



DEPARTMENT OF DEFENSE
CAMP LEJEUNE DEPENDENTS SCHOOLS
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August 28, 2008

OFFICIAL SCHOOL BOARD MINUTES
CAMP LEJEUNE DEPENDENTS SCHOOLS
SCHOOL BOARD MEETING AUGUST 27, 2008

I. CALL TO ORDER

The August 27, 2008 School Board Meeting was called to order by Ms. Tamera Steele, Chairperson, CLDS School Board. The meeting began at 1010 hours in the CLDS Board Room. School Board members in attendance were: Mr. Benton, Ms. Thoele, Mr. Davis, Ms. Fuquea, Ms. Close and Mr. Vasquez. Ms. McCants was absent. Ms. Julie Fulton, School Liaison Officer, MCB, Camp Lejeune; and Ms. Courtney Buzzard, School Liaison Officer for MCAS, New River, were present.

Others in attendance included: Dr. Tom Hager, North Carolina District Superintendent; Ms. Elizabeth Thomas, Assistant Superintendent, NC-DDESS Camp Lejeune Dependents Schools; Ms. Sandy Kellum, NC District Budget Officer; Dr. Stacey Cacace, Instructional Systems Specialist for Special Education; and Mr. Eric Steimel and Ms. Mary Hendrickson, Instructional Systems Specialists for Curriculum and Development; Mr. Jim Dargan, Supervisory Logistics Specialist; Ms. Dewanda Sholar, Ms. Carol Perry, Ms. Cassandra White, Mr. Dan Osgood, and Ms. Wyonia Chevis, CLDS Principals. Ms. Jeanette Martinez, former President for the Lejeune Education Support Association (LESA); Ms. Wendy Woodworth, President for the Lejeune Education Association (LEA); and newly elected President for LESA, Ms. Wendy Russell, were also present.

II. APPROVAL OF MINUTES

Ms. Fuquea made a motion to approve the minutes of June 18, 2008, seconded by Ms. Thoele. The minutes were unanimously approved by the Board as presented in Tab A.

III. SPECIAL RECOGNITION

Ms. Jeanette Martinez, Outgoing Lejeune Education Support Association (LESA) President

Ms. Elizabeth Thomas, Assistant Superintendent of Camp Lejeune Schools, acknowledged the outstanding contributions of Ms. Jeanette Martinez, President for the Lejeune Education Support Association, while serving nine years in this capacity. She was recognized for her cooperative spirit and the ability to work in partnership for the betterment of the school system. Ms. Martinez has always been passionate about reading and took it upon herself to organize the annual 'Read Across America' Program within Camp Lejeune Dependents Schools. With this program, representatives of DoDEA, DDESS, State, local, and county officials, School Board members and school administrators to name a few have joined in to read to our Pre-K – 12 grade students in making this annual event a huge success. She also oversees the Distance Learning Program at Lejeune High School which has become a model program for all of DoDEA. In appreciation, the School Board Chair and Assistant Superintendent of Schools, presented a 'Certificate of Excellence' to Ms. Martinez to reflect her genuine commitment to support the mission of Camp Lejeune Dependents Schools through the representation of the LESA employees and a pledge to ensure success of all students.

Ms. Martinez expressed words of thanks to the Principals, Assistant Principals, support personnel and the school administration for their continuous support over the past nine years. She contributed her success to the outstanding group of people with whom she works with on a daily basis. Thank you all for your support and guidance.

Ms. Jan Holt, Director, CLDS Food Services

Due to the outstanding efforts of Ms. Jan Holt, Director for CLDS Food Services; and her staff, Camp Lejeune Dependents Schools is the recipient of the 2008 State Gold Star Award in the School District category. According to the State, *"Your team's efforts in designing and implementing a program that promotes the positive health benefits of eating fruits and veggies, coupled with the creative materials and pictures you submitted with your application, made your organization a unanimous choice for the judges."* As a result, Ms. Holt was invited as a guest to attend the NC Fruits and Veggies Nutrition Coalition Symposium at Johnson and Wales University in Charlotte, NC and later received the award during a formal luncheon. Congratulations CLDS Food Services!

A 'Certificate of Excellence' was presented to Ms. Holt, CLDS Food Services Director, for her continued support towards the mission of Camp Lejeune Dependents Schools by daily providing exemplary nutritious meals, enriching the health and lives of all students and employees.

