

MINUTES
DAVIE COUNTY BOARD OF EDUCATION
TUESDAY, August 7, 2018

The Davie County Board of Education met at 4:00pm, August 7, 2018, in the Board Room of the Central Davie Education Center, 220 Martin Luther King Jr. Road, Mocksville, NC.

Board Members Present:

Clint Junker, Chairman
Chad Fuller
Barbara Owens
Paul Drechsler
Dub Potts
Terry Hales

Board Members Absent:

Wendy Horne, Vice-Chair

Staff Present:

Dr. Darrin Hartness, Superintendent
Jeff Wallace, Associate Superintendent
Jill Wilson, Board Attorney
Deborah Miller, Chief Financial Officer
Jinda Haynes, Assistant Superintendent
Elle King, Executive Assistant to the Superintendent and Board of Education

Chairman Junker called the meeting to order at 4:00pm and offered the invocation. Boy Scouts Troop 575 led the Pledge of Allegiance.

Paul Drechsler made the motion, seconded by Chad Fuller, to adopt the agenda as presented. The motion carried 6-0.

Terry Hales made the motion, seconded by Barbara Owens, to approve the minutes of the July 10, 2018 regular Board of Education meeting as presented. The motion carried 6-0.

Board Report

Chairman Junker reviewed upcoming events. Mr. Junker recognized that the 2018-2019 school year had officially started at the Davie County Early College High School with students reporting for their first day on August 6, 2018. Mr. Junker announced the next regular scheduled meeting of the Board of Education will be Tuesday, September 11, 2018, after the Labor Day Holiday, returning to the regular time of 6:00pm.

Superintendent's Report

Dr. Hartness began his monthly report by going over the calendar for the first days back for teachers, staff, and students. The Superintendent informed the Board of upcoming events for beginning teachers and invited Board members to drop by to meet Davie County Schools' new teachers.

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The Superintendent announced Davie County Schools was recently awarded two grants: a \$66,000 School Safety Grant to hire two new School Resource Officers and a \$150,000 Digital Learning Initiative – Implementation Grant.

Recognitions

Anthony Davis recognized Darla Goldfuss for being named the 2018 Instructional Management Coordinator of the Year for the Northwest Region.

Consent Agenda

Paul Drechsler made the motion, seconded by Barbara Owens, to approve the consent items as presented. The motion carried 6-0. Consent items approved: Capital Outlay Fund Budget Amendment, Donations Report, Dr. Kathy Bailey – Contract, Invision Services, Inc. – Contract, Jessica Miller – Contract, One Step At A Time Therapy Services, Inc. – Contract, ProCare Therapy – Contract, Thrive Skilled Pediatric Care – Contract, YVEDDI - Transportation Agreement, the Student Run Credit Union at Davie County High School, and Personnel Recommendations.

Business items

Dr. Hartness presented the new 2018-2023 Davie County Schools' Strategic Plan to the Board for approval. Dr. Hartness gave a presentation on accomplishments of the 2012-2017 Strategic Plan. The Superintendent and Assistant Superintendent, Jinda Haynes then introduced data and demographic information used to create goals and strategies, and presented an overview of the steps taken and people involved in creating the new strategic plan. Paul Drechsler made the motion to adopt the new 2018-2023 strategic plan. Terry Hales provided the second; the motion carried 6-0.

Public Address to the Board

None.

Committee and Staff Reports

Michael Spillman gave a presentation to the Board on the construction progress of the new Davie County High School Field House. Mr. Spillman informed the Board insulation had been sprayed, door frames were complete, masons were finishing with block, and bricking the outside was scheduled to begin next week. Mr. Spillman let the Board know the crew had been delayed due to weather, but shared the Field House is expected to be complete by the end of September.

