The Cabarrus County Board of Education met for a Business Meeting on January 12, 2015 at 6:00 p.m. The meeting was held in the Board Room at the Education Center. Board Members in attendance were Board Chair Barry Shoemaker, Dr. Jeff Phillips, Mrs. Carolyn Carpenter, Mr. Tim Furr, Mr. David Harrison, Mr. Vince Powell and Mr. Rob Walter. Also in attendance at the meeting were Superintendent Dr. Barry Shepherd, Teacher Liaison Allison Hahn, Board Attorney Mark Henriques and Board Clerk Ailene Monroe.

CALL TO ORDER
The meeting was called to order by Board Chair Barry Shoemaker. Cabarrus County Sheriff’s Deputy Keith Drake was acknowledged for providing security for the meeting.

OPENING CEREMONY
Presentation of Colors
A combined unit of Air Force JROTC Cadets presented the colors:


Cadet Capt. Kelly Brown - Jay M. Robinson High School - Instructed by Lt. Col. Scott Rose and MSgt Wayne Outram, USAF (Ret.)

Pledge of Allegiance
Dr. Robert Kirk, Managing Director, Office of the Superintendent, led the Pledge of Allegiance.

National Anthem
The National Anthem was performed by the following members of the Northwest Cabarrus High School Trombone Quartet, under the direction of Mr. Sam Bogan:

Cover Johnson
Andrea Lawrence
Connor Phillips
Kaleb Robbins
SETTING THE AGENDA
A motion was made by Mr. Rob Walter and seconded by Mr. David Harrison that the agenda be approved as presented. The motion was unanimously approved.

RECOGNITIONS
Teacher Leader Cohort
Mrs. Glenda Jones, Chief Human Resources Officer, recognized the following members of the two-year Teacher Leader Cohort, for their successful completion of the program requirements:

Katie Almond
Amanda Andrews
Wanda Barber
Elizabeth Bishop
Joe Blackwood
Yolanda Blakeney
Tracy Bridgers
Mandalinn Browning
Chris Cammarano
Casey Campbell
Molly Carlburg
Doug Cerasi
Staci Collins
Marie Deal
Lindsey Eudy
Nicole Fisher
Margaret Furr
Angela Gardner
Jennifer Glasgow
Carla Goodman
Lauren Grelecki
Amber Handy
Nicole Harwood
Leanne Havely
Amy Hicks
Karen Hollar
David James
Joy Johnson
Kimberly Kopp
Cyndal Lane
Sherry Lee
Danielle Lucas
Sandra Marshall
Angie Martin
Kimberly Martin
Jennifer McCarthy
Christin McDowell
Megan McNutt
Tiffany Meadows
Jessica Mitchell
Kimm Murfitt
Patti Norris
Jessica Parker
Amanda Parnell
Rebecca Phillips
Connie Pilkinton
Liz Poole
Mandy Porter
Paul Proper
April Dawn Raney
Emily Schmidt
Paula Shrum
Andrea Sowle
Chasity Szabo
Laurie Taylor
Elizabeth Thompson
Jill Tindal
Lori Treiber
Natalie Tucker
Grace Ulrich
Karen Von Klahr
Jennifer Ward
Julie Whitley
Tina Willis
Denise Yates
Emily Zelando

Impact through Education Awards
Mrs. Ronnye Boone, Chief Communications Officer, presented Impact through Education Awards to the following students and staff members for their respective schools:

Royal Oaks Elementary
Student - Jaime Rosales Aveldanez (Parents: Mr. Jaime Rosales & Ms. Marcedalia Aveldanez)
Student - Madison Hodges (Parents: Mr. & Mrs. William Hodges)
Certified Staff - Grace Ulrich
Support Staff - Larry Hunter

Central Cabarrus High School
Student - Dayton Heredia (Parent: Ms. Regina Williams)
Student - Sophia McFarlane (Parents: Mr. Barrington McFarlane and Lorraine Warner)
Certified Staff - Patti Norris
Support Staff - Norman Coley
Mrs. Boone gratefully acknowledged Concord Printing Company as the sponsor of the Impact through Education Awards.

