

ROCKINGHAM COUNTY BOARD OF EDUCATION
Central Administrative Offices
511 Harrington Highway
Eden, NC 27288
January 10, 2022
6:00 p.m.
REGULAR BOARD MEETING

Present: Ms. Kimberly McMichael, Board Chair and Ms. Vicki Alston, Vice Chair. Board Members: Ms. Paula Rakestraw, Mr. Brent Huss, Mr. Doug Isley, Ms. Vickie McKinney and Mr. Bob Wyatt. Administrative staff: Dr. Rodney Shotwell, Superintendent; Dr. Charles Perkins, Assistant Superintendent Curriculum and Instruction; Dr. Sonja Parks, Assistant Superintendent of Operations and Logistics; Dr. Cindy Corcoran, Assistant Superintendent of Support Services; Ms. Angela Martin, Human Resources; Ms. Annie Ellis, Chief Financial Officer; Mr. Nick Herman, Board Attorney and Ms. Renee Everhart, Board Assistant were present.

CALL TO ORDER

Ms. McMichael called the meeting to order.

ROLL CALL

The Board members stated their names. Seven members were present at roll call.

ANNOUNCEMENTS

Ms. McMichael announced the January Work Session is scheduled at 6:00 p.m. on Monday, January 24, 2022 at the Central Administrative Offices, 511 Harrington Highway, Eden, NC.

Ms. McMichael announced the next regular Board Meeting of the Board of Education is scheduled at 6:00 p.m. on Monday, February 14, 2022 at the Central Administrative Offices, 511 Harrington Highway, Eden, NC.

MOMENT OF PRAYER

Reverend Joe Tarpley from Main Street United Methodist Church in Reidsville, N.C. gave the invocation.

PLEDGE OF ALLEGIANCE

Board Member Mr. Bob Wyatt presented comments on the American Creed and led the pledge of allegiance.

APPROVAL OF AGENDA

Ms. Rakestraw moved to amend the agenda to add action item 7.5 to relocate 2/14/2022 board meeting to Rockingham County High School Auditorium, Ms. McKinney seconded the motion. The vote was 7/0.

Ms. Rakestraw moved to approve the amended agenda. Ms. McKinney seconded the motion. The vote was 7/0.

PUBLIC COMMENTS / BOARD COMMENTS

Public Comments:

1. Mihoshoty Yamaguchi
2. Caitlyn Hayes

Board Comments:

Ms. Rakestraw thanked Ms. Yamaguchi for her comments during public comments. Ms. Rakestraw wished everyone a happy new year.

CONSENT ITEMS

Presented consent items for Board consideration:

1. Approval Consent Items – Consent Personnel: Additions to the Substitutes List for: child nutrition, bus driver, bus monitors, teacher substitutes, Head Start Program substitutes and SACC early childhood substitutes list for 2021-2022.
2. Approval Consent Item – Gifts, Grants and Donations – Ms. Annie Ellis (Attachment 1-A)
3. Approval Consent Item – Adoption of Board Policies and Policy on First Reading – Dr. Cindy Corcoran (Attachment 2-A)
4. Approval Consent Item - Board of Education Meeting Minutes for approval:
 - December 13, 2021 – Open Session Board Meeting Minutes

Action: Ms. Rakestraw moved that the Board approve the consent items as presented. Ms. McKinney seconded the motion. The vote was 7/0.

Bus Driver Substitute List:

None

Bus Monitor Substitute List:

None

Child Nutrition Substitute List:

None

SACC/Early Childhood Center Substitute List:

None

Substitute Teacher List:

Addyson Fain
Kimberly Perkins

Substitute Head Start Teacher List:

None

ACTION ITEMS

Approval – Budget Amendments:

Ms. McMichael recognized Ms. Annie Ellis for comments regarding the budget amendment. Ms. Ellis presented the federal grant fund budget amendment #1 for board approval (Attachment 3-A).

Action: Mr. Wyatt moved that the Board approve the federal grant budget amendment as presented. Mr. Isley seconded the motion. The vote was 7/0.