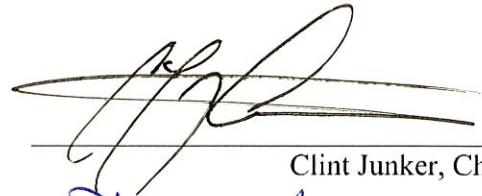
Closed Session

Chairman Junker called for a motion to go into closed session to preserve the attorney client privilege pursuant to the North Carolina General Statutes listed on the agenda, to review matters protected by State Law and to discuss student concerns made confidential by General Statutes and the Family Educational Rights and Privacy Act. Chad Fuller made the motion, seconded by Terry Hales; the motion carried 6-0. The Board went into closed session at 5:00pm.

Adjourn

Barbara Owens made the motion to adjourn with a second from Chad Fuller; the motion was approved with a 6-0 vote. The meeting adjourned at 6:25pm.

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Clint Junker, Chairman



Darrin Hartness, Ed.D., Secretary

CJ:DH:epk
Approved: 9/11/2018

BUDGET AMENDMENT

Davie County Board of Education

Capital Outlay Fund


The Davie County Board of Education at a meeting on the 7th day of August, 2018 passed the following resolution. Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2019.

Code Number	Description	Amount	
		Increase	Decrease
	See Attached		

Explanation:

Total Appropriation in Current Budget	\$ 2,390,298
Amount of Increase or Decrease	<u>1,599,603</u>
Total Appropriation in Current Amended Budget	\$ <u>3,989,901</u>

Passed by majority vote of the Board of Education of Davie County on the 7th day of August, 2019.



Chairman, Board of Education



Secretary, Board of Education

DAVIE COUNTY BOARD OF EDUCATION

Fund 4 - Capital Outlay Fund

Budget Amendment

Fiscal Year 2019

August 7, 2018

Purpose Code	Description	Beginning Budget	8/7/2018	8/7/2018
			Budget Amendment	Amended Budget
3200	State Revenue Other Funds - Bus Lease Purchase	\$ -		\$ -
3250	Sales and Use Tax Revenue	\$ 15,000		\$ 15,000
3400	State Revenue - Other Funds - PSBCF	\$ 725,298	\$ 84,625	\$ 809,923
3590	Federal Grants - E-Rate	\$ -		\$ -
4110	County Appropriation	\$ -	\$ 547,199	\$ 547,199
4142	County Appropriation - 1/2 Cent Sales Tax	\$ 1,650,000		\$ 1,650,000
4430	Contributions and Donations	\$ -		\$ -
4450	Interest Income	\$ -		\$ -
4490	Other Local Operating Revenues	\$ -		\$ -
4810	Bond and Note Proceeds	\$ -	\$ 333,968	\$ 333,968
4820	Disposition of Fixed Assets	\$ -		\$ -
4840	Insurance Settlement Proceeds	\$ -		\$ -
4890	NCDOT - for Paving	\$ -		\$ -
4900	Fund Balance Appropriated	\$ -	\$ 633,811	\$ 633,811
		\$ 2,390,298	\$ 1,599,603	\$ 3,989,901
5100	Regular Instructional Services	\$ 124,000	\$ 35,786	\$ 159,786
5200	Special Instructional Services	\$ -		\$ -
5300	Alternative Programs and Services	\$ -		\$ -
5400	School Leadership	\$ -		\$ -
5500	Co-Curricular Services	\$ 77,500	\$ 2,400	\$ 79,900
5800	School-Based Support Services	\$ 263,000	\$ 82,465	\$ 345,465
6100	Support and Development Services	\$ -		\$ -
6300	Alternative Programs/Services Support	\$ -		\$ -
6400	Technology Support Services	\$ 138,000	\$ 240,312	\$ 378,312
6500	Operational Support Services	\$ 1,457,898	\$ 1,238,640	\$ 2,696,538
6600	Financial and Human Resource Services	\$ -		\$ -
6700	Accountability Services	\$ -		\$ -
6800	System-Wide Pupil Support Services	\$ -		\$ -
6900	Policy Leadership and Public Relations Services	\$ -		\$ -
7200	Nutrition Services	\$ -		\$ -
8100	Payments to Other Governmental Units	\$ -		\$ -
8200	Unbudgeted Funds	\$ 129,900		\$ 129,900
8300	Debt Services	\$ 200,000		\$ 200,000
9000	Capital Outlay	\$ -		\$ -
		\$ 2,390,298	\$ 1,599,603	\$ 3,989,901
Amend Budget to Reflect Expected Revenues and Expenses			\$ 1,599,603	
	Carryover Budgets - see explanation below			
	Bond - \$333,968			
	Lottery Projects - \$84,625			
	Fieldhouse - \$233,049 (fund balance) and \$547,199 (county reimb)			
	Furniture - \$35,786 (fund balance)			
	Misc Projects - \$14,699 (fund balance)			
	Safety & Security Projects - \$82,465 (fund balance)			
	Technology Projects - \$240,312 (fund balance)			
	Transportation Vehicle - \$27,500 (fund balance)			

