

**Jackson County Board of Education
Minutes of Regular Meeting
Sylva, North Carolina
Jackson County Early College**

404 College Drive, Sylva

February 26, 2019

6:00 p.m.

The Jackson County Board of Education met in regular session at 6:00 p.m. on Tuesday, February 26, 2019, at Jackson County Early College (JCEC), 404 College Drive, Sylva, North Carolina. The following members were present:

Alison Laird Large, Chairperson
Elizabeth Cooper, Vice Chairperson
Margaret McRae
Wes Jamison
Abigail Clayton

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

CALL TO ORDER

Chairperson Alison Laird Large called the business meeting to order.

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 PRESENTATION

Dr. Elliott presented Melanie Jacobs, JCEC Principal, with the AdvancED Certificate of Accreditation from the North Central Association Commission on Accreditation and School Improvement (NCA CASI); the DPI Academic Growth Award for meeting academic growth expectations for 2017-2018, and the 100% Graduation Award for 2017-2018.

Melanie Jacobs, JCEC Principal, introduced three JCEC students, River McBride, Emma Budden and KJ Ammons. Ms. McBride sang the National Anthem, Mr. Ammons led the Pledge of Allegiance, and Ms. Budden performed a song on her guitar and an instrumental piece on her mandolin. Mr. Ammons introduced a JCEC Slideshow featuring students and JCEC activities. The three students spoke about their individual Leadership and Service Learning experiences at JCEC.

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 January 31, 2019.

INFORMATION AGENDA

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

Dr. Elliott reported on the following:

1. Dr. Elliott thanked JCEC for hosting the board meeting, and the excellent presentations and hospitality. She informed the board that the JCEC students and staff are very intentionally engaged in service learning and have completed many projects in our community. Dr. Elliott commended Melanie Jacobs for her work alongside David Proffitt for marketing and communications for JCEC, and stated that many hours have gone into an impressive communications, student recruitment, and marketing plan for JCEC.
2. Dr. Elliott presented the JCPS Safety Plan to the Jackson County Interagency Council on February 13, 2019 and stated that she appreciates our stakeholder's positive comments about our District Safety Plan.
3. On February 15, 2019, Dr. Elliott hosted the inaugural Region A Superintendent's Literacy Council. This council has been a dream of hers for several years. She stated that just as a principal is the instructional leader for their school- a superintendent is the instruction leader for the district. Regional A Partnership for Children assisted her in the implementation of this goal. The Region A Superintendent's hope to meet on a quarterly basis to discuss literacy, best practices and community resource engagement.
4. Last month Dr. Elliott reported that Angie Dills and Dr. Beverly Payne had been accepted to present at the Connecting Communities of Education Stakeholders State Conference. She stated that she is pleased to report that Kelly Doppke and Adam Holt have been selected to present their work on "Building Data Evaluation Systems" at this state conference March 18th and 19th.
5. On January 24th Dr. Elliott received most excellent news regarding the JCPS Exceptional Children's Department. DPI reports 100% compliance in meeting all requirements in the data/performance review. She congratulated Director Kelly Doppke and her team.
6. Dr. Elliott said she is pleased to report that JCPS has been collaborating with School Efficiency Consultants (SEC) in the months of December, January and February. SEC has found substantial funding efficiencies that will assist JCPS in the future. The report does not include any reduction of personnel.

- B. **Agenda Item:** Efficiency Study

Presenter: Dr. Kimberly Elliott, Superintendent and School Efficiency Consultants

Mr. Hank Hurd presented the preliminary finding of the school efficiency study that has been underway since December. The study was undertaken to provide JCPS with a Financial Wellness Review related directly to the district. The review and analysis included:

- Review of multi-year audit reports of the district
- A multi-year analysis of the district's fund balance
- Review of effectiveness of human resource staffing and allocation formulas
- Review of overall resource management of Federal, State and Local funds
- An outcome document with suggestions for cost savings will follow

C. **Agenda Item:** CDW-G Computer Purchase Quote KKTXD984

Presenter: Jeremiah Jackson, Associate Chief Technology Officer

Mr. Jackson presented the CDW-G Quote KKTXD984 for the purchase of computers. Due to the time sensitive nature of the purchase, board members were polled prior to the board meeting, and per consensus, agreed to approve the purchase. Board Attorney John Henning asked for the approval of this purchase during the Action Agenda (Please see Action Agenda F).