Approval – Second Reading for Traditional – Year Round and Early College 2022-2023 School Calendars:

Ms. McMichael recognized Dr. Charles Perkins for comments regarding the traditional, year round and Early College 2022-2023 school calendars. Dr. Perkins presented the traditional, year round and Early College 2022-2023 school calendars for second reading (Attachment 4-A).

Action: Ms. Rakestraw moved that the Board approve the second reading of the traditional, year round and Early College school calendars for 2022-2023 as presented. Ms. Alston seconded the motion. The vote was 7/0.

Approval – Review Facemasks Policy Per Session Law Requirement:

Ms. McMichael recognized Dr. Stephanie Ellis for comments regarding the review of the facemasks policy. Dr. Ellis stated per Session Law 2021-130/Senate Bill 654, Part X, the school district is required to review and vote on the facemask policy. Dr. Ellis stated Option I moves to make masks optional for indoors for students and staff. Dr. Ellis stated Option 2 moves that facemasks are required for students and staff while indoors. Dr. Ellis requested board approval on Option I or Option 2 as stated.

Action: Mr. Wyatt moved that the Board adopt to follow Option 2 that facemasks are required for students and staff while indoors. Ms. Alston seconded the motion. The vote was 5/2 with the motion failing. The majority voted opposed. Ms. Rakestraw, Ms. McMichael, Ms. McKinney, Mr. Isley and Mr. Huss voted opposed.

Action: Mr. Isley moved that the Board adopt to follow Option 1 that facemasks are optional for students and staff. Ms. Rakestraw seconded the motion. The vote was 5/2. The motion passed. The majority voted for the motion. Ms. Rakestraw, Ms. McMichael, Ms. McKinney, Mr. Isley and Mr. Huss voted for the motion.

Approval – NCSBA Superintendent Search Agreement:

Ms. McMichael recognized Mr. Sam Thorp for comments regarding the NCSBA Superintendent Search Agreement. Mr. Thorp presented a powerpoint outlining processes for the superintendent search as listed below.

1. Step 1 – Getting Started
 - a. Decide whether or not to conduct search
 - b. Appoint interim superintendent, if needed
 - c. Approve initial search documents, including timeline
2. Step 2 – Advertise Vacancy and Recruit (6-8 weeks)
 - a. Draft vacancy announcement with board input
 - b. Set up online application with board input
 - c. Advertise nationwide
 - d. Recruit potential applicants – direct recruitment (as requested)
3. Step 3 – Stakeholder Input (4-6 weeks)
 - a. Engage stakeholders to gather input
 - i. Community and staff online surveys
 - ii. Organizational statements
 - iii. Public Comments at board meetings
 - b. Present online survey results at regularly scheduled board meeting
 - c. Facilitate discussion and development of board’s Leadership Profile
4. Step 4 – Process Applications (1-2 weeks)
 - a. Collect, organize and prepare all applicant materials
 - b. Confirm receipt with applicants
 - c. Compile applicant “Experience Chart”
 - d. Create customized rating chart based on board’s Leadership Profile
 - e. Post materials to secure website for board review and consideration
 - f. Preserve confidentiality of names and materials
5. Step 5 – Board Review of Application Materials (2 weeks)
 - a. Provide all applications and supplementary documents for board members to review independently
 - b. Facilitate board meeting to select semi-finalist
 - i. Note: NCSBA does not screen or otherwise recommend applications
 - c. Conduct internet and social media searches and compile recent school district achievement data of semi-finalists selected for interview
6. Step 6 – Initial Interviews (2-3 weeks)
 - a. Communicate with candidates selected for interviews
 - b. Schedule and coordinate interview logistics
 - c. Provide sample interview questions, including potential presentation questions
 - d. Compile selected interview questions and assemble interview notebooks
 - e. Ensure compliance with Open Meetings Law, including proper meeting notice
 - f. Attend open session during interview NOTE: NCSBA does not sit in on closed session interviews
 - g. Record minutes
 - h. Facilitate discussion to select finalist
7. Step 7 – Due Diligence (3 weeks)
 - a. Contact professional references
 - b. Arrange for legally compliant criminal and credit background checks
 - c. Obtain other relevant information from finalists (e.g. salary, contract, evaluations, etc.)
 - d. Update internet and social media searches
8. Step 8 – Final Interview (1 week)
 - a. Communicate with finalists
 - b. Schedule and coordinate interview logistics

