

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

398 Hospital Road, Sylva

May 21, 2019

6:00 p.m.

The Jackson County Board of Education met in regular session at 6:00 p.m. on Tuesday, May 21, 2019, at the Board of Education Administrative Office Board Room, 398 Hospital Road, Sylva, North Carolina. The following members were present:

Alison Laird Large, Chairperson  
Elizabeth Cooper, Vice Chairperson  
Wes Jamison  
Margaret McRae (Via telephone call during Closed Session)  
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.

Mrs. Laird Large 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.*

**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 April 23, 2019.

**INFORMATION AGENDA**

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

Dr. Elliott reported on the following:

1. Dr. Elliott presented Ms. Angela Lunsford with the NCA CASI Certificate of Accreditation, the NC State Board of Education award for exceeding Academic Growth for 2017-2018.
2. Dr. Elliott stated that it has been an exciting and wonderful school year. JCPS students have excelled in many venues. The student achievement testing and accountability are in full swing and students are demonstrating success. Many awards programs have occurred in the past few days. JCPS athletes have been honored at many events.
3. Arts, Band and Performance Arts Programs are alive and thriving in JCPS. Blue Ridge and SMHS have concluded wonderful spring performances, and have won many competition awards this year.
4. The STEM, Robotics and Science Olympiad Teams have represented well and many teams have brought home multiple awards from regional, state and national competitions.
5. Several grants have been awarded to JCPS teachers and central staff, the partnerships with the Blue Ridge Education Foundation, WCU, SCC and Blue Ridge Health School Based Health Centers are stronger than ever.
6. JCPS has implemented efficiencies that have helped align the strategic plan and budget processes, have empowered principals to be excellent instructional leaders, and allowed JCPS to be excellent stewards of funding.
7. JCPS has maintained safety in our schools and have implemented capital improvements to take school safety to an even higher level. The Commissioners, Board of Education, Principals and Central Staff encourage a safe, caring, successful environment. Each student deserves the very best each and every day.
8. Dr. Elliott stated that she is extremely proud of the accomplishments this year. Principal of the Year, Brent Speckhardt has represented JCPS well, just as the previous Teacher of the Year Johnathan Parsons, and the current Teacher of the Year Dawn Gilchrist will continue to spotlight JCPS. Congratulations to the Retirees, Audrey Rice, District Support Employee of the Year (Blue Ridge), & District TOY for 19-20, Dawn Gilchrist (School of Alternatives). An Accolade of Appreciation goes to Cora Fields for excellent program planning and implementation of the Celebration Awards Event. Last evening was a wonderful time of comradery and celebration.
9. Board Members have much for which to be proud! Their leadership paves the road to success in Jackson County Public Schools.

Dr. Elliott introduced Ms. Pam Meister – Director, Mountain Heritage Center, WCU; Peter Koch – Education Associate, Mountain Heritage Center; and Tristan Reid – Student at WCU. Mr. Reid gave a presentation to honor and celebrate the Central Office building, a Rosenwald School, and all those who entered its doors to teach, learn, advocate, and educate our society as a whole.

- B. Agenda Item:** School Nutrition Community Eligibility Provision and Meal Prices Update  
**Presenter:** Laura Cabe, School Nutrition Director

Ms. Cabe presented information about the changes to the Community Eligibility Provision program. Three of the four schools that qualified for free and reduced lunch have fallen below the threshold of 40% and are no longer eligible for this program. Blue Ridge School, Blue Ridge Early

College, Smokey Mountain Elementary School, and School of Alternatives had previously qualified, with only the School of Alternatives remaining eligible for the program. The School Nutrition Program will be impacted with a \$130,000.00 financial loss and will require families to go through the application process to qualify for no-cost or low-cost meals. Lunch prices will not need to be increased due to the program having a positive balance in the school nutrition account as of Dec. 31, 2018.

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

**Presenter:** Mrs. Kristie Walker, Chief Financial Officer

Mrs. Walker presented the Unaudited Financial Summary as of May 21, 2019.

