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WAKE COUNTY BOARD OF EDUCATION  
August 5, 2014  
Work Session - 2:00 P.M.  
Construction Management At Risk Justification  
Strategic Planning Focus Group and Survey Results  
Self-Insured Dental Plan  
2014-2015 Operating Budget Update

**OPEN SESSION - 5:30 P.M.**

**Attendees - voting members**

Mrs. Christine Kushner	Chair
Mr. Tom Benton	Vice Chair
Mrs. Susan P. Evans	Board Member
Ms. Zora Felton	Board Member
Mr. Bill Fletcher	Board Member
Mr. Kevin L. Hill	Board Member
Ms. Monika Johnson-Hostler	Board Member
Dr. Jim Martin	Board Member
Mr. Keith Sutton	Board Member

**Attendees - other**

Dr. James G. Merrill	Superintendent
Marvin Connelly	Cathy Moore
David Neter	Tim Simmons
Lloyd Gardner	Andre Smith
Edward McFarland	Pamela Kinsey-Barker
Rose Anne Gonzalez	Jacqueline Ellis
Clinton Robinson	Karen Hamilton
Todd Wirt	Joe Desormeaux
Mark Winters	Doug Thilman
Brad McMillen	Rodney Trice
Brenda Elliott	Jonathan Blumberg, Board Attorney

- I. CALL TO ORDER  
Chairwoman Kushner called the meeting to order at 5:48 p.m. Everyone recited the Pledge of Allegiance.
- II. QUORUM DETERMINATION
- III. PLEDGE OF ALLEGIANCE
- IV. INFORMATION

**Chair's Comments**

Chairwoman Kushner shared comments related to congratulating schools that started on the modified calendar and wishing those on the traditional calendar to

continue having a good summer.

**Superintendent's Comments**

Dr. Merrill shared comments related to the Administrator's Team Conference that took place earlier in the day, the Town Hall Meeting that will take place on August 6th at 7:00 p.m. at the McKimmon Center, congratulating the District's Maintenance and Operations staff for winning a national award this month, the Facility Maintenance Decisions Achievement Award. The award highlights the roles that maintenance and engineering managers play in the successful operation of institutional and commercial facilities. Wake County was recognized for its maintenance efficiencies in 2012 and 2013 that reduced energy costs by \$2.96 million, produced water efficiencies of \$280,000, and saved \$1.2 million based on utility bill analysis and the way the district manages its fuel resources.

**Board Members' Comments**

Board Members shared comments related to adding new Board Advisory Council members; looking forward to the Town Hall meeting; the approved budget by the General Assembly; the organization A Note in the Pocket that provides clothing for children in the district who are in need; the energy level being profound at the Administrator's Conference held earlier today.

V. APPROVAL OF MEETING AGENDA

Motion made by: Mr. Keith Sutton

Motion seconded by: Mr. Bill Fletcher

Voting

Unanimously Approved

VI. PUBLIC COMMENT - 6 P.M.

The following individuals offered public comments to the Board;

- Kevin Sisson

VII. CONSENT ITEMS

Motion made by: Mr. Keith Sutton

Motion seconded by: Mrs. Susan P. Evans

Voting

Unanimously Approved

i. APPROVAL OF MEETING MINUTES

ii. FINANCE

a. GIFTS TO THE SYSTEM

b. REPORT OF ADMINISTRATION APPROVED CONTRACTS

c. BUDGET AMENDMENTS AND TRANSFERS, 2013-2014

d. RENEWAL OF WORKERS' COMPENSATION THIRD-PARTY CLAIMS  
ADMINISTRATION

e. STUDENT LAPTOP COMPUTER INSURANCE FUNDS

- f. EMPLOYEE LAPTOP COMPUTER INSURANCE FUNDS
- g. SELF-INSURED DENTAL PLAN
- iii. FACILITIES
  - a. COMMODITY FOOD PROCESSING SERVICES: BEEF AND TOMATO PASTE PRODUCTS FOR CHILD NUTRITION SERVICES
  - b. CHANGE ORDER NO. 2: APEX FRIENDSHIP HIGH
  - c. CHANGE ORDER No. 9: GREEN HOPE HIGH SCHOOL
- iv. SCHOOL PERFORMANCE
  - a. CALENDAR CHANGE FOR VERNON MALONE COLLEGE AND CAREER ACADEMY AND WAKE EARLY COLLEGE OF HEALTH AND SCIENCES (WECHS)
  - b. GRANT PROPOSALS
  - c. POLICY 5530 PROMOTION AND INTERVENTION, SECOND READING
  - d. Policy 5500 MUTLI-TIERED FRAMEWORK FOR ACADEMIC ACHIEVEMENT, SECOND READING
  - e. PRE-K TUITION FEES FOR MONTESSORI PROGRAM
- v. HUMAN RESOURCES
  - a. RECOMMENDATION FOR EMPLOYMENT
  - b. REQUEST FOR LEAVE(S)
- vi. POLICY
  - a. BOARD POLICY 2311: INCLEMENT WEATHER PROCEDURES
  - b. BOARD POLICY 2312: EMERGENCY PROCEDURES
- vii. BOARD
  - a. BOARD ADVISORY COUNCIL NOMINATIONS
  - b.

VIII. ACTION ITEM

- i. TE 21, INC., /CASE 21

Todd Wirt, Assistant Superintendent for Academics highlighted adjustments to the contract. Dr. Wirt shared that feedback from principals was received at the April Principal's Meeting. Staff used the Superintendent's Teacher Advisory group as well to receive feedback.

Based on the feedback received, staff removed the first quarter bench mark in English/Language Arts in second through fifth grade and eliminated the use of the benchmarks at the high school level.

Board members thanked staff for listening to the concerns of the Board, parents, and teachers and reducing some of the standardized testing where the district had the option to do so.

Motion made by: Mr. Bill Fletcher

Motion seconded by: Ms. Monika Johnson-Hostler

Voting

Unanimously Approved

IX. CLOSED SESSION

The Board went into Closed Session at 6:07 p.m. to consider confidential personnel information protected under G.S. 143-318.11 (a)(6) and 115C-319, to consult with the Board of Education attorney and preserve the attorney-client privilege as provided in G.S. 143-318.11 (a)(3), to consider confidential student information protected under G.S. 115C-402 and the Family Educational and Privacy Rights Act, 20 U.S.C. 1232g, and to establish or give instructions concerning the Board's negotiating position related to a potential acquisition of real property, as provided in G.S. 143-318.11 (a)(5).

Motion made by: Mr. Bill Fletcher

Motion seconded by: Dr. Jim Martin

Voting

Unanimously Approved

X. ACTION ITEMS CONTINUED

XI. HUMAN RESOURCES

i. RECOMMENDATION FOR ADMINISTRATIVE APPOINTMENT(S)

Doug Thilman, Assistant Superintendent for Human Resources presented the Human Resources report to the Board. Upon proper motion and second the Board voted unanimously to approve the Human Resources Report.

XII. ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 6:55 p.m.

Motion made by: Mr. Keith Sutton

Motion seconded by: Mr. Kevin L. Hill

Voting

Unanimously Approved

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Christine Kushner, Chairperson

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James G. Merrill, Superintendent

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Melissa Allen, Recording Secretary

**Wake County Schools**  
**Meeting Minutes**

**Board of Education Work Session**  
**8/5/2014 2:00:00 PM**

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Board of Education Work Session  
August 5, 2014  
2:00 P.M.  
*Christine Kushner, Chair*

Attendees:

Christine Kushner, Board Chair  
Tom Benton, Vice Chair  
Monika Johnson-Hostler  
Kevin L. Hill  
Keith Sutton  
Jim Martin  
Zora Felton  
Susan P. Evans  
Bill Fletcher

Other Attendees:

James G. Merrill, Superintendent  
Marvin Connelly  
Cathy Moore  
David Neter  
Tim Simmons  
Lloyd Gardner  
Todd Wirt  
Mark Winters  
Brad McMillen  
Rodney Trice  
Darryl Hill  
Dani O'Quinn  
Jonathan Blumberg, Board Attorney  
Melissa Allen, Board Relations Specialist

I. Set Up

Chairwoman Kushner called the Work Session to order at 2:00 p.m.