- c. Provide sample interview questions
 - d. Compile selected interview questions and assemble interview notebooks
 - e. Ensure compliance with federal and state law, including Open Meetings Law
 - f. Attend open session during interviews NOTE: NCSBA does not sit in on closed session interviews
 - g. Record minutes
 - h. Facilitate discussion of references and other due diligence information
9. Step 9 – Selection and Contract Negotiations (1 week)
- a. Facilitate discussion of finalists and selection of new superintendent
 - b. Send regrets to applicants, semi-finalists, and finalists not selected
 - c. Provide sample superintendent contracts
 - d. Assist board and board attorney during contract negotiations, as appropriate
10. Step 10 – Announcement and Election
- a. Draft press release template
 - b. Assist with planning, announcement and election of new superintendent, as appropriate
 - c. Compile minutes from attended meetings

Mr. Thorp stated in order to enter into agreement with North Carolina School Board Association to do the superintendent search, the documents presented require board approval. Mr. Thorp requested board approval of the following documents as listed below.

- Draft superintendent search timeline
- Draft advertisement of the vacancy
- List of vacancy advertising options
- Sample application form
- Two sample community and staff surveys

Action: Ms. Alston moved that the Board approve to use NCSBA for the superintendent search as presented. Mr. Wyatt seconded the motion. The vote was 7/0.

Action: Mr. Wyatt moved that the Board approve the superintendent application deadline for February 21, 2022. Ms. McKinney seconded the motion. The vote was 7/0.

Action: Mr. Wyatt moved that the Board approve to use NCSBA vacancy announcement and advertisement for superintendent position as presented. Ms. Alston seconded the motion. The vote was 7/0.

Action: Ms. Rakestraw moved that the Board approve to pay for the 30 days to advertise with AASA as advised by NCSBA and do all the free advertisement as presented by NCSBA. Mr. Huss seconded the motion. The vote was 7/0.

Action: Ms. Rakestraw moved that the Board approve to select topics #2, #3 and #4 for short answer essays on page 17 and to select topics #2, #3 and #6 on page 18 for the long essay topics. Ms. McKinney seconded the motion. The vote was 7/0.

Action: Ms. Rakestraw moved that the Board approve to use Survey #2 as presented. Ms. Alston seconded the motion. The vote was 7/0.

Action: Mr. Huss moved that the Board approve to use Dr. Terry Worrell as a consulting partner at the rate of \$125 per hour during the search process. Mr. Wyatt seconded the motion. The vote was 5/2. Ms. McKinney and Mr. Isley voted in opposition. The motion passed.

Approval – Relocate the 2-14-2022 Board Meeting to Rockingham County High School Auditorium:

Ms. McMichael stated the agenda has been amended to include board action to relocate the 2-14-2022 board meeting to Rockingham County High School Auditorium.

Action: Ms. Rakestraw moved that the Board relocate the February 14, 2022 board meeting to Rockingham County High School Auditorium. Ms. Alston seconded the motion. The vote was 7/0.

REPORTS / DISCUSSION ITEMS

Head Start Program Update:

Ms. McMichael recognized Dr. Cindy Corcoran for an update regarding the Head Start Program and the services provided. Dr. Corcoran reported the Head Start website page for Covid-19 required per federal guidelines, a mandate for Head Start employees to wear masks and to be vaccinated by January 31, 2022. Dr. Corcoran reported there would be a Focus Area 2 Monitoring Visit scheduled for the spring of 2022 as part of the federal monitoring of Head Start. Dr. Corcoran reported that Head Start teachers and support staff continue to receive training to support the children they serve. Dr. Corcoran stated Head Start, RCS Pre-K and Rockingham County NC Pre-K would begin taking applications for the 2022-2023 year in March 2022. Dr. Corcoran reported the impact of the approved State budget for certified staff was an average salary increase of 2.5% including step increase; and 2.5% salary increase with a minimum of \$13 per hour for non-certified staff (now placed on the classified pay schedule). She reported the Head Start budget for fiscal year 2021-2022 is \$2,021,692.

