

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

398 Hospital Road, Sylva

October 22, 2019

6:00 p.m.

The Jackson County Board of Education met in regular session at 6:00 p.m. on Tuesday, October 22, 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  
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. Wes Jamison and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the Agenda.*

**SPECIAL RECOGNITION**

Dr. Elliott presented the Jackson County Board of Education members with the Silver Bell Award from the North Carolina School Board Association for complete board training for 2018-2019. Boards are awarded the Silver Bell when each board member has earned some training hours.

Dr. Elliott presented Ms. Dawn Gilchrist with flowers and a Certificate of Congratulations for being named a Top 2 Western Region Finalist for Teacher of the Year.

**OPEN SESSION FOR PUBLIC COMMENTS**

None.

**CONSENT ACTION AGENDA**

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

- A. Open Session Minutes of Regular Meeting of September 24, 2019.

### **INFORMATION AGENDA**

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

Dr. Elliott reported on the following:

1. Evelyn Graining, Principal Smoky Mountain High School has been invited to speak at WRESA on November 18 about student achievement success at SMHS.
2. Dr. Elliott recognized Teri Walawender, Principal Blue Ridge School, and Dr. Tracie Metz, Principal Blue Ridge Early College, for receiving the Cashiers Highlands Hospital Legacy Foundation grant, in the amount of \$170,000.00. This grant money will be used to hire a much needed full-time School Nurse and Social Worker.
3. Dr. Elliott will be writing a monthly column with the Sylva Herald that showcases JCPS students and schools - "Engaging in Education with Dr. Kimberly Elliott."
4. JCPS continues to engage in the work of teaching and learning while recognizing the great work of students and staff. On Oct. 8, 2019, JCPS highlighted many servant leaders in our district at the Excellence in Leadership awards event as follows:

**Principal of the Year**

Dr. Tracie Metz, Blue Ridge Early College

**Steve Jones Servant Leader Staff Nominees**

Evelyn Graining, Principal Smoky Mountain High School

Dennis Proffitt, District Mentor for Assistant Principals

Jolene Sneed, Social Worker, Smokey Mountain Elementary School

Dana Tucker, District Behavior Specialist – Award winner

**Steve Jones Servant Leader Student Nominees**

Keanu Ammons, 12<sup>th</sup> Grade, Jackson County Early College

Dustin Johnson, 8<sup>th</sup> Grade, Cullowhee Valley Elementary School

Zeb Mathis, 7<sup>th</sup> Grade, Scotts Creek Elementary School

Hailey Norris, 8<sup>th</sup> Grade, Smokey Mountain Elementary School

Kaitlyn Stewart, 12<sup>th</sup> Grade, Blue Ridge Early College – Award winner

5. Dr. Elliott said that the Board of Education will vote to change the name of the School of Alternatives to Jackson Community School. This change reflects the commitment to the community by students and staff and helps to demonstrate this a school of choice with the highest rating of Progressing for its school category.
6. Jackson Community School Seniors, Nick Mathis, Dalton Connor, and freshman, Zach Watts participated in a service learning opportunity at Ochre Hill Baptist Church. Students helped sort and size coats for the annual *Winter Coat Giveaway* held at Ochre Hill.
7. Dawn Gilchrist, the Jackson County Teacher of the Year from the Jackson Community School has been named one of two finalists for the Western Region Teacher of the Year! This is fantastic news for our district and school. We wish Ms. Gilchrist all the best in the next round of competition.
8. Smokey Mountain Elementary recognizes 7<sup>th</sup> Grade New Century Scholar recipients:  
Melia Cherry lives in the Barkers Creek Community, and is the daughter of Chasity Gates and Helmet Cherry.  
Gentry Bumgarner resides in the Thomas Valley Community, and is the son of Brian and

Kelli Bumgarner.