**Hilbish Ford Teacher of the Month**  
Superintendent Dr. Barry Shepherd, Mrs. Glenda Jones, Chief Human Resources Officer, and Mrs. Ronnye Boone, Chief Communications Officer, recognized Mrs. Lori Tarlton, a teacher at Charles E. Boger Elementary School, as the Hilbish Ford Teacher of the Month for January 2015.

**Holiday eCard Design Contest Winners**  
Dr. Barry Shepherd, Superintendent, recognized the following winners of the annual Holiday eCard Design Contest:

- Danielle Lee Kim - Patriots STEM Elementary School  
- Darshana Saravanan - J. N. Fries Magnet School  
- Sierra Newhouse - Northwest Cabarrus High School

**APPROVAL OF MINUTES**  
A motion was made by Mr. David Harrison and seconded by Dr. Jeff Phillips that the Minutes of the December 1, 2014 Work Session and the Minutes of the December 8, 2014 Business Meeting be approved as amended, with a wording change requested by Mr. Rob Walter, in the December 8, 2014 Minutes. The motion was unanimously approved.

**REPORTS**  
**Board Chair Comments**  
Board Chair Barry Shoemaker commended the transportation department for rallying during the recent extremely cold weather, to keep the buses running for Cabarrus County Schools and for Kannapolis City Schools.

Chairman Shoemaker acknowledged and welcomed the following guests who attended the meeting: County Manager Mike Downs, Commissioner Vice-Chair Liz Poole and Ms. Rachel Wilkes, Executive Director of the Cabarrus County Education Foundation.

**Superintendent’s Comments**  
Superintendent Dr. Barry Shepherd offered the following comments:

- I would like to begin by welcoming everyone back from winter break. And now, here we are at the end of the first semester on Friday.

- High school students will be taking exams this week, and they'll be dismissed early from school each day.

- All students will be dismissed early on Friday, Jan. 16th. Please visit our website at [www.cabarrus.k12.nc.us](http://www.cabarrus.k12.nc.us) for details and specific dismissal times.

- Also, please remember that there will be no school for students on Monday, Jan. 19th & Tuesday, Jan. 20th
• Congratulations to our newly crowned spelling champion – Bryce Beihle, a 7th grader at J.N. Fries Magnet School. He won our district's annual spelling bee last week. Last year's spelling bee winner Joy Jackson, an 8th grade student at Harris Road Middle School, was named runner-up.

• I am happy to report that our school system is the recipient of additional grant dollars to support our STEM education efforts. We received a $1.3 million grant to be distributed over three years for STEM education for afterschool programs. We will be partnering with Camp Invention to deliver STEM-based education to at four schools. We also received an additional $25,000 for the i3 grant. These funds will be used for teacher collaboration.

• And finally, a reminder that applications for our magnet programs will be available online beginning tomorrow. Magnet open house events continue this week and next week. Visit our website at www.cabarrus.k12.nc.us for details.

GUEST SPEAKERS
Mrs. Wilma Means addressed the Board regarding excusing student absences for valid educational opportunities, such as college visits. Mrs. Means asked the Board to reconsider the current Board policy and encourage high schools to work together to combine student trips to take advantage of these college recruitment opportunities.

