

**Jackson County Board of Education  
Minutes of Regular Meeting  
Sylva, North Carolina  
Smokey Mountain Elementary School**

884 US Highway 441 North, Whittier	October 23, 2018	6:00 p.m.
------------------------------------	------------------	-----------

The Jackson County Board of Education met in regular session at 6:00 p.m. on Tuesday, October 23, 2018, at Smokey Mountain Elementary School, 884 US Highway 441 North, Whittier, North Carolina. The following members were present:

Alison Laird-Large, Chair  
Elizabeth Cooper, Vice-Chair  
Wes Jamison  
Abigail Clayton

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

**CALL TO ORDER**

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

Gracie Bird, 3rd Grade SMES Student, led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

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

**SPECIAL RECOGNITION**

Dr. Kimberly Elliott presented Certificates of Appreciation to Dr. Wanda Fernandez, Evelyn Graning, Melanie Jacobs, Kathryn Kantz, Angela Lunsford, Eleanor Macaulay, Dr. Tracie Metz, Brent Speckhardt, and Teri Walawender in appreciation for their fearless, dedicated instructional leadership, in honor of Principal Appreciation Month.

Dr. Elliott presented Dr. Tracie Metz with the AdvancED Certificate of Accreditation from the North Central Association Commission on Accreditation and School Improvement (NCA CASI).

**SPECIAL PRESENTATION**

Mrs. Laird-Large introduced Dr. Tracie Metz, Principal of Smokey Mountain Elementary School (SMES). Dr. Metz thanked the board for holding the board meeting at SMES and introduced Blaine Steely, 8<sup>th</sup> Grade Student, who spoke about SMES Clubs and the Tarheel Leadership class; Ms. Gracie Threadgill, 7<sup>th</sup> Grade Student, who spoke about the New Century Scholars program;

Vidhi Sabuwala, 4<sup>th</sup> Grade Student, who presented her Culture Project about her Hindu traditional dress and customs; and Gracie Bird, 3<sup>rd</sup> Grade Student, and Aimee Bird, Pre-K Student and their father, who presented two Cherokee Dances.

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

None.

### **CONSENT ACTION AGENDA**

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

- A. Open Session Minutes of Regular Meeting of September 25, 2018.

### **INFORMATION AGENDA**

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

Dr. Elliott reported on the following:

1. Dr. Elliott, Assistant Superintendent Jake Buchanan, and board member Wes Jamison, attended the NCSBA Fall Law Conference October 17 to 19 in Asheville.
2. Dr. Elliott attended the quarterly meeting of the Harris Regional and Swain Community hospital's Business Roundtable this afternoon. The meeting focused on tourism and how it impacts our local economy and each of our businesses.
3. Dr. Elliott attended and presented at the fifth annual Collaborative Regional Educational Workshop (CREW) Professional Development Training Day scheduled October 4<sup>th</sup> at Cherokee Central Schools. CREW involved teachers and administrators from Jackson, Macon, Swain and Haywood counties for an outstanding day of professional development.
4. Dr. Elliott gave a presentation about Jackson County Public Schools at the Jackson County Citizen's Academy on Sept. 11<sup>th</sup>. The Citizen's Academy offers an opportunity for county residents to get an in-depth look at the functions of county government and the public schools.
5. Dr. Elliott commended Ms. Evelyn Graning, Principal of Smoky Mountain High School, for her work on educating our community on the vaping issue. SMHS will be working with "Mountain Wise" a non-profit geared toward providing support for tobacco cessation programs across western North Carolina.
6. Dr. Elliott introduced students with the Future Teachers of North Carolina program. This pilot program recruits future teachers and offers 6 credit hours upon completion of the program.

- B. **Agenda Item:** Accountability Update  
**Presenter:** Mr. Adam Holt, Director of Testing and Accountability

Mr. Holt provided the board with an update about the Federal Every Student Succeeds Act (ESSA), and the School Performance Grades.

