

## MEETING MINUTES

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### Attendees

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#### Committee Members

Ms. Deborah Napper, Chairperson

Ms. T. Dianne Bellamy Small

#### Committee Members Absent

Ms. Deena Hayes

#### Staff Present

Mr. Marshall Matson, Chief of Schools, Committee Liaison

Ms. Patrice Brown, Principal, Western Guilford Middle School

Ms. Michelle Reed, Chief Operating Officer

Mr. John Simmons, Maintenance Supervisor

Dr. Kimberly M. Funderburk, Director of Board Relations

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### I. Call to Order

Chairperson Napper called the meeting to order at 10:09 a.m.

### II. Nomination to Name Western Guilford Middle School Cafeteria

Chairperson Napper stated that the nomination is to name the Western Guilford Middle School cafeteria the "Thomas B. Simmons Cafeteria" in honor of Thomas Bankston Simmons who served as a custodian at Western Guilford Middle School for 25 years before passing away in March 2021.

Chief of Schools Marshall Matson referenced the nomination packet submitted and asked Principal Brown for her feedback as principal. Principal Brown spoke in favor of the naming request and shared brief remarks about Mr. Thomas B. Simmons and Ms. Elizabeth Edmonds. The nomination packet was submitted by Ms. Elizabeth Edmonds, front office administrator at the school, on behalf of Western Guilford Middle School Alumni, Retirees, Staff and the Simmons Family.

Chief Operations Officer Michelle Reed stated that in the event of an approved nomination, the cost of signage installation would be the responsibility of the person or group of individuals as outlined in Board Policy ECKA and Procedure ECKA-P.

*Motion was made by Chairperson Napper, seconded by T. Dianne Bellamy Small, to present the nomination to the Board at its December 14 meeting as a first reading with a recommendation for a 30-day public comment period.*

Motion made by: Ms. Deborah Napper

Motion seconded by: Ms. T. Dianne Bellamy Small

Voting:

Unanimously Approved

*The motion passed upon unanimous roll call vote.*

Principal Brown inquired if the Simmons Family should plan to attend the December 14, 2021 or February 8, 2022 Board Meeting. Chief of Schools Marshall Matson responded that the family should attend the February 8 Board Meeting as there would be a hearing for those to share comments in favor and against the proposed naming nomination.

### **III. Other Business**

None.

### **IV. Adjournment**

There being no further business, at 10:24 a.m., *motion was made by Chairperson Napper, seconded by T. Dianne Bellamy Small, to adjourn the meeting. The motion passed upon unanimous vote.*