI) assessed the central steam heating system and oil boiler which is original to the school which opened in 1964. An addition was made to the building in 1996 with air handling units and a hot water system. Air conditioning was added to the original building portion in 1997. There have not been any issues with the new addition portion of the school, but the administration was concerned about the reliability of the underground pipes that return the steam and the steam traps. There are also concerns regarding obtaining replacement parts for the air conditioning system.

The outcome of the DPI assessment included several options. One option was to have a long-range plan to replace the heating and air conditioning system and upgrade to thermal pane windows at a cost of \$660,000 to \$725,000 for the heating and cooling system and approximately \$195,000 for the windows. A short-term option would be to replace the steam pipes at a cost of \$200,000, but the entire system would eventually need to be replaced as the original heating system is over 50 years of age and the cooling system is over 20 years of age.

The administration requested that Engineer Michael Kilian provide an updated assessment of the heating system. Mr. Kilian completed the report on March 20, 2019 and agreed with the DPI assessment conducted in 2017. No one can predict the actual failure date. The boiler is continuing to operate under adverse conditions. The boiler is sucking in mud and that will hasten when the boiler will fail. There is currently a hot construction market and two years have passed since the original assessment; therefore, the replacement prices have probably increased. To keep the school in operation, the recommendation is the second option to replace the underground steam pipes at the cost of \$200,000 at a minimum. This could be accomplished during the summer break. However, there are no guarantees as to how long this short-term option would last.

James King, HVAC technician, stated that he noticed that during the last couple of repairs to the underground pipes that the return lines are almost full of dirt. In a short span of time, the boiler will not be able to get water from the return lines to fill the boiler up and mud is also entering the boiler. Mud filling the boiler will cause failure.

Dr. Polakiewicz stated that the maintenance department has worked diligently to keep the heating system working, but it is just a matter of time before it fails. The only way to be sure of an uninterrupted school year is to replace the return lines this summer, but this would be a short-term fix.

Dr. Spain stated that he wanted to bring this information to the Board because the heating system issue is more serious than originally thought. There have been a series of patches and repairs to the heating system. The district is at the point where options will have to be seriously considered. Based on all the information, Dr. Spain's recommendation to the Board is to provide authorization for the administration to pursue a hearing to discuss this issue and the long-term usage of South Warren with school personnel and community members. At this time, there is no recommendation for closing South Warren and there will be no such recommendation until the process is followed as outlined by DPI. After the hearing, a report would be provided to the Board.

Any recommendation regarding the long-term usage of South Warren is not based on the academic performance of the school. This school has done a tremendous job over the years thanks to the leadership of Principal Dunbar and school staff.

Dr. Spain said with the consensus of the Board, the administration would proceed with scheduling a hearing to provide more detail information to school staff, PTA, and community members. After the hearing, a Call Board Meeting will be scheduled to discuss the outcome of the hearing and consider options.

## **7.2 Native American Graduation Request**

Dr. Spain provided a report regarding the Native American graduation request and this report does not require Board action. Following the presentations by Native American seniors and community members requesting that students be allowed to wear feathers in their graduation caps along with beads, the administration surveyed across the state and some nationally. Also, this request was discussed with high school principals and guidance counselors. After much thought and deliberation, the principals are recommending no alterations of the current practice of not permitting any decoration for any reason for caps and gowns for graduation commencement. Therefore, Dr. Spain's recommendation to the Board is in support of that decision and that the current practice not be altered. The administration is very understanding and sympathetic of the request made by the Native American community, but the district is aware that any alteration of graduation caps and gowns would allow many kinds of requests which could lead to distractions during the graduation ceremony. Dr. Spain's recommendation is not to disregard the Native American request, but to simply maintain dignity during graduation.

Attorney Thompson noted that the decision not to change the existing practice is not directed at the Native American community, but is instead a move that will protect the order and the dignity of the graduation ceremony. To allow requests from one group would allow any number of other groups to express whatever they may have and bring things into the graduation ceremony that should not be there. While every group is entitled to a certain level of speech, the research indicated that this type of speech is not protected and Attorney Thompson feels comfortable with Dr. Spain's recommendation.