- i. Welcome/ Chair's Comments
- ii. CONSTRUCTION MANAGEMENT AT RISK JUSTIFICATION  
Joe Desormeaux, Assistant Superintendent for Facilities and Mark Forestieri, Wake County Facilities Design & Construction presented information to the Board.

Mr. Forestieri presented information regarding the delivery methods for public construction. Mr. Forestieri began his presentation by sharing the history of public delivery methods in North Carolina. The recent State law changes on construction delivery methods - HB 1043 were shared. Both the traditional delivery method (single-prime and multi-prime contracts) and the more recent allowed methods were shared which include,

- Construction Manager at Risk
- Design/Build
- Other Contracting Methods

Mr. Desormeaux reviewed the features of the Construction Manager at Risk Delivery Method and the Single Prime Contractor.

Previous Wake County Public School System cost experiences were shared as well as the Construction Manager At-Risk Selection process.

Mr. Desormeaux then shared delivery method general advantages and the CIP 2013 Wake County School Practices that are recommended for Construction Manager -At Risk projects and the Single Prime Contracting method.

Board Members asked clarifying questions regarding the Construction Manager At Risk option compared to the Single Prime option, ensuring that the new law is complied with, and assisting firms with making the transition from being a Single Prime Contractor to a Construction Manager At Risk.

iii. **STRATEGIC PLAN FOCUS GROUP AND SURVEY RESULTS**

Dr. Marvin Connelly, Chief of Staff and Strategic Planning shared that the district sought input during Phase I of the development of the new strategic plan through focus group sessions and a survey. Input was sought on what the priorities needed to be for the district, how the community envisions the future, and the communities' beliefs around how the district should prepare students for the future.

Over one hundred stakeholders participated in the focus group sessions, external as well as internal stakeholders and over 11,000 participants completed the survey online.

Ms. Peggy Moulton-Abbott from Issues and Answers, Inc. shared that the questions were asked on a completely open-ended, unaided basis. A total of 105 stakeholders participated; the respondent cohorts included the Board, Board Advisory Councils, former students who were college bound, traditional current students, former students on other tracks, alternative students, parents who had children in the school system, and parents who live in the county but do not have their children in the school system, business leaders, teachers, principals and assistant principals, community

groups, and central office staff.

The results were reviewed with the Board.

Dr. Connelly shared that the full report will be available on the school system's website. Next steps include the Town Hall Forum on August 6th at 7:00 p.m. at the McKimmon Center where the community will be asked to prioritize the ten emerging themes.

Dr. Tony Wagner discussed the report with the Board.

After the Community Forum tomorrow, a Strategic Planning Work Team will begin work on a recommendation that will be brought to the Board in December.

Moving forward, the Strategic Planning Work Team will have a Co-Chair approach with Mr. Phil Kirk and Marvin Connelly Co-Chairing the Work Team.

The Board recessed at 4:25 p.m. The Board returned to the Work Session at 4:45 p.m.

iv. **SELF-INSURED DENTAL PLAN**

Mark Winters, Finance Officer, shared that a request for proposal was released in April 2014. A cross-functional committee was developed to review and evaluate the proposals.

Several factors were included in the evaluation process. Staff will be recommending the company Emeritus for the self-insured dental plan based on the two major categories of cost savings and benefit improvements.

Mr. Winters shared that with the new plan that is being recommended, the District continues to keep all the current benefits and has an in-network savings of 9.5%. A passive network plan will allow an employee to go to a network if they desire or they can continue to go to the dentist they currently use. No change is needed.

With the passive preferred network, individuals will be able to make any choice they want without dental coverage being impacted. An employee bonus of up to \$100 additional total claims can be earned by using an in-network dentist. Emeritus also offers a carryover reward.

Employee enrollment will take place in October with January 1, 2015 being the start date.

Board members asked clarifying questions.

v. 2014-15 OPERATING BUDGET UPDATE

David Neter, Chief Business Officer, began with a teacher salary update.

The \$33,000 minimum starting salary is in the final budget to represent the 7.1% increase. Teachers at the top of the salary scale will not see an increase, but they will receive a \$1,000 annual bonus paid on a monthly basis. Longevity is now built into the salary schedule for teachers only.

For Master's Pay, if a Master's Degree was completed prior to July 1, 2014, teachers are eligible; if a teacher has taken at least or completed at least one course by August 1, 2013, upon completion of the Master's degree, the teacher is eligible; the in-field requirement has been removed. Master's incremental salary and National Board salary calculations have been changed.

Mr. Neter then reviewed benefit rate changes. The employer retirement contribution rate increased and there is a slight decrease in the employer health insurance contribution rate.

Mr. Neter shared estimates of funding associated with the new state budget. There is an estimated \$8.8 million increase in funding for teachers. There is a \$9 million decrease in teacher assistant funding. Staff's estimate of the final state budget is that there will be a \$520,000 funding cut for transportation.

Mr. Neter shared that there will be a \$100,000 decrease in central office staff funding and a \$740,000 decrease in At-Risk funding. There is a \$90,000 estimated increase in textbook funding. The estimated funding requirement associated with the compensation and benefit changes is \$10.1 million.

Mr. Neter shared that there is a \$12.6 million dollar funding gap in the Board's budget and there is a \$10.2 million for what was 2.5% State legislated compensation change for growth and expansion programs and investment in core business. The County did approve a \$10.2 million funding increase for the school system. There are still gaps that have to be closed, staff is looking at using one-time non-recurring funding to meet the needs of recurring expenditures.

The increase in \$10.2 million could be used to meet the State changes but there would need to be other budget reductions or use of one-time funding to close the gap which would in turn leave no local funding for growth or the expansion/investment in core businesses or other needs.

Mr. Neter shared that funding was included for Wake County Public Schools and other districts across the state for the early college partnerships. Funding is not included in the State budget for tuition reimbursements with the college. College tuition for credits would have to be funded.

Mr. Neter shared that there is \$1 million statewide funding for differentiated pay for teachers.



Of the remaining funding for teacher assistants, \$25 million is non-recurring. Schools are now required to have two emergency Epi-pens in each school; no funding is being provided.

Mr. Neter shared that Senate Bill 744, Section 64B, changes how ADM is built into the base budget. Until now, projected ADM increases were automatically built into a continuation budget; which then allowed DPI each spring, based upon the projected ADM growth to allot resources to school districts with increased funding for increased number of students; the new provision says that ADM increases over prior years are no longer included in the continuation budget. School districts with year over year ADM increases will not receive increased planning allotments. Funding with ADM growth will now compete with all other budget needs across the state. Districts will not know until the state budget is adopted if the district will receive any increase in funding for ADM growth.

Next steps include staff assessing the impact and developing recommendations on closing the budget gaps and how to make adjustments from the Board's Proposed Budget to get down to the actual state funding for the year. Recommendations will be brought to the Board, until then, the District will continue to operate on an Interim Budget.

Board members made comments regarding the budget.

II. Closure

The Board adjourned the Work Session at 5:32 p.m.

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Christine Kushner, Chairperson

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James G. Merrill, Superintendent

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Melissa Allen, Recording Secretary



**WAKE COUNTY**  
BOARD OF EDUCATION

**Wake County Public School System**

**Board Of Education Meeting**  
**8/19/2014 5:30:00 PM**  
**Meeting Minutes**

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WAKE COUNTY BOARD OF EDUCATION

August 19, 2014

Work Session - 4:00 P.M.

