

RANDOLPH COUNTY BOARD OF EDUCATION
Work Session

Tuesday, August 20, 2013
Minutes

The Randolph County Board of Education met in a work session on Tuesday, August 20, 2013 beginning at 8:30 a.m. at Pinewood Country Club in Asheboro, North Carolina. Board Members in attendance were as follows: T. McDonald, Board Chair, Emily Coltrane, Vice Chair, Tracy Boyles, Gary Cook, Todd Cutler, Matthew Lambeth, and Gary Mason. Also present were Superintendent, Stephen Gainey, and the leadership team.

Superintendent, Stephen Gainey, welcomed everyone. Dr. Gainey reviewed the following items with the Board of Education members.

Division plan/Organizational charts

Organizational charts have been divided into divisions as follows: Curriculum and Instruction Division, Finance and Budget Division, Human Resources Division, and Operations Division. The board reviewed the organizational charts. The organizational charts will be placed on the website.

Board of Education meeting agenda

Dr. Gainey reviewed the layout of a board meeting agenda. He stated there would be a time for Board members to give comments. Board members will also be recognizing the students.

Board committee structure

The superintendent presented to the Board a committee structure for their review and consideration. Dr. Gainey proposed the possibility of four areas: Policy, Teaching/Learning, Facilities, and Finance/Budget/HR. He stated these committee meetings would be public with agendas and minutes. After the board had review and discussion of the various committee options, and the times the board would be available to meet, the consensus of the Board was to begin work sessions at 4:00 p.m. prior to each monthly Board of Education meeting starting in September.

Website revision/Biographical form for board members

The superintendent gave an update to the Board regarding the website revisions that are currently taking place. He discussed the building of a master calendar and making the calendar more visible. There are areas of the school system's website that are currently being reviewed for changes and updates, but are also working to keep the cost down. The board members received a copy of a biographical form for their review. A copy will be sent electronically to each board member at a later date. This information will be made available on the website.

"Path to Pride"

Dr. Gainey presented the 2013-2014 "Path to Pride" that included strategic directives and actions steps for each division for the 2013-2014 school year. After review, the board, superintendent, and leadership team had discussion. The board stated this plan gives clear understanding to the staff and parents. The superintendent stated the "Path to Pride" strategic plan would be brought to the board in September as an action item for their approval.

Goal sheet to principals for 2013-2014 school year

The superintendent reviewed the goal sheet to principals with three action steps and a target result. Principals will keep a log of their classroom visits for the 2013-2014 school year. A copy of the goal sheet will be placed by the employees work stations. Dr. Gainey expressed the importance of the principals being present in the classrooms.

Mission/Vision review

The board members, superintendent, and leadership team reviewed the current mission statement and vision statement for the Randolph County School System. The group had open dialogue and discussion to make revisions to the mission and vision statements. A recommendation of the revised mission statement and vision statement will be brought to the board for approval at the September meeting.

Legislative updates

The superintendent and leadership team presented legislative updates.

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Student recognition plan

Marty Trotter, Assistant Superintendent of Operations, presented the student recognition plan called S.T.A.R.³ Students. Mr. Trotter reviewed ideas for the selection of the students. He stated a school based committee will handle the selection of each school's awards recipients. Family members and school staff will be invited to attend the board meetings for the recognitions. Board of Education members will recognize these students and their accomplishments at a designated board meeting. There was also discussion of being sure the students were recognized at their school sites.

Plan to address reading during 2013-2014 school year

Ms. Catherine Berry, Assistant Superintendent of Curriculum and Instruction, stated the literacy plan is part of the continuous school improvement with four stages to the plan: 1) Discovering what we are doing well 2) Communicating best practices 3) Implementing ongoing evaluation of best practices , and 4) Utilizing data to make informed instructional decisions. Ms Berry reviewed the action steps and target result for the literacy focus of year #1 of our "Path to Pride."

Research plan

Board members received information on the research plan. Ms. Berry reviewed with the board. She stated RCSS is making sure we have a consistent set of procedures on how research will be conducted in the Randolph County School System.

Senior project update

Ms. Berry, Assistant Superintendent of Curriculum and Instruction, reviewed the historical background of the high school graduation project, and the recent changes that has taken place. Ms. Berry stated that prior to the 2013-2014 school year, the graduation project carried a combined weight of 50% of the total grade. Beginning in 2013-2014 school year, the percentages have been reduced to 30%. During the 2013-2014 school year the graduation project will be reviewed for its effectiveness of the process and also making sure the internal pieces are in place. Board members requested to consider changing the percentage to 25% of the student's grade. Ms Berry stated she would certainly take the request to the group for discussion and consideration.

School capacity data/Net transfer data

Mr. Trotter, Assistant Superintendent of Operations, reviewed the net transfer report showing the school's capacity and percentage of capacity based on number of students and transfer data. Jill Wilson, Board Attorney, spoke to the board of color coding the schools based on student assignments. She stated this gives staff more guidance and the authority to make the decisions on student assignments. A report will be provided to the board every other month for their review.

Student assignment lists

Mr. Trotter and the Board Attorney, Jill Wilson, reviewed the updates for the student assignment lists. The student admissions and readmissions would be reviewed by the board every other month. The student denials are reviewed by the full board or a panel if there is an appeal.

NCSBA District 5 meeting

Dr. Gainey gave an update on the NCSBA District 5 meeting to be held at Wheatmore High School on September 18, 2013. The RCSS will be presenting a session on Dropout prevention/Graduation rate. The board had discussion of the possibility of Wheatmore High School students being dismissed early to assist with traffic for the special event being held on campus. There will be discussion with the school regarding dismissal of the students and being sure the appropriate notification is sent out to parents.

Miscellaneous announcements

The 2013-2014 NCSBA board member training schedule was given to the board members for their review.

The superintendent reported that the student advisory council will occur for the 2013-2014 school year. The opportunities will consist of a book study, leadership, and being ambassadors on their school campuses. Mr. Todd Henderson will assist in leading the group. The Board discussed the criteria of how the students are selected.

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Dr. Gainey reviewed with the board a book issue that had been challenged at the school level and central services. A copy of the book will be given to each board member for their review. The superintendent stated the entire process is outlined in board policy, and has been handled with integrity based on the guidelines in the policy.

Public comments at board meetings

The board attorney reviewed information regarding public comments at the board meetings. She discussed the following: professional atmosphere, time limit for comments (most have a limit of 3 to 5 minutes), facilitate the public in order to get concerns to the board, making sure there is a plan and structure in place which gives the staff more time to review, appropriate/not appropriate for public comments, and a timer to set time allotted for public comments. Ms. Wilson offered her assistance if the board would like to consider review of the current policy for updates. The board discussed publicizing public comments on the webpage to assist with how to conduct public comments and who to contact.

The board adjourned the work session at 3:10 p.m.

Board Chair

Board Secretary