Mrs. Brayboy stated that she was disappointed that some other option was not provided. Ms. Lehman noted that she understood Mrs. Brayboy's concern and asked what other options might be considered. There had been some discussion about a ceremony similar to a baccalaureate department graduation prior to or after graduation where Native American graduates could wear their caps and gowns with feathers and beads.

Attorney Thompson said it would be inappropriate for the school or district to sponsor a separate ceremony with the participation of only one group. That is not to discourage the

Native American community to undertake any celebration they desire. Ms. Lehman inquired if there were any other options. Mrs. Talley-Brame noted that this request could be revisited at a later time. Dr. Spain stated that he would continue his discussions with principals to review possible options.

Ms. Byrd stated that times are changing and there is diversity in the district and there needs to be discussions in the near future about identifying all people in a decent way at graduation ceremonies. She noted that the district needs to change with the times and adapt.

### **7.3 School District Community Survey Results, Staff Survey Results, and Public Forum Outcome Regarding Superintendent Vacancy**

Mrs. Talley Brame stated that Board members listened to the Public Forum participants and reviewed all survey results and comments regarding the superintendent vacancy. Board members are appreciative of all participants and responses as this information will be helpful when candidates are interviewed for the superintendent position. Thirty applications were received from 12 states and the District of Columbia. On April 18, 2019, the Board will begin reviewing superintendent applications.

Nancy Black and Chad Anderson of the North Carolina School Boards Association (NCSBA) provided a presentation on the school district's community survey results, staff survey results, and Public Forum outcome. The Public Forum was a tremendous success and it was important to hear what character traits and skills are important to staff, students, and community members. Beginning in February surveys were made available online and on paper and the Public Forum was held on March 26, 2019. The public did a great job of responding and the Board has reviewed the survey responses, Public Forum input, and letters received from Lake Gaston Association, Teach For America, Warren County Branch of the NAACP, and Opportunity For Change. Letters were also received and reviewed from students at Warren County Middle School and Warren Early College High School. Hard copies of this information were provided to Board members and the meeting attendees. The survey comments were redacted as per personnel law, but the Board has reviewed the entire comments on a secure website.

After reviewing the survey comments and Public Forum input, NCSBA will assist the Board in developing a profile of their ideal candidate to use for reviewing applications and during the interview process. NCSBA will create a custom rating chart for the Board to use while reading applications and interviewing candidates.

NCSBA received 219 surveys from community members with 211 of them having all questions answered and 83 surveys were received from staff members with 81 answered completely. The surveys contained 109 comments from the community and 34 comments from staff members. The demographics of the community surveys revealed that 31.07 percent of the respondents have children attending Warren County Schools while 68.9 percent do not. Of those responding with children attending school in the district, seven percent were at the prekindergarten level, almost 25 percent were at the elementary and middle school levels, and almost 40 percent were at the high school level.

The demographics of the staff surveys revealed that 52 percent of the respondents were teachers, 34 percent were from support staff, and 14 percent were from administrators. Respondents that were assigned to a specific school included 41 percent from the

elementary level, 40 percent from the high school level, and 19 percent from the middle school level.

It was interesting to find that eight statements from the community and staff surveys were both ranked in the top ten statements. These statements include the following:

Knows how to get staff, students, parents, and community to work together to help children learn.

Communicates well with people of all races and socioeconomic status.

Understands how to provide safe environments for students and staff.

Has ideas and approaches to close achievement gaps.

Has ideas and approaches to improve graduation rates and prevent dropouts. (Not in top ten for staff.)

Understands how to effectively advocate for resources needed to operate the schools.

Has strong human relations or “people skills.”

Is willing to take new approaches to teaching and learning.

Communicates well with all community groups.

Understands school finance, budgets, and business management.

Supports firm discipline in schools. (This statement was ranked #9 by staff members and #17 by community members.)

The Public Forum was attended by parents, teachers, students, county commissioners, community members, and all Board members. Over 100 people gathered around tables and participated in discussions and worked together to create a profile of the ideal superintendent. Each table worked together to list the characteristics, skills, traits, and experiences they thought were important for the new superintendent to have. One person at each table was appointed as a scribe and one was elected as the table spokesperson to present their lists.