Year One of the School Enrollment Proposal, Draft One

OPEN SESSION - 5:30 P.M.

**Attendees - voting members**

Mrs. Christine Kushner	Chair
Mr. Tom Benton	Vice Chair
Mrs. Susan P. Evans	Board Member
Ms. Zora Felton	Board Member
Mr. Bill Fletcher	Board Member
Mr. Kevin L. Hill	Board Member
Ms Monika Johnson-Hostler	Board Member
Dr. Jim Martin	Board Member
Mr. Keith Sutton	Board Member

**Attendees - other**

Dr. James G. Merrill	Superintendent
Dr. Marvin Connelly	Chief of Staff & Strategic Planning
Tim Simmons	Chief Communications Officer
Cathy Moore	Deputy Superintendent
David Neter	Chief Business Officer
Lloyd Gardner	Southern Area Superintendent
Edward McFarland	Eastern Area Superintendent
Pamela Kinsey-Barker	Northern Area Superintendent
Rose Anne Gonzalez	Central Area Superintendent
Clinton Robinson	Southwestern Area Superintendent
Karen Hamilton	Assistant Superintendent of Special Education Services
Todd Wirt	Assistant Superintendent of Academics
Joe Desormeaux	Assistant Superintendent of Facilities
Mark Winters	Finance Officer
Doug Thilman	Assistant Superintendent of

Brad McMillen	Human Resources Assistant Superintendent of Data & Accountability
Brenda Elliott	Assistant Superintendent of Student Support Services
Rodney Trice	Assistant Superintendent of Diversity and Equity
Jonathan Blumberg	Board Attorney
Melissa Allen	Board Relations Specialist

I. CALL TO ORDER

The meeting was called to order at 5:36 p.m. Everyone recited the Pledge of Allegiance.

II. QUORUM DETERMINATION

III. PLEDGE OF ALLEGIANCE

IV. INFORMATION

Chair's Comments

Ms. Kushner shared comments related to thanking traditional calendar teachers and principals across the county who are getting ready for school on Monday; the Governor signing the state budget on August 7<sup>th</sup> and the Department of Public Instruction sending out final funding allotments to North Carolina school districts on August 15<sup>th</sup>, the Finance staff reviewing the final allotments and beginning the detailed process of reconciling the final state budget; and sharing comments regarding the Board managing growth. Ms. Kushner encouraged the public to offer comments online.

The Board observed a moment of silence in memory of the Board's Lead Attorney, Mrs. Ann Majestic.

Superintendent's Comments

Dr. Merrill shared comments related to encouraging all students, families, and faculty to take the time to enjoy the first day of traditional calendar schools; enrollment for the 2014-2015 school year being approximately 156,000 students with a formal 20<sup>th</sup> day count to come in September; thanking the more than 700 people who attended the District's Town Hall Meeting earlier in August; and sharing that the Strategic Plan Work Team is currently compiling all of the input that was gathered from the Town Hall Meeting to use in creating the first draft of the Strategic Plan.

Board Members' Comments

Board Members shared comments related to highlighting businesses in the community, such as the Cary Chamber for its Partners Night, and the Garner Chamber for its Connect 2014; attending a forum in Holly Springs with the Holly Springs Chamber of Commerce where issues and concerns of growth were discussed; meeting with the Fuquay-Varina Chamber of Commerce's Education Committee; being pleased with the community involvement at the recent District Town Hall meeting; appreciating the public's feedback on the online forum for the school enrollment proposal; not being in support of converting all schools in the western Cary corridor to the multi-track year round calendar; funding and pay

scales for teachers and the non-teaching staff; commending the Board and staff for the steps that have been taken to actively engage the public in strategic planning and student enrollment planning; highlighting Wake Chapel Church for its Back-to-School Session; highlighting Compassionate Tabernacle of Faith Baptist Church for its Back-to-School Session, offering a two-day professional development training to high school chemistry teachers; and offering condolences to the family and friends of Board Attorney, Ann Majestic.

**APPROVAL OF MEETING AGENDA**

Motion made by: Mr. Tom Benton

Motion seconded by: Mr. Keith Sutton

Voting

Unanimously Approved

- V. PUBLIC COMMENT - 6 P.M.  
There were no speakers.

- VI. CONSENT ITEMS  
The Board voted on the Consent Agenda items.

Motion made by: Mr. Keith Sutton

Motion seconded by: Mrs. Susan P. Evans

Voting

Unanimously Approved

- i. APPROVAL OF MEETING MINUTES
- ii. FINANCE
  - a. AUTHORIZATION FORMS
  - b. RENEWAL OF IBM PASSPORT ADVANTAGE AGREEMENT
  - c. RENEWAL OF COVERAGE: GENERAL LIABILITY, PROFESSIONAL LIABILITY, VEHICLE, AND UMBRELLA EXCESS INSURANCE COVERAGE
- iii. FACILITIES
  - a. CHANGE ORDER NO. 1: ADDITIONAL FUNDS TO JOC CONTRACT FOR KITCHEN AND REFRIGERATION INSTALLATION AND REPAIR (FUQUAY-VARINA ELEMENTARY)
  - b. GUARANTEED MAXIMUM PRICE (GMP) ADJUSTMENT: ROLESVILLE HIGH
  - c. RESOLUTION: CIP 2006 APPROPRIATION AND REALLOCATION REQUEST
  - d. RESOLUTION: CIP 2013 APPROPRIATION REQUEST
- iv. SCHOOL PERFORMANCE
  - a. GRANT PROPOSALS
  - b. PLAYWORKS: CHARACTER DEVELOPMENT AND BULLYING PREVENTION THROUGH RECESS
- v. HUMAN RESOURCES
  - a. (c) RECOMMENDATION FOR EMPLOYMENT

- vi. BOARD
  - a. BOARD ADVISORY COUNCIL NOMINATIONS

VII. ACTION ITEM

- i. FACILITIES
  - a. RESOLUTION FOR USE OF CONSTRUCTION MANAGEMENT AT RISK ON UPCOMING CIP 2013 PROJECTS

Joe Desormeaux, Assistant Superintendent of Facilities shared that staff presented justification in accordance with recently passed session law, for using the project delivery method to the Board of Commissioners on August 11<sup>th</sup> at the Commissioner's work session. The presentation was a joint effort with County and School System core team.

Mr. Desormeaux then read the resolution aloud.

Board members shared that it was good to have the support of the County staff and Board of Commissioners for the projects. Board members clarified that if the county had substantial questions, the county would have to work with the school system staff to reconcile the questions. With no further comments or questions, the Board voted on the item.

Motion made by: Dr. Jim Martin

Motion seconded by: Mr. Tom Benton

Voting

Unanimously approved.

- ii. POLICY
  - a. POLICY 5535 ACCEPTANCE OF HIGH SCHOOL TRANSFER CREDIT: REVISED; FIRST READING

Todd Wirt, Assistant Superintendent of Academics presented the policy to the board. Dr. Wirt shared that staff updated outdated language in the policy. The changes were reviewed with the Superintendent's Leadership Team and the Policy Committee.

Motion made by: Dr. Jim Martin

Motion seconded by: Mrs. Susan P. Evans

Voting

Unanimously Approved

- b. POLICY 5540 GRADUATION REQUIREMENTS: REVISED; FIRST READING

Todd Wirt, Assistant Superintendent of Academics presented the policy to the Board. Dr. Wirt shared that staff updated outdated language in the policy. The changes were reviewed with the Superintendent's Leadership Team and the Policy Committee.

