

**Jackson County Board of Education  
Minutes of Regular Meeting  
Sylva, North Carolina  
Blue Ridge School**

95 Bobcat Drive, Cashiers

September 25, 2018

6:00 p.m.

The Jackson County Board of Education met in regular session at 6:00 p.m. on Tuesday, September 25, 2018, at Blue Ridge School, 95 Bobcat Drive, Cashiers, North Carolina. The following members were present:

Ali Laird-Large, Chair  
Elizabeth Cooper, Vice-Chair  
Margaret McRae  
Wes Jamison

Also present were Dr. Kimberly Elliott, Superintendent; Jacob Buchanan, Assistant Superintendent; Chris Campbell, School Board Attorney; Dr. Kevin Bailey, Personnel Director; and Cora Fields, Board Assistant.

**CALL TO ORDER**

Chair Ali Laird-Large called the business meeting to order.

Chair Ali Laird-Large read the following statement: “Jackson County Public Schools will always support the democratic process in our community. However, School Board policy guides distribution of campaign materials on school grounds. Political material cannot be shared with students or parents during the school day. Candidates for office may share materials at extra-curricular events, such as ball games, as long as they stay outside of the school facility.”

**APPROVAL OF AGENDA**

*Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the Agenda.*

**PLEDGE OF ALLEGIANCE**

The Blue Ridge Early College High School Music Class led the Pledge of Allegiance.

**SPECIAL PRESENTATION**

The Blue Ridge Early College High School Music Class under the direction of Sarah Hall, with accompanist Bryan Heller, presented: “The Star Spangled Banner” (Key/Smith), “How Can I Keep from Singing” (arr. By G. Littleton) and “Ev’ry Time I Feel the Spirit” (trad. Spiritual). Singers: Jason Aguilera, Tristan Biddix, Dallas Dean, Mayellen Dunagan, Aaron Littlefield, Brenda Martinez, Alicia McCoy, Selena McCoy, Alicia Minnihan, Estela Morales Vazquez, Abigahil

Palestino, Monika Palestino, Joshua Paulino-Velasquez, Daniella Perez, Jason Perez, Areli Romero, and Hope Rushing.

### **OPEN SESSION FOR PUBLIC COMMENTS**

None

### **CONSENT ACTION AGENDA**

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mr. Wes Jamison the board unanimously approved the consent action agenda:*

- A. Open Session Minutes of Regular Meeting of August 23, 2018.

### **INFORMATION AGENDA**

- A. **Agenda Item:** Superintendent's Report  
**Presenter:** Dr. Kimberly Elliott, Superintendent

Dr. Elliott reported on the following:

1. Dr. Elliott thanked Blue Ridge School and Early College for their wonderful hospitality. She congratulated Mr. Brent Speckhardt who was selected as JCPS Principal of the Year for 2018-2019 and will be honored at the Excellence in Leadership Awards event.
2. Dr. Elliott was honored to attend the 13<sup>th</sup> annual Songwriter's Event hosted by Blue Ridge Education Foundation on September 15<sup>th</sup>. She stated that JCPS appreciates the McRae and Rivers Rutherford Family for their partnership work with Blue Ridge School and the Blue Ridge Education Foundation.
3. On October 4<sup>th</sup> at 9 a.m., the JCPS school district will once again actively engage in the CREW regional professional development day for all staff. The event will be on the campus of Cherokee Central Schools and many of the JCPS staff will be presenting sessions. An invitation is open to all. Dr. Elliott said to contact Angie Dills if you would like assistance registering.
4. Also on October 4<sup>th</sup> in the evening, Dr. Elliott will be presenting an Education component at the Jackson County Citizen's Academy. This academy is sponsored by the County Commission and County Manager and is a multi-week seminar course about local government, departments and engagement in Jackson County.
5. On October 15<sup>th</sup> JCPS will join in celebration of the Principal of the Year, Steve Jones Servant Leadership Award Staff Recipient, and the Steve Jones Servant Leadership Award Student Recipient. This is the first year to name a Student Servant Leader. The program begins at 6 p.m. at the SMHS Auditorium.
6. Dr. Elliott said that a Connect Ed call was sent at approximately 5:30 this afternoon requesting parents/guardians to complete the online Middle School Survey. The survey will be posted in English and Spanish on the JCPSNC.org website and paper copies will be available at the reception desk in each school. She said that she is hopeful for a return rate of approximately 3800. That will be one survey for each student enrolled. She will send another Connect Ed. call in two weeks as a final reminder.