- C. **Agenda Item:** Superintendent Recommendation for School Improvement Plan for SMES  
Memo based on #G.S. 115-105-37, 115C-105.39 and 115C-83.15  
**Presenter:** Mr. Jacob Buchanan, Assistant Superintendent

Mr. Buchanan presented the Superintendent's recommendation for the Smokey Mountain Elementary School Improvement Plan and outlined the support plan for student achievement, per G.S. 115-105-37, 115C-105.39 and 115C-83.15.

- D. **Agenda Item:** Unaudited Financial Summary  
**Presenter:** Gwen Edwards, Finance Officer

Mrs. Edwards presented the Unaudited Financial Summary as of October 23, 2018.

### **ACTION AGENDA**

- A. **Agenda Item:** Budget Amendments  
**Presenter:** Gwen Edwards, Finance Officer

Mrs. Edwards asked for approval of budget amendments and transfers for the State Public School Fund, Federal Grants Fund, Other Specific Revenue Fund, Capital Outlay Fund, and other local transfers.

*Action: Upon a motion by Mrs. Elizabeth Cooper and seconded by Mr. Wes Jamison the board voted unanimously to approve the state public school fund, federal grants fund, capital outlay fund, local current expense fund, and other local transfers and budget amendments.*

- B. **Agenda Item:** Beginning Teacher Support Program Plan  
**Presenter:** Dr. Kevin Bailey, Personnel Director

Dr. Bailey presented the board with the Beginning Teacher Support Program Plan and asked for board approval.

*Action: Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve the Beginning Teacher Support Program Plan.*

- C. **Agenda Item:** Cherokee Culture Program at Smokey Mountain Elementary School 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 Cherokee Culture Program throughout the school year.

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

- D. **Agenda Item:** JCEC/SCC and BREC/SCC MOU updated for 2018-2019  
**Presenter:** Dr. Kim Elliott, Superintendent

Dr. Elliott presented the updated JCEC/SCC and BREC/SCC Memorandums of Understanding for 2018-2019 and asked for board approval.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve the JCEC/SCC and BREC/SCC MOU's for 2018-2019.*

**E. Agenda Item:** Policy Updates

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

Updates - First Reading:

1. Board Member Elections (2110)
2. Use of School Bus Safety Belts (6304)

Policy Updates – Minor Changes:

1. Parental Involvement (1310/4002)
2. Business Advisory Council (2670)
3. Unsafe School Choice Transfer (4152)
4. Visitors to the Schools (5020)
5. Community Use of Facilities (5030/9035)
6. Student Wellness (6140)
7. Safety and Student Transportation Services (6305)
8. Drivers (6315)
9. Extracurricular and Non-Instructional Duties (7405)

Policy Updates – Substantial Changes:

1. Board Member Conflict of Interest (2121)
2. Ethics and the Purchasing Function (6401/9100)
3. Disposal of Surplus Property (6560)
4. Licensure (7130)
5. Staff Responsibilities (7300)
6. Employee Conflict of Interest (7730)
7. Reduction in Force: Teachers and School Administrators (7920)
8. Federal Grant Administration (8305)
9. Use and Selection of Architects, Engineers Surveyors, and Construction Managers at Risk (9110)
10. Bidding for Construction Work (9120)

Dr. Elliott presented Board Policy 2110 and 6304 for first reading, and the proposed changes to the above listed policies 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 policy updates as listed above.*

**F. Agenda Item:** Field Trips

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

1. Blue Ridge Early College - Grades 10-12, Greenville Peace Center, SC, Nov. 1, 2018, TT 5090.
2. Jackson County Early College - Grades 11 and 12, NY, NY, Mar. 6 to 10, 2019, TT 5108.

3. Smoky Mountain High School - Grades 9-12, Clemson University, SC, Nov. 16, 2018, TT 5116.
4. Smokey Mountain Elementary School – Grade 8, Wilmington, NC, April 2 to 5, 2019, TT 4985.
5. Smokey Mountain Elementary School – Grade 6, Space Camp, Huntsville, AL, April 10 to 12, 2019, TT 5073.
6. Blue Ridge Early College - Grades 9-12, Dollywood, Sevierville, TN, Dec. 7, 2018, TT 5174.