Motion made by: Dr. Jim Martin

Motion seconded by: Mr. Keith Sutton

Voting

Unanimously Approved

c. BOARD POLICY 1510:POLICY DEVELOPMENT, REVISED, FIRST READING

Dr. Marvin Connelly, Chief of Staff and Strategic Planning presented the policy to the Board. Dr. Connelly shared that periodically, Board Policies need corrections due to administrative changes or programming changes. Staff recommended an amendment to Policy 1510 to allow the Superintendent or a Board of Education Committee to make technical corrections to policy through a Consent Agenda item. The changes were reviewed with the Superintendent's Leadership Team and the Policy Committee.

Motion made by: Dr. Jim Martin

Motion seconded by: Mr. Tom Benton

Voting

Unanimously Approved

VIII. ACTION ITEMS CONTINUED

IX. HUMAN RESOURCES

i. RECOMMENDATION FOR ADMINISTRATIVE APPOINTMENT(S)

Doug Thilman, Assistant Superintendent for Human Resources presented the Human Resources report to the Board. The Board voted on the recommendations.

Motion made by: Kevin L. Hill

Motion seconded by: Bill Fletcher

Voting

Unanimously approved

X. CLOSED SESSION

The Board voted to return to Closed Session at 6:12 p.m.

Motion made by: Mr. Bill Fletcher

Motion seconded by: Mr. Tom Benton

Voting

Unanimously Approved

The Board returned to Open Session at 6:52 p.m.

XI. ADJOURNMENT

With no further business coming before the Board, the Board voted to adjourn the meeting. The meeting adjourned at 6:54 p.m.

Motion made by: Mr. Bill Fletcher

Motion seconded by: Dr. Jim Martin

Voting

Unanimously Approved

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Christine Kushner, Board Chair

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James G. Merrill, Superintendent

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Melissa Allen, Recording Secretary



**WAKE COUNTY**  
BOARD OF EDUCATION

**WAKE COUNTY PUBLIC SCHOOL SYSTEM**

**Board of Education Work Session**

**8/19/2014 4:00:00 PM**

**Meeting Minutes**

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Board of Education Work Session

August 19, 2014

4:00 P.M.

*Christine Kushner, Chair*

**Attendees – Voting Members**

Mrs. Christine Kushner	Chair
Mr. Tom Benton	Vice Chair
Mrs. Susan P. Evans	Board Member
Ms. Zora Felton	Board Member
Mr. Bill Fletcher	Board Member
Mr. Kevin L. Hill	Board Member
Ms. Monika Johnson-Hostler	Board Member
Dr. Jim Martin	Board Member
Mr. Keith Sutton	Board Member

**Attendees – Others**

Dr. James G. Merrill	Superintendent
Dr. Marvin Connelly, Jr.	Chief of Staff & Strategic Planning
Cathy Q. Moore	Deputy Superintendent of School Performance
Joe Desormeaux	Assistant Superintendent of Facilities
Rodney Trice	Assistant Superintendent for Equity & Diversity
Todd Wirt	Assistant Superintendent of Academics
Jonathan Blumberg	Board Attorney
Melissa Allen	Board Relations Specialist

**Meeting Minutes**

- I. Set Up
  - i. Welcome/ Chair's Comments

Chairwoman Kushner called the meeting to order at 4:00 p.m.
  - ii. YEAR ONE OF THE SCHOOL ENROLLMENT PROPOSAL, DRAFT ONE

Cathy Moore, Deputy Superintendent for School Performance introduced the School Enrollment Plan 2015-2016, Year One of a Multi-Year (2015-2018) Approach to Growth Management.



Laura Evans, Senior Director of Student Assignment shared that since 2006 and until 2013, the Wake County Public School System gained 25,228 new students. In the next four years, the school system is projected to grow by 18,615 more students. With the passage of the 2013 bond, 16 new schools will be built.

This past spring, the Board had several student assignment work sessions where staff was asked to develop a first year of a multi-year student enrollment proposal filling three new schools using the four pillars established in Board Policy 6200; achievement, stability, proximity, and operational efficiency.

Staff presented the student enrollment proposal process timeline to the Board. The timeline includes the first draft of the proposal being shared on August 19th, the second draft being presented in October and the final draft being presented in November with adoption of the student enrollment proposal in December.

Staff began the discussion with the three new schools, Abbotts Creek, Scotts Ridge, and Apex Friendship High School. Staff partnered with ORED at N.C. State and developed an optimization algorithm. The algorithm gave a baseline to begin with and staff edited for transportation /accessibility issues, natural or man-made obstacles/limitations, elementary and middle school feeder patterns and calendar alignment.

The Abbotts Creek, Scotts Ridge, and Apex Friendship High School proposals were reviewed at length.

Ms. Evans then addressed the pillars (achievement, stability, proximity, and operational efficiency) of Board Policy 6200 as it pertained to the schools.

Board members asked clarifying questions and questions regarding the address lookup process for parents during the draft phases of the enrollment proposal. Board members thanked staff for the thoughtful and rational methodology of the student assignment enrollment proposal.

Staff encouraged feedback to the student enrollment proposal through the district website so that information submitted could be shared.

With no further information, Bill Fletcher made a motion to go into Closed Session to consider confidential personnel information protected under G.S. 143-318.11 (a) (6) and 115C-319, to consult with the Board of Education attorney and preserve the attorney-client privilege as provided in G.S. 143-318.11 (a) (3), and to consider confidential student

information protected under G.S. 115C-402 and the Family Educational and Privacy Rights Act, 20 U.S.C. 1232g. The motion was seconded by Kevin L. Hill and unanimously approved.

The Work Session adjourned at 5:02 p.m.

Respectfully Submitted,

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Christine Kushner, Board Chair

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James G. Merrill, Superintendent

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Melissa Allen, Recording Secretary



**WAKE COUNTY**  
BOARD OF EDUCATION

**Wake County Public School System**

**Board Of Education Meeting**  
**9/2/2014 5:30:00 PM**  
**Meeting Minutes**

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WAKE COUNTY BOARD OF EDUCATION  
September 2, 2014  
Work Session - 3:30 P.M.  
Legislative Update and Next Steps Discussion  
Solutions for Under-Enrolled and Overcrowded Schools

**OPEN SESSION - 5:30 P.M.**

**Attendees - voting members**

Mrs. Christine Kushner	Chair
Mr. Tom Benton	Vice Chair
Mrs. Susan P. Evans	Board Member
Ms. Zora Felton	Board Member
Mr. Bill Fletcher	Board Member
Mr. Kevin L. Hill	Board Member
Ms. Monika Johnson-Hostler	Board Member
Dr. Jim Martin	Board Member
Mr. Keith Sutton	Board Member

**Attendees - other**

Dr. James G. Merrill	Superintendent
Dr. Marvin Connelly, Jr.	Chief of Staff & Strategic Planning
Cathy Moore	Deputy Superintendent of School Performance
Tim Simmons	Chief Communications Officer
David Neter	Chief Business Officer
Lloyd Gardner	Southern Area Superintendent
Pamela Kinsey-Barker	Northern Area Superintendent
Rose Anne Gonzalez	Central Area Superintendent
Clinton Robinson	Southwestern Area Superintendent
Karen Hamilton	Assistant Superintendent of Special Education
Todd Wirt	Assistant Superintendent of Academics
Mark Winters	Finance Officer
Doug Thilman	Assistant Superintendent of Human Resources
Brenda Elliott	Assistant Superintendent of Student Support
Rodney Trice	Assistant Superintendent of Equity Affairs
Melissa Allen	Board Relations Specialist
Jonathan Blumberg	Board Attorney

I. CALL TO ORDER

Chairwoman Kushner called the meeting to order at 5:35 p.m.

II. QUORUM DETERMINATION

III. PLEDGE OF ALLEGIANCE

Everyone recited the Pledge of Allegiance.

