



## DARE COUNTY BOARD OF EDUCATION MEETING AGENDA

**MONDAY, MARCH 13, 2023 / 5:00 PM**

**LOCATION: DARE COUNTY ADMINISTRATION BUILDING  
954 MARSHALL C. COLLINS DR., MANTEO, NC 27954**

**Type of Meeting**

Regular	<u>  x  </u>
Special	<u>      </u>
Emergency	<u>      </u>
Adjourned	<u>      </u>
Recessed	<u>      </u>

**Members in Attendance**

Ron Payne, Chairman	<u>      </u>
Barry Wickre, Vice-Chairman	<u>      </u>
Mary Ellon Ballance	<u>      </u>
Susan Bothwell	<u>      </u>
Matt Brauer	<u>      </u>
David Twiddy	<u>      </u>
Carl Woody	<u>      </u>

- I. Meeting Called to Order – Board Chairman
- II. Moment of Silence – Board Chairman
- III. Welcome/Pledge – Barry Wickre
- IV. Approval of Agenda
- V. Public Comment
- VI. Announcements
- VII. Approval of Consent Agenda (Attachment #1)
  - A. Personnel Consent Agenda
  - B. Minutes
    - February 13, 2023, Special Meeting
    - February 13, 2023, Regular Meeting
  - C. Finance
    - Budget Amendments

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C. Other

- E-Rate Funding for FY 23 and Approval of Bids

VIII. Reports / Items for Information

IX. Unfinished Business

X. New Business

- A. Approval of Revised Regulation 4400-R: Student Attendance
  - Steve Blackstock (Attachment #2)
- B. Approval of Proposed School Calendar for School Year 2023-2024
  - Steve Blackstock (Attachment #3)

XI. Board Member Comments

XII. Adjourn

**MARCH 13, 2023 CONSENT AGENDA**

**A. Personnel**

Recommend the Board approve the personnel consent agenda as presented.

**B. Minutes**

Recommend the Board approve the Board meeting minutes for the following dates:

- February 13, 2023, Special Meeting
- February 13, 2023, Regular Meeting

**C. Finance**

Recommend the Board adopt the budget amendments as presented.

**D. Other**

Recommend the Board approve the bids submitted by Applied Network Consulting Group, Inc. and Internetwork Engineering as submitted and authorize staff to finalize contracts documents for the purchase of E-Rate Category 2 equipment as requested.

The Dare County Board of Education met in **special session** on Monday, February 13, 2023, at the Dare County Board of Commissioners Meeting Room in Manteo, NC. Members in attendance were Board Chairman Ron Payne, Vice-Chairman Barry Wickre, Mary Ellon Ballance, Susan Bothwell, Matt Brauer, and Carl Woody. David Twiddy was unable to attend.

Chairman Payne called the meeting to order at 4:30 p.m. and welcomed everyone to the meeting. He then requested a motion to approve the agenda. Susan Bothwell made a motion that the Board approve the agenda as requested. The motion was seconded by Carl Woody and approved 6 to 0 by the Board.

Next, Chairman Payne made the following announcement as required by N.C. Gen. Stat. § 143-318.11(a)(3).

*On September 20, 2022, a petition for a contested case hearing was filed in the Office of Administrative Hearings on behalf of Dare County Schools' student "G.L." by his mother ("L.L.") and his father ("J.L"). On Monday, January 10, 2023, the Dare County Board of Education approved a settlement agreement in this matter that was fully executed on January 11, 2023. The anticipated cost of the settlement agreement is approximately \$11,000, including attorney's fees and costs related to the student.*

Following the announcement, Barry Wickre made a motion that the Board go into closed session to consult with the Board of Education attorney in closed session in order to preserve the attorney-client privilege as provided in N.C.G.S. 143-318.11(a)(3); to consider confidential personnel matters as provided in N.C.G.S. 143-318.11(a)(6); and to consider confidential student matters as provided in N.C.G.S. 143-318.11(a)(1) and the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). The motion was seconded by Mary Ellon Ballance and approved 6 to 0 by the Board. The Board went into closed session at 4:34 p.m. and returned to open session at 4:55 p.m.

No action was taken following closed session, and with there being no further business, Mary Ellon Ballance made a motion that the Board adjourn the meeting. The motion was seconded by Susan Bothwell and approved 6 to 0 by the Board. The meeting was adjourned at 4:56 p.m.

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Ron C. Payne, Board Chairman

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Steve Basnight, Secretary

The Dare County Board of Education met in **regular session** on Monday, February 13, 2023, at the Dare County Board of Commissioners Meeting Room in Manteo, NC. Members in attendance were Board Chairman Ron Payne, Vice-Chairman Barry Wickre, Mary Ellon Ballance, Susan Bothwell, Matt Brauer, and Carl Woody. David Twiddy was unable to attend.

Chairman Payne called the meeting to order at 5:00 p.m. and requested a moment of silence. He then recognized Commissioner Rob Ross and thanked him for attending the meeting.

Next, District 1 Representative Carl Woody provided the official welcome on behalf of the Board and led the Pledge of Allegiance.

Following the Pledge, Chairman Payne requested a motion to approve the agenda. Susan Bothwell moved that the Board approve the agenda as requested. The motion was seconded by Mary Ellon Ballance and approved 6 to 0 by the Board.

Next, Chairman Payne opened the floor for announcements and turned the meeting over to Assistant Superintendent Steve Blackstock. Mr. Blackstock began announcements by informing the Board that Superintendent Basnight has been elected to serve on the Board of Directors for the North Carolina Association for Supervision and Curriculum Development (*NCASCD*). He then congratulated Mr. Basnight for this accomplishment and for his willingness to serve on the NCASCD Board.

Next, Superintendent Basnight announced that the Dual Language Immersion (DLI) Program will be transitioning into the middle schools next year. He then turned the meeting over to Mr. Jake Henry from *Participate Learning* to share a few things about the program and the dual language option available for middle schools.

Following Mr. Henry's remarks, Superintendent Basnight addressed concerns that he and the Board have received in regards to the DLI Program and noted that there are currently no plans or discussions to do away with the program in Dare County Schools, nor are there any plans to weaken the program in any way. He also noted that future decisions about the program will be based on real student performance data and shared additional information about the dual language curriculum recommended for grades 6-8 next year.

Next, Board Attorney Rachel Hitch opened the floor for *Public Comment*. The Board heard comments from Wendy Simpson, Lea Dixon, Jessica Fearn, and Mollie Goldberg. Topics included concerns regarding inequities with parent engagement within the schools and comments and suggestions in regards to the DLI Program. No action was required by the Board. A complete recording of all comments can be heard online at <https://www.daretolearn.org/board-of-education/board-meetings> under the February 13, 2023, Board of Education Meeting.

Under *Reports and Items for Information*, Mr. Basnight informed the Board about a donation made to the Cape Hatteras Secondary School Athletic Program in memory of Mr. Steven Hickman. Mr. Hickman was a CHSS alumni and a law enforcement officer with the Dare County Sheriff's Office who passed away recently.

Next, Dr. Jack Bagwell, President of College of the Albemarle (COA), and Mr. Tim Sweeney, Dean of COA Dare in Manteo, provided an overview of course offerings and opportunities available at the college and answered questions from the Board.

Next, Mr. Steve Blackstock announced that the revised Secondary Schools Program of Studies for next year school will soon be published. He noted that the revised document was updated with the assistance of principals and district administrators.

For the fourth report, Lt. Col. Warner White provided an overview of the JROTC Program and answered questions from the Board.

Next, Dr. Shannon Castillo, Director of Career and Technical Education (CTE) for Dare County Schools, recognized Manteo High School student Jordan Stokes for his winning entry in the Adobe student poster contest in December. Jordan's poster will be on display during Board of Education Meetings this year.

Dr. Castillo also recognized the following CTE staff in honor of CTE Appreciation Month which is celebrated in February.

- Tara Wheeler
- Suzanne Jeannette
- Duke Wallin
- Camie Romano

Next, Dr. Shannon Castillo provided an overview of the CTE Program in Dare County Schools and answered questions from the Board. Dr. Castillo's report was the final report for the evening.

The next item on the agenda was approval of the following Consent Agenda. Susan Bothwell made a motion that the Board approve the consent agenda as submitted. The motion was seconded by Carl Woody and approved 6 to 0 by the Board.

### **Personnel**

Recommend the Board approve the personnel consent agenda as presented.