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 Mrs. Abigail Clayton, 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 Mr. Wes Jamison, the board unanimously approved the consent action agenda:*

1. Closed Session Minutes of Special Called Meeting on September 11, 2018
2. Closed Session Minutes of Regular Meeting on September 25, 2018

### **PERSONNEL ACTION AGENDA**

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

#### **Employee Recommendations:**

1. Brown, Nola – School Nutrition Assistant, Cullowhee Valley Elementary School
2. Burns, Jennifer – Substitute Bus Driver, Cullowhee Valley Elementary School
3. Corallo, Adam – Custodian and Bus Driver, Smoky Mountain High School
4. Ensley, Anna – After School Assistant, Fairview Elementary School
5. Green, Mitchell – EC Teacher Assistant, Smoky Mountain High School
6. Henderson, Noah – Custodian and Bus Driver, Smoky Mountain High School
7. Jacobs, Melanie – Principal, Jackson County Early College

8. Passmore, Kevin – Custodian and Substitute Bus Driver, Smoky Mountain High School
9. Piatt, Kennedy – Bus Monitor, School of Alternatives
10. Powell, Daniel Brady – Part Time Custodian, Cullowhee Valley Elementary School
11. Rich, William – Bus Driver, Smokey Mountain Elementary School
12. Robinson, Laura “Kim” – School Nutrition Assistant, Blue Ridge School
13. Wyant, Jeffrey – Activity Bus Driver and Substitute Bus Driver, Blue Ridge School and Early College

**Employee Resignations:**

1. Stafford, Becky – Custodian, Smoky Mountain High School
2. Stafford, Carl – Custodian, Smoky Mountain High School

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

1. Bishop, Kristian – Head Coach Girls Basketball, Scotts Creek Elementary School – Returning Non-Staff
2. Davis, Janet – Head Coach Cheer, Scotts Creek Elementary School – Returning Non-Staff
3. Haney, Dean – Head Coach Swim, Smoky Mountain High School – New Non-Staff
4. Hawkins, Madysen – Head Coach Cheer, Cullowhee Valley Elementary School – New Non-Staff
5. Hubbard, Andrew – Assistant Coach Boys Basketball, Scotts Creek Elementary School – Returning Staff
6. Longnecker, Crystal – Assistant Coach Basketball, Scotts Creek Elementary School – Returning Staff
7. Murphy, Ronda – Assistant Coach Cheer, Scotts Creek Elementary School – New Staff Coach
8. Pressler, Nicklaus – Head Coach Boys Varsity Basketball and Assistant Coach Boys Junior Varsity Basketball, Blue Ridge Early College
9. Stewart, Alex – Head Coach Basketball, Scotts Creek Elementary School – Returning Staff

**FYI – BOARD ACTION NOT REQUIRED**

**Transfers:**

1. Moody, Madison – From Asst. Coach Varsity Cheer to Head Coach Junior Varsity Cheer, Smoky Mountain High School – Returning Non-Staff
2. Orr, Kelli – From Assistant Coach Junior Varsity Cheer to Assistant Coach Varsity Cheer, SMHS – Returning Non-Staff
3. Winchester, Mike – From Assistant Coach Junior Varsity Football to Assistant Coach Varsity Football, SMHS – Returning Staff

**ANNOUNCEMENTS**

**The next regularly scheduled business meeting of the Board of Education is November 27, 2018, at 6:00 p.m., at Scotts Creek Elementary School, 516 Parris Branch Road, Sylva, North Carolina.**

**ADJOURNMENT**

There being no objection, Chair Alison Laird-Large adjourned the meeting at 7:10 p.m.

---

Alison Laird-Large, Chair

---

Dr. Kim Elliott, Secretary