

May 28, 2003

OFFICIAL SCHOOL BOARD MINUTES  
CAMP LEJEUNE DEPENDENTS SCHOOLS  
SCHOOL BOARD MEETING MAY 21, 2003

**I. CALL TO ORDER**

(Name Removed), Chair, called to order the May 21, 2003 School Board Meeting of the Camp Lejeune Dependents Schools. The meeting began at 1800 hours in the CLDS Board Room.

**II. APPROVAL OF MINUTES**

(Name Removed) made a motion to approve the minutes of April 16, 2003, seconded by (Name Removed). The minutes were approved unanimously. (Tab A)

**III. SCHEDULED COMMENTS BY MEMBERS OF THE PUBLIC**

A. Lejeune Education Association (LEA)

On behalf of the LEA, (Name Removed) shared concerns about the shortage of substitute teachers which presents a problem particularly at the end of the school year. Dr. Halloran explained that a large list of substitute teachers is kept on hand. However, the problem stems from when a substitute teacher is called to come in and they are unavailable on that particular day/s. The district will continue to monitor the list in an effort to increase the number of substitute teachers on the roster. This year was particularly difficult due to single-parent families, deployments, etc.

(Name Removed) conveyed on behalf of (Name Removed) that this year has been a very positive and productive school year. (Name Removed) added words of appreciation to the staff in making this a successful year. It wouldn't have been possible without your support and commitment.

B. Lejeune Educational Support Association (LESA)

On behalf of the support personnel assigned to the District Superintendent's Office, (Name Removed) expressed frustration in their receipt of limited information about the reorganization of districts. There are single-parent families and others who are uncertain on how they should proceed without additional information.

Mr. Brinton noted that information on the timeframe for the reorganization has been provided. The timeline has been followed; and all personnel actions will be implemented in accordance with current guidelines and regulations.

(Name Removed) inquired about the timeline for having the reorganization plan in place. Mr. Brinton explained that it is an on-going process. Individuals who applied for the Voluntarily Early Retirement Act (VERA) have now received their notification letters; and they in turn have verified whether or not they want to accept VERA. DDESS Personnel will follow all Reduction in Force (RIF) procedures. Employees will be given a 60-day notice regarding RIF notifications. The entire process is expected completion by the end of August.

The School Board acknowledged (Name Removed)'s concerns and was very appreciative to everyone for their continued support and patience.

Overall, the support personnel has had a good year. (Name Removed) reported that there is no additional update on the MLA for support personnel.

**IV. SCHEDULED PRESENTATIONS**

A. Budget Update

In (Name Removed)'s absence, Mr. Brinton presented an update on the Budget Summary by Object Class for Camp Lejeune Dependents Schools. (Insert at Tab J) The categories with a high obligation rate reflect current contracts. Mr. Brinton noted that supplies have been obligated at 90%.

Mr. Brinton was pleased to announce that (Name Removed) and her staff had balanced the payroll to the penny that is in excess of \$27,000,000.

The School Board thanked (Name Removed) for providing a budget update.

## B. Visits to Camp Lejeune Schools

Through a DoDEA grant, a film crew has been hired to film “exciting happenings” in the classroom; and the focus this year is on “integration of curriculum.” Recently, the film crew visited Brewster Middle and Lejeune High Schools to film the “Socratic Approach to Teaching and Learning.” Representatives of DoDEA, DDESS, and the film crew were most impressed with our schools and raved about the students.

The Domestic Advisory Panel recently received a national award as an “efficient and organized panel.” Our congratulations to the DAP! In April, the DAP held their spring meeting at Camp Lejeune and had an opportunity to see our Special Education Programs up close. They were most impressed with our Special Education Programs. Mr. Brinton highly commended all who play a part in the CLDS Special Ed Program. Mr. Brinton was pleased to present (Name Removed) with a “Certificate of Appreciation” for her assistance she provides as a member of the Domestic Advisory Panel. (Name Removed) thanked Mr. Brinton for this presentation and counted it a privilege to be part of a panel that is making a difference for kids.

