

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

398 Hospital Road, Sylva

January 28, 2020

6:00 p.m.

The Jackson County Board of Education met in regular session at 6:00 p.m. on Tuesday, January 28, 2020, at the School Board Administrative Offices, 398 Hospital Road, Sylva, North Carolina. The following members were present:

Alison Laird-Large, Chairperson  
Elizabeth Cooper, Vice-Chair  
Margaret McRae – via telephone  
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**

Board 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 Mr. Wes Jamison, the board unanimously approved the consent action agenda:*

- A. Open Session Minutes of Regular Meeting of December 16, 2019.

**INFORMATION AGENDA**

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

Dr. Elliott reported on the following:

1. Dr. Elliott said the board will have a work session on Feb. 4, 2020 at 6:00 p.m. to discuss Education Funding, Middle School, and Capital needs.
2. Dr. Elliott congratulated David Proffitt. She said that Jackson County Public Schools is a winner in the NCSPPRA (North Carolina School Public Relations Association) Blue Ribbon Awards program. Mr. Proffitt submitted photos in the photography category and an article about homeless students in the writing category. Overall winners are to be announced on Friday January 31, 2020 at the O. Henry Hotel in Greensboro. Mr. Proffitt is an outstanding asset to the administrative team and brings a wealth of communications and public relations knowledge to JCPS.
3. Dr. Elliott informed the board that Jackson County Public Schools is the recipient of an anonymous donation of \$10,000 through Great Smokies Health Foundation for student food insufficiency and the Breakfast/Lunch program. She said we are grateful for this donation as it helps us provide breakfast and lunch for students no longer included in the Tier I Community Eligibility Program Grant. All students remain eligible to apply for Free and/or Reduced lunch rates.
4. Dr. Elliott said that Jackson County Public Schools is hard at work completing projects on the ten-year long-range plan. The Egress Courtyards for safety are in pre-construction stage, and work has begun on the ADA compliance seating and restrooms at SMHS Baseball Field. Roof replacement is ongoing, and future long term needs include: ADA Ramp at SMHS Football Stadium, ADA Compliant restrooms and concession stands at SMHS Football Stadium, Bus Garage, Athletic Track on Jones Street Property, Cafeteria at Fairview, Blue Ridge Gym with Performance Stage, and Air Conditioning for the SMHS Auxiliary Gym.
5. Dr. Elliott said that Scotts Creek School is pleased to announce their national partnership with the Bojangles *Star Leadership* program. This program is designed to assist Elementary Schools that are designated as *Leader in Me* Schools by providing awards and monthly recognition to student leaders. The “Five Core Values” embodied by Bojangles, align with the “Seven Habits” embraced by *Leader in Me* schools.
6. Jackson County Public Schools is pleased to spotlight the following students:
  - a. Mary Michael Hanks, a 7th grade student at Fairview School, is a straight A student, excelling in mathematics. She is involved in extracurricular activities including Varsity Science Olympiad. At their most recent competition in Nashville, Tennessee, she earned an Ornithology (study of birds) ribbon.
  - b. Tommy Farmer is an outstanding student. He is a leader at Jackson Community School and is willing to do anything asked of him, whether it be speaking at a school board meeting or helping a teacher or student. He will graduate in June and has already begun community college classes at HCC where he is taking a fish and wildlife course online.
  - c. KJ Ammons, a Jackson County Early College Senior, embodies all of the guiding principles of Jackson County Early College: Education, Leadership, Service, and

Community. He has taken on a key leadership role in making the JCEC Interact Club successful, as well as volunteering for drives to help the needy in Jackson County, such as canned food drives and splitting and delivering firewood to the needy, as well as helping to provide meals for the homeless.