IV. INFORMATION

**Chair's Comments** - Chairwoman Kushner shared comments related to being invited to Southeast Raleigh High School to see project-based learning; attending the groundbreaking ceremony for Scotts Ridge Elementary on September 3rd; Wake County reaching a population of one million residents, speaking with the Greater Raleigh Chamber of Commerce, attending and speaking at the Garner Chamber of Commerce discussing issues of growth; and thanking all employees for a great opening of schools for the 2014-2015 school year.

**Superintendent's Comments**

Dr. Merrill shared comments related to thanking the teachers, principals, all support staff, parents, and students for making the first week of traditional calendar schools go smoothly; thanking the non-teaching staff members for their work, especially bus drivers; thanking the Greater Raleigh Chamber of Commerce for the opportunity to share achievement data; thanking the Wake Education Partnership for the opportunity to share a school system update at their quarterly meeting; and visiting Meredith College last week and speaking and meeting with Teaching Fellows.

**Board Members' Comments**

Board Members shared comments related to having to make difficult decisions regarding growth in the upcoming months; enjoying teaching 8th grade science classes at Moore Square Middle School; thanking the Greater Raleigh Chamber of Commerce for the opportunity to be a part of the panel for the Chambers' Dinner with Decision Makers, the other panelists included Mayor McFarlane and Commissioner Gianni; thanking the staff for a wonderful school opening; looking forward to attending the ground breaking ceremony for Abbotts Creek Elementary School on September 11th; the District 3 Board Advisory Council meeting on September 15th at 5:30 p.m.; addressing parent concerns of the crowding situation in West Cary Schools; thanking staff for organizing community input meetings at Alston Ridge Elementary School, Mills Park Elementary and Mills Park Middle School last week; looking forward to attending the Scotts Ridge Elementary School groundbreaking ceremony; inviting the community to attend the District 9 Board Advisory Council Meeting on September 22nd at Salem Elementary School at 5:30 p.m. where topics of discussion include the District Strategic Plan and the student enrollment proposal.

V. APPROVAL OF MEETING AGENDA

Chairwoman Kushner made changes to the Agenda which included; removing Construction documents for Green Elementary School (Facilities III - B) and Construction documents for Green Level High School (Facilities III- C) from the Meeting Agenda at the request of staff.

Motion made by: Mr. Bill Fletcher

Motion seconded by: Mrs. Susan P. Evans

Voting

Unanimously Approved

VI. PUBLIC COMMENT - 6 P.M.

The following individuals offered public comments to the Board;

- Sabrina Saw
- Melissa Gilmore
- Larry Nilles
- Beth Royall
- Paige Rudolph

VII. CONSENT ITEMS

The Board voted on the Consent Agenda Items.

Motion made by: Mr. Kevin L. Hill

Motion seconded by: Mr. Keith Sutton

Voting

Unanimously Approved

i. APPROVAL OF MEETING MINUTES

ii. FINANCE

- a. GIFTS TO THE SYSTEM
- b. REPORT OF ADMINISTRATION APPROVED CONTRACTS
- c. BUDGET AMENDMENTS AND TRANSFERS, 2013-2014
- d. BUDGET AMENDMENTS AND TRANSFERS, 2014-2015
- e. INSURANCE COVERAGE: OWNED OR LEASED REAL & PERSONAL PROPERTY, BOILER & MACHINERY, AND MUSICAL INSTRUMENTS

iii. FACILITIES

- a. TEMPORARY CONSTRUCTION EASEMENT TO CITY OF RALEIGH FOR RICHLAND CREEK SEWER IMPROVEMENT PROJECT (WAKE FOREST ELEMENTARY)
- b. CONSTRUCTION DOCUMENTS: GREEN ELEMENTARY
- c. CONSTRUCTION DOCUMENTS: GREEN LEVEL HIGH (H-7)
- d. CONTRACT AMENDMENT #1: CUSTODIAL SERVICE AGREEMENT
- e. BUILDING COMMISSIONING SERVICES: SOUTH GARNER HIGH (H-8)

iv. SCHOOL PERFORMANCE

- a. POLICY 5535 ACCEPTANCE OF HIGH SCHOOL TRANSFER CREDIT SECOND READING
- b. POLICY 5540 GRADUATION REQUIREMENTS SECOND READING
- c. GRANT PROPOSALS

v. HUMAN RESOURCES

- a. (c) RECOMMENDATION FOR EMPLOYMENT

vi. POLICY

- a. BOARD POLICY 1510: POLICY DEVELOPMENT, REVISED, SECOND READING

vii. BOARD

a. BOARD ADVISORY COUNCIL NOMINATIONS

VIII. ACTION ITEM

IX. FACILITIES

i. POLICY 7262 PREQUALIFICATION OF BIDDERS FOR CONSTRUCTION PROJECTS

Joe Desormeaux, Assistant Superintendent of Facilities shared that legislation passed in June 2014 required that the Board have a prequalification policy if it were using the Construction Manager at Risk delivery method for construction projects. The Construction Manager at Risk delivery method is the primary method being used for new school construction and major renovation projects in the new CIP bond. The legislation requires the Construction Manager to use the Board's process when they prequalify first-tier subcontractors. The policy describes the Board's process for developing the prequalification criteria. The policy was presented to the Policy Committee on August 26, 2014.

During the Policy Committee meeting, there were questions and suggested changes. Staff included some of the changes in the policy and addressed questions.

Board members asked clarifying questions and shared comments regarding the policy. Board members clarified that wording in E1 and E2 should be changed from "school system staff" to "designated facilities school system staff". Concern was shared regarding the appeal process and the lack of outside eyes. As the system goes forward, the Board may want to look at options to ensure that an external point of view is shared.

Motion made by: Dr. Jim Martin

Motion seconded by: Mr. Bill Fletcher

Voting

Unanimously Approved

X. CLOSED SESSION

The Board voted to enter Closed Session at 6:26p.m. to consider confidential personnel information protected under G.S. 143-318.11 (a)(6) and 115C-319, and to consult with the Board of Education attorney and preserve the attorney-client privilege as provided in G.S. 143-318.11 (a)(3).

Motion made by: Mr. Kevin L. Hill

Motion seconded by: Ms. Monika Johnson-Hostler

Voting

Unanimously Approved

XI. ACTION ITEMS CONTINUED

The Board returned to Open Session at 6:43 p.m.

XII. HUMAN RESOURCES

The Board voted to approve the Recommendations for Administrative Appointment.

Motion made by: Dr. Jim Martin

Motion seconded by: Ms. Monika Johnson-Hostler

Voting

Unanimously Approved

The Board returned to Closed Session.

Motion made by: Mr. Kevin L. Hill

Motion seconded by: Mr. Keith Sutton

Voting

Unanimously Approved

XIII. ADJOURNMENT

The Board voted to adjourn the meeting.

Motion made by: Mr. Bill Fletcher

Motion seconded by: Mrs. Susan P. Evans

Voting:

Unanimously Approved

Respectfully Submitted,

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Christine Kushner, Board Chair

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James G. Merrill, Superintendent

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Melissa Allen, Board Relations Specialist



**WAKE COUNTY**  
BOARD OF EDUCATION

**Wake County Public School System**

**Board of Education Work Session**  
**9/2/2014 3:30:00 PM**  
**Meeting Minutes**

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Board of Education Work Session  
September 2, 2014  
3:30 P.M.