9. Congratulations to five Fairview School Eagles selected to the North Carolina Honors Chorus. They are Maya Denmon, Hadley Jenkins, Lia Jeffress, Savannah Hebenstreit, and Zoey Bock. In November, these students will travel to Winston Salem to sing at the State Music Conference.
10. After reading about current events in their local paper, a group of concerned 5<sup>th</sup> grade students at Blue Ridge School wrote letters to Representative Joe Sam Queen in support of the Fiber NC Act, a bi-partisan bill to help expand broadband service in rural communities across North Carolina.
11. Blue Ridge Early College is home to Jackson County Principal of the Year, Dr. Tracie Metz. She was recently honored at the Principal of the Year Ceremony on October 8<sup>th</sup>. Best wishes to Dr. Metz in the Regional Principal of the Year competition. She will represent Jackson County Public Schools well.
12. Daniella Salinas Perez, Grade 12 at Blue Ridge Early College, has been a pioneer for student led fundraising for our Blue Ridge students. For the past seven years, she has made a variety of arts and crafts to sell in order to raise money for our 6<sup>th</sup> grade students to attend space camp, and this year the Senior Trip is added to the initiative. She serves as a mentor and is an example of the “Bobcat Best”.
13. On Tuesday evening, October 2<sup>nd</sup>, Jackson County Early College inducted 20 new student members into the National Honor Society. Students’ families joined the special ceremony at the Burrell Building on the Campus of Southwestern Community College. We are proud of National Honor Society members and all they have accomplished.
14. Great news at Smoky Mountain High: Will Frady was named WLOS player of the week, also featured was Drew Umphlett, Band Director on the Thanks to Teachers Segment.
15. Jonathan Buck, Cody Maney, and Zeb Mathis wrote the script and served as leaders for the Scotts Creek “Leader in Me Kickoff”. On Friday, Bristol Brown, Ellen Mathis, Gavin Jones, and Eason Ange were the leaders interviewed by WRGC.
16. Cullowhee Valley will host an author’s visit in November. Nadine James, co-author of the book, “Memoir Your Way,” will be spending time with students to kick off a school-wide memoir-writing program. A Student Work Showcase is coming in the Spring.

**B. Agenda Item:** Superintendent Recommendation for Low Performing Schools

**Presenter:** Jake Buchanan, Assistant Superintendent and Angie Dills, Chief Academic Officer

Mr. Buchanan presented the Superintendent’s recommendation for Low Performing Schools and outlined the steps that the district is taking to support Blue Ridge Early College, Blue Ridge School and Scotts Creek Elementary School to increase student achievement and growth.

**C. Agenda Item:** Replacement of HVAC units at Smoky Mountain High School

**Presenter:** Jason Watson, Maintenance Director

Mr. Watson informed the board concerning plans for the replacement of HVAC units at SMHS.

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

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

Mrs. Walker presented the Unaudited Financial Summary for October 2019.

## **ACTION AGENDA**

**A. Agenda Item:** Budget Amendment Resolution

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

Mrs. Walker presented the board with a Budget Amendment Resolution Continuation for fiscal year 2019-2020 and asked for board approval.

***Action:** Upon a motion by Mr. Wes Jamison and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the Budget Amendment Resolution Continuation for 2019-2020.*

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

**Presenter:** Mr. Adam Holt, Director of Testing and Assessments

Mr. Holt presented the district and school improvement plans for 2019-2020 and asked for board approval. He said that this is the fourth year the district is using NC Star.

***Action:** Upon a motion by Mr. Wes Jamison and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the District and School Improvement Plans for 2019-2020.*

**C. Agenda Item:** Renaming of the Jackson County School of Alternatives

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

Dr. Elliott introduced Ms. Angela Lunsford, Principal School of Alternatives. Ms. Lunsford requested that the name of the school be changed to Jackson Community School, and asked for board approval. This change reflects the commitment to the community by students and staff and helps to demonstrate this a school of choice with the highest rating of Progressing for its school category.

