

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

398 Hospital Road, Sylva

August 27, 2019

6:00 p.m.

The Jackson County Board of Education met in regular session at 6:00 p.m. on Tuesday, August 27, 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
Abigail Clayton

Also present were Dr. Kimberly Elliott, Superintendent; Jacob Buchanan, Assistant Superintendent; Dr. Kevin Bailey, Executive Director of Human Resources; 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 Mrs. Margaret McRae, the board voted unanimously to approve the Agenda.

SPECIAL RECOGNITION

Dr. Elliott presented Certificates of Appreciation to Mr. Kyle Dowling, with Harris Regional and Glenville-Cashiers EMS, and Ms. Michelle Garashi-Ellick, with the Great Smokies Health Foundation (GSHF). Dr. Elliott recognized Mr. Dowling for his work in writing a grant for the Stop the Bleeding program that is being implemented in all Jackson County Public Schools, and Ms. Garashi-Ellick for assisting with the grant funding through the GSHF. Mr. Dowling introduced Ms. Katie Moses, Harris Regional EMS, and Mr. Christian Morales, Glenville-Cashiers EMS, volunteer trainers for this program.

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 July 23, 2019.

INFORMATION AGENDA

A. **Agenda Item:** Superintendent's Report

Presenter: Dr. Kimberly Elliott, Superintendent

Dr. Elliott stated that it is her pleasure to serve as Superintendent of the best school district in the universe. She said that she has visited every school at least twice and that the school year is off to an excellent start. Dr. Elliott recognized our Health and Safety partners and stated that Safety is number one, with teaching and learning a close second. Dr. Elliott informed the board that she has been showcasing our district through radio interviews and newspaper articles.

Dr. Elliott asked each of the school principals to stand up and introduce themselves and inform the board about the highlights from their schools for the beginning of the school year:

Mike Treadway, Smokey Mountain Elementary School – He stated that the school has a very tight family atmosphere and he is happy to be back in a school.

Evelyn Graning, Smoky Mountain High School – She said that they are focusing on School Spirit.

Melanie Jacobs, Jackson County Early College – She said that she is grateful for the partnership with the Technology Department and the new electronic check-in system they have developed for the students.

Dr. Tracie Metz, Blue Ridge Early College – She said that the new Fire Safety Academy is going great and she is happy to be at BREC.

Eleanor Macaulay, Fairview Elementary School – She asked that everyone be patient with the car pick-up line.

Angela Lunsford, School of Alternatives – She said that their motto this year is “All In” and provided the following quote “Adversity is not a reason to make a poor choice.”

Kathryn Kantz, Cullowhee Valley Elementary School – She stated that they have happy students returning to school, and they are working on team building this year at the “Greatest School on Earth.”

Dr. Wanda Fernandez, Scotts Creek Elementary School – She said that Scotts Creek is a Leader in Me school and they held their kick-off this past week.

Teri Walawender, Blue Ridge School – She said that their return to school theme was a camping adventure and they are working on resilience this year.

B. **Agenda Item:** Declared Surplus

Presenter: Dr. Kimberly Elliott, Superintendent

Dr. Elliott informed the board that the following items are being declared as surplus and will be sold on GovDeals.com:

1. 24 Student Desks – Blue Ridge Early College
2. Food Grinder – School Nutrition Department

- C. **Agenda Item:** Unaudited Financial Summary
Presenter: Mrs. Kristie Walker, Chief Financial Officer

Mrs. Walker presented the Unaudited Financial Summary for August 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 to the State Public School Fund.

Action: *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve the budget amendments and transfers to the State Public School Fund.*

- B. **Agenda Item:** 2019-2020 Student Handbooks
Presenter: Mrs. Angie Dills, Chief Academic Officer and Dr. Kimberly Elliott, Superintendent

Mrs. Angie Dills presented the 2019-2020 Online Student Handbooks 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 2019-2020 Online Student Handbooks.*

- C. **Agenda Item:** Sign Fundraising at Smoky Mountain High School
Presenter: Dr. Kimberly Elliott, Superintendent

Dr. Elliott presented a memo from Mrs. Evelyn Graning, Smoky Mountain High School Principal, outlining a plan for fundraising for a new sign at the main entrance to the 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 fundraising for a new sign at Smoky Mountain High School.*

- D. **Agenda Item:** Laptop Computer Purchase
Presenter: Mr. Jeremiah Jackson, Chief Technology Officer

Mr. Jackson presented 10 bids in compliance with board policy 6430, for 70 laptop computers for teachers and asked for board approval to purchase the computers from Trinity3.

Action: *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve the purchase of 70 laptop computers from Trinity3.*

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

1. Smoky Mountain High School, Grades 11 & 12 – Salt Lake City, Utah, Oct. 17 to 20, 2019, TT 6061.
2. Smoky Mountain High School, Grades 9 to 12 – Orlando, FL, April 1 to 5, 2020, TT 6054.
3. Fairview Elementary School, Grade 3 – Rollins Planetarium, Young Harris, GA, Oct. 1, 2019, TT 6068.