The Director was most appreciative of the School Board recognition but contributed this award to the hard-working and dedicated workforce within CLDS Food Services. She reported that Johnson Primary School is now a third-year recipient of the Fresh Fruit and Vegetable Grant while Tarawa Terrace 2 Elementary School is a fifth-year recipient. Ms. Holt received official notification this week that additional funds were allocated through the new Farm Bill; and as a result, Tarawa Terrace I Primary School was selected to receive funds to support fresh fruit and vegetables for the students of TT1. This is great news for our students.

Ms. Holt announced that the new lunch prepay program is currently in the works with a targeted start-up date of October 1. Parents and staff will have the option of paying for their meals in advance; and parents will have the option of viewing their child/ren's meal account/s. Dr. Hager added that individuals may now visit the site, www.lunchprepay.com, as a guest until the system is up and running. There is the possibility that our parents may be relieved of the annual fee or surcharges. Fort Bragg Schools are currently on-line with the program and it is working well.

IV. INTRODUCTIONS

Assistant Superintendent Thomas formally introduced and welcomed Ms. Courtney Buzzard, School Liaison Officer for Marine Corps Air Station, New River; Ms. Wendy Russell, President for the Camp Lejeune support union; and Ms. Wendy Woodworth, current President for the Camp Lejeune teachers' union.

Ms. Russell commented on what a privilege and honor it is to work in partnership with the School Board and their families.

V. SCHEDULED PRESENTATIONS

A. 8th Grade Study Trip, *Cruisin' Carolina*

Ms. Raeya Fennerson and Ms. Jennifer Mitchell, 8th grade teachers of Brewster Middle School, provided a power point presentation on the recent 8th grade study trip, *Cruisin' Carolina*, held May 28-30, 2008. The trip encompassed visits to the Morehead Planetarium and Science Center; the Emerald Hollow Mine/Hiddenites Gems; the Cherokee Indian Reservations; the Carolina Nights Theater; and the NC Zoo. Prior to the students' departure, they were given advisory activity sheets and detailed lesson plans to go with the curriculum standards in preparation for the trip. Each student received a weatherproof notebook for note-taking, answering questions, drawing sketches, and completing learning activities as they visited the various sites. Students were kept busy during the trip and proved to be a very enjoyable and worthwhile, learning experience. Ms. Sholar, Principal of Brewster Middle School, confirmed the amount of preparations and learning activities that went into the study trip prior to the students taking the trip. In addition, the teachers met with the parents on numerous occasions to ensure that

everyone was comfortable prior to their child's departure. Lots of planning and details were adhered to that included the development of a security plan, identification and contact information for every student; a detailed itinerary; and in addition, students were required to design a travel brochure and conduct culminating activities as a result of their travels.

Mr. Vasquez, CLDS School Board member, inquired about the cost of the trip. It was reported that the trip cost each student \$250.00 which included hotel, all meals, and travel. The students received many compliments for their outstanding demeanor; and were invited to return at any time by the hotel and restaurant managers.

The School Board thanked the staff of Brewster Middle School for their commitment to go over and beyond to provide the students with an informative and well-versed learning experience as they took the *Cruisin' Carolina* study trip. Thank you for sharing an outstanding presentation.

B. Student Activity Fund

Ms. Sandy Kellum, NC Budget Officer, gave an overview on the Student Activity Fund which is governed by DoDEA Regulation 7420.1. The School Board acts as the Fund Council for approving activities generated within this fund. Several years ago the regulation modified its operation to consolidate banking into one account. This meant that the Fund Council would operate as one for the school system and not as a separate Fund Council for each school. The Principal serves as the administrative representative to the Student Activity Fund. All fiscal assets, except revenue, of the student activity fund become the property of the school. The funds generated during the school year should be spent for the students of the current year. An exception to this rule could be where funds are generated to purchase Scholastic magazines and the purchase of student planners which ordinarily are distributed to students for the upcoming school year.

The high school will reflect some differences in the operation of their student activity fund as there are various clubs that generate the funds. At the high school, students vote on how they want to spend their funds but even then there are prohibited items on which they can purchase. Schools are encouraged to carry over no more than \$1,000 to the next school year.

The PTA/PTO funds are kept in a separate account and operate under the auspices of Marine Corps Community Services (MCCS).