***Action:** Upon a motion by Mr. Wes Jamison and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve the name change to the Jackson Community School.*

**D. Agenda Item:** Policy Updates

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

Technical Changes:

1. Online Instruction (3102)
2. Technology Responsible Use (3225/4312/7320)
3. Collections and Solicitation (5220)
4. Student Health Services (6120)
5. Operation of School Nutrition Services (6220)
6. Drivers (6315)
7. Substitute Teachers (7430)
8. Personnel Files (7820)
9. Gifts and Bequests (8220)
10. Insurance (8340)

Dr. Elliott presented the proposed technical changes to the above listed policies and asked for board approval.

**Action:** *Upon a motion by Mr. Wes Jamison and seconded by Mrs. Margaret McRae, the board voted unanimously to approve changes to the above listed policies.*

**E. Agenda Item:** Field Trips

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

1. Smoky Mountain High School, Grades 9-12 - Body Worlds, Atlanta, GA, Nov. 21, 2019, TT 6197.

Dr. Elliott reviewed the above listed Field Trip and asked for board approval.

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

**CLOSED SESSION**

*The board unanimously approved a motion by Mr. Wes Jamison and seconded by Mrs. Margaret McRae, 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 Mr. Wes Jamison and seconded by Mrs. Abigail Clayton, the board voted unanimously to return to open session.*

**OPEN SESSION**

**F. Agenda Item:** JCPS Superintendent's Contract renewal

**Presenter:** Alison Laird Large, Board Chair

Mrs. Large presented a recommendation to extend Dr. Elliott's Superintendent contract for an additional year, and in lieu of a pay raise, provide compensation in the amount of \$8,500.00 to be paid to the tax-deferred retirement account of her selection.

**Action:** *Upon a motion by Mr. Wes Jamison and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the renewal of the Superintendent's contract with additions.*

**CLOSED SESSION MINUTES**

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

- A. Closed Session Minutes of Regular Meeting of September 24, 2019.

**PERSONNEL ACTION AGENDA**

**Action:** *Upon a motion made by Mr. Wes Jamison 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. Bates, April – Activity Bus Driver, Cullowhee Valley Elementary School
2. Beam-Hiatt, Gabrielle – Temporary Tutor, School of Alternatives
3. Button, Lindsay – EC Homebound Teacher, Smoky Mountain High School
4. Crisp, Meredith – Afterschool Tutor, Fairview Elementary School
5. Derks, Mary – School Counselor, Fairview Elementary School
6. Doolittle, Hannah – Director of Afterschool, Cullowhee Valley Elementary School
7. Dunford, Ollin – ISS Coordinator, Smoky Mountain High School
8. Frady, Jennifer – Substitute School Nutrition Assistant, Fairview Elementary School
9. Gilbert, Lori – Afterschool Tutor, Fairview Elementary School
10. Holland, Landon – Teacher, Blue Ridge School
11. Hoyle, Joe Allen – Substitute School Nutrition Assistant, Smoky Mountain High School
12. Johnson, Tanya – School Nutrition Assistant, Fairview Elementary School
13. Lee, Daniel – Part Time Custodian, Smoky Mountain High School
14. Mayes, April – Afterschool Tutor, Fairview Elementary School
15. McMahan, Sammy – Bus Driver, Cullowhee Valley Elementary School
16. Metz, Dr. Tracie – Substitute Bus Driver, Blue Ridge School
17. Moore, Misty – Activity Bus Driver, Jackson County Early College
18. Mullen, Kim – EC Teacher Assistant, Smoky Mountain High School
19. Nashif, Miranda – School Nutrition Assistant, Scotts Creek Elementary School and School of Alternatives
20. Osorio, Isabel – Marching Band Assistant, Smoky Mountain High School
21. Passmore, Kevin – Bus Driver, Smoky Mountain High School
22. Price, Anna – School Nutrition Assistant, Smokey Mountain Elementary School
23. Pritchard, Amber – Substitute School Nutrition Assistant, Smoky Mountain High School
24. Proffitt, Dennis – Activity Bus Driver, Smoky Mountain High School
25. Queen, Mackenize – Teacher, Scotts Creek Elementary School
26. Robinson, Joey – Teacher, Smoky Mountain High School
27. Sikes, Mekayla – Afterschool Assistant, Cullowhee Valley Elementary School
28. Sullivan, Hannah - Afterschool Tutor, Fairview Elementary School
29. Treadway, Mike – Substitute Bus Driver and Activity Bus Driver, Smokey Mountain Elementary School
30. Vickery, Ally – Marching Band Assistant, Smoky Mountain High School
31. Watkins, Susan – Grant Funded Afterschool Tutor, Blue Ridge School
32. Westwood, Nicole – Grant Funded Afterschool Tutor, Blue Ridge School
33. Young, Lyndsi – Bus Monitor, Cullowhee Valley Elementary School
34. Young, Lyndsi – Tutor, Cullowhee Valley Elementary School