### **Minutes**

Recommend the Board approve the Board meeting minutes for the following dates:

- January 9, 2023, Special Meeting
- January 9, 2023, Regular Meeting
- January 16, 2023 Special Meeting/Board Training
- January 17, 2023 Special Meeting/Board Training
- January 30, 2023 Special Meeting

### **Finance**

Recommend the Board adopt the budget amendments as presented.

## Other

Recommend the Board approve the School Nutrition bid award as requested.

Recommend the Board approve the 2022-2023 Summer Retesting Program Plan as requested.

Under *Unfinished Business*, Board Attorney Rachel Hitch presented the second reading of the following policies and answered questions from the Board.

- NEW Policy 3220: Technology in the Educational Program
- Revised Policy 3225/7320: Technology Responsible Use  
(to be codified as 3225/4312/7320)
- Revised Regulation 3225/7320-R: Technology Responsible Use Regulations  
(to be codified as 3225/4312/7320-R1)
- Revised Form 3225/7320-R: Student E-Mail Parent Permission Form  
(to be codified as 3225/4312/7320-R1, Form 1:  
*Dare County Schools Technology Permission Form (Parent)*)
- Revised Form 3225/7320-R, Acceptable Use of the Internet Form  
(to be codified as 3225/4312/7320-R1, Form 2:  
*Dare County Schools Technology Permission Form (Student)*)
- Revised Form 3225/7320-R, Information Technology Resource Acceptance Form  
(to be codified as 3225/4312/7320-R1, Form 3 (Staff))
- NEW Policy 3228/7323: Use of Personal Technology to Conduct School Business
- Repeal Policy 3229: Digital Learning
- Revised Regulation 3229-R: Student Laptop User Agreement  
(to be codified as 3225/4312/7320-R2)
- Revised Form 3229-R: Annual Student and Parent/Guardian Authorization Form  
(to be codified as 3225/4312/7320-R2 Form 1)
- Revised Policy 7360/8225: Crowdfunding
- Revised Policy 7241: Drug and Alcohol Testing of Commercial Motor Vehicle Operators  
(Drafts A & B)
- New Policy 4720: Surveys of Students

Carl Woody made a motion that the Board adopt the policy manual updates as presented and adopt Option A for Policy 7241. The motion was seconded by Barry Wickre and approved 6 to 0 by the Board.

Under *New Business*, Board Attorney Rachel Hitch presented the first reading of the following policy manual updates. No action was required. However, a motion was made by Susan Bothwell later during the meeting to waive the Board policy requiring a second reading of the proposed updates. The motion was seconded by Mary Ellon Ballance and approved 6 to 0 by the Board.

- Revised Policy 3101: Dual Enrollment
- Revised Policy 3102: Online Instruction
- Revised Policy 3460: Graduation Requirements
- Revised Policy 4120: Domicile and Residence Requirements
- Revised Policy 4150: School Assignment
- Revised Policy 4400: Attendance

- Revised Policy 4130: Discretionary Admission
- Revised Regulation 4130-R: DCS Discretionary Admission Regulations
- Revised Policy 4135: Tuition for Discretionary Admissions
- Revised Student Code of Conduct

Next, Mary Ellon Ballance made a motion that the Board adopt the proposed policy manual updates on first reading. The motion was seconded by Susan Bothwell and approved 6 to 0 by the Board.

For the second item under *New Business*, Mr. Blackstock presented a Memorandum of Understanding (MOU) between the County of Dare, the Dare County Board of Education, and Outer Banks Babe Ruth Baseball for use of the Kitty Hawk Elementary School baseball fields. He then opened the floor questions and discussion by the Board. Following the Board's discussion, Susan Bothwell made a motion that the Board approve the MOU as presented. The motion was seconded by Carl Woody and approved 6 to 0 by the Board.

Next, Director of Facilities Ian Adams presented a facilities use request and a lease agreement from the Tidewater Summer League Team aka The Outer Banks Daredevils for use of the Manteo High School baseball stadium this summer. He then opened the floor for questions and discussion by the Board. Following the Board's discussion, Carl Woody made a motion that the Board give Mr. Basnight permission to sign the lease agreement, in substantially the form presented, with revisions acceptable to the superintendent and the school board attorney. The motion was seconded by Matt Brauer and approved 6 to 0 by the Board.

Following *New Business*, Chairman Payne opened the floor for comments from the Board. No action was required.

With there being no further business, Barry Wickre made a motion that the Board adjourn the meeting. The motion was seconded by Carl Woody and approved 6 to 0 by the Board. The meeting was adjourned at 6:36 p.m.

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Ron C. Payne, Board Chairman

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Steve Basnight, Secretary





# DARE COUNTY SCHOOLS

## PERSONNEL CONSENT AGENDA 2/13/2023

Inform the Board of the following **RETIREMENT** resignations:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Wendy Schwartz	TIMS Manager	Transportation	5/1/23

Inform the Board of the following **RESIGNATIONS**:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Charlene Porrata	TA	NHES	1/12/23
Chelsea Brantley	Media Coordinator	NHES	1/30/23
Andrew Tengen	Teacher	CHSS	1/24/23
Kimberly Head	Treasurer	MMS	1/20/23
Rhonda Griffin	Receptionist	MHS	1/20/23
Kenneth "Reed" Midgett	HVAC Tech	Maintenance	2/3/23
Kate Creef	EC TA	MHS	1/23/23
Jarrad Burkert	Custodian	MES	2/7/23
Kimberly Robertson	Teacher	FFES	3/17/23
Summer Fiala	Technology TA	MES	2/20/23
Mary Jeanette Thompson	Teacher	NHES	2/20/23

Inform the Board of the following **LEAVE of ABSENCE**:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Summer Fiala	TA	MES	12/14/22-1/24/23
Ashley Libretto	Title I Reading Specialist	NHES	3/9/23-6/9/23
LeRoy Hook	TA	FFHS	2/24/23-3/24/23
Alyssa Saunders	Teacher	MES	1/31/23-4/7/23

\*intermittent  
\*updated

Inform the Board of the following **INTERNAL TRANSFERS**:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Alexandrea Thomas	Interim SLP	SLP KHES	1/1/2023
Ann Reddy	DCS Substitute Teacher	MHS English Teacher	1/3/2023
Otilia Lopez	SNA SUB	EC TA FFES	2/6/2023
Sarah Fitch	DCS Substitute Teacher	NC PreK TA CHES	1/3/2023
Savannah Wallace	DCS Substitute Teacher	SS Teacher FFHS	1/27/2023
Jessica Klotz	CO Receptionist	CO Admin Asst to Testing	1/13/2023
Curvonte Blue	DCS Sub	Custodian MES	1/17/2023
Colin Roughton	Groundskeeper	General Maintenance	2/1/2023

Recommend the Board approve the following personnel for **EMPLOYMENT** for the 2022-23 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Andrew Presgrave	Custodian	Split FFES/FFMS	2/8/2023
Lindsay Austin	Student Engagement Coordinator/ATC	FFHS	1/17/2023
Greg Hathaway	CTE Carpentry Teacher	MHS	1/23/2023
Erica Appelbaum	School Psychologist	MES	8/18/2023
Lyndsey Ross	PCP 1:1 TA	FFHS	2/13/2023
Suzan Overman	Receptionist	MHS	2/6/2023
John Stewart	Custodian	MMS	TBD
Joann Selby	EC TA	MHS	2/10/2023
Yvette Anderson	School Treasurer	MMS	2/27/2023

declined

declined

Recommend the Board approve the following **SUBSTITUTE TEACHERS** for the 2022-23 school year:

<u>Name</u>	<u>Name</u>	<u>Name</u>
Averi Creef	Heather Caldwell	Ryan Sulkowski
Caitlyn Kinsey	Paul Vanacore	Brooke Hall
Heather Newell	Rachael Jones	Josefine Harmon
Patricia Smith	Charlene Porrata	

Recommend the Board approve the following COACHES for the 2022-23 school year:

<u>Position</u>	<u>Location</u>	<u>Season</u>
John Cleaver	MHS	Volunteer Asst Girls Soccer
Nina Perry	FFHS	Asst Varsity Girls Soccer
Victor DiPace	FFMS	Volunteer Asst Wrestling
Peter Eosso	FFHS	Asst Varsity Softball
Claire Eosso	FFHS	Volunteer Asst Varsity Softball
Kenneth Ouellette	FFHS	Volunteer Asst Track

# Dare County Schools

## BUDGET AMENDMENT - 2022-2023

The Dare County Board of Education, at a meeting on the 13th day of February 2023, passed the following resolution.