Ms. Close inquired if the PTO could purchase playground equipment. Ms. Kellum stated that this was not permissible as there are several requirements to go along with the purchasing of playground equipment. There are mandated installation requirements and upkeep of the equipment as well as OSHA requirements. However, if the PTO wants to donate property to the school, they must go through the gift regulation for items over \$500. Dr. Hager stated that such process must begin early on.

Ms. Thoele inquired about the out-going study to increase the \$500 dollar limit in which the PTO can contribute items to the school. Dr. Hager indicated that this review was still underway. Ms. Kellum explained that the PTO could donate numerous gifts under the \$500 amount; but that an individual gift could not be broken down in increments to justify the requirement. Ms. Fuquea asked if other entities could join in with making a contribution to the school. Ms. Kellum explained that such requests would need to be reviewed and further worked through the system.

Mr. Benton questioned who would make the decision on how the remaining student activity funds are spent. The Principal usually determines how funds are spent if left in the general fund. The goal is that no more than \$1,000 be carried over in the general fund. Approval to roll over more \$1,000 must be obtained from the Assistant Superintendent. For the club accounts, there are different options.

The School Board was appreciative of Ms. Kellum's insightful presentation and thanked her for her time.

VI. OLD BUSINESS

A. Projected Growth for CLDS – The proposed site for a new elementary school is slated off of Brewster Boulevard directly behind Lejeune High School. A projected 300-400 houses for E1's- E5's will be built adjacent to the school. The award for the new school is expected in February 2009. Mr. Dargan, Supervisory Logistics Specialist, announced that a new road is projected to connect to Stone Street.

B. School Board Election 2008 – Mr. Davis reported that there are currently four applications on file. The School Board applications are due by COB on Friday, September 4. The Elections will be held on Thursday, September 18 at all school sites from 0730 – 1700 hours. The School Board requested that the Election process be further advertised in the Rotovue as well as Base TV-10. Mr. Davis and Ms. Thoele volunteered to count the ballots on Friday, September 19.

VII. NEW BUSINESS

A. School Year 2008-09 Begins

The Assistant Superintendent provided an overview of our current school enrollment status and further explained that enrollment is currently down in Pre-K and low at the Air Station as well as in Watkins Village. However, Pre-K is not scheduled to begin until September 4; and it's our projection that enrollment will increase in this level. Dr. Cacace added that her office has done extensive advertisement to inform our community about the pre-school program.

Ms. Steele inquired if the new eligibility birth date change had any affect on our enrollment. In a review of last year's enrollment, fifteen children would have been impacted by the new requirement. Dr. Cacace felt this was not a huge factor.

B. GradeSpeed

DoDEA is implementing GradeSpeed, a web-based program that allows parents and teachers to interact electronically—sharing grades, attendance data, and other information. (Tab K) The program will be available for grades 4-12 in all DoDEA schools worldwide for the 2008-2009 school year. Ms. Thomas noted that the Grade Speed Program has been piloted at Lejeune High and Brewster Middle Schools and has proven to go over very well.

VIII. INFORMATION ITEMS

- A. LHS Athletic Schedule/Athletic Pass – The subject items were distributed to School Board members.
- B. Calendar Change: Staff Development Day - September 17 changed to September 10, 2008
- C. Visit by Dr. Miles, DoDEA Director and Dr. Beraza, DDESS Director – Sep 16-18, 2008
- D. School Board Training - Sep 29-30, 2008

XI. AGENDA BUILDING

The following programs were projected for future meetings:

- *Grade Speed
- *Safety and Security

- * Special Education Program
- *NC District Teacher of the Year Recognition

X. TIME AND PLACE OF NEXT MEETING

The next regular scheduled meeting will be held on September 24, 2008. The meeting will be held in the CSO Board Room. An executive session will begin at 0930; the open meeting to the public begins at 1000 hours.