APPROVAL OF CONSENT AGENDA
The following items were discussed at the January 5, 2015 Work Session and submitted for Approval on the January 12, 2015 Consent Agenda:

Approval of the Early College High School Calendar for 2015-2016, as Presented

Approval of Policies and Policy Revisions on First Reading:
Policy 2122 - Role of Board Members in Interacting with the Public and Schools

Approval of Policies and Policy Revisions on Second Reading:
Policy 4050 - Children of Military Families
Policy 4130 - Discretionary Admission
Policy 4135 - Tuition for Discretionary Admission
Policy 4150 - School Assignment
Policy 4202/5029/7272 - Service Animals in Schools
Policy 5023/6127/7266 - Emergency Epinephrine Auto-Injector Devices
Policy 7420 - Superintendent Contract
Policy 7422 - Deputy/Associate/Assistant Superintendent Contracts
Policy 7425 - School Administrator Contracts
Policy 7635 - Return to Work
Policy 7950 - Non-Career Status Teachers
ACTION AGENDA
Approval of Budget Amendments
Ms. Kelly Kluttz, Chief Financial Officer, requested approval of budget amendments, as presented at the January 5, 2015 Work Session:

Amendment #2 to the State Fund
Amendment #4 to the Capital Outlay Fund
Amendment #1 to the Child Nutrition Fund
Amendment #2 to the Local Special Fund

In response to a question from Dr. Jeff Phillips, Ms. Kluttz explained the reason for the budget amendment to the Child Nutrition Fund. Ms. Kluttz noted that moving away from the practice of seeking three bids for school nutrition equipment is a great way to save dollars and labor in our school system. Ms. Kluttz noted that anything purchased with federal dollars requires that three bids be obtained, while local Board policy requires three bids for items costing $5000 or greater. Ms. Kluttz noted that staff was expending a great deal of time seeking bids on a $25 part and vendors did not want to provide bids because it was too much trouble for them. She noted that she has spoken with the Child Nutrition Program Director, and with DPI, and they were in agreement that placing the funds in a local fund and complying with local Board policies was a good way to go. Ms. Kluttz noted this move will save relationships with our vendors and will save staff labor hours.

A motion was made by Mr. Rob Walter and seconded by Dr. Jeff Phillips that the Budget Amendments be approved as presented. The motion was unanimously approved.

Approval of School Resource Officer Program Memorandum of Understanding
Dr. Chris Lowder, Assistant Superintendent for Administrative Services, requested approval of a proposed Memorandum of Understanding for the School Resource Officer Program, as presented at the January 5, 2014 Work Session.

Board Member Rob Walter asked whether a list of the SROs in each schools should be included in the MOU. Board Attorney Mark Henriques noted the agreement does require the agencies to tell us who they are appointing and that has been provided. Dr. Chris Lowder stated he is very comfortable with the agreement as presented.

A motion was made by Mrs. Carolyn Carpenter and seconded by Mr. David Harrison that the School Resource Officer Program Memorandum of Understanding be approved as presented. The motion was unanimously approved.

Approval of Policy 4154, Magnet School/Program Enrollment and Continuation, on Second Reading
Dr. Chris Lowder, Assistant Superintendent for Administrative Services, requested approval of Policy 4154, Magnet School/Program Enrollment and Continuation, on Second Reading. Board Member Rob Walter asked for two additional changes to the policy. His first change was to make students who are in the final grade of a program a top priority. A motion was made by Mr.
Rob Walter and seconded by Mr. Vince Powell that under Section B, Procedure for Admission, 5A will be switched with 5C. The motion was unanimously approved.

Mr. Walter’s second motion was to add to Section C, Continuation Expectations, #2, the provision that academic interventions will be in place for an appropriate period of time prior to being exited from a magnet program. The motion was seconded by Mr. Tim Furr. The motion was unanimously approved.

Board Member David Harrison asked that the Board be provided with statistical data, during the coming summer, on the students to whom this policy applies and how this policy is being applied. Board Chair Barry Shoemaker noted that an annual report on each program is written into the policy presently.

Superintendent Dr. Barry Shepherd announced that tomorrow at 11:00 a.m., he will be at the North Carolina state capitol, along with more than 90 other public school superintendents from across the state, to stand together in a campaign designed to strengthen public schools. In a historic showing, they will unveil the North Carolina Guide to Strengthening Public Schools. The guide outlines a long-term vision of where North Carolina public schools need to go and identifies a path to get them there. Dr. Shepherd noted that copies of the document will be available on January 13, 2015.