Christine Kushner, Chair

**Attendees**

Mrs. Christine Kushner	Chair
Mr. Tom Benton	Vice Chair
Mrs. Susan P. Evans	Board Member
Ms. Zora Felton	Board Member
Mr. Bill Fletcher	Board Member
Mr. Kevin L. Hill	Board Member
Ms. Monika Johnson-Hostler	Board Member
Dr. Jim Martin	Board Member
Mr. Keith Sutton	Board Member
Dr. James G. Merrill	Superintendent
Melissa Allen	Board Relations Specialist
Jonathan Blumberg	Board Attorney
Marvin Connelly	Chief of Staff & Strategic Planning
Joe Desormeaux	Assistant Superintendent Facilities
Cathy Q Moore	Deputy Superintendent for School Performance
Mr. David Neter	Chief Business Officer

I. Set Up

i. Welcome/ Chair's Comments

Chairwoman Kushner called the meeting to order at 3:33 p.m.

a. LEGISLATIVE UPDATE AND NEXT STEPS DISCUSSION

Committee Chair, Keith Sutton began the discussion with an update and sharing a spreadsheet that was used for tracking major bills that were discussed and made their way through the Legislative Session.

Legislative Liaison, Courtney Crowder thanked the Board for the opportunity to work on its behalf during the Short Session. Mr. Crowder shared that the tracking spreadsheet was much longer over the course of the Short Session as many pieces of legislation



were filed but did not find their way into final form or into law. Mr. Crowder shared that over the course of the session, certain issues would come up, and staff would respond or provide information for potential impacts to legislative leaders or bill sponsors as legislation was passing.

Mr. Crowder shared that the NCSBA has drafted their legislative agenda for next long session and has sent a survey out to Board members to solicit feedback. Mr. Sutton shared that during the last Long Session the Board took the Agenda from the School Boards Association and adopted it as its own Legislative Agenda.

Board members inquired about the following topics, what study groups are currently under way in the Legislature that potentially have impact on education, the review of the North Carolina Standard Course of Standards and who owns the review, and the evaluation tool that will be used for teachers that teach less than sixty percent of EOC/EOG courses.

Board members inquired about what items were in the state budget and in laws that are going to impact spending for Wake County in a positive or negative way.

David Neter, Chief Business Officer shared that staff is putting together a proposal to help address those issues.

Board members discussed and inquired about career status for teachers and having a process in place.

Board Members shared comments regarding legislative issues/concerns.

b. **SOLUTIONS FOR UNDER-ENROLLED AND OVERCROWDED SCHOOLS**

Joe Desormeaux, Assistant Superintendent for Facilities shared that staff presented information in the form of decision templates at the August 13th Facilities Committee regarding Ballentine Elementary School, Alston Ridge Elementary School, Mills Park Elementary School, Wakefield Elementary School, and Mills Park Middle School. Out of that committee meeting, the Board requested that staff collect feedback.

Staff has collected feedback and additional information since the presentation via email, community meetings, and the district website. With that information, combined with data from the Municipal Planners has been analyzed by ORED/ITRE, and current seating capacities in the locations, future added capacity that will be provided in the current bond, and all the tools staff has available, staff recommended next steps to address utilization for Ballentine Elementary, Alston Ridge Elementary, Mills Park

Elementary, Wakefield Elementary and Mills Park Middle School.

The current seating capacity and future capacities were discussed. No decisions were made, only recommendations from staff were provided.

Staff provided information for each school; the current capacity for each school, a statement of feedback regarding each school, and staff's recommendation and the impact of the recommendations for each school.

Staff also addressed the issue of converting Highcroft Elementary to a year-round calendar. Highcroft has only thirty-eight permanent classrooms and will have fifteen temporary classrooms; multi-track schools require the mobility of the teachers to move between classrooms using year-round carts, this is easier between permanent classrooms rather than temporary classrooms. The core space for Highcroft is too small to convert to a year-round calendar based on the number of permanent classrooms and would not benefit as much under the year-round calendar approach.

Currently, the new elementary school, E-37 will be opening in 2016 and will impact Highcroft Elementary School's capacity the most. Hence, the reason staff did not go any further with Highcroft being an option to convert to the year-round calendar.

Board members shared comments regarding each school presented.

Following the Boards comments and clarifying statements, staff will provide the following information at the next work session;

- review teacher MOE at Ballentine,
- provide copies of school summaries,
- review future developments in the area of Mills Park Middle School,
- review the new neighborhood footprint for Mills Park Middle School

## II. Closure

With no further business for the work session, the meeting adjourned at 5:12 p.m.

Respectfully Submitted,

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Christine Kushner, Board Chair

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James G. Merrill, Superintendent

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Melissa Allen, Board Relations Specialist



**WAKE COUNTY**  
BOARD OF EDUCATION

**Wake County Public School System**

**Board Of Education Meeting**  
**9/16/2014 5:30:00 PM**  
**Meeting Minutes**

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WAKE COUNTY BOARD OF EDUCATION

September 16, 2014

Work Session - 3:30 P.M.

Solutions for Schools that are Under-enrolled, Overcrowded, and Need Calendar Alignment

Update on Budget Status for Construction Projects

Board of Education Policy Alignment and Consolidation

Board of Education Quarterly Forecast

OPEN SESSION - **5:30 P.M.**

**Attendees - voting members**

Mrs. Christine Kushner	Chair
Mr. Tom Benton	Vice Chair
Mrs. Susan P. Evans	Board Member
Ms. Zora Felton	Board Member
Mr. Bill Fletcher	Board Member
Mr. Kevin L. Hill	Board Member
Ms Monika Johnson-Hostler	Board Member
Dr. Jim Martin	Board Member
Mr. Keith Sutton	Board Member

**Attendees - other**

Dr. James G. Merrill	Superintendent
Melissa Allen	Board Relations Specialist
Jonathan Blumberg	Board Attorney
Marvin Connelly	Chief of Staff & Strategic Planning
Joe Desormeaux	Assistant Superintendent Facilities
Brenda Elliott	Assistant Superintendent of Student Support Services
Lloyd Gardner	Southern Area Superintendent
Rose Anne Gonzalez	Central Area Superintendent
Karen Hamilton	Assistant Superintendent of Special Education Services
Pamela Kinsey-Barker	Northern Area Superintendent
Edward McFarland	Eastern Area Superintendent

Brad McMillen	Assistant Superintendent for Data and Accountability
Cathy Q Moore	Deputy Superintendent for School Performance
Mr. David Neter	Chief Business Officer
Clinton Robinson	Southwestern Area Superintendent
Tim Simmons	Chief Communications Officer
Andre Smith	Northeastern Area Superintendent
Doug Thilman	Assistant Superintendent Human Resources
Rodney Trice	Assistant Superintendent for Equity & Diversity
Mark Winters	Finance Officer
Todd Wirt	Assistant Superintendent for Academics

I. CALL TO ORDER

Chairwoman Kushner called the meeting to order at 5:38p.m.

II. QUORUM DETERMINATION

III. PLEDGE OF ALLEGIANCE

Everyone recited the Pledge of Allegiance.

IV. INFORMATION

**Chair's Comments**

Chairwoman Kushner shared comments related to thanking the seniors at the North Carolina State STEM Early College Civics Class for inviting her to participate in a mock Executive Session; thanking staff at Lacy Elementary, the Office of Student Assignment, Highland Methodist Church and Forest Hills Baptist Church for helping families that are being displaced by an apartment complex closing; thanking the Chairs of the Board Advisory Councils for organizing work in support of the Board of Education; the district celebrating and observing National Hispanic Heritage Month from September 15th through October 15th; and attending a STEM roundtable sponsored by the Research Triangle Park Foundation and EYP.

**Superintendent's Comments**

Dr. Merrill shared comments related to the district receiving news that students at four elementary schools (Creech Road, Fox Road, Lynn Road, and Green Elementary Schools) will receive additional counseling services designed to improve academic performance through improved discipline and attendance; thanking those who attended the Scotts Ridge Elementary groundbreaking ceremony; the week of September 14th through 20th being Custodial Appreciation Week.