## V. **REPORTS: FY 2003**

### A. Projected Enrollment for SY 2003-2004

Dr. Halloran provided the Projected Enrollment Report for SY 03-04, which is based on the September 30 Enrollment of the current SY. (Insert at Tab H) The staff at the school level will not be significantly different when compared to this past school year. When looking at the number of students at a school, ordinarily staff would be moved to accommodate students. However, for instance, at Stone Street Elementary there are no additional classrooms available to accommodate students. And with the upcoming construction project for a new school, the placement of a trailer is not feasible. The two alternatives would be: 1) rezoning and 2) multi-age classrooms. Rezoning would affect Berkeley Manor and Russell Elementary Schools. (Name Removed) suggested that rezoning occur in an effort for parents to make plans. Dr. Halloran noted that it was too soon to determine which streets and schools to rezone until the student numbers come in.

Dr. Halloran shared the Special Education Report as of May 20, 2003. (Insert at Tab I) There are currently 455 students enrolled in the Special Education Program.

### B. Staffing Update

Dr. Halloran noted that all known vacancies for professional personnel have been announced to our staff. Also, we are very close to notifying the temporary appointments for the Special Education Program that they can return next school year on a temporary basis. (Name Removed) inquired if a two-year temporary position could be made permanent. Dr. Halloran responded that we are only authorized to hire for temporary positions at this time. After the reorganization, there is the possibility of moving positions to a permanent status.

The support staff has been given the opportunity to complete intent forms to specify what position they would like to have next school year. Dr. Halloran, (Name Removed), and (Name Removed) have reviewed the requests and there are enough vacancies to cover support personnel. Every effort has been made to make a match based on an individual's request.

As enrollment comes in, (Name Removed) requested that options be shared with the members in an effort to inform the public. Mr. Brinton noted that the enrollment doesn't begin to stabilize until August.

(Name Removed) inquired about classroom availability at Berkeley Manor and Russell Elementary Schools. Dr. Halloran noted the possibility of one additional classroom at each school.

C. Financial Report of March 2003

(Name Removed) made a motion to approve the Financial Report of April 2003 as presented. (Tab J) (Name Removed) seconded the motion and the Board approved it unanimously.

D. Student Activity Fund Expenditures

The following expenditures were presented for approval:

1. A check in the amount of \$2,542.51 made payable to Premier to cover the cost of the 2003-2004 Student Agendas/Handbooks for the students of Brewster Middle School.

2. A check in the amount of \$1,000.00 made payable to the Lejeune Scholarship Foundation as a donation from the Class of 2003 students of Lejeune High School.

(Name Removed) made a motion to approve the expenditures, seconded by (Name Removed). The School Board approved them unanimously.

**VI. INFORMATION ITEMS**

A. DoDEA Safe Schools Newsletter (4/03) - (Tab L)

B. MCEC Booklets – (Tab K)

C. *Insite Information* (5/03) – Tab O

D. CLDS Monthly Newsletters – Tab P

## **VII. AGENDA BUILDING**

### Projected Items for School Board Meeting:

- Student Enrollment Update
- Staffing Update
- Distance Learning Program; Presentation of
- School Safety & Security Overview
- Attendance Policy Update
- Academic Support Programs

Additional items may be forwarded to either (Name Removed), Mr. Brinton, or (Name Removed).

## **VIII. TIME AND PLACE OF NEXT MEETING**

The Chair recommended that the regular meeting in June be moved to Monday, June 16, 2003 to begin at 1800 hours. (Name Removed) made a motion to change the date, seconded by (Name Removed). The School Board approved the date change unanimously. The executive session will begin at 1730 hours.

## **IX. ADDITIONAL ANNOUNCEMENTS**

1. (Name Removed) announced that the Lejeune High School Distance Learning Program will be shown as a model during at upcoming DoDEA Training scheduled in August.

2. (Name Removed) announced the retirement of (Name Removed), Library Assistant, with a total of 32 years of service with Camp Lejeune Schools. Best wishes to (Name Removed)!

3. (Name Removed) announced that (Name Removed) had received orders for the 2d Marine Division, MCB, Camp Lejeune and that this would be his last meeting as Command Representative. On behalf of the CLDS School Board, we wish to extend our deepest appreciation for your support and involvement to the school district. Thank you sincerely for your contributions! (Name Removed) noted that it had been a great two years working with a wonderful group of professional people. The focus is certainly on the children; and it has been a pleasure being a part of the CLDS organization.

**X. MEETING EVALUATION AND ADJOURNMENT**

The Chair adjourned the meeting at 1915 hours.

//original signed//  
(Name Removed)  
Chair, CLDS School Board

Attachments: As stated

Cc: Director, DDESS/Cuba