XI. SPECIAL RECOGNITION

The following members of the CLDS School Board received special recognition upon their departure from the Board:

MSgt Odell D. Benton

Ms. Julie Fulton, representing the Command, presented a Certificate of Commendation for Mr. Benton's outstanding work and dedication to the CLDS School Board from September 2005 to August 2008. During his tenure, MSgt Benton served as a key member of the CLDS School Board as well as the Chair of the School Board for one year. MSgt Benton's loyalty, professionalism, and devotion to duty reflected great credit upon himself and were keeping with the highest traditions of the Marine Corps and United States Naval Service. Additionally, a 'Certificate of Excellence' was presented by the NC District Superintendent and Assistant Superintendent to reflect MSgt Benton's service to CLDS in strengthening school and community partnerships. Ms. Chevis emphasized the critical role that MSgt Benton portrayed to ensure the students, staff, and parents now enjoy a state-of-the-art ticket booth for the high school athletic events. Thank you for your professionalism, energy and enthusiasm with everything that you do. You have made a huge contribution to our schools! Mr. Benton reflected on his three years as a member of the CLDS School Board and reported what a great journey it has been. "It has been an honor and pleasure to work with such top-notch professionals; and it is my hope that I will have the opportunity to work with such a high caliber of people upon my retirement from the Marine Corps in January 2009. I am honored to have been a part of such a great organization."

Ms. Cathy Close

On behalf of the Commanding Officer, MCB, Camp Lejeune, Ms. Fulton, School Liaison Officer for Base, presented a 'Certificate of Commendation' to departing member, Cathy Close. She was recognized for serving three years on the CLDS School Board from September 2005 to August 2008. Thank you for your outstanding work and enriching the lives of our students. In addition, a 'Certificate of Excellence' was presented to Ms. Close by the NC District Superintendent and Assistant Superintendent.

Ms. Close remarked about how much she has enjoyed working on the CLDS School Board and especially her involvement with the 'little guys' at Johnson Primary and Bitz Intermediate Schools. "Our schools are filled with some amazing staff members and administrators; and I personally appreciate as a parent the challenge our students are given to achieve to their highest potential." Mr. Osgood shared appreciation for Ms. Close's involvement at Bitz Intermediate School who has overseen the Publishing House project. Recently, Ms. Close was recognized as Bitz's "DoDEA Outstanding Volunteer of the Year" for her outstanding commitment and volunteer work at the school. Ms. Close can be seen at the school every day teaching students the importance of writing. She has truly touched the hearts and minds of the students and staff; and we are forever grateful. Ms. Perry acknowledged Ms. Close for her work at Johnson Primary as over 600 students have published a book this year as a result of this outstanding project. In addition, every student was personally interviewed by Ms. Close so that they could have an author's page added to their book. Thank you for making a huge difference for Johnson Primary.

Ms. Tamera Steele

Ms. Tamera Steele, Chair of the CLDS School Board, received a 'Certificate of Commendation' for her outstanding work on the School Board. On behalf of the Command, Ms. Fulton highlighted the performance of Ms. Steele as she served on the Board for a three year term, September 2005 to August 2008. Your contributions are greatly recognized and are in keeping with the highest traditions of the Marine Corps and the United States Naval Service.

As a 'Certificate of Excellence' was presented to Ms. Steele by NC District Superintendent Hager and Assistant Superintendent Thomas, Ms. Thomas reflected on the involvement of Ms. Steele within our schools. She is known for her 'cat-in-the hat' display as she has traveled from school to school to read to our students during the annual Read Across America Week. She has always had the students at heart with the determination to do what was best for all students. A 'lamp of learning' plaque was presented to Ms. Steele for her outstanding leadership on the CLDS School Board. Ms. Steele expressed her enjoyment as a member of the CLDS School Board and feeling a part of the team. When coming to Camp Lejeune, this was her children's first exposure to DOD schools and what a great experience it has been for them. "I have met a lot of wonderful people and enjoyed working the school dances at Brewster Middle as well as being involved at the high school level. Thank you for making my time on the Board an enjoyable part of my life."

Dr. Hager extended deepest appreciation to the departing members for giving of their time and energy to Camp Lejeune Schools. You have truly made a difference for our students, staff, and administration.

XII. ADJOURNMENT

The Chair adjourned the meeting at 1130 hours.

XIII. FUND COUNCIL

A. Financial Reports of June and July 2008

Mr. Vasquez made a motion to approve the Financial Reports of June and July 2008 as presented. (Tab J) Mr. Davis seconded the motion and the Board approved the reports unanimously.

B. Adjournment

The Chair adjourned the meeting at 1135 hours.

//original signed//
Kristina Thoele for
Tamera Steele
Chair, CLDS School Board

Attachments:
As stated

cc: Director, DDESS/DoDDS-Cuba