FY18-19 Donations to Davie County Schools

Donor	Date	Designation	Amount
Cooleemee Elementary			\$ -
Cornatzer Elementary			\$ -
Mocksville Elementary			\$ -
Mocksville Elementary PTO	07/11/18	For PBIS, Staff, Art Supplies	\$ 2,668.93
Douglas Marion	07/18/18	For School Supplies	\$ 70.00
Mocksville Elementary PTO	07/23/18	For Playground Step Assembly and Brain Pop Subscription	\$ 4,627.00
			\$ 7,365.93
Pinebrook Elementary			\$ -
Pinebrook PTO	07/16/18	For Leader In Me Materials	\$ 14,000.00
			\$ 14,000.00
Shady Grove Elementary			\$ -
Harris Teeter	07/11/18	For Student Needs	\$ 272.12
			\$ 272.12
William R. Davie Elementary			\$ -
North Davie Middle			\$ -
South Davie Middle			\$ -
William Ellis Middle			\$ -
Davie County Early College High School			\$ -
Central Davie Academy			\$ -
Davie County High School			\$ -
Terry Law, PLLC	07/05/18	For Mock Trial Team	\$ 200.00
			\$ 200.00
Child Nutrition			\$ -
Curriculum Department			\$ -
Exceptional Children's Department			\$ -
Human Resource Department			\$ -
Pre-School Program			\$ -
Public Information Office			\$ -

FY18-19 Donations to Davie County Schools

Donor	Date	Designation	Amount
			\$ -
Student Services			
Lynne Allen	07/30/18	For At-Risk Student Needs, in honor of Lynn Yokley	\$ 50.00
Larry Wilson	07/30/18	For At-Risk Student Needs, in memory of Joe Hoover	\$ 50.00
			\$ 100.00
Technology Department			
			\$ -
			\$ -