This was followed by a public comment session with approximately 15 individuals speaking to the Board. These individuals included current and former teachers, students, and community members. The successful forum reflected the community as a progressive place to live, work, and attend school.

NCSBA reviewed all the Public Forum responses and comments and developed a chart of the characteristics, traits, experiences, and skills desired for the new superintendent grouped by general themes addressed by the speakers. The Board will refer to this chart as they continue the superintendent vacancy process.

Since the Board has had an opportunity to review all information from the surveys and the Public Forum, NCSBA will now assist the Board as they develop the characteristics, traits, skills, and experiences they are looking for in the next superintendent. Ms. Black and Mr. Anderson took notes and will compile these and provide them to Board members. Board members stated the following responses as important for the new superintendent:

1. Someone who has a clear understanding of Warren County Schools.
2. Someone who knows how to get staff, students, and community to work together to help children.
3. Someone who has been successful as a teacher, administrator, and associate superintendent.

4. Someone who operates out of love, not fear.
5. Someone who is not afraid to correct a staff member if that is needed.
6. Someone who cares about the safety of the students and school.
7. Someone who takes education seriously.
8. Someone who will allow students to be a part of the process.
9. Someone who will include student input.
10. Someone who will focus on equity and is goal oriented.
11. Someone who knows how to write grants knows how to advocate for resources to operate schools.
12. Someone who is willing to understand the education system as a whole and to understand the county's rural, southern economic challenges
13. Someone who is willing to work to understand the district's children and work with the unique nature of each child.
14. Someone who is caring and a good listener.
15. Someone who focuses on sports and safety.
16. Someone who will invite individuals to meetings.
17. Someone who seeks input from the community and provides for community engagement in all areas.
18. Someone who is a visionary leader, is creative, and innovative.
19. Someone who has experience with low performing schools.
20. Someone who is accessible and responds to concerns of stakeholders.
21. Someone who can make learning fun in the schools.
22. Someone who is willing to correlate the need for economic development to support the community and connect resources to prepare students for higher education or work after graduation.
23. Someone who is a champion of restorative practices.
24. Someone who has management skills.
25. Someone who supports technology.
26. Someone who supports the arts.
27. Someone who wants to be invested in the community and wants to stay in the district and not use the position as a stepping stone.
28. Someone who is obviously passionate about public education.
29. Someone who is visible, excited, and is present in the schools.
30. Someone who is genuine, authentic, and has transparency.
31. Someone to help recruit, retain, and develop talented teachers and administrators.

Ms. Black noted that the purpose of discussing these characteristics and traits is to provide an opportunity to talk with the public and hear from them and respond because in North Carolina interviews must be conducted in closed session. The above listed items will be used to develop a leadership profile which will be utilized by Board members when reviewing superintendent applications and during the interview process.

Ms. Black stated right now her staff is processing applications and conducting internet searches and summarizing the candidates. The candidates will be placed into categories by superintendent, assistant superintendents, etc. to make them easier to review. Once completed, all information will be posted on the secure website on April 18, 2019. Mrs. Brayboy asked how many applications should be focused on. Ms. Black responded that Board members should be open minded and all applications should be reviewed. On May 6, 2019, Board members will have a meeting to convene in closed session to review the applications and determine which applicants will be interviewed. Some school districts interview more candidates than others, but it would be advantageous for the Board to be as



inclusive as possible. NCSBA will assist the Board in evaluating candidates for the purpose of selecting candidates for interviewing. The interview process usually takes about an hour and a half for each candidate and the Board can conduct two, three, or four interviews in a day. NCSBA would take charge of planning and scheduling the interviews. Board members were asked to begin reading the applications and make notes of those that members are interested in discussing or interviewing.

## **8.0 Action Item**

### **8.1 Gift to Warren County Schools**

Warren County Schools has received a donation of \$1,860 generated from proceeds of the 6th Annual Timbuctu Thanksgiving Day 5k Walk/Run. The district, school administration, and students are very appreciative of this donation.

**Motion:** A motion was made by Mrs. Brayboy and seconded by Ms. Byrd to approve the donation of \$1,860 which was donated to Warren County Schools by the Timbuctu Thanksgiving Day 5k Walk/Run.