**Board Members' Comments**

Board members shared comments related to thanking parents for their patience with transportation issues, commending staff and the Wake County community

on the great work of the Strategic Planning Committee; attending the Scotts Ridge Elementary School groundbreaking ceremony; attending the North Carolina School Boards Association Regional meeting in Tarboro; giving staff kudos for the new process of engaging the community with school-based meetings that are based on educating the public about what choices the Board is reviewing; the District 8 Board Advisory Council meeting on September 22nd at 5:30 p.m. at Mills Park Middle School; thanking staff members for new capacity alternatives to consider for Mills Park Elementary and Mills Park Middle School; looking forward to the groundbreaking ceremony for Abbotts Creek; the District 3 Board Advisory Council meeting being held at West Millbrook on September 15th; the October 9th community meeting in Wake Forest regarding the student enrollment plan; the District 5 Board Advisory Council Meeting being held September 17th at 8:30 a.m. at Middle Creek Elementary School; and the District 6 Board Advisory Council meeting on September 17th at 12:00 p.m. at Carroll Middle School.

V. APPROVAL OF MEETING AGENDA

Chairwoman Kushner moved the Human Resources Administrative Appointments to the Action Agenda after Facilities. With no further amendments to the Agenda, the Board voted to approve the Meeting Agenda.

Motion made by: Mr. Keith Sutton

Motion seconded by: Mr. Kevin L. Hill

Voting

Unanimously Approved

VI. PUBLIC COMMENT - 6 P.M.

The following individuals offered public comments to the Board;

Susan Stines

Scott Batchelor

Julea Danielson

Darrin Smith

Steve Rao

Cindy Sinkez

Julie Ann Gordon

Vickie Adamson

Julie Crain

VII. CONSENT ITEMS

The Board approved the Consent Agenda items.

Motion made by: Mr. Keith Sutton

Motion seconded by: Mr. Kevin L. Hill

Voting

Unanimously Approved

- i. APPROVAL OF MEETING MINUTES
- ii. FINANCE
  - a. CONTRACTS RELATED TO TECHNICAL SERVICES CONTRACT  
VENDOR RFP
- iii. FACILITIES
  - a. SCHEMATIC DESIGN: E-38 ELEMENTARY
  - b. SCHEMATIC DESIGN: E-43 ELEMENTARY
  - c. SCHEMATIC DESIGN: M-13 MIDDLE
- iv. HUMAN RESOURCES
  - a. (c) RECOMMENDATIONS FOR EMPLOYMENT
  - b. (c) REQUEST FOR LEAVE(S)
- v. CHIEF OF STAFF
  - a. GRANT PROPOSALS
  - b. BOARD OF EDUCATION POLICY ALIGNMENT AND CONSOLIDATION
- vi. BOARD
  - a. BOARD ADVISORY COUNCIL NOMINATIONS

VIII. ACTION ITEM

IX. FACILITIES

- i. POLICY 7262 PREQUALIFICATION OF BIDDERS FOR CONSTRUCTION PROJECTS

Joe Desormeaux, Assistant Superintendent for Facilities shared that legislation passed in June 2014 which required that the Board have a prequalification policy if it would be using the Construction Management at Risk delivery method for construction projects. The legislation requires the Construction Manager to use the Board's process when they prequalify first-tier subcontractors. The policy was presented to the Policy Committee on August 26th and the first reading of the policy was presented at the September 2nd Board meeting; comments received were incorporated into the policy.

The Board voted on the item.

Motion made by: Dr. Jim Martin

Motion seconded by: Mr. Bill Fletcher

Voting

Unanimously Approved

ii. SOLUTIONS FOR SCHOOLS THAT ARE UNDER-ENROLLED, OVERCROWDED AND NEED CALENDAR ALIGNMENT

Joe Desormeaux, Assistant Superintendent for Facilities shared that staff presented information in the form of a solutions template, at the August 13, 2014 Facilities Committee meeting, regarding select under-enrolled and over-crowded schools: Ballentine Elementary, Alston Ridge Elementary, Mills Park Elementary, Wakefield Elementary, and Mills Park Middle. Staff presented updated templates and community feedback resulting from school meetings, e-mails, and the district online forum at the September 2, 2014 and today's work sessions.

The Board voted to approve the staff's recommendations for calendar adjustments at Ballentine, Wakefield, and Alston Ridge Elementary School. The Board also approved Option 3 for Mills Park Elementary and Mills Park Middle School (Keep the cap and traditional calendar at both schools. Add 1 additional temporary classroom at Mills Park Elementary for a total of 3. Add 4 temporary classrooms at Mills Park Middle School for a total of 4. Cap future students entering Mills Park Middle School to only students currently attending feeder elementary schools. Consider redistricting in the future).

The Recommendations for Ballentine, Wakefield, and Alston Ridge were also shared.

**Ballentine** - Temporary classrooms will be "mothballed", identified for possible relocation and removed from the actual crowding calculation. One of the four tracks will be collapsed. Ballentine should be reviewed again during the next enrollment plan update for options (calendar or cap overflow) to increase facility utilization.

**Wakefield** - Convert to a traditional calendar.

**Alston Ridge** - Convert to a multi-track year round and delay adding temporary classrooms pending growth in 4th and 5th grades.

Motion made by: Mrs. Susan P. Evans

Motion seconded by: Mr. Bill Fletcher

Voting

Unanimously Approved.



iii. CONSTRUCTION DOCUMENTS: GREEN ELEMENTARY

Joe Desormeaux, Assistant Superintendent for Facilities shared that staff reviewed the construction documents and requests approval and authorization to advertise for construction of Green Elementary School.

The proposed project budget is \$23,782,503. Estimates indicate that this project can be accomplished within the budgeted amount. The public infrastructure baseline assumption is \$406,036 and it is anticipated to be accomplished within the budget.

The Board voted to approve the item.

Motion made by: Mr. Kevin L. Hill

Motion seconded by: Ms. Monika Johnson-Hostler

Voting

Unanimously Approved

iv. CONSTRUCTION DOCUMENTS: GREEN LEVEL HIGH (H-7)

Joe Desormeaux, Assistant Superintendent for Facilities, shared that staff has reviewed the construction documents and requests approval and authorization to advertise for the construction of Green Level High School. Green Level High is scheduled to be used for swing space for the Apex High renovation project starting in the 2017-2018 school year.

The proposed project budget is \$70,050,727. Estimates indicate that the project can be accomplished within the budgeted amount. The public infrastructure baseline assumption is \$3,220,615 and it is anticipated to be exceeded by \$750,000. Reallocation may be required at a later date, the dollars are within the project contingency.

The Board voted to approve the item.

Motion made by: Mrs. Susan P. Evans

Motion seconded by: Mr. Bill Fletcher

Voting

Unanimously Approved

X. HUMAN RESOURCES

The Board voted on the following Administrative Appointments;

**Thomas Dixon**, Retiree to Interim Principal at Apex Middle School effective 9/29/14 - 12/1/14.

**James Hargett**, Retiree to Interim Principal at Hunter Elementary School effective TBD.

**John R. Umstead, Jr.** - Retiree to Interim Principal at Baucom Elementary School extended to 12/1/14.

**Anna Conley**, Applicant to 2014-2015 Converted Assistant Principal position at

Penny Road Elementary School effective 9/17/14 - 6/30/15.  
**Michael Hokenberg**, Applicant to 2014-2015 Converted Assistant Principal position at Fuquay-Varina High School effective 9/23/14 - 6/30/15.

Motion made by: Mr. Kevin L. Hill

Motion seconded by: Mr. Keith Sutton

Voting

Unanimously Approved

XI. CLOSED SESSION

The Board voted to go back into Closed Session at 6:49 p.m. for the reasons previously stated and as listed in the electronic agenda.

