

Education Building
September 5, 1963
2:00 p.m.

The State Board of Education met with the following members present:

State Superintendent Charles F. Carroll
Wm. D. Herring, Chairman
State Treasurer Edwin Gill
J. A. Pritchett
Chas. G. Rose
Chas. W. McCrary
George Douglas Aitken
R. Barton Hayes
John M. Reynolds
Guy B. Phillips
Harold L. Trigg

Minutes of Last Meeting. The minutes of the last meeting were approved.

Superintendent - Approval of Election. Upon motion of Dr. Carroll, seconded by Mr. Aitken, the Board approved the election of Leon M. McLean to the Superintendency of the Fairmont City Schools for a term of two years, effective July 1, 1963.

Textbooks. On motion of Dr. Carroll, seconded by Mr. Aitken, the Board authorized:

- a. Substitution of the revised edition of these basal textbooks for older editions now under contract, at no increase in price:

High School Sociology, published by Allyn and Bacon, 1963 copyright to replace the 1959 copyright

Teaching Nutrition, published by Iowa State University Press, 1963 copyright, second edition, to replace edition presently under contract.

- b. Upon motion of Dr. Carroll, seconded by Mr. McCrary, the Board authorized the Textbook Commission at both elementary and high school levels to study and to recommend adoptions in these fields:

Elementary: Science, grades 2-8, inclusive
Geography, grade 8 (Western Hemisphere)

High School: Home Economics: Clothing and Textiles
Relationships
Food and Nutrition

Allotment of Teachers for Exceptionally Talented Children. Upon motion of Dr. Carroll, seconded by Dr. Phillips, the Board approved the allotment of teachers for exceptionally talented children to the following units: Carteret County, Southern Pines City, Madison-Mayodan City, and Stanly County - one position to each unit.

Driver Training and Safety Education. Upon motion of Dr. Carroll, seconded by Mr. Rose, the Board adopted the regulation below as a means of relieving the emergency demand for driver education created by action of the 1963 General Assembly requiring completion of a course in driver education of all applicants under age 18 (as a prerequisite to licensing):

State allotted teachers paid from the Nine Months School Fund may be employed during the period September 5 - December 31, 1963 as instructors in driver training and safety education for work after the close of the regular school day. Their salaries for this additional work shall be paid entirely from funds allotted for driver training and safety education. Such teachers allotted from the State Nine Months School Fund shall not be permitted to serve as instructors in driver training and safety education for more than ten hours during the regular five-day school week, nor for more than eight hours during a Saturday.

Merit Rating Study - Personnel. Upon motion of Dr. Carroll, seconded by Mr. Pritchett, the Board authorized that funds currently allotted for the employment of a Director and an Assistant Director for the Merit Rating Study be used to employ a local unit director in each of the three units participating in the Study, namely, Gastonia, Martin County, and Rowan County.

Vocational Rehabilitation. Dr. Carroll read a telegram from Mary E. Switzer, United States Commissioner of Vocational Rehabilitation, commending North Carolina Rehabilitation agencies for establishing excellent records during the fiscal year ending June 30, 1963.

School Lunch Program.

1. Mrs. Anne W. Maley, Supervisor, School Lunch Program, presented facts and figures relating to the School Lunch Program, and information bearing specifically upon the 1963 Formula for the Reimbursement Rate Schedule. Her presentation centered especially about a policy regarding reimbursement that was adopted by the Board in July and to which a few people had taken exception.
2. Upon motion of Mr. Rose, seconded by Mr. Reynolds, the Board suspended enforcement of Item No. 4 of the 1963 Formula for Reimbursement Rate Schedule, adopted July 11, 1963, reading as follows:

"Competitive food items: The above reimbursement rates will be reduced by an amount of 1¢ for those schools offering competitive food items,"

until further study can be made by the Board. The matter was referred to the Policy Committee with the request that it report to the Board by November 7, 1963.

It was suggested that the State Superintendent address letters to the superintendents clarifying this matter.