**Employee Resignations:**

1. Bennett, Teresa – Afterschool Assistant, Scotts Creek Elementary School

2. Egerdahl, Alexis – School Nutrition Assistant, Fairview Elementary School
3. George, Kevin – Teacher, Scotts Creek Elementary School
4. McCoy, Kathleen – Teacher, Scotts Creek Elementary School
5. Morgan, Jessica – Teacher Assistant, Fairview Elementary School
6. Winchester, Mike – Computer Lab Facilitator/ISS Coordinator and Coach Men’s Cross Country, Smoky Mountain High School

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

1. Bell, Tasha – Head Coach Cheer, Smokey Mountain Elementary School – Returning Staff
2. Burton, Heather – Head Coach Girls Basketball, Cullowhee Valley Elementary School – Returning Staff
3. Church, Will – Head Coach Boys Basketball, Cullowhee Valley Elementary School – New Non-Staff
4. Coggins, Amy – Assistant Coach Girls’ Basketball, Scotts Creek Elementary School – New Non-Staff
5. Davis, Janet – Head Coach Cheer, Scotts Creek Elementary School – Returning Staff
6. Ellsworth, Marissa – Assistant Coach JV Women’s Basketball, Smoky Mountain High School – Returning Staff
7. Estep, Audrey – Head Coach Girls Basketball, Smokey Mountain Elementary School – Returning Staff
8. Hyatt, Steven – Assistant Coach Boys Basketball, Smokey Mountain Elementary School – Returning Non-Staff
9. Lehman, Reanna – Assistant Coach Girls Basketball, Cullowhee Valley Elementary School – New Non-Staff
10. Lester, Brittany – Head Coach Men’s Cross Country, Smoky Mountain High School – Returning Staff
11. McClellan, Jesame – Assistant Coach Girls Basketball, Smokey Mountain Elementary School – New Staff
12. Mireles, Cristian – Head Coach Varsity Boys Basketball, Blue Ridge Early College –Returning Non-Staff
13. Mireles, Cristian – Head Coach Middle School Soccer, Blue Ridge Early College – Returning Non-Staff
14. Moody-Bumgarner, Mary – Assistant Coach Cheer and Bus Driver, Smokey Mountain Elementary School – Returning Staff
15. Ramos, Mike – Head Coach Boys Basketball, Smokey Mountain Elementary School – Returning Non-Staff
16. Thompson, Mark – Assistant Coach Boys Basketball, Cullowhee Valley Elementary School – New Non-Staff
17. White, Jordyn – Head Coach Cheer, Cullowhee Valley Elementary School – New Staff

**ANNOUNCEMENTS**

**The next regularly scheduled business meeting of the Board of Education is November 19, 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 8:15 p.m.

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Alison Laird Large, Chairperson

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Dr. Kimberly Elliott, Secretary