**ACTION AGENDA**

**A. Agenda Item:** Budget Amendments

**Presenter:** Mrs. Kristie Walker, Chief Financial Officer

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

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

**B. Agenda Item:** Owner Exemption Affidavit

**Presenter:** Jacob Buchanan, Assistant Superintendent

Mr. Buchanan presented the board with information about an Owner Exemption Affidavit that would allow JCPS to claim an exemption to using a General Contractor and name Jason Watson as the responsible party to oversee work on two capital projects – replacement of three doors at Fairview Elementary School, and concrete work at Blue Ridge School 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 Owner Exemption Affidavit and name Jason Watson as the responsible party to oversee door replacement at FES and concrete work at BRS.*

**C. Agenda Item:** ICI Quote for 3 Replacement Doors at Fairview Elementary School

**Presenter:** Jacob Buchanan, Assistant Superintendent

Mr. Buchanan presented the ICI quote for 3 replacement doors at Fairview Elementary School 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 ICI quote for 3 replacement doors at FES.*

- D. **Agenda Item:** Quote for Concrete work at Blue Ridge School and Early College  
**Presenter:** Jacob Buchanan, Assistant Superintendent

Mr. Buchanan presented the quote for concrete removal and replacement at Blue Ridge School and Early College from Tommy Bryson 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 quote for concrete work at Blue Ridge School and Early College.*

- E. **Agenda Item:** Southwestern Community College Reappointment of Elizabeth Knight to the Board of Trustees  
**Presenter:** Dr. Kimberly Elliott, Superintendent

Dr. Elliott made a recommendation that Mrs. Elizabeth Knight be allowed to continue representing Jackson County Public Schools as the representative to Southwestern Community College Board of Trustees for an additional four year term 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 reappointment of Elizabeth Knight to the Southwestern Community College Board of Trustees.*

- F. **Agenda Item:** 2019-2022 Academically and Intellectually Gifted (AIG) Plan Approval  
**Presenter:** Laura Dills, Elementary Curriculum Director

Mrs. Dills presented the Academically and Intellectually Gifted Plan for the 2019-2022 school years 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 AIG plan for 2019-2022.*

- G. **Agenda Item:** Teacher Assistant Tuition Assistance Award Memorandum of Understanding  
**Presenter:** Dr. Kevin Bailey, Executive Director of Human Resources

Dr. Bailey presented the Teacher Assistant Tuition Assistance Award Memorandum of Understanding 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 TA Tuition Assistance Award MOU.*

- H. **Agenda Item:** Field Trip  
**Presenter:** Dr. Kimberly Elliott, Superintendent

1. Blue Ridge School, Grade 3 – Greenville Zoo, Greenville, SC, May 23, 2019, TT 5829

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

**Action:** Upon a motion by Mrs. Elizabeth Cooper and seconded by Ms. Abigail Clayton, the board voted unanimously to approve the above listed field trip.

### **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 Ms. Margaret McRae, 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:

- A. Closed Session Minutes of Regular Meeting of April 23, 2019.

### **PERSONNEL ACTION AGENDA**

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

#### **Employee Recommendations**

1. Allman, Toby – Internal Auditor, Central Office
2. Arrington, Brandon – Temporary Part-time Custodian, Cullowhee Valley Elementary School
3. Boone, Rebekah – Afterschool Worker, Scotts Creek Elementary School
4. Burns, Jennifer – Field Trip Bus Driver, Cullowhee Valley Elementary School
5. Callaway, Molly – Teacher, Scotts Creek Elementary School
6. Cook, Jill – Assistant Principal, Scotts Creek Elementary School
7. Corallo, Adam – Substitute Bus Driver, Smoky Mountain High School
8. Crawford, Grace – Teacher, Fairview Elementary School
9. Crawford, Nancy – Teacher, Fairview Elementary School
10. Crawford, Wayne – Substitute Bus Driver, Smoky Mountain High School
11. Fulmer, Sydney – Part-time Tutor, Scotts Creek Elementary School
12. Hux, Madelyn – Temporary Part-time Custodian, Cullowhee Valley Elementary School
13. Jones, Charles – Temporary Part-time Custodian, Cullowhee Valley Elementary School
14. McDonald, Madison – Human Resources Coordinator, Central Office
15. Nations, Lanny – Part Time Custodian, Smokey Mountain Elementary School
16. Potter, Linda – Media Specialist, Blue Ridge School and Early College
17. Rigdon, Danny – Bus Driver, Smoky Mountain High School