Dr. Elliott reviewed 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.*

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. Abigail Clayton, 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:*

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

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. Benavides, Jade – Color Guard Instructor, Smoky Mountain High School
2. Bharathae-Lane, Kullen – Tutor, School of Alternatives
3. Brown, Patricia – School Nutrition Assistant, Fairview Elementary School
4. Bryson, Destiny – Afterschool Assistant, Fairview Elementary School
5. Cauley, Cleis Bonham – ESL Tutor, Fairview Elementary School
6. Cloer, Lindsey – Afterschool Assistant, Cullowhee Valley Elementary School
7. Cowan, Kheri – Assistant Principal, Blue Ridge School and Early College
8. Day, Kearston – Afterschool Assistant, Fairview Elementary School
9. Evans, Lisa – School Nutrition Assistant, Smoky Mountain High School
10. Fielden, Katherine – Afterschool Assistant, Cullowhee Valley Elementary School
11. Flick, Shawn – Marching Band Assistant, Smoky Mountain High School

12. Gaddis, Leigh-Mashon – EC Bus Monitor Morning Route, Smokey Mountain Elementary School
13. Gaddis, Leigh-Mashon – Afterschool Assistant, Cullowhee Valley Elementary School
14. Hale, Judy – Substitute School Nutrition Assistant, CVES, FES, SMHS, SCES
15. Hallman, Sabrina – Counselor, Jackson County Early College
16. Harris, Whitney – Teacher, Cullowhee Valley Elementary School
17. Holder, Brooke – Afterschool Assistant, Cullowhee Valley Elementary School
18. Kirsch, Seth – Custodian and Bus Driver, Smoky Mountain High School
19. Lanning, Stephanie – Substitute School Nutrition Assistant, CVES, FES, and SCES
20. McMahan, Luisa – Teacher Assistant, Scotts Creek Elementary School
21. Myers, Sarah – EC Teacher Assistant, Smoky Mountain High School
22. Nidiffer, Emilee – Activity Bus Driver, Jackson County Early College
23. Norris, Spencer – PE Safety Assistant, Fairview Elementary School
24. Overstreet, Journey – Teacher Assistant, Blue Ridge School
25. Rice, Christina Danielle – School Nurse, Blue Ridge School and Early College
26. Rogers, Jennifer – Part-time Pre-K Teacher Assistant, Fairview Elementary School
27. Shuler, Tiffany – EC Teacher Assistant, Smoky Mountain High School
28. Sink, James – Teacher, Smokey Mountain Elementary School
29. Smithdeal, Erica – Social Worker, Blue Ridge School and Early College
30. Taylor, Tracy – Part-time ESL Tutor, Smoky Mountain High School and Scotts Creek Elementary School
31. Trammel, Hannah – Afterschool Assistant, Fairview Elementary School
32. Wilkerson, Matt – Percussion Instructor, Smoky Mountain High School
33. Young, Lindsy – Temporary Teacher Assistant, Cullowhee Valley Elementary School

Employee Resignations:

1. Burns, Jennifer – School Bus Driver, Cullowhee Valley Elementary School
2. Cherry, Emily – Teacher, Blue Ridge School
3. Davis, Megan – Head Coach Softball, Smoky Mountain High School
4. Ensley, Anna – Afterschool Assistant, Fairview Elementary School
5. Green, Connie – Teacher Assistant, Blue Ridge School
6. Green, Mitchel – Custodian and Bus Driver, Fairview Elementary School
7. Harrison, Adam – Technology Technician, Central Office
8. Hart Jr., Jerry – Custodian and Bus Driver, Fairview Elementary School
9. Johnson, Alla – Teacher Assistant, Cullowhee Valley Elementary School
10. Jordan, Rose – Tutor, Smokey Mountain Elementary School
11. Logan, Jeff – Bus Driver, Smoky Mountain High School
12. Mathis, Derek – Afterschool Assistant, Cullowhee Valley Elementary School
13. Obuchowski, Tracy – Teacher, Smokey Mountain Elementary School
14. Pangle, Alaina – Teacher, Smokey Mountain Elementary School
15. Rogers, Sheryl – District Instructional Coach, Smokey Mountain Elementary School
16. Wiggins, Ciera – Counselor, Fairview Elementary School
17. Witherspoon, Allison – Afterschool and Summer Camp Assistant, Cullowhee Valley Elementary School
18. Wyant, Jeffrey – Assistant Principal, Blue Ridge School and Early College

Employee Retirements:

1. McFadden, Kathy – Teacher Assistant, Smokey Mountain Elementary School

Staff, Non-Staff, and Returning Coach Recommendations:

1. Baldwin, Emmitt – Volunteer Assistant Coach Football, Smoky Mountain High School – New Non-Staff
2. Brooks, Beth – Head Coach Volleyball, Smokey Mountain Elementary School – Returning Staff
3. Burns, Brandon – Volunteer Assistant Coach Middle School Football, Smoky Mountain High School – New Non-Staff
4. Burton, Heather – Assistant Coach Volleyball, Cullowhee Valley Elementary School – Returning Non-Staff
5. Cook, Jill – Athletic Director, Scotts Creek Elementary School – New Staff
6. Danner, Colton – Volunteer Assistant Coach Middle School Football, Smoky Mountain High School – New Non-Staff
7. Ellsworth, Marissa – Head Coach Volleyball, Fairview Elementary School – Returning Non-Staff
8. Fowler, Carlton – Head Coach Junior Varsity Volleyball, Blue Ridge Early College – Returning Non-Staff
9. Fowler, Cindy – Assistant Coach Junior Varsity Volleyball, Blue Ridge Early College – Returning Non-Staff
10. Friesen, Jacob – Assistant Coach Soccer, Cullowhee Valley Elementary School – New Non-Staff
11. Hansen, Debbie – Head Coach Soccer, Fairview Elementary School – New Staff
12. Jones, Garrett – Assistant Coach Varsity Football, Smoky Mountain High School – New Non-Staff
13. Kilpatrick, Alicia – Assistant Coach Volleyball, Smokey Mountain Elementary School – New Staff
14. Lester, Brittany – Volunteer Assistant Coach Cross Country, Smoky Mountain High School – New Staff
15. Long, Michelle – Head Coach Volleyball, Scotts Creek Elementary School – New Staff
16. Lugo, Benjamin – Volunteer Assistant Coach Middle School Soccer, Blue Ridge Early College – Returning Non-Staff
17. Lugo, Cruz – Volunteer Assistant Coach Middle School Soccer, Blue Ridge Early College – Returning Non-Staff
18. Macke, Stacy – Volunteer Assistant Coach Women’s Golf, Smoky Mountain High School – Returning Staff
19. Miller, Scott – Assistant Coach Soccer, Smokey Mountain Elementary School – New Staff
20. Roberson, Lane – Assistant Coach Middle School Football, Smoky Mountain High School - New Non-Staff
21. Rosario, Jesus – Assistant Coach District Middle School Boys Soccer, Smoky Mountain High School – New Non-Staff
22. Sandoval, Jesus – Head Coach Soccer, Smokey Mountain Elementary School – Returning Staff
23. Starnes, Alana – Head Coach Girl’s Basketball, Scotts Creek Elementary School- New Staff
24. Stephens, Devon – Assistant Coach Junior Varsity Football, Smoky Mountain High School – New Non-Staff

25. Watson, Jason – Volunteer Assistant Coach Junior Varsity and Varsity Volleyball, Blue Ridge Early College – Returning Non-Staff

Kindergarten Academy Recommendations:

1. Conner, Kay – Teacher Assistant, Scotts Creek Elementary School
2. Hickman, Melissa – Teacher, Scotts Creek Elementary School
3. Rowe, Christy – Teacher Assistant, Scotts Creek Elementary School
4. Simmons, Georgeanne – Teacher Assistant, Fairview Elementary School
5. Willson, Dorothea – Teacher, Scotts Creek Elementary School

Summer Program Recommendations:

1. Giles, Petra – Summer Preschool Coordinator, Fairview Elementary School
2. Nordmann, Clare – Summer Certified Occupational Therapist Assistant, Fairview Elementary School

Transfer Requiring Action:

1. Henderson, Noah – From Full-time Custodian and Bus Driver to Part-time Custodian and Bus Driver, Smoky Mountain High School
2. Smith, Shane – From Custodian and Bus Driver at Blue Ridge Early College to Custodian and Bus Driver at Smoky Mountain High School

FYI – BOARD ACTION NOT REQUIRED

Transfers:

1. Buchanan, Becky – From EC Teacher Assistant at School of Alternatives to EC Teacher Assistant at Fairview Elementary School
2. Hammer, Kelly – From EC Teacher Assistant at Smoky Mountain High School to EC Teacher Assistant at Cullowhee Valley Elementary School
3. Pitts, Angela – From EC Teacher at School of Alternatives to EC Teacher at Fairview Elementary School
4. Rogers, Sheryl – From District Instructional Coach at Smokey Mountain Elementary School to Teacher at Smokey Mountain Elementary School
5. Wilson, Lisa – From EC Teacher Assistant at School of Alternatives to EC Teacher Assistant at Fairview Elementary School

SUPERINTENDENT’S EVALUATION

Mrs. Laird Large discussed the Superintendent’s evaluation process required annually by the state of North Carolina. Superintendents in the state of North Carolina are rated Developing, Proficient, Accomplished, or the highest rating Distinguished. The board recommended Dr. Elliott be given a distinguished rating, a one year extension to her contract, for a total of four years, and a 3% pay increase, and a one year contract extension aligned with Dr. Elliott’s contract timeline, and a 3% pay increase to Assistant Superintendent, Jacob Buchanan.

Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve a Distinguished rating, a one year contract extension, and a 3% pay increase for Superintendent Dr. Kimberly Elliott, and a one year contract extension and a 3% pay increase for Assistant Superintendent, Jacob Buchanan.

ANNOUNCEMENTS

The next regularly scheduled business meeting of the Board of Education is September 24, 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 7:35 p.m.

Alison Laird Large, Chairperson

Dr. Kimberly Elliott, Secretary