Personnel Report for August 7, 2018 Board Meeting

Action	Name	Site	Position	Previous Assignment	Replacing	Effective Date
Employment	Kelly McGilvary	SGES	Elementary Teacher		Elizabeth Hill	08/20/2018
Employment	Melanie Weaver	WMRD/CES	EC Teacher		Emily Emert	08/20/2018
Employment	Jessica Shermer	DHS	Business Ed Teacher		Jason Harbour	08/20/2018
Employment	Chelsea Cibelli	WMRD	Elementary Teacher		Lori Collins	08/20/2018
Employment	April Wilson	DHS	Family & Consumer Science Teacher		Sarah Tucker	08/20/2018
Employment	Lillian Ingram	MES	Teacher Assistant		Olivia Bowman	08/21/2018
Employment	Nicole Harwood	MES	Office Assistant		Sydnee Autry	08/20/2018
Employment	Courtney Bowman	SDMS	EC Teacher Assistant/Bus Driver	Sub. EC TA/SDMS	Linda Spry	08/21/2018
Substitute	Brianna Barrett		Substitute Teacher			08/27/2018
Substitute	Misty Byerly		Substitute Teacher			08/27/2018
Substitute	Mencie Campbell		Substitute Teacher			08/27/2018
Substitute	Roddy Chandler		Substitute Teacher			08/27/2018
Substitute	Nicole Cox		Substitute Teacher			08/27/2018
Substitute	Janie Hendrix		Substitute Teacher			08/27/2018
Substitute	James Lewis		Substitute Teacher			08/27/2018
Substitute	Loyd Rollins		Substitute Teacher			08/27/2018
Substitute	Mary Saunders		Substitute Teacher			08/27/2018
Information Only	Name	Site	Position	Previous Assignment	Replacing	Effective Date
Reassignment	Mary M Sullivan	DHS	English Teacher	ESL/CES	Elizabeth Kennard	08/20/2018
Reassignment	Kate Chavez	CDA	Child Nutrition Manager	NDMS/CN Mgr	Lydia Taylor	08/01/2018
Reassignment	Kathy Drum	CDEC	Preschool Teacher Assistant	TAWMRD	Anne McIntosh	08/21/2018
Reassignment	Janice McBride	MES	EC Teacher Assistant	TA/SGES	Kelly Giles	08/21/2018
Reassignment	Katy Wogatzke	WEMS	School Counselor	CZE/Couns.	Cori Fricke	08/20/2018
Reassignment	Angela Lankford	CZE	School Counselor	DHS/Couns.	Katy Wogatzke	08/20/2018
Reassignment	Lisa Yamaoka	PES	EC Teacher	EC TA/DHS	Ashley Sims	08/20/2018
Reassignment	Robyn Koontz	SDMS	Media Specialist	Media/SGES	Sherrri Crenshaw	08/20/2018
Reassignment	Sunni Collins	PES/SGES	Instructional Coach	Elem./PES	New Position	08/20/2018
Resignation	Sarah Tucker	DHS	Family & Consumer Science			06/18/2018
Resignation	Cori Fricke	WEMS	School Counselor			06/18/2018
Resignation	Olivia Bowman	MES	Teacher Assistant			06/13/2018

Personnel Report for August 7, 2018 Board Meeting

Resignation	Agnieszka Lipnicki	CES	Teacher Assistant		06/13/2018
Resignation	Terri McNeil	DHS	Marketing Teacher		06/18/2018
Resignation	Leslie Kovich	PES	Elementary Teacher		06/18/2018
Resignation	Jennifer Poplawski	PES	EC Teacher Assistant		06/13/2018
Resignation	Kimberly Stacey	CZE	Assistant Principal		06/30/2018
Resignation	Patricia Potts	CZE	Elementary Teacher		06/18/2018
Retirement	Sherri Crenshaw	SDMS	Media Specialist		08/01/2018
Retirement	Terry Brown	SDMS	Science Teacher		07/01/2018

jurisdiction in the State of North Carolina with appropriate venue in Davie County.

21. **Notices.** Any and all notices required to be sent pursuant to this Agreement shall be addressed to the parties as set forth below:

To Davie County Schools: Anthony Davis
Director of Career Technical Education
220 Cherry Street
Mocksville, North Carolina 27028

To Credit Union: Bob Donley
President/CEO
Members Credit Union
2098 Frontis Plaza Blvd.
Winston-Salem, NC 27103

22. **Amendments.** Any and all amendments or modifications to this Agreement shall be valid only by written addendum agreed upon by mutual agreement of the parties and executed in the same form as this original.

IN WITNESS WHEREOF the parties hereto have authorized their respective chairpersons or officers to execute this Agreement and to affix their corporate seals hereto the date and year first written above.

DAVIE COUNTY BOARD OF
EDUCATION

CREDIT UNION

By: _____

By: 
Robert C. Donley

ORIGINAL

STATE OF NORTH CAROLINA

STUDENT CREDIT UNION CONTRACT

COUNTY OF DAVIE

THIS STUDENT CREDIT UNION CONTRACT (the "Contract") is made and effective this the 16 day of July, 2018, by and between the DAVIE COUNTY BOARD OF EDUCATION (the "Board"), and Members Credit Union ("MCU"), a credit union duly organized and existing in the State of North Carolina.