**CONVENE IN CLOSED SESSION**

A motion was made by Mr. David Harrison and seconded by Mr. Rob Walter that the Board convene in Closed Session, pursuant to General Statute 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged, and pursuant to General Statute 143-318.11 (a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge or grievance by or against an individual public officer or employee and pursuant to General Statute 115C-319 through 321. The motion was unanimously approved.

**RECONVENE IN OPEN SESSION**

A motion was made by Mr. David Harrison and seconded by Dr. Jeff Phillips that the Board reconvene in Open Session. The motion was unanimously approved.

**APPROVAL OF JANUARY 12, 2015 PERSONNEL LIST**

A motion was made by Mr. Rob Walter and seconded by Mr. David Harrison that the January 12, 2015 Personnel List be approved as presented. The motion was unanimously approved.

**APPROVAL OF AMENDMENT TO MR. DAN MEEHAN’S CONTRACT**

A motion was made by Mr. David Harrison and seconded by Mr. Tim Furr that the amendment to Mr. Dan Meehan’s contract be approved as presented. The motion was approved by a vote of six to one. Board Members voting in favor of the motion were Mr. Barry Shoemaker, Dr. Jeff
Phillips, Mr. Tim Furr, Mr. David Harrison, Mr. Vince Powell and Mr. Rob Walter. Mrs. Carolyn Carpenter voted against the motion.

ADJOURNMENT
A motion was made by Mr. Vince Powell and seconded by Dr. Jeff Phillips that the meeting be adjourned. The motion was unanimously approved.

APPROVED ON FEBRUARY 9, 2015:

Barry Shoemaker
Board Chair

Dr. Barry C. Shepherd
Superintendent
CABARRUS COUNTY BOARD OF EDUCATION:

ASSISTANT SUPERINTENDENT OF OPERATIONS CONTRACT

THIS ASSISTANT SUPERINTENDENT OF OPERATIONS CONTRACT (the "Contract"), dated effective as of January 12, 2015, by and between the CABARRUS COUNTY BOARD OF EDUCATION (the "Board") and J. Daniel Meehan ("Meehan");

WITNESSETH:

WHEREAS, on April 15, 2014, Board and Meehan entered into an Assistant Superintendent of Operations Contract (the “2014 Contract”);

WHEREAS, the Board and Meehan now seek to amend the 2014 Contract;

WHEREAS, the Board has determined that Meehan possesses the credentials, educational prerequisites, and experience requirements as provided for Assistant Superintendent of Operations pursuant to Chapter 115C of the North Carolina General Statutes and as the State Board of Education ("State Board") has prescribed and that it desires to appoint Meehan to the position of Assistant Superintendent of Operations; and

WHEREAS, Meehan desires to continue in the appointment to the position of Assistant Superintendent of Operations;

NOW, THEREFORE, in consideration of the premises and the mutual covenants contained herein, the parties hereto agree as follows:

1. TERM OF APPOINTMENT: The Board hereby appoints, and Meehan hereby accepts appointment, to fulfill the duties and responsibilities of Assistant Superintendent of Operations, as described herein, for a term commencing April 15, 2014 and continuing to June 30, 2016.

2. DUTIES AND RESPONSIBILITIES: Meehan, during the term of his appointment as Assistant Superintendent of Operations set forth in Paragraph 1 above, shall perform all those duties prescribed by the Board, the State Board of Education, and the laws and statutes of the State of North Carolina for an assistant superintendent, including performance of the duties and exercise of the powers prescribed for an Assistant Superintendent of Operations by Chapter 115C of the North Carolina General Statutes. In addition, but without limiting the responsibilities of the parties, the Board and Meehan further agree that Meehan shall furnish evidence that he possesses the minimum credentials, education prerequisites, and experience requirements as the State Board of Education may prescribe.