18. Shew, Kirstyn – Teacher, Fairview Elementary School
19. Smith, Stephanie – Teacher, Smoky Mountain High School

### **Employee Resignations**

1. Alley, Cierra – Afterschool Assistant, Scotts Creek Elementary School
2. Clement, Leah – Teacher, Smokey Mountain Elementary School
3. Extine, Terri Nicole Norton – Teacher, Smokey Mountain Elementary School
4. Fazzini, Cortina – EC Teacher, Scotts Creek Elementary School
5. Galloway, Dale – Teacher, Jackson County Early College – With License Surrender
6. Gibson, Demetrius – PE Teacher Assistant, Cullowhee Valley Elementary School
7. Konitzer, Andrew – School Nutrition Assistant, Smoky Mountain High School
8. Leithauser, James – Teacher, Scotts Creek Elementary School
9. McCoy, Barbara – Custodian, Smoky Mountain High School
10. Mingus, Lisa – Tutor, Scotts Creek Elementary School
11. Parker, Ashley – Substitute School Nutrition Assistant, Cullowhee Valley Elementary School
12. Reynolds, Carrie – Teacher, Scotts Creek Elementary School
13. Stephens, Rita – Custodian, Cullowhee Valley Elementary School
14. Stockton, Karen – Teacher, Scotts Creek Elementary School

### **Summer Programs**

#### **Academic Camp**

##### **Blue Ridge Early College**

1. Proffitt, Ginny

##### **Cullowhee Valley Elementary School**

1. Ammons, Stephanie
2. Pollack, Brad – Substitute
3. Willett, Danielle

##### **Fairview Elementary School**

1. Fouts, Amanda
2. Laney, Melissa – School Nutrition Foodservice Manager
3. Mayes, April
4. Miller, Morag
5. Morgan, Kirsten
6. Rearigh, Andrea

##### **Scotts Creek Elementary School**

1. Bryson, Kim – Teacher
2. Fiskeaux, Kim – Teacher

##### **Smokey Mountain Elementary School**

1. Rich, Will – Bus Driver
2. Rogers, Sheryl
3. Sandoval, Jesus – Bus Driver

### **Day Camp**

##### **Cullowhee Valley Elementary School**

1. Carruthers, Ashlyn – Director
2. Davis, Jamie – Counselor
3. Davis, Tiffany – Counselor

4. Lemmons, Michael – Counselor
5. Madsen, Savannah – Counselor
6. Mathis, Derek – Counselor
7. Myers, Abigail – Counselor
8. Sloan, Trish – Counselor
9. Ward, Blake – Counselor
10. Witherspoon, Allison - Counselor

**Scotts Creek Elementary School**

1. Bennett, Teresa – Worker
2. Cauley, Jonathan - Worker
3. Conner, Kay - Worker
4. Edmonds, Genia – Substitute Worker
5. Hart, Chrysan – Substitute Bus Driver and Worker
6. Kibe, Mikayla – Worker
7. McCoy, Susan – Worker
8. Mehaffy, Lindsey – Worker
9. Wike, Meg – Substitute Bus Driver

**Kindergarten Academy**

**Cullowhee Valley Elementary School**

1. Johnson, Crystal – Teacher
2. Joyner, Alexandria – Teacher
3. Medford, Taylor – Teacher
4. Moon, Tonya – Teacher
5. Pollack, Brad – Substitute Teacher
6. Shew, Kirsten – Substitute Teacher

**Fairview Elementary School**

1. Caudle, Crystal – Teacher Assistant
2. Caudle, Kim – Teacher
3. Nicholson, Whitney – Teacher
4. Owen, Kristina – Teacher Assistant

**Smokey Mountain Elementary School**

1. Lanspery, Jamie – Teacher Assistant
2. Obuchowski, Tracy
3. Rogers, Christie

**Reading Camp**

**Fairview Elementary School**

1. Caudle, Kim - Teacher
2. Crisp, Meredith - Teacher
3. Golden, Tori - Teacher
4. Whisnant, Holly – Administrator for Academic and Reading Camp
5. Wood, Paige - Teacher