D. **Agenda Item:** Declared Surplus

Presenter: Jacob Buchanan, Assistant Superintendent

Mr. Buchanan informed the board that the following items are being declared as surplus and will be listed on Govdeals.com for sale:

- 1) 8053 - 2002 Ford F-150
- 2) 7017 - 2000 GMC 2500
- 3) 8004 - 2003 Ford Crown Victoria
- 4) 8001 - 2004 Ford Crown Victoria
- 5) 8033 - 2000 GMC Thomas Activity Bus

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

Presenter: Kristie Walker, Interim Co-Finance Officer

Ms. Walker presented the Unaudited Financial Summary as of February 26, 2019.

ACTION AGENDA

A. **Agenda Item:** Budget Amendments

Presenter: Kristie Walker, Interim Co-Finance Officer

Ms. Walker asked for approval of budget amendments and transfers for the State Public School Fund, Federal Grants Fund, Capital Outlay Fund, and Other Specific Revenue Fund.

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

B. Agenda Item: 2020-2021 Calendar Weather Waiver Approval

Presenter: Dr. Kevin Bailey, Personnel Director

Dr. Bailey presented the 2020-2021 Calendar Weather Waiver request 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 2020-2021 Calendar Weather Waiver request.*

C. Agenda Item: School Calendar Approval for 2019-2020

Presenter: Dr. Kevin Bailey, Personnel Director

Dr. Bailey presented the 2019-2020 school calendars for Smoky Mountain District and Blue Ridge District 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 2019-2020 Smoky Mountain District and Blue Ridge District school calendars.*

D. Agenda Item: Summer Academic Program Plan request for approval

Presenter: Adam Holt, Director of Testing and Accountability

Mr. Holt presented the Summer Academic Program Plan for 2018-2019 and requested board approval.

Action: *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the 2018-2019 Summer Academic Program.*

E. Agenda Item: Approval for E-Rate application

Presenter: Jeremiah Jackson, Associate Chief Technology Officer

Mr. Jackson presented the board with the Letters of Intent to apply for the Federal E-Rate funding 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 submission of the Letters of Intent to apply for the Federal E-Rate funding.*

F. Agenda Item: Approval for CDW-G Purchase – Item C. on the Information Agenda

Presenter: Jeremiah Jackson, Associate Chief Technology Officer

Mr. Jackson presented the board with Quote KKTXD984 and asked for board approval.

Action: *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mr. Abigail Clayton, the board voted unanimously to approve the CDW-G Quote KKTXD984 computer purchase.*

G. Agenda Item: Resolution for Sustainability for Walk to School Programs in Jackson County

Presenter: Jacob Buchanan, Assistant Superintendent

Mr. Buchanan presented the board with a Resolution for Sustainability for Walk to School Programs in Jackson County 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 Resolution for Sustainability for Walk to School Programs in Jackson County.*

H. **Agenda Item:** Audit Services Contract Approval – Anderson, Smith & Wike, PLLC
Presenter: Mrs. Kristie Walker, Interim Co-Finance Officer

Mrs. Walker presented the Anderson, Smith & Wike, PLLC audit services bid proposal and contract for 2019-2020. She said there are no changes in scope of work or costs 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 Anderson, Smith & Wike, PLLC Audit Services Contract for 2019-2020.*

I. **Agenda Item:** Resolution Supporting Local Control of School Calendars
Presenter: Dr. Kimberly Elliott, Superintendent

Dr. Elliott presented the Resolution Supporting Local Control of School Calendars 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 Resolution Supporting Local Control of School Calendars.*

J. **Agenda Item:** Field Trips
Presenter: Dr. Kimberly Elliott, Superintendent

- a. Blue Ridge Early College, Grade 12 - Historic Banning Mills, Whitesburg, GA, 05-02-19 to 05-05-19, TT 5477.
- b. Blue Ridge School, Grade 5 - Bad Creek Hydro, Salem, SC, 04-24-19, TT 5531
- c. Blue Ridge School, Grade 5 - Walhalla Fish Hatchery, Walhalla, SC, 03-22-19, TT 5530
- d. Fairview Elementary School, Grade 5 - Dollywood, Sevierville, TN, 05-10-19, TT 5476.
- e. Fairview Elementary School, Grade 5 - Knoxville Zoo, Knoxville, TN, 03-22-19, TT 5420.
- f. Fairview Elementary School, Grade 8 – Wright Brothers Memorial, Kill Devil Hills, NC, 04-30-19 to 05-03-19, TT 5491.
- g. Smoky Mountain High School, Grades 9-12 - Atlanta Dragway, Atlanta, GA, 05-03-19, TT 5468.