Report of Vocational Committee:

1. Upon motion of Mr. McCrary, seconded by Dr. Phillips, the Board gave provisional approval to the application of the Burlington Industrial Education Center for conversion to a technical institute.
2. Transfer of Equipment Funds. Upon motion of Mr. Pritchett, seconded by Mr. McCrary, the Board approved the following transfer of equipment funds for 1963-64 between Centers:

Transfer from: 18057		Transfer to: 18057	
112 Mecklenburg	\$20,000	102 Buncombe	\$20,000
110 Lee	\$40,000	107 Forsyth	\$40,000
115 Randolph	\$20,000	120 Wilson	\$20,000

3. Community Colleges - Student Fees. Upon motion of Mr. Pritchett, seconded by Mr. McCrary, the Board adopted student fees for classes in community colleges, technical institutes, and industrial education centers. (See Folder No. 53)
4. Upon motion of Mr. McCrary, seconded by Mr. Pritchett, the Board approved the transfer of Mr. Harold McGee from his post at the State level to the Morehead City Unit of the Goldsboro Industrial Education Center, his salary to be paid from the budget of the Morehead City Unit. Mr. McGee's activities are centered in fisheries occupations in the eastern coastal area.
5. Community Colleges. Dr. I. E. Ready, Director, Community Colleges Program, informed the Board that delegations from Burke, Caldwell, and Richmond Counties had appeared earlier in the day before the Committee regarding the establishment of a community college in each of those counties. There was no recommendation at this time.

Report of Finance Committee:

1. Upon motion of Mr. Pritchett, seconded by Dr. Phillips, the Board authorized the Controller and the State Superintendent of Public Instruction to submit to the Peace Corps a list of titles of discarded textbooks from which the Peace Corps can select such of the books as it may desire to send to foreign countries. It was understood that when such selections have been made by the Peace Corps, approved by the Controller and the State Superintendent of Public Instruction, and have gained the consent of the publishers of said books to release the same, the books may be given to the Peace Corps.
2. State Literary Fund - Code 18806. Upon motion of Mr. Pritchett, seconded by Mr. Reynolds, the Board approved the following application for a loan under G. S. 115-101, subject to the approval of building plans by the State Superintendent of Public Instruction, and subject to the approval of the application by the Local Government Commission and the Attorney General:

<u>County</u>	<u>School</u>	<u>Purpose</u>	<u>Amount</u>
Haywood	Waynesville High	Six Classrooms	\$20,000

3. Textbook Program. Upon motion of Mr. Pritchett, seconded by Mr. Rose, the Board approved textbook rental fees charged by locally-operated rental systems, (See Folder No. 5)
4. Upon motion of Mr. Pritchett, seconded by Mr. Aitken, the Board approved the certificate of appointment of William Grimes Andrew for a Rodman scholarship of \$195.00, as a gift, at East Carolina College for the scholastic year 1963-64.
5. District Changes and High School Consolidations.

a. Burlington City

Upon motion of Mr. Pritchett, seconded by Mr. Aitken, the Board approved the extension of the boundaries of the Burlington City Administrative Unit to include certain property of the Spring Forest Subdivision, located in the Alamance County Administrative Unit. (This action was based on petitions of the property owners, a resolution adopted by the Alamance County Board of Education on June 18, 1963, a resolution adopted by the Burlington City Board of Education on March 27, 1963, and on G. S. 115-77.)

- (b) Ashe County. Upon motion of Mr. Pritchett, seconded by Mr. Aitken, the Board approved the consolidation of Elementary School District No. 4 with Elementary School District No. 3. (This action was based on resolution adopted by the Ashe County Board of Education on August 5, 1963, and on G. S. 115-74.)
- (c) Hyde County. Upon motion of Mr. Pritchett, seconded by Dr. Carroll, the Board approved the consolidation of East Hyde High School and the West Hyde High School into one high school. The consolidation is to be effective upon the completion of the new consolidated school facilities.
- (d) Rocky Mount City. Upon motion of Mr. Pritchett, seconded by Mr. Reynolds, the Board approved the extension of the boundaries of the Rocky Mount City Administrative Unit to include property in Fairlane Drive area near the Spring Hope branch of the Atlantic Coast Line Railroad Company, said property having been located previously in the Nash County School Administrative Unit. (This action was based on petition of property owners, a resolution adopted by the Nash County Board of Education on August 5, 1963, and a resolution adopted by the Rocky Mount Board of Education on July 22, 1963, and on G. S. 115-77.)