7. Dr. Elliott presented Blue Ridge School Principal Teri Walawender and Blue Ridge Early College Principal Brent Speckhardt with their AdvancED Certificate of Accreditation from the North Central Association Commission on Accreditation and School Improvement (NCA CASI).

**B. Agenda Item:** Volunteer Tracker

**Presenter:** Dr. Kevin Bailey, Personnel Director

Dr. Bailey informed the board about a new program that JCPS is using to make it easier to volunteer with the school system, called Volunteer Tracker. He explained that the program will save time and money, improve community involvement and increase safety in our schools.

**C. Agenda Item:** Accountability Update

**Presenter:** Adam Holt, Testing and Accountability Director

Mr. Holt provided the board with an overview of the 2017-2018 JCPS test data, graduation rate and school performance grades.

**D. Agenda Item:** AIG Local Plan Revision

**Presenter:** Laura Dills, Elementary Education Director

Ms. Dills updated the board about revisions to the AIG Local Plan for the upcoming school year. She said that a committee has been formed and will meet four times this school year to revise the existing plan. Ms. Dills said that she will present a draft to the board in April 2019 and will submit the final AIG Plan for board approval in May 2019.

**E. Agenda Item:** Principal of the Year/Steve Jones Servant Leadership Award Information

**Presenter:** Dr. Kim Elliott, Superintendent

Dr. Elliott reminded everyone about the upcoming Excellence in Leadership Awards Evening on October 15<sup>th</sup> at Smoky Mountain High School. Jackson County Public Schools will be recognizing Mr. Brent Speckhardt, who has been chosen by his peers as the 2018-2019 Principal of the Year and we will also recognize the recipients of the Steve Jones Servant Leadership (SJS�) award. She said that this year we are adding a student component for the SJS� award.

**F. Agenda Item:** Blue Ridge Health Center Information

**Presenter:** Kelly Doppke, Student Support Services Director

Mrs. Doppke provided the board with information about the development of a school-based health clinic. The clinic will be provided by Blue Ridge Health Center, and will be set up at Fairview Elementary School. She said that they are currently looking for an additional space at Smoky Mountain High School. The two locations will service 50% of JCPS students and that locations will be added at other JCPS schools, as the program is expanded.

**G. Agenda Item:** Declared Surplus

**Presenter:** Gwen Edwards, Finance Officer

Mrs. Edwards presented the following items to be declared as surplus and will be sold on govdeals.com:

1. Light Poles – Scotts Creek Elementary School
2. Air Compressor – CTE Program

H. **Agenda Item:** Unaudited Financial Summary

**Presenter:** Gwen Edwards, Finance Officer

Mrs. Edwards presented the Unaudited Financial Summary as of September 25, 2018.

### **ACTION AGENDA**

A. **Agenda Item:** Budget Amendments

**Presenter:** Gwen Edwards, Finance Officer

Mrs. Edwards asked for approval of budget amendments and transfers to the State Public School Funds, Local Current Expense Fund, Federal Grants Fund, Capital Outlay Fund, and Other Specific Funds.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Margaret McRae the board voted unanimously to approve the amendments and transfers to the State Public School Funds, Local Current Expense Fund, Federal Grants Fund, Capital Outlay Fund, and Other Specific Funds.*

B. **Agenda Item:** School Improvement Plans

**Presenter:** Mr. Adam Holt, Testing and Accountability Director

Mr. Holt presented the 2018-2019 District Strategic Plan and School Improvement Plans and asked for board approval.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mr. Wes Jamison the board voted unanimously to approve the District Strategic Plan and the School Improvement Plans.*

C. **Agenda Item:** Weather Waiver Request for 2019-2020

**Presenter:** Dr. Kimberly Elliott, Superintendent

Dr. Elliott presented the 2019-2020 LEA based calendar waiver request for weather related causes and asked the board for approval.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the 2019-2020 Weather Waiver request.*

D. **Agenda Item:** Board Member CEU Credits

**Presenter:** Dr. Kimberly Elliott, Superintendent

Dr. Elliott presented the Jackson County Board of Education CEU's for 2018-2019 and asked the board for approval.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mr. Wes Jamison, the board voted unanimously to approve the 2018-2019 board member CEU's.*

**E. Agenda Item:** Theatrical Weapons Props approval for SMHS Musical

**Presenter:** Dr. Kimberly Elliott, Superintendent

Dr. Elliott presented a proposal and Standard Operating Procedure for the SMHS Musical Theater Program for the use of theatrical weapons props and asked the board for approval.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the SMHS Musical Theater Program use of theatrical weapons props.*