Dr. Elliott presented the above listed field trips 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 above listed field trips.*

K. **Agenda Item:** Policy Updates

Presenter: Dr. Kimberly Elliott, Superintendent
Policy Updates:
Rescind:
1. Licensure (7130-R)

Dr. Elliott presented the proposed rescission of the above listed policy due to outdated information from ESSA and No Child Left Behind 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 rescission of the policy listed above.*

CLOSED SESSION

The board unanimously approved a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton, 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 Mrs. Margaret McRae, the board voted unanimously to return to open session.

OPEN SESSION

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. Buchanan, Amy – Custodian/Bus Driver, Fairview Elementary School
2. Button, Lindsay – Student Driver, School of Alternatives
3. Capps, Zebulun – Activity Bus Driver, Smoky Mountain High School
4. Coleman, Lilly – AM Bus Monitor, School of Alternatives
5. Greenwood, Jane – Custodian and Bus Driver, Fairview Elementary School
6. Henderson, Noah – Substitute Bus Driver, Smoky Mountain High School
7. Laney, Darryl – School Nutrition Assistant, Cullowhee Valley Elementary School
8. Moore, Misty – Substitute Bus Monitor, School of Alternatives
9. Parsons, Stephen – Activity Bus Driver, Smoky Mountain High School
10. Peterson, Sophia – Part Time Tutor, School of Alternatives
11. Ward, Beverly – PM Bus Monitor, School of Alternatives

Employee Resignations:

1. Gaddis, Leigh – Bus Monitor, School of Alternatives
2. Gentry, Cynthia – Bus Driver/Office Support, Jackson County Early College and Smoky Mountain High School
3. Madison, Jordan – Teacher, Blue Ridge School

4. Pendry, Heather – School Nutrition Assistant, Fairview Elementary School
5. Rigdon, Danny – Bus Driver, Smoky Mountain High School
6. Ward, Beverly – Bus Monitor, School of Alternatives
7. Williamson, Chuck – EC Teacher Assistant, Smoky Mountain High School

Employee Retirements:

1. Hooper, Mark – Transportation Director, Bus Garage

Special Requests: Leave of Absence:

1. Stephens, Chelsea – Teacher, Scotts Creek Elementary School

Staff, Non-Staff and Returning Coach Recommendations:

1. Cauley, Jeremy – Assistant Athletic Director Spring, Smoky Mountain High School – Returning Staff
2. Flippin, Troy – Assistant Coach Baseball, Fairview Elementary School – New Non-Staff
3. Mull, Joey – Assistant Coach Girl’s Softball, Scotts Creek Elementary School – New Non-Staff
4. Provost, Michelle – Head Coach District Middle School Track, Smoky Mountain High School – Returning Staff
5. Reddin, Colby – Assistant Coach District Middle School Girls Soccer – Returning Staff
6. Rhoades, Emory – Head Coach District Middle School Women’s Soccer, Smoky Mountain High School – Returning Staff
7. Sales, Logan – Assistant Coach Junior Varsity Baseball, Smoky Mountain High School – New Non Staff
8. Sandoval, Cassie – Assistant Coach Softball, Smokey Mountain Elementary School – New Staff
9. Scifers, Jonathan – Assistant Coach District Middle School Track, Smoky Mountain High School – Returning Non-Staff
10. Spencer, Andre – Head Coach Girl’s Softball, Scotts Creek Elementary School – New Non-Staff
11. Starnes, Alana – Assistant Coach Junior Varsity Softball, Smoky Mountain High School – New Staff
12. Williams, Shane – Head Coach District Middle School Baseball, Smoky Mountain High School – Returning Staff
13. Wilson, Erik – Head Coach Baseball, Fairview Elementary School – New Staff

Transfers Requiring Action:

1. Konitzer, Andrew – School Nutrition Assistant from Cullowhee Valley Elementary School to Smoky Mountain High School
2. Webb, Nina – EC Teacher Assistant from Cullowhee Valley Elementary School to Smoky Mountain High School

ANNOUNCEMENTS

The next regularly scheduled business meeting of the Board of Education is March 26, 2019, at 6:00 p.m., at the School of Alternatives, 3770 Skyland Drive, Sylva, North Carolina.

ADJOURNMENT

There being no objection, Chairperson Alison Laird Large adjourned the meeting at 8:45 p.m.

Alison Laird Large, Chairperson

Dr. Kimberly Elliott, Secretary