6. Department of Community Colleges, Code 18062.

- (a) Budget Changes. Upon motion of Mr. Pritchett, seconded by Mr. Aitken, the Board approved the following budget increases subject to the approval of the Budget Division of the Department of Administration:

VI Manpower Development and Training Act

610. State Aid - Payments to Institutions	\$ 147,269
611. State Aid - Instructional Equipment	<u>44,166</u>
Total Requirements	<u>\$ 191,435</u>

Estimated Receipts

61. Federal Funds	<u>\$ 191,435</u>
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(This request is to set up in the budget an additional \$191,435 received for the following MDTA courses:)

<u>Location</u>	<u>Course Title</u>	<u>Amount</u>
Edenton City	Auto-Truck Mechanic (Entry)	\$ 28,786.00
Edenton City	Stenographer	21,076.00
Williamston City	Auto-Truck Mechanic (Entry)	32,112.00
Shelby City	Pre-Apprenticeship Carpenter	16,847.00
Shelby City	Pre-Apprenticeship Bricklayer	5,567.00
Morganton City	Ward Attendant I	51,437.00
Jackson County	Pre-Apprenticeship Bricklayer	12,130.00
Kinston City	Pre-Apprenticeship Carpenter	<u>23,480.00</u>
	Total	\$ 191,435.00

- (b) Upon motion of Mr. Pritchett, seconded by Mr. Hayes, the Board approved list of personnel in institutions who are authorized to disburse institutional funds. (See Folder No. 53)

- 7. Attendance Counselors. Upon motion of Mr. Pritchett, seconded by Dr. Carroll, the Board approved the allocation of 123 positions as Attendance Counselors. (See Folder No. 54)

Report of Personnel Committee.

1. Upon motion of Mr. Aitken, seconded by Mr. Reynolds, the Board approved the employment of Dr. Gordon B. Pyle as Assistant Director for College Parallel Programs.

Reports.

1. In-Service Education. Dr. James Valsame, Supervisor of In-Service Education, gave a brief report on the progress of the program for the professional improvement of teachers.
2. Dr. Carroll presented statistical information relating to dropouts and transfers of pupils for the 1962-63 school year.
3. Schoolhouse Construction and Capital Investments. Dr. J. L. Pierce, Director, Division of School Planning, presented a study of financial factors related to the availability of funds for school construction as prepared by the Division of School Planning.
4. New Publications. Assistant State Superintendent J. E. Miller presented to the Board copies of new publications of the Department of Public Instruction.

Next Meeting Date. The Board adjourned to meet again on October 3, 1963.

September 5, 1963

State Board of Education
Vocational Education Committee Agenda

- I. The trustees of the Burlington Industrial Education Center have requested that this institution be designated a technical institute. It is recommended that the following resolution similar to one adopted for the Fayetteville and Wilson Industrial Education Centers be approved:

The State Board approves the Burlington Industrial Education Center for eventual technical institute status, asks the Governor to appoint four trustees for this institution, and authorizes the Department of Community Colleges to work with the director and trustees to enable the institution to qualify as a technical institute. The following steps will be taken:

1. When the Department of Community Colleges certifies to the State Board that an institution has the faculty, facilities, and potential student enrollment to offer one or more full technician programs, provisional technical institute status will be approved, authority to offer programs and grant Associate in Applied Science degrees in approved programs will be granted, and the institution may use the name Technical Institute, Provisionally Approved.
2. After this is accomplished, the steps set forth in the policy statement on conversion of industrial education centers to technical institutes will be followed.

II. Transfer of Equipment Funds

We request that the following transfer of equipment funds for 1963-64 be made between Centers:

Transfer from: 18057	Transfer to: 18057
112 Mecklenburg \$20,000	102 Buncombe \$20,000
110 Lee \$40,000	107 Forsyth \$40,000
115 Randolph \$20,000	120 Wilson \$20,000

We obligated all of Buncombe's State funds to procure IBM equipment for them. We had to do that because our allotment of Federal funds has not been received. These State funds that we obligated will qualify as matching funds. In the case of Forsyth, they have completed their third building, and equipment for this building was not included in the

budget request for the 1963-65 biennium since at the time budgets were being planned, the building program at Forsyth had come to a standstill. We need additional funds for Wilson since they have been designated as one of the two Centers for the site of a Fire College. We had to obligate most of their State funds in order to procure Firemanship Training equipment and this also was not anticipated or known when the 1963-65 biennium budget was submitted.