WITNESSETH:

WHEREAS, the Board operates Davie High School in Davie County, North Carolina;

WHEREAS, the Board desires to establish a student-run credit union ("SCU") at Davie High School;

WHEREAS, MCU responded to the Board's request for proposals to establish a SCU;

WHEREAS, after reviewing MCU's response to the request for proposals, the Board desires MCU establish a SCU at Davie High School; and

WHEREAS, MCU agrees to establish a SCU at Davie High School as outlined in its response to the Board's request for proposals.

NOW, THEREFORE, the parties hereto make and enter this Contract upon the following terms and conditions:

1. **Initial Term.** This Contract shall have an initial term commencing on August 1, 2018, and concluding on June 30, 2021.

2. **Termination**

a. Either party may terminate this Contract with no further obligation or penalty at the end of a school year by giving written notice to the other party no later than April 1 of the then-current contract year.

b. Either party hereto shall have the right to terminate this Contract at any time if either party breaches any material term of condition of this Contract and fails to cure such breach upon thirty (30) calendar day's written notice by the other party.

c. The DCS may terminate this Contract if MCU fails to deliver a certificate of insurance as required by paragraph 17 below.

3. **Additional Contract Terms.** MCU's response to the Board's request for proposals ("RFP"), including all attachments and all documents submitted therewith, are attached hereto as Exhibit A and expressly incorporated herein by reference as though fully set out

herein.

4. **Consideration.** In consideration for MCU establishing a SCU at [School], [School] will receive a total annual benefit of \$ 5,200 in equipment, stipends, and monetary donations provided by MCU as set out in the MAXIMUM ANNUAL COST SUMMARY PER SCHOOL (Attachment B of Exhibit A).

5. **Materials and Costs Provided by DCS.** The DCS will annually pay all fees, costs or expenses, and will supply such materials, supplies and equipment needed for operation of the SCU that are itemized on Attachment C of Exhibit A.

6. **Materials and Costs Provided by Credit Union.** MCU will annually pay all fees, costs or expenses, and will supply such materials, supplies and equipment needed for operation of the SCU that are not itemized on Attachment C of Exhibit A. All materials, supplies and equipment stored on the premises of the DCS and used to operate the credit union shall become the sole, permanent property of the DCS unless otherwise expressly stated herein.

7. **Training and Support.** The specific training and support to be provided by MCU is set out in Attachment D of Exhibit A. Training will be provided at least once each semester, or as new employees and students work with the SCU. The DCS will make students and employees available for such training on a schedule to be determined by the parties.

8. **Operation of CU.** MCU's daily operations of the SCU will be as indicated in Attachment E of Exhibit A. Davie High School will provide staffing using students and DCS employees as indicated in Attachment E.

9. **Products and Services.** The specific products and services to be provided by MCU to [School] are set out in Attachment F of Exhibit A.

10. **Marketing.** MCU will be permitted to market the SCU as described in Attachment G of Exhibit A. MCU will not engage in any other marketing with in the DCS except as provided herein, or as allowed under the terms of a separate written agreement with the DCS. MCU will, at its own cost, remove all signage and other marketing materials from Davie High School within 30 days of conclusion or termination of this contract.

11. **Limitations.** This contract is only for the operation of an SCU at Davie County High School. Davie County High School is not be required to operate the SCU during any semester in which the appropriate Business Class(es) (Principles of Business, Personal Finance, Accounting, etc.) is not offered, and the school's failure to offer an appropriate Business Class will not under any condition be considered a breach of this Contract.

12. **Exclusivity.** The Board is granting MCU the exclusive right to operate a SCU at Davie High School during the term of this Contract.

13. **Assignment of Students and Employees.** The DCS shall retain the sole authority to assign students and DCS employees to work in the SCU.

14. **Independent Contractor.** The Board and MCU are independent of one another and shall have no other relationship. Neither shall have nor hold itself out as having the right or authority to bind or create liability for the other by its intentional or negligent act or omission or to make any contract or otherwise assume any obligation or responsibility in the name of or behalf of the other party. Nothing in this Contract shall be deemed to constitute the parties as joint employers, joint venturers or partners, or anything other than independent contractors.