Be It Resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Purpose	Description	12/12/2022 Budget Resolution	Budget Amendment	2/13/2023 Amended Budget
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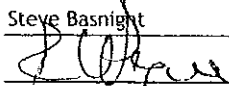
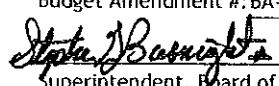
### STATE EXPENDITURES

5000	Instructional Services	33,923,010.00	121,246.00	34,044,256.00
6000	System Wide Support Services	3,369,542.00	-29,993.00	3,339,549.00
7000	Ancillary Services	2,000.00	0.00	2,000.00
8000	Non-Programmed Charges	46,883.00	0.00	46,883.00
TOTAL		37,341,435.00	91,253.00	37,432,688.00

### STATE REVENUES

	State Funds	37,341,435.00	91,253.00	37,432,688.00
TOTAL		37,341,435.00	91,253.00	37,432,688.00

**Explanation:** To adjust State budgets to reflect revised allotments: additional funding for the following programs PRC 046 (3rd grade read to achieve teacher bonus \$40,380) PRC 048 (Principal and other teacher performance bonuses \$142,207), reduction to multiple allotments due to ADM 2% less than projected (-\$71,818), small increase to PRC 029 (Behavioral Support \$3,629) and a correction to BA #6 of -\$23,145 (PRC 206 is a federal allotment but was included as an increase to state allotment on BA#6 approved in December 2022). Total increase to state revenues (net of the above adjustments) is \$91,253.

Requested by: Anna McGinnis	Date: 2/13/2023
Recommended by: Steve Basnight	Budget Amendment #: BA-8 (State)
Approved by: 	
Chairman, Board of Education	Superintendent, Board of Education

# Dare County Schools

## BUDGET AMENDMENT - 2022-2023

The Dare County Board of Education, at a meeting on the 13th day of February 2023, passed the following resolution.

Be It Resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Purpose	Description	10/11/2022 Budget Resolution	Budget Amendment	2/13/2023 Amended Budget
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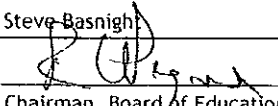
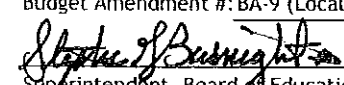
### LOCAL CURRENT EXPENDITURES

5000	Instructional Services	16,731,436.00		16,731,436.00
6000	System Wide Support Services	10,150,521.00	199,775.00	10,350,296.00
7000	Ancillary Services	31,880.00		31,880.00
8000	Non-Programmed Charges	78,000.00		78,000.00
TOTAL		26,991,837.00	199,775.00	27,191,612.00

### LOCAL CURRENT REVENUES

	Local Funds	23,428,614.00	199,775.00	23,628,389.00
	Fund Balance Appropriated	3,563,223.00	0.00	3,563,223.00
TOTAL		26,991,837.00	199,775.00	27,191,612.00

**Explanation:** To appropriate additional funding received from Dare County based on recalculation of the per pupil funding formula to incorporate actual state increases to salaries and related benefits.

Requested by: Anna McGinnis	Date: 2/13/2023
Recommended by: Steve Basnight	Budget Amendment #: BA-9 (Local)
Approved by: 	
Chairman, Board of Education	Superintendent, Board of Education

# Dare County Schools

## BUDGET AMENDMENT - 2022-2023

The Dare County Board of Education, at a meeting on the 13th day of February 2023, passed the following resolution.

Be It Resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Purpose	Description	12/12/2022 Budget Resolution	Budget Amendment	2/13/2023 Amended Budget
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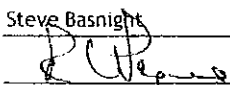

### OTHER LOCAL CURRENT EXPENDITURES

5000	Instructional Services	1,158,579.00	80,962.00	1,239,541.00
6000	System Wide Support Services	279,588.00	0.00	279,588.00
7000	Ancillary Services	0.00	0.00	0.00
8000	Non-Programmed Charges	0.00	0.00	0.00
TOTAL		1,438,167.00	80,962.00	1,519,129.00

### FEDERAL REVENUES

	Other Local Current Funds	1,429,167.00	0.00	1,429,167.00
	Appropriated Fund Balance	9,000.00	80,962.00	89,962.00
TOTAL		1,438,167.00	80,962.00	1,519,129.00

**Explanation:** To appropriate funds for the second deposit payment (refundable) for the Tango Flight project.

Requested by: Anna McGinis	Date: 2/13/2023
Recommended by: Steve Basnight	Budget Amendment #: BA-10 (Other Local)
Approved by: 	
Chairman, Board of Education	Superintendent, Board of Education

# Dare County Schools

## BUDGET AMENDMENT - 2022-2023

The Dare County Board of Education, at a meeting on the 13th day of February 2023, passed the following resolution.

Be It Resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Purpose	Description	11/09/2022 Budget Resolution	Budget Amendment	2/13/2023 Amended Budget
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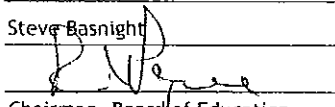
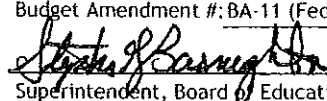
### FEDERAL EXPENDITURES

5000	Instructional Services	7,961,263.42	23,145.00	7,984,408.42
6000	System Wide Support Services	8,777.29	0.00	8,777.29
7000	Ancillary Services	909.72	0.00	909.72
8000	Non-Programmed Charges	598,795.25	0.00	598,795.25
TOTAL		8,569,745.68	23,145.00	8,592,890.68

### FEDERAL REVENUES

	Federal Funds	8,569,745.68	23,145.00	8,592,890.68
TOTAL		8,569,745.68	23,145.00	8,592,890.68

**Explanation:** To correct budget amendment #6, approved in December. Allotment for PRC 206 (ESSR III - Principal Retention Supplements) is a federal allotment but was recorded as a state allotment in error on budget amendment #6.

Requested by: Anna McGinis	Date: 2/13/2023
Recommended by: Steve Basnight	Budget Amendment #: BA-11 (Federal)
Approved by: 	
Chairman, Board of Education	Superintendent, Board of Education

# Dare County Schools

## BUDGET AMENDMENT - 2022-2023

The Dare County Board of Education, at a meeting on the 13th day of February 2023, passed the following resolution.

Be It Resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Purpose	Description	11/09/2022 Budget Resolution	Budget Amendment	2/13/2023 Amended Budget
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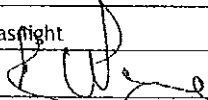
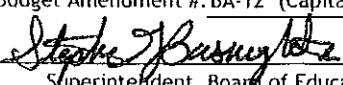
### CAPITAL OUTLAY EXPENDITURES

5000	Instructional Services	540,383.00	9,000.00	549,383.00
6000	System Wide Support Services	2,307,671.00	1,526,572.00	3,834,243.00
7000	Ancillary Services	57,034.00		57,034.00
9000	Capital Outlay	50,262.00		50,262.00
TOTAL		2,955,350.00	1,535,572.00	4,490,922.00

### CAPITAL OUTLAY REVENUES

	State Funds	0.00	0.00	0.00
	Local Funds	2,737,542.00	1,526,572.00	4,264,114.00
	Fund Balance Appropriated	217,808.00	9,000.00	226,808.00
TOTAL		2,955,350.00	1,535,572.00	4,490,922.00

Explanation: To carry forward funds appropriated from Dare County for capital improvement projects funded in prior years but not completed and to appropriate and additional \$9,000 for the gym sound system project at Manteo Middle School, approved by the board at the December 12, 2022 meeting.

Requested by: Anna McGinnis	Date: 2/13/2023
Recommended by: Steve Basnight	Budget Amendment #: BA-12 (Capital)
Approved by: 	
Chairman, Board of Education	Superintendent, Board of Education

**DATE:** March 13, 2023

**KEY ADMINISTRATOR:** Emily Santora

**AGENDA ITEM:** Finance – Budget Amendments

**BACKGROUND INFORMATION:**

Attached for your consideration are the following budget amendments:

State Public School Fund – Appropriate funds to reflect additional allotments and adjust allotments to reflect reductions associated with lower than projected ADM.

Capital Outlay – Appropriate additional funds provided from Dare County for improvements to the soccer facilities at Cape Hatteras Secondary.

Other Local Current Expense Fund – Appropriate additional funds received from NC PreK for the More at Four program.

**RECOMMENDATION:**

The superintendent recommends that the Board adopt the budget amendments as presented.