3. COMPENSATION: Meehan, during the term of his appointment as Assistant Superintendent of Operations set forth in Paragraph 1 above, shall be paid a base annual salary of $112,000 with funds derived from State salary funds and such local funds as may be necessary to make his base annual salary equivalent to $112,000. Meehan’s salary shall be subject to annual
review and the state salary, or the local supplement, or both, may be increased at the sole discretion of the Board. The annual salary and local supplement shall be disbursed to Meehan in the same manner as to other certified 12-month employees.

4. **OTHER BENEFITS:** Meehan shall receive leave, health insurance, and other benefits generally applicable to other twelve (12) month certificated administrative employees of the Board and pursuant to Chapter 115C of the North Carolina General Statutes and State policy.

   a. **Health Insurance.** If Meehan so elects, the Board shall provide and pay for family dependent health coverage for his spouse and children eligible under the State plan or any comparable plan selected by the Board.

   b. **Life Insurance.** The Board shall purchase a policy of term life insurance on the life of Meehan for the period of April 15, 2014 through June 30, 2016 in an amount one and one-half (1½) times the annual salary to be paid pursuant to Paragraph 3 above. Meehan shall be the owner of the policy and shall designate beneficiary(ies) in accordance with the terms of the policy.

   c. **Professional Associations.** Meehan should be a member of appropriate professional organizations, including the American Association of School Administrators, the North Carolina Association of School Administrators, and others as approved by Superintendent of the Cabarrus County Schools ("Superintendent"), and shall attend the meetings of such organizations. Meehan's membership dues for appropriate professional organizations and the reasonable expenses for attendance at professional meetings shall be reimbursed to him by the Board from the current operating funds of the Board. Meehan may attend appropriate professional meetings and courses at the local, state, and national level with the prior approval of the Superintendent. Meehan shall file itemized expense statements with the Finance Officer of the Board to obtain reimbursement of these expenses in accord with Board policy. Requests for reimbursement of actual expenses in excess of the Board-approved per diem must be approved by the Finance Officer and reported to the Superintendent.

5. **TRANSPORTATION:** The Board shall provide Meehan with the use of a district vehicle which may be taken to and from work daily and used in completing Meehan's assigned duties. The Board shall reimburse Meehan for all job-related travel expenses for travel outside the district.

6. **DISABILITY:** If Meehan becomes totally disabled by reason of physical or mental illness or bodily injury; and said total disability exists for a period of more than thirty (30) days beyond that period of time which Meehan would have been entitled to take as sick leave or vacation or both; or if Meehan is determined to be permanently disabled; the Board may (at its option) terminate the Contract, whereupon the respective duties, rights, and obligations of the parties hereof shall terminate. Determination of the existence or nonexistence of total or permanent disability shall be made by the Board in a nondiscriminatory manner and pursuant to an examination by a physician, psychiatrist, psychologist, or mental health professional then currently licensed or authorized to practice in the State of North Carolina and selected, appointed, or approved by the Superintendent. Application of this provision will be determined pursuant to the following definitions:
a. **Total Disability** - Meehan will be considered totally disabled if it is determined that he is unable to perform one or more of his material duties under the Contract by reason of physical or mental illness or bodily injury.

b. **Permanent Disability** - Meehan will be considered permanently disabled if it is determined that his physical or mental illness or bodily injury (1) is expected to result in death or be of long-continued or indefinite duration and presents no reasonable prospect of rapid rehabilitation and (2) is likely to render him unable to perform one or more of his material duties under the Contract.

c. **Physician** - Physician means a person who is operating within the scope of his or her license and is currently licensed to practice medicine and prescribe and administer drugs or to perform surgery in the State of North Carolina. It will not include a member of the Board or a spouse, daughter, son, father, mother, sister, or brother of a member of the Board or of Meehan.

d. **Physical Illness** - Physical illness will include a disease or disorder of any type diagnosed by a physician.

e. **Mental Illness** - Mental illness will include mental, nervous, or emotional diseases or disorders of any type diagnosed by a psychiatrist, psychologist or other mental health professional then currently licensed or authorized to practice in the State of North Carolina.