**F. Agenda Item:** Cherokee Culture Day Approval

**Presenter:** Dr. Kimberly Elliott, Superintendent

Dr. Elliott presented a request from Dr. Tracie Metz, Principal, Smokey Mountain Elementary School asking the board for approval of the 2018-2019 Cherokee Culture Day.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mr. Wes Jamison, the board voted unanimously to approve the 2018-2019 Cherokee Culture Day.*

**G. Agenda Item:** Policy Updates

**Presenter:** Dr. Kimberly Elliott, Superintendent

Policy Updates:

1. Testing and Assessment Program (3410)
2. Graduation Requirements (3460)

Dr. Elliott presented the proposed changes to above listed policy updates and asked for board approval.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the policy updates as listed above.*

**H. Agenda Item:** Field Trips

**Presenter:** Dr. Kimberly Elliott, Superintendent

1. Scotts Creek Elementary School – Grade 8, Outer Banks, NC, April 30, 2019 to May 3, 2019, TT 4965.
2. Scotts Creek Elementary School – Grade 7, YMCA Camp Greenville, Cedar Mountain, NC, April 18, 2019, TT 4967.
3. Smoky Mountain High School – Grades 9-12, New York, NY, April 3, 2019 to April 7, 2019, TT 4968.
4. Smoky Mountain High School - Band Grades 9-12, Bristol, TN, Oct. 6, 2018, TT 4939.
5. Fairview Elementary School – Grade 3, Planetarium at Young Harris College, Oct. 3, 2018, TT 4929.
6. Fairview Elementary School – Grade 5, Knoxville Zoo, Oct. 26, 2018, TT 5053.

7. Smoky Mountain High School – Women’s Volleyball Teams, Carowinds, Charlotte, NC, Sept. 29 to 30, 2018, TT 5051.

Dr. Elliott reviewed the above listed field trip requests and asked for board approval.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mr. Wes Jamison, the board voted unanimously to approve the above listed field trips.*

### **CLOSED SESSION**

*The board unanimously approved a motion by Mrs. Elizabeth Cooper and seconded by Mr. Wes Jamison to enter into closed session pursuant to G.S. 143.318.11 for the following purposes: under subsection; (a) (1) to prevent the disclosure of privileged or confidential personnel information pursuant to G.S. 115C-319-32 and (a) (3) to discuss matters protected by attorney-client privilege.*

*Upon a motion by Mrs. Elizabeth Cooper and seconded by Mr. Wes Jamison, the board voted unanimously to return to open session.*

### **OPEN SESSION**

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Margaret McRae, the board unanimously approved the consent action agenda:*

1. Closed Session Minutes of Meeting on August 23, 2018

### **PERSONNEL ACTION AGENDA**

**Action:** *Upon a motion made by Mrs. Elizabeth Cooper and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the personnel agenda as recommended by Dr. Elliott. The board unanimously approved the following recommendations:*

#### **Employee Recommendations:**

1. Ayers, Phillip – Activity/Field Trip Bus Driver, School of Alternatives
2. Boone, Jerrod – Activity Bus Driver, Smoky Mountain High School
3. Cassey, Thomas – Bus Driver and Custodian, Smoky Mountain High School
4. Cauley, Jeremy – Driver Education Instructor, District-wide
5. Holden, Tracie – Homebound Teacher, Blue Ridge School and Early College
6. Ford, Madison – Afterschool Assistant, Cullowhee Valley Elementary School
7. Gaddis, Leigh Mashon – Bus Monitor, School of Alternatives
8. Hammer, Kelly – Activity Bus Driver, Smoky Mountain High School
9. Hill, Janice – School Nurse, Scotts Creek Elementary School
10. Kennedy, Odette – EC Teacher Assistant, Cullowhee Valley Elementary School
11. Kite, Mikayla – Afterschool Assistant, Scotts Creek Elementary School
12. Lanspery, Jamie – Substitute Bus Monitor, Smokey Mountain Elementary School
13. Levstek, Daniel James – Afterschool Assistant, Fairview Elementary School
14. Mehaffey, Lindsey – Afterschool Assistant, Scotts Creek Elementary School
15. Passmore, Kevin – Part Time Custodian, Smoky Mountain High School