15. **Abide by DCS Policies and Regulations.** MCU acknowledges the right of the DCS to remove any visitor, including a(n) MCU employee or agent, from school property for violating Board Policy 1330 Civility Policy, which is attached hereto as Exhibit B. All apparel worn by the MCU employees and/or agents while on DCS school property will conform with Board Policy 7340 Employee Dress and Appearance, which is attached hereto as Exhibit C.

16. **Lunsford Act/Criminal Background Checks.**

a) MCU shall conduct at its own expense sexual offender registry checks on each of its employees, agents, ownership personnel, or contractors ("contractual personnel") who will have any contact with students in performance of this Contract. The checks shall include at a minimum checks of the State Sex Offender and Public Protection Registration Program, the State Sexually Violent Predator Registration Program, and the National Sex Offender Registry ("the Registries"). MCU shall provide certification on the Sexual Offender Registry Check Certification Form that the registry checks were conducted prior to personnel having any contact with students. In addition, MCU agrees to conduct the registry checks and provide a supplemental certification form before any additional contractual personnel have contact with students in performance of this contract. MCU further agrees to conduct annual registry checks of all contractual personnel and provide annual certifications at each anniversary date of this Contract. MCU shall not assign any individual to enter onto DCS property or to have contact with students in performance of this Contract if said individual appears on any of the listed registries.

b) MCU shall conduct at its own expense criminal background checks on each of its employees, agents, ownership personnel, or contractors ("contractual personnel") who will have any contact with students in performance of this Contract. The checks shall include at a minimum checks of the criminal court records for each jurisdiction in which the contractual personnel has lived during the last ten (10) years. MCU shall provide certification on the Criminal Records Check Certification Form that the criminal records checks were conducted on personnel prior to having any contact with students. In addition, MCU agrees to conduct the criminal records checks and provide a supplemental certification form before any additional contractual personnel have contact with students in performance of this contract. MCU further agrees to take reasonable steps to ensure contractual personnel notify the Board of any felony charges or convictions brought against them during the time period he/she is delivering goods or providing services pursuant to this Contract. MCU shall not assign any individual to have contact with students in performance of this Contract if said individual has been convicted of or pled guilty or nolo contendere to a felony, a crime against a child, or some other crime of moral turpitude.

c) MCU agrees it will maintain all records and documents necessary to demonstrate it has conducted a thorough check of the registries and criminal backgrounds as to each contractual personnel who will have contact with students in performance of this contract, and agrees to provide such records and documents to the Board upon request. MCU specifically acknowledges the Board retains the right to audit these records to ensure compliance with this section at any time in the school system's sole discretion. Failure to comply with the terms of this provision shall be grounds for immediate termination of the Contract.

d) Exhibit D attached hereto contains the certification forms to be completed by MCU.

17. **Insurance.** MCU agrees to obtain at its own expense and keep in full force and effect errors and omissions (professional liability) insurance and general liability insurance with a company licensed to do business in North Carolina. The minimum limits for each policy should be no less than \$1,000,000.00 for each occurrence and \$2,000,000.00 aggregate liability. Not less than FIFTEEN (15) days prior to the first day of the Contract term, MCU shall furnish DCS with a certificate of insurance certifying that insurance heretofore required is in force and will remain in full force and effect during the term of this Contract. If a correct and proper insurance certificate has not been received by DCS within this time, the DCS has the option of terminating the Contract. Workmen's Compensation insurance for MCU employees shall be carried within statutory limits and all states endorsement.

18. **Indemnification.**

a) MCU agrees to indemnify and hold harmless Davie County Schools, its respective employees, agents, officers, students, and directors, for any costs, loss, damage or expense (including expenses of litigation and reasonable attorneys' fees) arising out of acts, omissions or errors in judgment committed by MCU, or any agents or employees of the same, in carrying out the terms of this Contract.