2022 Budget Calendar:

Ms. McMichael recognized Ms. Annie Ellis for a report on the 2022 budget calendar. Ms. Ellis presented the 2022 budget calendar as listed.

1. February 4th – Budgets are due from directors, budget managers
2. February 14th – Mail draft proposed budget to Board of Education and post on RCS website for public access
3. March 14th – Budget discussions during regular board meeting (includes supervisors, directors, senior cabinet and superintendent – Public Hearing on the draft proposed budget at March 14th board meeting
4. March 21st – Mail revised draft proposed budget to Board of Education and post on RCS website for public access
5. March 28th – Final discussion of draft proposed budget with Board of Education during board work session
6. April 4th – Submit final proposed budget to Board of Education for approval during April 18, 2022 regular board meeting
7. April 19th – Submit approved proposed budget to County Commissioners

Board Chair Announcements:

There were no announcements.

CLOSED SESSION

Action: Mr. Isley moved to go into Closed Session to preserve the attorney client privilege pursuant to North Carolina General Statute 143-318.11 (5)(8) (6) to maintain confidentiality and attorney client privilege, discuss matters related to facilities and property and personnel according to state law. Ms. Rakestraw seconded the motion. The vote was 7/0.

Action: Mr. Isley moved to return to open session, seconded by Ms. Alston. The vote was 7/0.

OPEN SESSION

PERSONNEL ACTIONS

Employments:

—Administration

—Licensed

Meredith Smith

Effective 1/5/22

Jessica Cadby

Effective 1/18/22

Stephanie Thomas

Effective 1/5/22

—Classified

Loren Harris

Effective 1/24/22

Teresa Modlin

Effective 1/10/22

Walter Patterson

Effective 1/10/22

Brittany Belcher
Effective 1/5/22
Montrese Hendricks
Effective 1/5/22
Christopher Laidlow
Effective 1/5/22-6/3/22
Robert Neal
Effective 1/5/22
Latasha Tisdale
Effective 1/10/22

TERMINATIONS:

—**Licensed**

—**Classified**

TRANSFERS:

—**Administration**

—**Licensed**

Rhonda Brown
Effective 1/3/22
Ashley Hamlett
Effective 12/15/21

—**Classified**

Brent Epling
Effective 12/16/21
Tilyn Galloway
Effective 12/17/21
Cassie Gover
Effective 1/21/22
Natalie Reid
Effective 12/16/21
Angela Wood
Effective 1/20/22
Stephanie Wright
Effective 1/5/22
Micheala Holmes
Effective 1/3/22

Resignations:

—**Administration**

Jonathan Williams
Effective 1/3/22

—**Licensed**

Brian Harpster
Effective 1/20/22
Cassie Higgs
Effective 1/14/22
Samuel Lemoine
Effective 1/18/22

—**Classified**

Jason Broadnax
Effective 12/17/21
Tammy Carter
Effective 1/7/22
Faye Flint
Effective 1/11/22
Dawn James
Effective 1/21/22
Susan Setliff
Effective 12/17/21
Rebekah Daniels
Effective 1/21/22

Retirements:

—**Administrative**
—**Licensed**
—**Classified**
Susan Jones
Effective 3/1/22
Kris Joyce
Effective 3/1/22
Leave Requests:
None

Action: Ms. Rakestraw moved to accept the personnel report and addendum as presented, seconded by Mr. Isley.
The vote was 7/0.

Action: Ms. McKinney moved to adjourn, seconded by Mr. Isley. The vote was 7/0.

Minutes read and approved:

Ms. Kimberly McMichael, Board Chair
Rockingham County Board of Education

Dr. Rodney Shotwell
Superintendent of Schools

February 14, 2022