# Dare County Schools

## BUDGET AMENDMENT - 2022-2023

The Dare County Board of Education, at a meeting on the 13th day of March 2023, passed the following resolution.

Be It Resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Purpose	Description	2/13/2023 Budget Resolution	Budget Amendment	3/13/2023 Amended Budget
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### STATE EXPENDITURES

5000	Instructional Services	34,044,256.00	-14,358.00	34,029,898.00
6000	System Wide Support Services	3,339,549.00	159,024.00	3,498,573.00
7000	Ancillary Services	2,000.00	0.00	2,000.00
8000	Non-Programmed Charges	46,883.00	0.00	46,883.00
TOTAL		37,432,688.00	144,666.00	37,577,354.00

### STATE REVENUES

	State Funds	37,432,688.00	144,666.00	37,577,354.00
TOTAL		37,432,688.00	144,666.00	37,577,354.00

**Explanation:** To adjust State budgets to reflect revised allotments: additional funding for the following programs PRC 056 (Transportation), PRC 073 (School Connectivity), and minor decreases to PRCs 015 (Technology), 032 (Exceptional Children), and 061 (Instructional Supplies). Total increase to state revenues (net of the above adjustments) is \$144,666.

Requested by: <u>Emily Santora</u>	Date: <u>3/13/2023</u>
Recommended by: <u>Steve Basnight</u>	Budget Amendment #: <u>BA-13 (State)</u>
Approved by: _____ Chairman, Board of Education	_____ Superintendent, Board of Education

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### CAPITAL OUTLAY EXPENDITURES

5000	Instructional Services	549,383.00	50,000.00	599,383.00
6000	System Wide Support Services	3,834,243.00		3,834,243.00
7000	Ancillary Services	57,034.00		57,034.00
9000	Capital Outlay	50,262.00		50,262.00
TOTAL		4,490,922.00	50,000.00	4,540,922.00

### CAPITAL OUTLAY REVENUES

		0.00	0.00	0.00
	Local Funds	4,264,114.00	50,000.00	4,314,114.00
	Fund Balance Appropriated	226,808.00	0.00	226,808.00
TOTAL		4,490,922.00	50,000.00	4,540,922.00

**Explanation:** To appropriate additional funds received from Dare County for repairs to the facilities at the CHSS soccer field.

Requested by: <u>Emily Santora</u>	Date: <u>3/13/2023</u>
Recommended by: <u>Steve Basnight</u>	Budget Amendment #: <u>BA-14 (Capital)</u>
Approved by: _____ Chairman, Board of Education	_____ Superintendent, Board of Education

# Dare County Schools

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### OTHER LOCAL CURRENT EXPENDITURES

5000	Instructional Services	1,239,541.00	57,423.00	1,296,964.00
6000	System Wide Support Services	279,588.00	0.00	279,588.00
7000	Ancillary Services	0.00	6,021.00	6,021.00
8000	Non-Programmed Charges	0.00	0.00	0.00
TOTAL		1,519,129.00	63,444.00	1,582,573.00

### FEDERAL REVENUES

	Other Local Current Funds	1,429,167.00	63,444.00	1,492,611.00
	Appropriated Fund Balance	89,962.00	0.00	89,962.00
TOTAL		1,519,129.00	0.00	1,582,573.00

**Explanation:** To appropriate funds for an additional allocation from the PreK Grant.

Requested by: <u>Emily Santora</u>	Date: <u>3/13/2023</u>
Recommended by: <u>Steve Basnight</u>	Budget Amendment #: <u>BA-15 (Other Local)</u>
Approved by: _____	
Chairman, Board of Education	Superintendent, Board of Education

**DATE:** March 13, 2023

**AGENDA ITEM:** E-Rate Funding for FY23

**KEY ADMINISTRATOR:** Holly King, Director of Technology

**BACKGROUND INFORMATION:**

This project applies to all ten schools in Dare County. In line with the standards for infrastructure updates that maintain access to wifi in all student spaces, the Dare County Technology team has identified needs in four areas: access points, switches, UPSs, and access point licensing. All four needs are fully funded through E-Rate (70%) and state (30%) funding.

The scope of this project is the purchase of

- Access points (289) with licensing (5 year)
- Switches (76) with licensing (5 year)
- UPS (25)
- Access point licensing for 364 devices (1 year)

Staff released a Request for Proposal in late January 2023 for approved E-Rate vendors to bid on providing Dare County Schools with the items mentioned above. Respondents' bid information was reviewed and ranked based on cost, technical sufficiency, vendor experience, ineligible costs, technical support, and single source.

All submitted documents were considered in making a recommendation to award the contracts to

- Applied Network Consulting Group, Inc:
  - In the amount of \$29,072.30 for the purchase of 364 XMS-Cloud 1 year access point licensing
  - In the amount of \$30,912.40 for the purchase of 25 APC SMart-UPS
- Internetwork Engineering
  - In the amount of \$282,639.15 for the purchase of 289 access points with 5-year licensing included.
  - In the amount of \$389,547.14 for the purchase of 76 PoE switches with 5-year licensing included.

**RECOMMENDATION**

The superintendent recommends the Board approve the bids submitted by Applied Network Consulting Group, Inc. and Internetwork Engineering as outlined above and authorize staff to finalize contract documents for the purchase of E-Rate Category 2 equipment as requested.



Prepared for Dare County Schools NC

E-Rate 2023 NCDPI - Cambium Renewal - 202906

Quote#104152 v1

PREPARED FOR

Holly King  
kingholly@daretolearn.org  
(252) 480-8885

PREPARED BY

Kyle Radford  
kyler@ancgroup.com  
828-989-8274

Applied Network Consulting Group, Inc. (ANC Group)  
14 Progress Road  
Greenville, SC 29607  
(888) 424-4863  
www.ancgroup.com

Federal Tax ID: 58-2482651 | E-Rate SPIN Number: 143020733

Date: Thursday, February 2, 2023

## ABOUT ANC GROUP

ANC Group was established in 1999 to serve the technology needs of school districts and other educational institutions. Since that time, ANC Group's client base has grown to include government entities and small business organizations. We continue to specialize in government and education; therefore, we understand the unique challenges these environments face and are prepared to meet them. ANC Group employs highly trained engineers that not only have exceptional technical skills, but also possess superior interpersonal skills. Our team of Engineers have over 60 years of combined experience providing high-level support to customers of all types and sizes. We understand the value of continued training to maintain a high level of knowledge, therefore we are constantly working to ensure our staff receives the best training to provide truly elite service. We maintain an on-going support organization that is here when you need help, by phone or on-site. ANC Engineers can be reached 24x7 through utilization of our after-hours support line. The ANC Group team serves as a complete cohesive group you can depend on.

### ANC Experience & Expertise

ANC Group knows that our technical expertise is at the core of our success. Providing your organization with the right skill set at the right time is critical and over the years ANC Group has successfully assisted organizations just like yours with a host of technology solutions including:

- Network Design, Implementation & Support of HPE-Aruba, Ruckus, Cambium, Cisco, Palo Alto
- Firewall Monitoring and Management
- Data Center Virtualization
- Disaster Recovery Solutions
- Microsoft Solutions Support & Service
- Server & PC Patch Management
- Project Management
- WAN/Internet Connectivity Support & Consulting
- Integrated Data & Voice Circuits
- Managed Services & MIBS
- Cabling
- Access Control
- Video Surveillance
- Interactive Room Solutions
- School & Workplace Safety
- Power Management

## ACCOUNT EXECUTIVE: KYLE RADFORD

Kyle is available to answer any questions you may have or assist in any capacity. Kyle has been representing the North Carolina, Virginia & Tennessee customers for the last 7 years with ANC.

Phone: 828-989-8274

Email: [kylerr@ancgroup.com](mailto:kylerr@ancgroup.com)

## CUSTOMER SUPPORT

Your dedicated team remains available to you post implementation for the length of your relationship with ANC Group.

### Technical Contact: Billy Crowe

Billy can assist with creating or modifying your network environment. Billy will also schedule your installation and manage your project, if you've chosen installation services. Billy has 15 years of experience in educational technology, and more than 6 years of experience in project management and environment design.

Phone: 864-414-3469

E-Mail: [billyc@ancgroup.com](mailto:billyc@ancgroup.com)

### Order Contact: Michelle Gajdalo

Michelle and her team can assist with any questions you may have about your order, tracking, documentation, and invoicing.

Phone: 864-335-8252

Email: [invoices@ancgroup.com](mailto:invoices@ancgroup.com)

## TICKETING SYSTEM

In addition to your dedicated team, we maintain a service portal where customers can request assistance directly from our Engineers. Customers can open a case in our service portal in any of the following ways.