Motion made by: Dr. Jim Martin

Motion seconded by: Mr. Keith Sutton

Voting

Unanimously Approved

XII. ADJOURNMENT

The Board returned to Open Session on a motion by Bill Fletcher which was seconded by Kevin L. Hill.

The Board voted to adjourn the meeting.

Motion made by: Mr. Bill Fletcher

Motion seconded by: Mr. Kevin L. Hill

Voting

Unanimously Approved

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Christine Kushner, Board Chair

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James G. Merrill, Superintendent

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Melissa Allen, Recording Secretary



**WAKE COUNTY**  
BOARD OF EDUCATION

**Wake County Public School System**

**Board of Education Work Session**  
**9/16/2014 3:30:00 PM**  
**Meeting Minutes**

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Board of Education Work Session  
September 16, 2014  
3:30 P.M.  
Christine Kushner, Chair

**Attendees - other**

Mrs. Christine Kushner	Chair
Mr. Tom Benton	Vice Chair
Mrs. Susan P. Evans	Board Member
Ms. Zora Felton	Board Member
Mr. Bill Fletcher	Board Member
Mr. Kevin L. Hill	Board Member
Ms. Monika Johnson-Hostler	Board Member
Dr. Jim Martin	Board Member
Mr. Keith Sutton	Board Member
Dr. James G. Merrill	Superintendent
Melissa Allen	Board Relations Specialist
Jonathan Blumberg	Board Attorney
Marvin Connelly	Chief of Staff & Strategic Planning
Joe Desormeaux	Assistant Superintendent Facilities
Cathy Q Moore	Deputy Superintendent for School Performance
Mr. David Neter	Chief Business Officer
Tim Simmons	Chief Communications Officer
Rodney Trice	Assistant Superintendent for Equity & Diversity

I. SET UP

- i. WELCOME/ CHAIR'S COMMENTS  
Chairwoman Kushner called the meeting to order at 3:32 p.m.
- ii. SOLUTIONS FOR SCHOOLS THAT ARE UNDER-ENROLLED, OVERCROWDED  
AND NEED CALENDAR ALIGNMENT  
Joe Desormeaux, Assistant Superintendent for Facilities, Laura Evans  
Senior Director of Student Assignment, and Christina Lighthall,

Senior Director of Long Range Planning presented information to the Board.

Mr. Desormeaux reviewed the recommendations for Schools that are under enrolled, overcrowded, or need calendar alignment. The following schools were reviewed;

- Ballentine Elementary School,
- Wakefield Elementary School,
- Alston Ridge Elementary School,
- Mills Park Elementary School and Mills Park Middle School (option 1, option 2, and option 3).

### **Mills Park Elementary and Mills Park Middle School Options Discussion**

Laura Evans, Senior Director of Student Assignment shared that there are currently four elementary schools, three of which feed totally to Mills Park Middle. Staff reviewed the numbers and for all grades currently enrolled at the elementary feeder schools and there are seats at Mills Park Middle School for those students. Any new families that move in would be assigned to an overflow middle school when they matriculate to middle school. Staff will monitor the numbers each year and will keep a sixth grade capped number so that the original students who are there today, will be guaranteed a seat if they are still there when they enter middle school. Any new families could request a calendar option to East Cary Middle School.

The four feeder schools for Mills Park Middle School are Alston Ridge Elementary School, Mills Park Elementary School, Highcroft Elementary School, and Brier Creek Elementary School.

Board Members asked clarifying questions regarding calendar misalignment between Alston Ridge Elementary and Mills Park Middle School and for staff to consider future development assignments for new neighborhoods that would impact Mills Park Middle School.

Board members determined their affinity to option #3 for Mills Park Elementary and Mills Park Middle School (Keep the cap and traditional calendar at both schools. Add one additional temporary classroom at Mills Park Elementary School for a total of 3. Add four temporary classrooms at Mills Park Middle School for a total of four. Cap future students entering Mills Park Middle School to only students currently attending feeder elementary schools. Consider redistricting in the future).

- iii. **UPDATE ON BUDGET STATUS FOR CONSTRUCTION PROJECTS**  
Joe Desormeaux, Assistant Superintendent for Facilities shared the first CIP 2013 appropriation request. The presentation was given at the Facilities Committee and to the Board of Commissioners. Cost information on the first four schools and a summary of the appropriation request that is needed in order to continue on the current construction schedule for Abbotts Creek Elementary, Scotts Ridge Elementary, Pine Hollow Middle, and South Garner High School was reviewed. A summary of costs versus

bond cost assumptions were reviewed for Abbotts Creek Elementary, Scotts Ridge Elementary, Pine Hollow Middle, and South Garner High School.

Mr. Desormeaux then reviewed the source of the bond cost assumptions. He shared that the bond cost assumptions in CIP 2013 for public infrastructure and site work were developed through cost modeling in late 2012 and early 2013. Staff utilized historical experiences and added escalation. Drivers for public infrastructure costs were also shared.

Staff is confident that the projects shared can be funded and constructed without adversely impacting any other projects in CIP 2013. Staff has proactively engaged the Core Team and will be collaborating to address ways to continuously improve processes. Staff recognizes that public infrastructure and site work costs trend early for projects and wants to find ways to address any potential concerns quickly. Staff's next appropriation request is scheduled for late 2014.

Board members asked clarifying questions and made clarifying comments.

iv. **BOARD OF EDUCATION POLICY ALIGNMENT AND CONSOLIDATION**

Dr. Marvin Connelly, Chief of Staff and Strategic Planning shared that the district is looking to align and consolidate the policy manual and has researched using the North Carolina School Board Association's program and process for policy manual updates and customizing the policy manual.

WCPSS has all the policies that are legally required by State or Federal law, however there needs to be some alignment.

The proposal that the School Board Association recommended has two options, one is a policy manual service that is basic and does not customize any of the Wake County policies that may be needed. The other option is a customized policy manual with a two-step process or three-step process. The two-step process includes sending the district the recommended policy, staff would review and bring to the Policy Committee and then send it back to the School Board Association for finalizing. The three-step process includes the School Board Association sending the policy to staff, staff tweaks the policy and send it back to the Association, the Association sends it back to the district for the Board to review and then the district sends it back to the Association.

Staff recommends the two-step process.

The district will automatically receive updates that are driven by legislative changes. The District would need to maintain the District's Rules and Procedures (R & P).

Cost for the two-step customization policy manual process would be

approximately \$25,000.

The first step in the process would be realigning the numbering system the district has to the North Carolina School Boards Association numbering system. Staff anticipates that the project will take approximately two years to implement and complete. Policies will be completed a section/series at a time.

Board members asked clarifying questions and shared comments.

v. **BOARD OF EDUCATION QUARTERLY FORECAST**

Marvin Connelly, Chief of Staff and Strategic Planning presented the quarterly forecast.

Board members inquired if they could also have bullets or a summary indicating the big items being addressed by staff.

Board members engaged in discussion regarding the items included in the forecast.

With no further business in Work Session, Kevin L. Hill made a motion to go into Closed Session at 4:59 p.m. to consider confidential personnel information protected under G.S. 143-318.11 (a)(6) and 115C-319, to consult with the Board of Education attorney to preserve the attorney-client privilege as provided in G.S. 143-318-.11(a)(3), to consider confidential student information protected under G.S. 115C-402 and the Family Educational and Privacy Rights Act, 20 U.S.C. 1232g, and to establish or give instructions concerning the Board's negotiating position related to a potential acquisition of real property, as provided in G.S. 143-318.11 (a)(5). The motion was seconded by Susan P. Evans and unanimously approved.

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Christine Kushner, Board Chair

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James G. Merrill, Superintendent

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Melissa Allen, Recording Secretary