16. Ploch, Phillip – Technology Technician, Central Office
17. Rogers, Sheryl – District Instructional Coach, Smokey Mountain Elementary School/District-wide
18. Shook, Bridgett – Custodian and Bus Driver, Blue Ridge Early College
19. Tabor, LesLeigh – Afterschool Assistant, Fairview Elementary School
20. Vickery, Ally – Marching Band Assistant, Smoky Mountain High School
21. Wilkerson, Matt – Percussion Instructor, Smoky Mountain High School
22. Wittekind, Rachel – Part Time School Nurse, Blue Ridge School and Early College
23. Worsham, Michelle – Color guard Instructor, Smoky Mountain High School

**Employee Resignations:**

1. Ensley, Dr. Rebecca – Principal, Jackson County Early College
2. Lovedahl, Rebekah – Afterschool Director, Fairview Elementary School
3. Porter, Jacob – Custodian, Smoky Mountain High School
4. Tuttle, Aaron – EC Teacher Assistant, Smoky Mountain High School

**Employee Retirements:**

1. Kirkpatrick, Rebecca – Office Support, Smoky Mountain High School
2. Pressley, David – Teacher, Smoky Mountain High School

**Staff, Non-Staff, and Returning Coach Recommendations:**

1. Brown, Megan – Athletic Director, Cullowhee Valley Elementary School – Returning Staff
2. Brown, Megan – Head Coach Volleyball, Cullowhee Valley Elementary School – Returning Staff
3. Burton, Heather – Assistant Coach Girls Basketball, Cullowhee Valley Elementary School – Returning Non-Staff
4. Cody, Jeremy – Head Coach Boys Basketball, Fairview Elementary School – Returning Non-Staff
5. Davis, Cory – Head Coach Boys Basketball, Cullowhee Valley Elementary School – Returning Non-Staff
6. Davis, Renay – Head Coach Girls Basketball, Cullowhee Valley Elementary School – Returning Staff
7. Elkins, Brittany – Assistant Coach Varsity Boys Soccer, Blue Ridge Early College – New Staff
8. Evans, Gabriella – Head Coach Volleyball, Scotts Creek Elementary School – Returning Staff
9. Gallardo, Chyan – Head Coach Girls Basketball, Fairview Elementary School – Returning Non-Staff
10. Gibson, Demetrius – Assistant Coach Baseball, Cullowhee Valley Elementary School – New Staff
11. Longanecker, Crystal – Assistant Coach Volleyball, Scotts Creek Elementary School – Returning Staff
12. Matthews, Sarah – Assistant Coach Volleyball, Cullowhee Valley Elementary School – New Non-Staff
13. Overman, Rebecca – Assistant Coach Soccer, Cullowhee Valley Elementary School – New Non-Staff

14. Pollack, Brad – Head Coach Baseball, Cullowhee Valley Elementary School – New Staff
15. Sink, Hannah – Head Coach Soccer, Cullowhee Valley Elementary School – Returning Non-Staff
16. Sutton, Maureen – Assistant Coach Volleyball, Fairview Elementary School – New Staff
17. Wilson, Tina – Head Coach Cheer, Fairview Elementary School – Returning Non-Staff
18. Woodring, Victoria – Assistant Coach Junior Varsity Women’s Basketball, Smoky Mountain High School - New Non-Staff

### **OPEN SESSION**

The board discussed the disclosure of information from the personnel file of Mr. Aaron Tuttle. Board Attorney Chris Campbell provided a Legal Memorandum written by the Superintendent, Dr. Kimberly Elliott, outlining the legal authority to release information, the factual background of the incident and the reason for the disclosure of the personnel information. The following factual information was provided:

1. Mr. Aaron Tuttle admitted offering a SMHS Football Offensive Playbook to the following high schools: Tuscola, Cherokee, and Madison
2. Mr. Tuttle admitted he provided the playbook via email to Cherokee Central High School.
3. Upon immediate investigation, it has been determined that no school opened or utilized the playbook.
4. Mr. Tuttle admitted his actions were inappropriate and demonstrated a lack of integrity, judgement, and character.
5. On September 24, 2018, Mr. Aaron Tuttle voluntarily resigned from employment with the Jackson County Public Schools.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Margaret McRae, the board voted unanimously to release the Legal Memorandum re. Mr. Aaron Tuttle.*

### **ANNOUNCEMENTS**

**The next regularly scheduled business meeting of the Board of Education is October 23, 2018, at 6:00 p.m., at Smokey Mountain Elementary School, 884 US Highway 441 North, Whittier, North Carolina.**

### **ADJOURNMENT**

There being no objection, Chair Ali Laird-Large adjourned the meeting at 7:30 p.m.

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Alison Laird-Large, Chair

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Dr. Kimberly Elliott, Secretary