- By phone 888-424-4863
- By email at [helpdesk@ancgroup.com](mailto:helpdesk@ancgroup.com)

## E-RATE PARTICIPATION

We have built our E-Rate processes around the goal of creating the simplest process for our clients. Since the adoption of the 2014 E-Rate Modernization Order, ANC Group has partnered with more than 100 School Districts on projects ranging in size from small, hardware only projects to full, network redesigns with 1,500+ Access Points and supporting Switching Equipment. While other companies both large and small come and go, ANC remains locally owned, financially sound, and committed to serving the education market through the E-Rate program.

### **Bid, Award, and Procurement Process**

ANC Group maintains internal E-Rate processes that ensure compliance with all E-Rate Program rules and regulations from bid through to invoicing. ANC Group's Bid Process begins with a technical review of the School District request. We will confirm the requested equipment meets the District's network requirements and is sound from a design and delivery perspective. Once technically cleared, ANC Group will prepare pricing in accordance with any utilized Contract Requirements and USAC Lowest Corresponding Price (LCP) rules. Should the District choose ANC Group as their provider, ANC Group will assist in preparing USAC Item 21b forms to be submitted to SLD when filing the 471 request. When the District is ready to procure equipment and/or services from the resulting contract the District will issue Purchasing Commitment to ANC Group, to be delivered to your Order Contact.

ANC Group will take a proactive approach to the processing, delivery, and installation of the goods and the services we provide. All new hardware orders will be processed for shipment with the hardware vendor or manufacturer within two business days of receipt of a signed purchase order. Orders received after 3:00 PM EST will count day one as the following business day. While ANC Group cannot guarantee shipping timeline from our Distributors and Manufacturers, we will make every effort to have orders processed and shipped as quickly as possible.

### **Invoicing**

Due to nationwide equipment constraints, orders are no longer able to be shipped complete. Equipment will be invoiced as it is delivered. Any installation or service charges will be invoiced upon completion. In accordance with USAC guidelines, ANC Group will submit a Form 474 Invoice to USAC for the USAC Portion of the award and an invoice with Net 30 terms for the discounted portion to the Client.

### **Contract Term**

This contract is contingent upon the award of E-Rate funding and will run from July 1, 2023 to June 30, 2024 unless otherwise extended by the District and the SLD. ANC Group is willing to extend the contract beyond the initial term should future E-Rate funding be made available however reserves the right to increase rates and/or product pricing for any item listed based on the Lowest Corresponding Price in subsequent years.

## NCDPI CONTRACT

Cambium EPC Contract Number: NC20C2-38

### SPECIAL PROMO PRICING

This quote is good for 90 days and contains NCDPI E-Rate Contract Pricing. It will only be honored for Purchases made using the NCDPI E-Rate Contract and the USAC E-Rate Purchasing Program. Customer will be responsible for any amount not covered by USAC funding.

## TERMS & CONDITIONS

**Due to COVID-19, please expect shipping delays. We will work diligently to fulfill your order. However, some parts are experiencing much longer delays due to shut-downs and supply chain issues.**

ANC Group, Inc. ("Seller"), makes all sales of its products and services ("Products") to buyer ("Buyer") subject to the following terms and conditions:

**Shipping.** Complete order will be shipped to 1 Central Location. If a liftgate is required, there is an additional charge. Please let us know if you require a liftgate for delivery.

**Returns.** Return requests must be requested from ANC Group within 30 days of receipt of product. All returns must be accompanied by an RMA and will only be accepted for unopened merchandise, in original packaging. The terms for all Product returns, for whatever reason, are limited to those set forth in the Manufacturer's return merchandise authorization ("RMA") policies and procedures, which are located on Manufacturer's website and in their catalogs. These policies and procedures may be modified in any manner by Manufacturer at any time.

**Shortages/Rejection of Delivery.** All claims for shortages or rejection of delivery must be made by Buyer to Seller in writing within a period of forty-eight (48) hours from receipt of Products and must state in reasonable detail the grounds therefore. Unless such notice is given within the stated period of time, Buyer agrees that it shall be conclusively presumed that Buyer has fully inspected the Products and acknowledged that NO shortage or grounds for rejection exists.



## ACKNOWLEDGMENT

As a partner for Districts for over 22 years, ANC Group understands that the choice of a technology provider is very important to your organization. ANC believes that our people, our experience, and our methodology make us the best choice for your partner on this project. If in reading this document you come across anything that needs clarification, or you have a question, please do not hesitate to contact your dedicated team. Thank you for the opportunity to partner with you and we look forward to doing business with you!

Legal Name of Bidder: Applied Network Consulting Group, Inc. (ANC Group)

Federal Tax ID: 58-2482651

SPIN: 143020733

Business Address: 14 Progress Road, Greenville, SC 29607

Phone: 888-424-4863



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William Crowe

Chief Operating Officer, ANC Group

Cambium Renewal

DESCRIPTION		PRICE	QTY	EXTENDED PRICE	TAX
XMSC-EDU-RNW-1-2R	ENT - XMS-Cloud 1-year subscription renewal: for Education: 2 and 3-radio AP with all EasyPass modules and Cambium Care Advanced Support	\$72.00	345	\$24,840.00	\$1,676.70
XMSC-EDU-RNW-1-4R	XMS-Cloud 1-year subscription renewal: for Education: 2 and 3-radio AP with all EasyPass modules and Cambium Care Advanced Support	\$126.00	19	\$2,394.00	\$161.60
				<b>NET PRICE</b>	<b>\$27,234.00</b>
				<b>TAX</b>	<b>\$1,838.30</b>
				<b>Grand Total Tax</b>	<b>\$29,072.30</b>

## E-Rate 2023 NCDPI - Cambium Renewal - 202906

Prepared by

**ANC Group, Inc.**

Kyle Radford  
828-989-8274  
Fax (864) 335-8253  
kyler@ancgroup.com

Prepared for

**Dare County Schools NC**

3020 South Wrightsville Avenue  
Nags Head, NC 27959  
Holly King  
(252) 480-8885  
kingholly@daretolearn.org

Quote #104152

**104152**

Version: 1  
Delivery Date: 02/02/2023  
Expiration Date: 06/30/2023

### Quote Summary

DESCRIPTION	AMOUNT
Cambium Renewal	\$27,234.00
	<b>\$27,234.00</b>
Estimated Delivery Fee	<b>\$1,838.30</b>
<b>Total</b>	<b>\$29,072.30</b>

Signature shall constitute commitment to Purchase and should only be signed by an individual with authority to bind the purchasing entity.

### Dare County Schools NC

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Holly King

Date: \_\_\_\_\_



Prepared for Dare County Schools NC

E-Rate 2023 APC - 202807

Quote#104158 v1

PREPARED FOR

Holly King  
kingholly@daretolearn.org  
(252) 480-8885

PREPARED BY

Kyle Radford  
kyler@ancgroup.com  
828-989-8274

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www.ancgroup.com

Federal Tax ID: 58-2482651 | E-Rate SPIN Number: 143020733

Date: Monday, February 6, 2023

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## NCDPI CONTRACT

**ANC EPC Contract Number: NC20C2-62**

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Federal Tax ID: 58-2482651  
SPIN: 143020733  
Business Address: 14 Progress Road, Greenville, SC 29607  
Phone: 888-424-4863



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William Crowe  
Chief Operating Officer, ANC Group

## APC UNINTERRUPTED POWER SUPPLY

Dare County Schools has requested a proposal containing options for Uninterrupted Power Supply Equipment, falling under "Data Protection, Internal Connections". ANC Group understands that the District plans to purchase E-Rate eligible UPS hardware. ANC Group has specified APC UPS equipment for this solution. ANC Group is an established APC Partner. We have been providing leading APC solutions to the public sector throughout the Southeast for more than 10 years. As an APC Reseller ANC Group is required to demonstrate competencies in the products and services offered by APC with the achievement of ongoing product training and certification.