**Result:** Vote passed unanimously, 5-0

## **9.0 Board Chair's Announcements**

**9.1 April 23, 2019: North Carolina School Boards Association Webinar - Guns in Schools: A review of Law and Policy, available from 7:00 a.m. to 11:00 p.m.**

**9.2 April 25-26, 2019: North Carolina Black Summit, Raleigh, NC**

**9.3 April 30-May 1, 2019: North Carolina School Boards Association Public Policy Conference, Assembly Hall, Raleigh, NC**

**9.4 May 14, 2019: Regular Board Meeting 6:00 p.m., WCMS, Multi-Purpose Room**

**9.5 May 14, 2019: North Carolina School Boards Association Webinar - School Violence Prevention, available from 7:00 a.m. to 11:00 p.m.**

**9.6 Mrs. Brayboy invited everyone to the 54<sup>th</sup> Annual Haliwa-Saponi Pow-wow on April 19-21, 2019 in the Hollister community.**

## **10.0 Superintendent's Comments**

### **10.1 School Calendars**

Debra Clayton will present the school calendars at the May Board Meeting.

**10.2 Joint Meeting: Board of Education and County Commissioners: May 7, 2019, 6:45 p.m., WCHS Theater**

**10.3 WCHS Athletic Banquet: May 9, 2019, 6:00 p.m., WCHS Cafeteria**

**10.4 VGCC WECHS Graduation, May 10, 2019, 6:00 p.m., VGCC Main Campus**

**10.5 WECHS Graduation, May 17, 2019, 6:00 p.m., WCMS Gym**

**10.6 WCHS Graduation, May 25, 2019, 9:30 a.m., WCHS Gym**

**10.7 WNTHS Graduation, June 8, 2019, 11:00 a.m., WCMS Gym**

**10.8 NCAE Day of Action: May 1, 2019**

Last year, the school district participated in the Day of Action and the missed student day was made up with available additional hours. This year, only two schools have additional hours. Therefore, teachers will be surveyed to determine if they want to trade out an annual leave day to accommodate the Day of Action.

## **11.0 Closed Session**

**11.1 Motion to Convene in Closed Session**

At 8:05 p.m., Mrs. Talley-Brame called for a motion to convene in closed session.

**Motion:** A motion was made by Mrs. Brayboy and seconded by Ms. Byrd to convene in closed session to discuss legal matters or potential legal matters and confidential personnel matters in accordance with General Statutes 143-318.11(a)(3) and 143-318.11(a)(6).

**Result:** Vote passed unanimously, 5-0

**12.0 Open Session**

**12.1 Motion to Reconvene in Open Session**

At 8:40 p.m., Mrs. Talley-Brame called for a motion to reconvene in open session.

**Motion:** A motion was made by Mrs. Brayboy and seconded by Mrs. Scott to reconvene in open session.

**Result:** Vote passed unanimously, 5-0

**13.0 Action on Closed Session Item**

**13.1 Approval Personnel Report**

The Approval Personnel Report was submitted for approval.

**Employment**

Laura Johnson, Speech Pathologist, Mariam Boyd, effective 03/18/19

Marticia Vaughan, Accounts Payable Clerk, Central Office, effective 03/25/19

**Substitute Teacher**

Wilma Cruel, Substitute Teacher, Districtwide, effective 2018-19 School Year

Mary Palmer, Substitute Teacher, Districtwide, effective 2018-19 School Year

Marion Richards, Substitute Teacher, Districtwide, effective 2018-19 School Year

**Motion:** A motion was made by Mrs. Scott and seconded by Ms. Lehman to approve the Approval Personnel Report.

**Result:** Vote passed unanimously 5-0

**14.0 Closing of Meeting**

**14.1 Adjournment**

At 8:55 p.m. with all business concluded, Mrs. Talley-Brame called for a motion to adjourn the meeting.

**Motion:** A motion was made by Mrs. Scott and seconded by Ms. Byrd to adjourn the April 9, 2019 Regular Board Meeting.

**Result:** Vote passed unanimously, 5-0

Approved: May 14, 2019

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Ebony Talley-Brame, Chair

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Ray V. Spain, Secretary