- d. Charlotte Sherrill is an 11<sup>th</sup> grade Blue Ridge Early College student and an athlete. In addition to representing her class in our Student Government Association, this past week, she reached 1,000 points scored for our Lady Bobcats! Charlotte's *Bobcat Best* is shown daily through her willingness to help, kindness and hard work!
- e. Megan Lillard is an eighth grade student at Scotts Creek who demonstrates leadership in all areas of her life. At school, Megan maintains a very high GPA, 97%, and takes upper level classes. She serves as a Student Council Officer and has provided valuable leadership with the annual Scotts Creek Food drive. Megan volunteers by working to help provide for needs for a family who lost everything in a fire, assisting with the Back Pack food distribution, and mentoring in Bible Club.
- f. Jordan Farmer, a 6<sup>th</sup> grader at Cullowhee Valley School, puts a positive spin on all his life activities. He readily participates in class, and is willing to take chances to try out new skills. He is always supportive of his teachers and is kind to his peers. He shines in both character and academics.
- g. Katie Jamison, a 7<sup>th</sup> grader at Smokey Mountain Elementary lives in the Thomas Valley Community. She is an excellent student, and has grown significantly in her I-Ready Reading Benchmark Scores. She is a great reader and mentors others.
- h. McKenzie Woods, Blue Ridge 6<sup>th</sup> grader, exemplifies what it means to be a Bobcat. She is respectful of peers and adults alike, and she is always helpful and kind. She is an eager learner and engages in all activities—academics, sports and extra-curriculars, with enthusiasm and a commitment to do her very best.
- i. SMHS junior student, Victoria Wlosok is the organizer behind our attempt at breaking a Guinness Book of World Record. The record is for the most individuals simultaneously hugging stuffed animals. She came up with the idea months ago and has been working collaboratively with teachers, students, and administration to organize, publicize, and to implement the school wide event. The attempt is scheduled for Feb. 14<sup>th</sup> and all donations will go to various Jackson County outreach programs. See video link below for more info: <https://www.youtube.com/watch?v=B-vR2bcSS1E>

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

**Presenter:** Jacob Buchanan, Assistant Superintendent

Mr. Buchanan presented the Unaudited Financial Summary for January 2020.

**ACTION AGENDA**

**A. Agenda Item:** Budget Resolution

**Presenter:** Jacob Buchanan, Assistant Superintendent

Mr. Buchanan presented the Budget Resolution for 2019-2020 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 Budget Resolution for 2019-2020.*

**B. Agenda Item:** Anderson, Smith, and Wike PLLC Audit Contract

**Presenter:** Jacob Buchanan, Assistant Superintendent

Mr. Buchanan presented the Anderson, Smith and Wike PLLC Audit Contract for 2019-2020 and asked for board approval. Mr. Buchanan stated that this is a one-year contract with no increase in price.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mr. Wes Jamison the board voted unanimously to approve the Anderson, Smith, and Wike Audit Contract for 2019-2020.*

**C. Agenda Item:** Indian Education Policies and Procedures Annual Approval

**Presenter:** Angie Dills, Chief Academic Officer

Mrs. Dills presented the Indian Education Policies and Procedures update 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 updated Indian Education Policies and Procedures.*

**D. Agenda Item:** Promethean Board Purchase Approval

**Presenter:** Jeremiah Jackson, Chief Technology Officer

Mr. Jackson presented bids for the purchase of Promethean Boards from CDW 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 purchase of Promethean Boards from CDW.*

**E. Agenda Item:** Hunter Safety Program

**Presenter:** Jacob Buchanan, Assistant Superintendent

Mr. Buchanan presented information about the formation of a Hunter Safety Program at Smoky Mountain High School 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 Hunter Safety Program at Smoky Mountain High School.*

**F. Agenda Item:** SMHS Ball Field Accessibility Project Approval

**Presenter:** Jacob Buchanan, Assistant Superintendent

Mr. Buchanan presented the bids for the Smoky Mountain High School Ball Field Accessibility Project and asked for board approval to use Western Builders of Sylva.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mr. Wes Jamison the board voted unanimously to approve Western Builders of Sylva for the Smoky Mountain High School Ball Field Accessibility Project.*

**G. Agenda Item:** WCU College of Allied Professions Memorandum of Understanding Approval  
**Presenter:** Dr. Kimberly Elliott, Superintendent

Dr. Elliott presented the Memorandum of Understanding with WCU College of Allied Professions for the LEAP Program support 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 Memorandum of Understanding with WCU College of Allied Professions for the LEAP program support.*

**H. Agenda Item:** Policy Updates  
**Presenter:** Dr. Kimberly Elliott, Superintendent

1. Child Abuse and Related Threats to Child Safety (4240/7312)

Dr. Elliott presented the changes to the above listed policy 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 update to the above listed policy.*