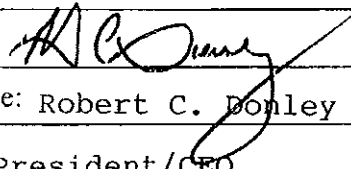
b) Davie County Schools agrees to indemnify and hold harmless MCU and its respective employees, agents, officers and directors, for any costs, loss, damage or expense (including expense of litigation and reasonable attorneys' fees) arising out of acts, omissions or errors in judgment committed by Davie County Schools or its agents or employees in carrying out the provisions of this Agreement, except to the extent such costs, loss, damage or expense is covered or reimbursed by MCU's liability insurance.

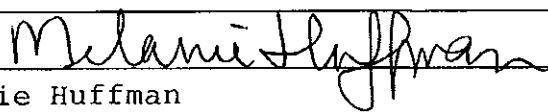
19. **Confidentiality of Student Information.** MCU agrees that neither it nor its employees or agents will disclose to any third party or otherwise use any information regarding DCS students, which is protected by the Family Educational Rights and Privacy Act ("FERPA"). The provisions of this section shall survive the termination of this Agreement for any reason.

20. **Governing Law.** This Agreement shall be governed by and construed and interpreted in accordance with the laws of the State of North Carolina. Any litigation or other proceeding arising pursuant to this Agreement shall be commenced in the court of appropriate subject matter

SUBMISSION AND VERIFICATION STATEMENT

On behalf of [name of credit union] Members Credit Union, I hereby submit this response to DAVIE COUNTY SCHOOLS' REQUEST FOR PROPOSALS FROM CREDIT UNIONS TO ESTABLISH STUDENT-RUN BRANCHES AT DAVIE COUNTY HIGH SCHOOL. As an authorized representative of the credit union, my signature below certifies that the credit union I represent is qualified to submit a proposal, qualified to establish student credit unions as indicated in the RFP, and that the dollar amounts quoted in this proposal are correct. I further certify that, if selected, the credit union agrees to be bound by the terms of the RFP and the information provided in attachments A through H.

Signature: 
Print Name: Robert C. Donley
Title: President/CEO
Credit Union: Members Credit Union
Date: July 16, 2018

Signature of Witness: 
Print Name: Melanie Huffman
Title: Corporate Secretary
Date: July 16, 2018

Note: This form must be signed and witnessed. Attachments A through H should follow this form in the response packet. If collateral documents are submitted, they should follow Attachment H in the response packet.

**ATTACHMENT A
MINIMUM REQUIREMENTS**

Name of CU Submitting Proposal: Members Credit Union

Name of Contact Person at CU: Bob Donley

Title of Contact Person at CU: President/CEO

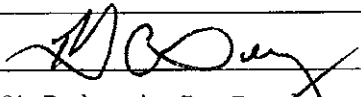
Mailing Address: 2098 Frontis Plaza Blvd.
Winston-Salem, NC 27103

Business Phone/Fax: 336-748-4800 x1132

Business E-mail: bobd@memcu.com

	Requirement	Initial to Verify
1.	This CU is incorporated or licensed to do business in the State of North Carolina.	RCD
2.	This CU has been in business for not less than five years.	RCD
3.	This CU is familiar with all Federal and State regulations pertaining to the operation of student credit unions or credit unions on public school grounds.	RCD
4.	The CU carries general and professional liability policies sufficient to cover any claims arising from the operation of a student credit union.	RCD
5.	This CU is insured by the FDIC (or a comparable insurer), and all student credit unions will be similarly insured.	RCD

To be completed by individual providing verifications on Attachment A:

Signature:	
Print Name:	Robert C. Donley
Title:	President/CEO
Date:	July 16, 2018

**ATTACHMENT B
MAXIMUM ANNUAL COST SUMMARY PER SCHOOL**

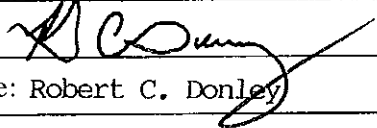
This cost summary should be calculated on a per-year basis, for each year of the three-year contract term.