### Why APC Uninterrupted Power Solutions?

Producing UPS units since inception in 1981, APC has become the industry-standard for reliable power for the physical IT infrastructure. APC Smart-UPS™ units provide reliable, intelligent, efficient, and manageable power protection ideal for switches and other network devices. Some of the key features of the APC Smart-UPS™ include:

- **Predictive Failure Notification.** APC Smart-UPS™ units provide early-warning fault analysis ensuring you are able to proactively replace any failing component to guard against device failure.
- **User-Replaceable, Hot-Swappable Batteries.** Batteries can be easily replaced by a trained user while the device is in use, minimizing repair time and eliminating device down-time. The device also provides early-warning fault analysis on batteries enabling timely preventative maintenance.
- **Low Cost, High Reliability.** APC Smart-UPS™ was the first Network UPS to be Energy Star Certified. Intelligent battery management, pioneered by APC, maximizes battery performance and life through intelligent, precision temperature compensated charging. And the advanced notification systems and hot-swappable battery capabilities ensure high-reliability and low failure/down time when the unit is properly maintained.
- **Adaptability.** The UPS can be adapted to the specific needs of the power environment or generator applications it is being used in. Battery life can also be maximized by widening the input voltage window or tightening the output voltage regulation.
- **Manageability.** LED Status Indicators, Audible Alarms, and various notifications ensure you are aware when the device needs attention. All devices also feature both Serial and Network Connectivity, and some units also feature USB connectivity.
- **Warranty.** All APC Smart-UPS™ units purchased from ANC Group come with a warranty from defects in materials and workmanship for a period of three (3) years, excluding the batteries, which are warranted for two (2) years, from date of purchase. APC will repair or replace, at its sole option, any such defective product during this time.

## PROPOSAL: APC UPS

DESCRIPTION		PRICE	QTY	EXT PRICE	TAX
SMX1000CNC	APC Smart-UPS X 1000VA Tower/Rack 120V with Network Card and SmartConnect	\$1,158.31	25	\$28,957.75	\$1,954.65
				<b>\$28,957.75</b>	
					<b>\$1,954.65</b>
				<b>\$30,912.40</b>	



## E-Rate 2023 APC - 202807

Prepared by

**ANC Group, Inc.**

Kyle Radford  
828-989-8274  
Fax (864) 335-8253  
kyler@ancgroup.com

Prepared for

**Dare County Schools NC**

3020 South Wrightsville Avenue  
Nags Head, NC 27959  
Holly King  
(252) 480-8885  
kingholly@daretolearn.org

Quote Information

**104158**

Version: 1  
Delivery Date: 02/06/2023  
Expiration Date: 06/30/2023

## Quote Summary

DESCRIPTION	AMOUNT
PROPOSAL: APC UPS	\$28,957.75
	<b>\$28,957.75</b>
APC UPS	<b>\$1,954.65</b>
	<b>\$30,912.40</b>

Signature shall constitute commitment to Purchase and should only be signed by an individual with authority to bind the purchasing entity.

**Dare County Schools NC**

Signature:

Name:

Date:

\_\_\_\_\_  
Holly King  
\_\_\_\_\_



people connecting people

# INTERNETWORK ENGINEERING

since 1996

13777 Ballantyne Corp Place | Suite 305 | Charlotte, NC 28277

IP Phone: 704.540.5800 | Fax: 704.541.0059 | <http://www.ineteng.com>

February 21, 2023

Customer's Address:

Dare County Schools

, NC

Attn: Holly King

Phone: 252.480.8888

[kingholly@daretolearn.org](mailto:kingholly@daretolearn.org)

QUOTATION#QT-000036265-1

Please reference quote number on PO:

Please make purchase order to:

Internetwork Engineering

13777 Ballantyne Corp. Place

Suite 305

Charlotte, NC 28277

If you have any questions concerning this quote please contact

Client Services

Scott Wilson

704-943-5600

[clientservices@ineteng.com](mailto:clientservices@ineteng.com)

Account Manager

Paul Stewart

[pstewart@ineteng.com](mailto:pstewart@ineteng.com)

SUBJECT: Dare County Schools - Erate wireless 2023 MR44 with 5 Yr Lic.

ITEM #	PART #	DESCRIPTION	TERM	QTY.	LIST PRICE	UNIT PRICE	EXTENDED PRICE
Hardware & Services:							
<u>MR44 with 5 Yr Lic.</u>							
1	MR44-HW	Meraki MR44 WiFi 6 Indoor AP		289	\$1,397.96	\$615.10	\$177,763.90
2	LIC-ENT-5YR	Meraki MR Enterprise License, 5YR		289	\$483.19	\$301.05	\$87,003.45
Sub-Total							\$264,767.35
<u>Estimated Tax Dare Co. (6.75%)</u>							
3	Order Notes	Estimated Tax Dare Co. (6.75%)		1	\$17,871.80	\$17,871.80	\$17,871.80
Sub-Total							\$17,871.80

SPIN #: 143025710

The products, services and license subscriptions shown above are intended to be transacted under, and governed by, the updated NC-DPI E-Rate Cisco Contract # 40-RQ22294323. The price, purchase, sale, delivery, and all other matters related to the products and services shown above will be governed by the terms and conditions of the NC DPI Contract # with Cisco, (the "Contract"). The Contract and provider's quote will be the entire agreement and understanding between the parties relating to the items referenced. No additional terms and conditions shall apply except EULA and/or Maintenance terms (if applicable) which can be found at [https://www.cisco.com/c/en/us/about/legal/cloud-and-software/end\\_user\\_license\\_agreement.html](https://www.cisco.com/c/en/us/about/legal/cloud-and-software/end_user_license_agreement.html). In the event the SKUs referenced in this quote are not included on an authorized contract at the time of purchase, the parties will transact under provider's authorized terms of sale or such other mutually acceptable terms as the parties may agree. This quote is governed by the terms of the NC-DPI Cisco E-Rate contract. Please include the Contract Number on all Purchase Orders.

NCDPI Contract NC20C2-03

Note: By request, this quote does not include IE Professional Services.

If you would like assistance in implementing this solution, please contact your IE Account Manager immediately for a services estimate.

Total Investment \$282,639.15

DELIVERY: FOB: Shipping Point  
TERMS: NET 30  
QUOTATION FIRM FOR: 30 DAYS

CUSTOMER'S SIGNATURE

Please Print Name & Title Below



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IP Phone: 704.540.5800 | Fax: 704.541.0059 | <http://www.ineteng.com>

February 23, 2023

Customer's Address:

Dare County Schools

, NC

Attn: Holly King

Phone: 252.480.8888

[kingholly@daretolearn.org](mailto:kingholly@daretolearn.org)

QUOTATION#QT-000036261-2

Please reference quote number on P.O.

Please make purchase order to:

Internet Network Engineering

13777 Ballantyne Corp. Place

Suite 305

Charlotte, NC 28277

If you have any questions concerning this quote please contact

Client Services

Scott Wilson

704-943-5600

[clientservices@ineteng.com](mailto:clientservices@ineteng.com)

Account Manager

Paul Stewart

[pstewart@ineteng.com](mailto:pstewart@ineteng.com)

SUBJECT: Dare County Schools - Erate switching 2023 MS210 - 5 YR

ITEM #	PART #	DESCRIPTION	TERM	QTY.	LIST PRICE	UNIT PRICE	EXTENDED PRICE
Hardware & Services:							
<u>MS210-48FP with 5 Yr Lic.</u>							
1	MS210-48FP-HW	Meraki MS210-48FP 1G L2 Cld-Mngd 48x GigE 740W PoE Switch		76	\$9,733.55	\$3,893.42	\$295,899.92
2	LIC-MS210-48FP-5YR	Meraki MS210-48FP Enterprise License and Support, 5 Year		76	\$1,636.71	\$654.68	\$49,755.68
Sub-Total							\$345,655.60
<u>1 GB SFP's</u>							
3	MA-SFP-1GB-TX	Meraki 1 GbE SFP Copper Module		76	\$513.74	\$205.50	\$15,618.00
Sub-Total							\$15,618.00
<u>Stacking Cables</u>							
4	MA-CBL-40G-1M	Meraki 40GbE QSFP Cable, 1 Meter		35	\$260.12	\$104.05	\$3,641.75
Sub-Total							\$3,641.75
<u>Estimated Tax Dare Co. (6.75%)</u>							
5	Order Notes	Order Notes		1	\$24,631.79	\$24,631.79	\$24,631.79
Sub-Total							\$24,631.79

SPIN #: 143025710

The products, services and license subscriptions shown above are intended to be transacted under, and governed by, the updated NC-DPI E-Rate Cisco Contract # 40-RQ22294323. The price, purchase, sale, delivery, and all other matters related to the products and services shown above will be governed by the terms and conditions of the NC DPI Contract # with Cisco, (the "Contract"). The Contract and provider's quote will be the entire agreement and understanding between the parties relating to the items referenced. No additional terms and conditions shall apply except EULA and/or Maintenance terms (if applicable) which can be found at [https://www.cisco.com/c/en/us/about/legal/cloud-and-software/end\\_user\\_license\\_agreement.html](https://www.cisco.com/c/en/us/about/legal/cloud-and-software/end_user_license_agreement.html). In the event the SKUs referenced in this quote are not included on an authorized contract at the time of purchase, the parties will transact under provider's authorized terms of sale or such other mutually acceptable terms as the parties may agree. This quote is governed by the terms of the NC-DPI Cisco E-Rate contract. Please include the Contract Number on all Purchase Orders.