7. **NOTICE**: The Administrator must give sixty (60) days prior written notice of his intent not to seek renewal of this Contract.

8. **DISCHARGE**: The Board may discharge Meehan for cause during the term of the Contract. Causes for removal shall include but not be limited to those enumerated in N. C. Gen. Stat. § 115C-278 (including any subsequently enacted amendments thereto) and any of the grounds for the dismissal or demotion of a career teacher or career school administrator enumerated in N. C. Gen. Stat. § 115C-325. If the Superintendent has cause to believe that grounds exist for Meehan’s discharge, the Superintendent may present to the Board a statement setting forth such grounds. Upon receipt of a report of the Superintendent of Public Instruction or the Superintendent (as provided for above), the Board may, at its option, appoint legal counsel to investigate the alleged grounds for dismissal and make a recommendation to the Board as to whether a hearing should be held to determine if grounds for discharge exist.

Prior to any decision by the Board to discharge Meehan for cause, he shall have the right to a written statement of the alleged grounds for discharge and ten (10) days' written notice of the time and place of a hearing before the Board. Meehan shall have the right to be present at the hearing, to be represented by counsel, to present evidence in his own behalf, and to cross-examine adverse witnesses. It shall not be grounds for objection by Meehan that a Board member should be excused from the hearing because he or she presented or participated in presenting to the Board a statement setting forth alleged grounds for discharge. The hearing shall be conducted in a closed session and in accordance with N. C. Gen. Stat. § 115C-325(j3), as applicable. If the Board determines by a preponderance of the evidence that grounds for discharge exist and are substantiated, the Board may by written resolution order such discharge.
If Meehan elects to be represented or accompanied by legal counsel at any hearing before the Board, he shall assume the cost of his legal expenses. In the event Meehan undertakes an appeal from any Board action, a transcript of the record of the proceedings before the Board shall be made available without charge to Meehan. Discharge for cause pursuant to this provision shall terminate all rights and responsibilities of Meehan under the Contract and as Assistant Superintendent of Operations.

9. APPROVAL BY STATE SUPERINTENDENT AND STATE BOARD OF EDUCATION: The appointment of Meehan as Assistant Superintendent of Operations under the terms and conditions described herein is subject to the approval of the State Superintendent of Public Instruction. If the appointment of Meehan as Assistant Superintendent of Operations under the terms and conditions described herein is not approved, the Contract is null and void.

1. MISCELLANEOUS:

   a. This Contract may be executed in several counterparts, each of which shall be deemed to be an original and which together shall constitute one and the same instrument.

   b. All headings herein are inserted for convenience only.

   c. The parties shall fulfill all aspects of this Contract, any modification or exception thereto being only by mutual written consent of the parties.

   d. This Contract shall be governed and interpreted by the laws and statutes of North Carolina.

   e. This Contract is subject to any amendment, repeal, or enactment of applicable provisions in the North Carolina General Statutes.

   f. If, during the term of the Contract, it is found that a specific clause therein is illegal or unenforceable under federal or North Carolina law, the remainder of the Contract shall not be deemed affected thereby and shall remain in force.

   g. This Contract contains the entire agreement and understanding of the parties regarding the employment of Meehan by the Board and his appointment to the position of Assistant Superintendent of Operations for the Cabarrus County Board of Education.

IN WITNESS WHEREOF, the Board has caused the Contract to be executed on its behalf by its Chairperson, and Meehan has approved the Contract by affixing his signature, as of the date first above written.

[SIGNATURES ON NEXT PAGE]
CABARRUS COUNTY BOARD OF EDUCATION

By: [Signature]
Barry Shoemaker, Chair

By: [Signature]
Jeffrey Phillips, Vice Chair

This instrument has been preaudited in the manner required by the School Budget and Fiscal Control Act.

Date: 1/10/2015

By: [Signature]
Kelly Klutt, Chief Financial Officer