III. Transfer of Position

It is recommended that Mr. Harold McGee be transferred from his function at the State level to the Morehead City Unit of the Goldsboro Industrial Education Center and his salary paid from the budget of this unit.

Mr. McGee's activities are centered in fisheries occupations in the eastern coastal area. Due to the nature of his job activities, he can function more effectively if stationed at the Morehead Unit.

IV. Student Fees in Institutions

(See attached)

STATE BOARD OF EDUCATION
DEPARTMENT OF COMMUNITY COLLEGES

September 5, 1963

STUDENT FEES FOR CLASSES IN COMMUNITY COLLEGES,
TECHNICAL INSTITUTES, AND INDUSTRIAL EDUCATION CENTERS

All Programs

Registration Fees:

An annual registration fee of \$2 will be charged each full-time and part-time student when he first enters a period of continuous enrollment. This fee will be charged at the student's first registration following July first of each year. It will not be charged again during the year except for students who drop out of school during a quarter or semester and then re-enroll the next term or a later term. Enrollment for the previous term in at least one course, either for the full quarter or semester or for the duration of a short course, is interpreted as being in continuous enrollment.

The registration fee is not refundable. It will be charged all students enrolled except in the following:

1. Seminars, workshops, and other special short courses meeting less than a total of 10 hours and with no individual student enrollment record kept (except that fees may be established for certain courses when the application to begin the course is approved by the Department of Community Colleges).
2. New industry training classes.
3. General adult classes for which local budget funds are available.

Activity Fees:

An activity fee may be charged each full-time student at the time of registration. The amount of this fee shall be recommended by the administrative head of the institution, approved by the board of trustees, and have prior approval of the State Board of Education.

Summer School Fees:

The length of the summer session will determine the charges to be made. The base will be the proportion of the full quarter or semester that summer school classes meet. The charges for each quarter or semester hour credit will be the same as in the regular term. The registration fee will be charged all students not in attendance the regular term third quarter or second semester.

College Parallel Programs

Tuition fees for full-time students in college parallel programs shall be \$40 per quarter or \$60 per semester. For part-time students, the charge

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will be \$2.67 per quarter hour credit or \$4.00 per semester hour credit. These fees shall cover all administrative and instructional costs to the students. Textbooks costs are not included except in Practical Nursing classes where textbook and uniform costs are included.

The refund policy shall permit refund of 2/3 of tuition fees paid when withdrawal occurs before the end of 20 school days (the first school month) of the term.

Time payments of 1/3 down, and 1/3 at the first of the next two months may be arranged at the discretion of the institution.

Technician and Vocational Programs

For full-time students in technical and vocational programs, tuition shall be \$30 per quarter or \$45 per semester, due the first of the term. Time payments of \$10 down and \$10 the first of the next two months may be arranged in the discretion of the institution. (Three \$15 payments per semester)

For part-time students, two dollars per quarter hour or three dollars per semester hour credit for full term length courses shall be the tuition charge. (A quarter hour credit = a class, lab. or shop that meets once a week for the full 11 week quarter. Thus, a class that meets twice a week for the quarter carries 2 quarter hours credit and a tuition charge of \$4.)

Three dollars per course for short courses meeting less than the full quarter but meeting as much as ten and less than twenty hours shall be charged.

No tuition fees shall be charged for the following:

1. Seminars, workshops, and special short courses meeting less than ten hours (except that fees may be established for certain courses when the application to begin the course is approved by the Department of Community Colleges).
2. Courses in new industry training and recognized apprenticeship related classes.
3. Courses in firemanship and police training where only the registration fee is charged.

Tuition refund for full-time students shall not be made unless the student is compelled to withdraw for unavoidable reasons. In such cases, \$20 may be refunded if the student withdraws within twenty days (the first month of the quarter) after the beginning of the term. No refund may be given after twenty days.

Refund for the part-time and extension classes, because of the small amount of the fee, is not allowed.

General Adult Education and Community Service Programs

As far as their local budgets may permit, institutions may offer literacy and high school equivalency courses without charge to the students. Except where special provision is made in the institution's local budget, however, all general adult and community service programs must be self-supporting through fees charged students or otherwise as the institutions may find desirable.

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