NCDPI Contract NC20C2-03

Note: By request, this quote does not include IE Professional Services.

If you would like assistance in implementing this solution, please contact your IE Account Manager immediately for a services estimate.

Total Investment **\$380,547.14**

DELIVERY: FOB: Shipping Point  
TERMS: NET 30  
QUOTATION FIRM FOR: 30 DAYS

CUSTOMER'S SIGNATURE

Please Print Name & Title Below

**Agenda Item: X.A**  
**Attachment #2**

**DATE:** March 13, 2023

**KEY ADMINISTRATOR:** Steve Blackstock, Assistant Superintendent

**AGENDA ITEM:** Approval of Proposed Revisions to 4400-R: Student Attendance Regulations

**BACKGROUND INFORMATION:**

Attached for the Board's consideration are proposed revisions to Regulation 4400-R: Student Attendance. These revisions reflect local implementation of attendance requirements for all students attending Dare County Schools.

As per Board Policy, the Superintendent has the authority to create or update regulations without Board approval. However, the Superintendent would like to seek input from the Board before the regulation is formally amended.

**RECOMMENDATION**

The Superintendent recommends the Board approve the proposed revisions to Regulation 4400-R: Student Attendance Regulations as presented.

## **Regulation Code: 4400-R Student Attendance Regulations**

Recognizing that regular school attendance is the foundation for learning and that the North Carolina Attendance Law requires attendance of students between the ages of seven (7) and sixteen (16), these regulations are intended to inform, to encourage regular attendance, and to hold students and parents responsible for attendance. Children under age seven (7) and their parents are subject to the compulsory attendance law as long as they are enrolled in public school ([G.S. 115C-378](#)).

Attendance is a joint responsibility shared by the student, parent/guardian and school personnel. The duties of the teacher, social worker, principal and superintendent are outlined in the North Carolina Student Attendance and Student Accounting Manual.

Penalties for violations of this regulation are set out below or in policy 4300A, Code of Student Conduct.

### **DEFINITIONS - North Carolina Administrative Code - Subchapter 6E**

#### **0101 Attendance Defined**

To be considered in attendance for the day, a student must be present in school for at least one-half of the school day or at a place other than the school with the approval of the appropriate school official to attend an authorized school activity.

#### **0102 Attendance Lawful**

Absences shall be coded "lawful" or "unlawful" as determined by the principal/designee based upon available information. Absences not defined as lawful or for which there is no given explanation shall be coded unlawful. LEAs shall excuse the temporary absence of a student upon a showing of satisfactory evidence of one of the following bases:

1. Illness or injury prevents the student from being physically able to attend school.
2. The local health officer or the State Board of Health orders the isolation of the student.
3. The student is absent due to the death of a member of the immediate family.
4. The student has a medical or dental appointment.
5. The student is a party to or is under subpoena as a witness in the proceedings of a court or administrative tribunal.

6. The student has obtained prior approval by the principal to be absent due to the bona fide observance of an event required or suggested by the religion of the student or the student's parent or legal guardian. Pursuant to [G.S. 115C-379](#), a student shall be excused at least twice for this reason during each school year if so requested.

7. The student/parent obtains prior approval from the principal to take advantage of a valid educational opportunity, such as travel.

8. Absences due to pregnancy and related conditions or parenting, when medically necessary.

9. The student is participating in a job-shadow, Career and Technical Education student organization, or other work-based opportunity, as described in [G.S. 115C-47\(34a\)](#).

In addition, a student whose parent or legal guardian (a) is an active duty member of the uniformed services as defined by policy 4050, Children of Military Families, and (b) has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting, will be granted a minimum of two days each academic year, if the student is not identified as at risk of academic failure because of unexcused absences to visit with his or her parent or legal guardian.

### **0103 Enforcement**

Each LEA must enforce the state laws and regulations that relate to compulsory attendance.

### **0104 Involuntary Suspensions**

The absence of a student that results from the suspension of that student for misconduct pursuant to the provisions is considered neither lawful nor unlawful.

### **CHRONIC ILLNESSES/CONDITIONS**

In order to better meet educational and other needs of students, parents should notify the school nurse of a child's chronic illness/condition, such as asthma or diabetes. A doctor's verification of an illness/condition that is likely to result in the frequent absence of a student shall be placed in the student's health file and shall be considered in planning services for the student and in reviewing excessive absences. Absences from class that are coded ~~4H~~ [IS](#) (students receiving homebound services and counted present) will not count toward excessive absences.

## **EDUCATIONAL TRAVEL**

Parents are required to request prior approval for educational travel at least five (5) days in advance of planned absences using forms available in the main office. Out-of-town travel that is not pre-approved as educational travel by the school administration will be coded as unlawful absence. Approval will depend upon individual student attendance, behavior and academic progress, as well as the educational value of the travel. Principals may use discretion for requests made under emergency circumstances. Approved educational travel will be coded as lawful absence. Approval generally will not be granted for any student who has accumulated or will accumulate excessive absences as

defined by grade level below. Principals may use discretion, however, to approve additional educational travel for students engaged in activities such as competitions, performances, and other meaningful educational endeavors that advance the development of student talents and abilities. Generally, no educational travel will be approved two (2) weeks prior to or during state testing and exams unless the student is exempt.

## **REPORTING ATTENDANCE**

1. All teachers and attendance personnel are required to report attendance each day to maintain accurate attendance records. Each school will determine procedures for reporting absences.

2. It is expected that students present a written excuse from a parent or guardian within three (3) days after returning from each absence. Students absent for a medical appointment or court appearance should present a note from that office for the absence to be excused. Personnel will code absences based on the state coding guidelines. Failure to present a written excuse that falls within lawful guidelines and/or that is submitted more than three (3) days after the absence may result in the absence being coded "unlawful." Principals have discretion to grant reasonable exception to the local time requirement for providing an excuse on a case-by-case basis. While it is the responsibility of the parent/guardian to provide a written excuse concerning the reason for all absences, a staff member such as an administrator, school nurse, counselor, or teacher may provide written documentation to the attendance office that the cause of the absence is lawful when knowledge is obtained by another means and the parent/guardian has not provided a written excuse. Such absences should be coded as lawful.

3. After three (3) accumulated unlawful absences, a parent or guardian shall be notified by the school in accordance with procedures established by the principal.

4. After six (6) accumulated unlawful absences, a parent or guardian shall be notified by mail that there may be a violation of the Compulsory Attendance Law.



5. After ten (10) accumulated unlawful absences, the principal/designee shall review the record for compliance with [G. S. 115C-379](#) to determine if there is a *prima facie* case that the child's parent/guardian is responsible for the absences. As appropriate, the principal will refer the matter to the Department of Social Services and the District Attorney's office or to the juvenile court intake counselor.

6. Parents of all students will be notified of student absences through mid-term reports and quarterly report cards. Parents can ~~contact the school to check their child's~~ [check their Parent Portal account to view their child's](#) attendance record between reporting periods. High school principals/designees will document notification of parents when a student has accumulated five (5) absences from class for any reason. Middle and elementary school principals/designees will send written notification to parents when students accumulate ten (10) daily absences for any reason.

7. Students attending an authorized school activity, with the approval of the appropriate school official, will not be counted absent. Such activities may include field trips, athletic contests, student conventions, musical competitions, or any similar activities. Students missing class while in ISS ~~or the StepUP Program, an alternative to out-of-school suspension,~~ will not be counted absent.

## **ELEMENTARY SCHOOL REGULATIONS**

### **1. Make-up Work - All Absences**

Students who miss class for any reason shall be required to make up work. This work shall be completed within three (3) school days of the student's return. The principal/designee may set an alternate deadline in extenuating circumstances. Generally, the teacher is not required to provide make-up assignments prior to the trip for a student taking educational travel. Students who are expected to be absent for any other lawful reason for more than two (2) days may request assignments from the teacher. Teachers may deduct points from work handed in after the original due date.