**Scotts Creek Elementary School**

1. Mahoney, Chris – Substitute Teacher
2. Martin, Shirley – Teacher
3. Starnes, Alana – Teacher
4. Swartzwelder, Katie – Teacher

**Administrator and Director Contract Renewals:**

1. Bailey, Kevin – Executive Director of Human Resources
2. Proffitt, David – Chief Communications Officer
3. Walawender, Teri – Principal, Blue Ridge School

**Teacher Contract Renewals:**

**Blue Ridge School**

1. Cachine, Brittani
2. Coffee, Leigh
3. Holden, Josie
4. Watkins, Susan

**Blue Ridge Early College**

1. Accardo, Nicholas
2. Elkins, Brittany
3. Hawkins, Allison
4. Littlefield, Aaron
5. Pressler, Nicholas
6. Reece, Elijah
7. Sudia, Lee
8. Winston, Amy

**Cullowhee Valley Elementary School**

1. Allison, Mary
2. Bartko, Heather
3. Boughman, Kimberley
4. Brown, Eryn
5. Crisp, Rayna
6. Eller, Rena
7. Foxx, Kieran
8. Friesen, Cassandra
9. Jones, Charles
10. Joyner, Alexandria
11. Lovedahl, Kassidy
12. Pitcher, Beth
13. Pollack, Brad
14. Sutton, Natalie
15. Walawender, Cassandra

**Fairview Elementary School**

1. Bays, Cortni
2. Block, Melissa
3. Geary, Erika
4. Giles, Petra
5. Golden, Tori
6. Hendershot, Sarah
7. Monteith, Kathryn
8. Moss, Amber
9. Mulligan, Tyler
10. Norman, Adrianna



11. Painter, Mikaela
12. Provost, Valerie
13. Smith, Steven
14. Speir, Ashley
15. Sullivan, Hannah
16. Wheatley, Jessica
17. Wiggins, Ciera
18. Wilson, Erik

**School of Alternatives**

1. Dills, Monica
2. Geary, Saskia
3. Gilchrist, Marjorie
4. Hannah, Melissa
5. Hardin, Benjamin
6. McCardle, Judy
7. McCoy, Brent

**Scotts Creek Elementary School**

1. Bailey, Amber
2. Copeland, Heather
3. Davis, Megan
4. Finley, Katelyn
5. Long, Michelle
6. Moore, Wanda
7. Morris, Grace
8. Platt, Hannah
9. Starnes, Alana

**Smokey Mountain Elementary School**

1. Brower, Brittany
2. Cherry, Gina
3. Davis, Jamie
4. Elmore, Megan
5. Green, Melinda
6. Hall, Amanda
7. Heim, Lindsay
8. Hummer, Suzanne
9. Johnson, James
10. McClellan, Jesame
11. Noran, Nicole
12. Obuchowski, Tracy
13. Rogers, Sheryl
14. Sandoval, Cassandra
15. Trull, Maria

**Smoky Mountain High School**

1. Boone, Jerrod
2. Brindley, Richard
3. Buchanan, Emma
4. Capps, Zebulun

5. Collins, Stacey
6. Crews, Meagan
7. Day, Kaila
8. Frizzell, Earl
9. Holt, Krystle
10. Jones, Tiffany
11. Kanwischer, Robert
12. Karcher, Susan
13. McRae, Steven
14. Miller, Jason
15. Naegler, Charae
16. West, Heidi
17. Williams, Joshua
18. Wilson, Kellie

### ANNOUNCEMENTS

**The next regularly scheduled business meeting of the Board of Education is June 25, 2019, at 6:00 p.m., at the Board of Education Administrative Office, 398 Hospital Road, Sylva, North Carolina.**

### ADJOURNMENT

There being no objection, Chairperson Alison Laird Large adjourned the meeting at 7:40 p.m.

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Alison Laird Large, Chairperson

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Dr. Kimberly Elliott, Secretary