Benefit to ATM Users **	2018-2019	2019-2020	2020-2021
Value of equipment, supplies, and materials provided by CU to school. FREE	\$ 10,000-25,000 ATM service	\$10,000-25,000 ATM Service	\$10,000-25,000 ATM Service
Value of annual stipend CU will pay to one DCS employec.	\$ N/A	\$ N/A	\$ N/A
Annual grant made by CU to school.	\$ 5,000	\$ 5,000	\$ 5,000
Gross Annual Benefit to School	\$ 5,200	\$ 5,200	\$ 5,200
Maximum Annual Cost Paid by School* Electricity only	\$ 200	\$ 200	\$ 200
Net Annual Benefit to School	\$ 5,000	\$ 5,000	\$ 5,000

*Note: No additional fees, costs or expenses (including materials) may be incurred by the DCS above the gross annual benefit. The Maximum Annual Cost should be calculated per school, and must be itemized on Attachment C.

**Note: Depends on use of ATM. No surcharge to any user.

To be completed by individual providing verifications on Attachment B:

Signature: 
Print Name: Robert C. Donley
Title: President/CEO
Date: July 16, 2018

**ATTACHMENT C
ITEMIZED ANNUAL COSTS PER SCHOOL**

Please itemize all fees, costs or expenses that will need to be incurred annually for each school implementing the student credit union as reflected on Attachment B. This list should include the all materials the school will be expected to provide. If there are none, simply indicate "none".

Estimated electricity cost for ATM & Teller equipment - \$200 / year

EXHIBIT D

Sexual Offender Registry and Criminal Background Check Certification Form

This Exhibit D is a part of, and subject to the terms and conditions of, the Student Credit Union Contract between the Davie County Board of Education (hereinafter "the Client") and Members ~~Federal~~ Credit Union.

PLEASE SUBMIT THIS FORM TO YOUR SCHOOL SYSTEM CONTACT PERSON WITH RESPECT TO THIS AGREEMENT

Check the appropriate box to indicate the type of check:

- Initial
- Supplemental
- Annual

I, [name] Robert C. Donley, [title] President/CEO of [company] Members Credit Union hereby certify I have performed all of the required sexual offender registry checks and criminal background checks required under this Agreement for all contractual personnel (employees, agents, ownership personnel, or contractors) who may be used to deliver goods or provide services under this Agreement, including the North Carolina Sex Offender and Public Protection Registration Program, the North Carolina Sexually Violent Predator Registration Program, the National Sex Offender Registry, and the North Carolina AOC database. I further certify none of the individuals listed below appears on any of the above-named registries and I will not assign any individual to deliver goods or perform services under this Agreement if said individual appears on any of the sex offender registries. I further certify none of the individuals listed below appears has been convicted of a felony, and I will not assign any individual to deliver goods or perform services under this Agreement if said individual has been convicted of a felony. I agree to maintain all records and documents associated with these registry and criminal background checks, and I will provide such records and documents to the Client upon request. I specifically acknowledge the Client retains the right to audit these records to ensure compliance with this section at any time in the Client's sole discretion. I acknowledge I am required to perform these checks and provide this certification form before any work is performed under the Agreement (initial check), any time additional contractual personnel may perform work under the Agreement (supplemental check), and at each anniversary date of the Agreement (annual check – sex offender registry). I acknowledge I am also required to inform the WS/FCS if any of the contractual personnel are charged with or convicted of a felony so long as they provide services or deliver goods under this Agreement.

Contractual Personnel Names

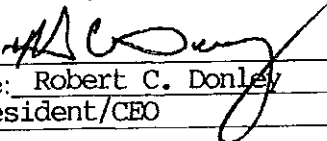
Job Title

Tanya Council
Jon Hamby

Member Relations Coordinator
Member Relations Coordinator

I attest the forgoing information is true and accurate to the best of my knowledge.

Date: July 16, 2018

Signature: 
Print Name: Robert C. Donley
Title: President/CEO