### **2. Excessive Absences**

Students exceeding ten (10) absences for any reason (lawful, unlawful, suspension or any combination) in one school year shall not be promoted to the next grade except by a determination of the principal/designee upon review of the student's records. Participation in before-, during or after-school intervention programs may be required when excessive absences interfere with the student's educational progress and it is determined that the child would benefit from such. If an exceptional student exceeds ten (10) absences, recommendation for promotion and/or additional intervention shall be made by the school-based IEP Team.



### 3. Tardies

Students who check into school late as a result of medical or dental appointments, court appearances, or reasons approved by the principal will be given an excused tardy. Students tardy due to a medical appointment or court appearance should present a note from that office for the tardy to be excused. Students with more than three (3) unexcused tardies will not qualify for perfect attendance.

### 4. Incentives

Additional strategies that promote student attendance will be developed and implemented at each school.

## MIDDLE/HIGH SCHOOL REGULATIONS

### 1. Required Attendance

Students must attend at least two-thirds (2/3) of class to be counted as present in that class.

**Middle School** - Any student who misses more than ten (10) days for any reason has exceeded the Dare County attendance regulation requirements and is subject to suspension of privileged activities ([e.g., extracurricular activities, school dances, etc.](#)) until such time as work is completed to the teacher's and principal's satisfaction.

**High School** - Any student who misses more than five (5) days for any reason in [any a semester class or A/B class](#), or ten (10) days in any year-long class has exceeded the Dare County attendance regulation requirements. These students are subject to suspension of privileged activities (e.g., extra curricular activities, parking, attendance at prom, graduation ceremony, etc.) until such time as work is completed to the teacher's and principal's satisfaction.

### 2. Make-up Work

a. Regardless of the reason for missing class, students are required to make up all work and tests missed. Students are encouraged to complete make-up work, if possible, while they are serving suspension or are absent due to educational travel. Generally, the teacher is not required to provide make-up assignments prior to the trip for a student taking educational travel. Students who are expected to be absent for any other lawful reason for more than two (2) days may request assignments from the teacher. Teachers may deduct points from work handed in after the original due date.

b. Arrangements for make-up work must be made with the classroom teacher and completed on the terms of the teacher involved. In most cases, make-up work should be completed within three (3) school days of the absence. The principal may extend this time for extenuating circumstances, including but not limited to medically documented hospitalization or chronic illness, or death in the immediate family.

c. Within two (2) school days of return to school after an out-of-school suspension, unlawful absence or after accumulating excessive absence(s), the student is responsible for developing and beginning a schedule for making up time that is approved by the principal/designee.

d. Time spent making up work may not be used to earn eligibility for exam exemption or for athletic participation or banked for future absences.

### 3. Tardies

If a student is tardy to school, he/she must report to a designated area to receive an admit slip to class. Students who check into school late as a result of medical or dental appointments, court appearances, or reasons approved by the principal will be given an excused tardy. Students tardy due to a medical appointment or court appearance must present a note from that office for the tardy to be excused. Students with more than two (2) unexcused tardies will be assigned detention and will not be eligible for perfect attendance.

### 4. Incentives

#### a. Exam Exemption for High School Courses

As a reward for attendance and academic performance, students who are ~~lawfully~~ absent not more than three (3) days from a class during a semester and maintain a ~~93~~ 90 average or above, or have not more than two (2) ~~lawful~~ absences and maintain an ~~85~~ 80 average or above, or have not more than one (1) ~~lawful~~ absence and maintain a ~~77~~ 70 average or above are exempt from final exams except in classes taken through colleges and in those classes that have State End-of-Grade, End-of-Course or ~~VoGATS tests~~ CTE State Assessments. For exam exemption purposes, the student can have no more than three (3) tardies in that class. Students with any ~~unlawful absence in a class or~~ absence due to out-of-school suspension will not be exempt. A student's parent/guardian must grant permission in writing for a student to be exempt from any exam. A student or the parent/guardian of a student who is exempt may elect for the student to take the exam.

b. Additional strategies that promote student attendance will be developed and implemented at each school.



## 5. Athletic Attendance Eligibility for Students in Grades ~~7-12~~ 6-12

Student athletes in who participate in interscholastic athletic competition are expected to attend school regularly and to maintain quality grades.

Student athletes who miss more than five (5) days for any reason in a semester ~~class or A/B class,~~ or ten (10) days in any year-long class have exceeded the Dare County attendance regulation requirements. These students are subject to suspension from athletic participation until such time as all school work is completed to the principal's satisfaction. Suspension from athletic participation may occur during the season or prior to the upcoming athletic season for failure to complete satisfactory school work due to excessive absences. The principal's decision regarding athletic attendance eligibility is final. Students must also meet the scholastic requirements for athletic eligibility as defined by the Middle/Junior High School Athletic Manual ([North Carolina Department of Public Instruction](#)), ~~and~~ the North Carolina High School Athletic Association, and the State Board of Education. Dually enrolled home school students must take at least one on-campus course per semester to be eligible to participate in athletics, and shall be held to the applicable requirements for class attendance described herein.

## 6. Attendance During Remote Learning

Student attendance requirements and procedures during periods of Remote Learning are outlined within the Dare County Schools Remote Learning Guidebook. Attendance procedures align with policy and procedures provided by the North Carolina Department of Public Instruction.

Issued by the Superintendent: July, 2002

Revised by the Superintendent: July, 2003

Revised by the Superintendent: January, 2008

Revised by the Superintendent: August, 2010

Revised by the Superintendent: July, 2011

Revised by the Superintendent: March 2, 2015 (to be effective July 1, 2015)

Revised by the Superintendent: December 10, 2019

Revised by the Superintendent: August 20, 2020

Revised by the Superintendent: \_\_\_\_\_

**Agenda Item: X.B**  
**Attachment #3**

**DATE:** March 13, 2023

**AGENDA ITEM:** Approval of School Calendar for School Year 2023-2024

**KEY ADMINISTRATOR:** Steve Blackstock, Assistant Superintendent

**BACKGROUND INFORMATION:**

During the week of February 13, 2023, the superintendent met with members of the Employee, Student and Parent Advisory Councils, and administrators to seek input on the development of a proposed calendar for School Year 2023-2024.

A copy of the proposed calendar is attached for the Board's consideration, and a brief presentation will be made at the Board Meeting describing the calendar law and process.

**RECOMMENDATION**

The superintendent recommends the Board of Education adopt the proposed school calendar for 2023-2024 as presented.

# 2023/2024 Dare County Schools Academic Calendar

Grading Pd End *	Report Cards *
October 31	November 7
January 25	February 1
March 28	April 11
June 7	June 7
Interim Reports	
September 27	February 28
December 13	May 8

August 2023						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	OW	OW	OW	19
20	RW	RW	RW	RW	RW	26
27	FD	29	30	31		

September 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					ED	2
3	H	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27-	28	29	30

October 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	RWPL	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	ED*				

November 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			RWP	2	3	4
5	6	7+	8	9	H	11
12	RWPL	14	15	16	17	18
19	20	21	OW	H	H	25
26	27	28	29	30		

December 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13-	14	15	16
17	OW	L	L	L	H	23
24	H	H	L	L	L	30
31						

January 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	H	OW	3	4	5	6
7	8	9	10	11	12	13
14	H	16	17	18	19	20
21	22	23	24	25*	OW	27
28	29	30	31			

February 2024						
Su	Mo	Tu	We	Th	Fr	Sa
				1+	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	RWP	20	21	22	23	24
25	26	27	28-	29		

March 2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28*	OW	30
31						

April 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	H	L	L	L	L	6
7	8	9	10	11+	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2024						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8-	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	OW	25
26	H	28	29	30	31	

June 2024						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	EDLD	8
9	RW	RW	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

	First Day for Students   Primer día para estudiantes	ED	Early Dismissal   Salida temprana	RWPL	Required Workday Prof. Learning (no classes)   Día Laboral Obligatorio Aprendizaje Profesional (no hay clases)
FD					
OW	Optional Workdays (no classes)   Día Laboral Opcional (no hay clases)	L	Leave Days (no classes)   Vacaciones (no hay clases)	*	Grading Period   Periodo de Calificaciones
RW	Required Workdays (no classes)   Día Laboral Obligatorio (no hay clases)	LD	Last Day for Students   Último día para estudiantes	+	Report Cards   Boletas de Calificaciones
H	Holiday (no classes)   Día Festivo (no hay clases)	RWP	Required Workday Parent Conferences (no classes)   Día Laboral Obligatorio Conferencias de Padres (no hay clases)	-	Interim Reports   Reportes de Progreso