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

1. Blue Ridge Early College, Grades 9-12 - Peace Center, Greenville, SC, March 4, 2020, TT 6477.
2. Smoky Mountain High School, Grades 8-12 Band – Dorman High School, Roebuck, SC, March 7, 2020, TT 6484.
3. Smoky Mountain High School, Grades 9-12 – Charlotte, NC, Feb. 8-9, 2020, TT 6492.
4. Blue Ridge School, Grade 6 – US Space & Rocket Center, Huntsville, AL, April 14-17, 2020, TT 6494.
5. Smokey Mountain Elementary School, Grade 1 – Ripley’s Aquarium, Gatlinburg, TN, Feb. 18, 2020, TT 6508.
6. Blue Ridge Early College, Grades 11-12 – Washington D.C., April 2-5, 2020, TT 6509.
7. Smokey Mountain Elementary School, Grade 3 – Pigeon Forge, TN, March 27, 2020, TT 6516.
8. Blue Ridge School, Grade 5 – Bad Creek, Salem, SC, April 23, 2020, TT 6518.
9. Cullowhee Valley Elementary School, Grade 8 – Charleston, SC, May 6-8, 2020, TT 6527.
10. Smoky Mountain High School, SMART Robotics Team – Riverside Military Academy, Gainesville, GA, Feb. 28 to Mar. 1, 2020, TT 6520.
11. Cullowhee Valley Elementary School, Grade 5 – Charlotte Motor Speedway, Charlotte, NC, Feb. 28, 2020, TT 6463.
12. Smoky Mountain High School, Grades 9-12 Chorus Students – Peace Center, Greensboro, SC, Feb. 13, 2020, TT 6537.

13. Blue Ridge School, Grade 6 – Ron Clark Academy. Atlanta, GA, Mar. 26, 2020, TT 6493.

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. 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 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 Mrs. Margaret McRae, the board voted unanimously to return to open session.*

### **OPEN SESSION**

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

1. Closed Session Minutes of Meeting on December 16, 2019

### **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. Bailey, Doug – Bus Driver, Smoky Mountain High School
2. Barlowe, Rebecca – Teacher, Fairview Elementary School
3. Barrientos, Lesly – School Nutrition Assistant, Fairview Elementary School
4. Boyles, Rachael – Afterschool Assistant, Cullowhee Valley Elementary School
5. Brown, Pat – Substitute School Nutrition Assistant, Fairview Elementary School
6. Cauley, Jeremy – Middle School Athletic Director, District-wide
7. Cheatham, Daryl – Part-time Custodian/Bus Driver, Smoky Mountain High School
8. Clayton, Amber – Teacher Assistant 3-5 Day Treatment, Jackson Community School
9. Egerdahl, Alexis – Substitute School Nutrition Assistant, Fairview Elementary School
10. Ferrin, Rita – Bus Driver, Blue Ridge School
11. Flowers, Amber – Afterschool Assistant, Cullowhee Valley Elementary School
12. Johnson, Tanya – School Nutrition Assistant, Fairview Elementary School
13. King, Morgan – Tutor, Smokey Mountain Elementary School
14. Moore, Misty – Activity Bus Driver, Fairview Elementary School

15. Nidiffer, Emilee – Student Driver, Jackson County Early College
16. Parker, Lindsey – Teacher, Cullowhee Valley Elementary School
17. Warner, Mary-Margaret – Afterschool Assistant, Cullowhee Valley Elementary School
18. Williamson, Cynthia – Substitute School Nutrition Assistant, CVES, FES, SMHS, SCES, SMES
19. Young, Lyndsi – EC Teacher Assistant, Cullowhee Valley Elementary School

**Employee Resignations:**

1. Bays, Cortni – Teacher, Fairview Elementary School
2. Guelcher, Jeff – Bus Driver, Smoky Mountain High School
3. Henderson, Noah – Part-time Custodian/Bus Driver, Smoky Mountain High School
4. Williams, Shane – Head Coach Middle School Baseball, Smoky Mountain High School

**Employee Retirements:**

1. Cleaveland Jr., James R. – Assistant Principal, Smoky Mountain High School

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

1. Kiefer, Matthew – Head Coach Men’s Track, Smoky Mountain High School
2. Kim, Tammy – Assistant Coach Track, Smoky Mountain High School

**FYI – BOARD ACTION NOT REQUIRED**

**Transfers:**

1. Watson, Joshua – From Teacher at Fairview Elementary School to Assistant Principal at Cullowhee Valley Elementary School

The board discussed the upcoming work session on February 4<sup>th</sup>. The topics will include Education Funding, a Middle School discussion, and current Capital Needs and Future Prioritization of the 10-year Plan.

JCPS does not have funding or land at this time for a middle school. The board would like additional information about a bond referendum from the county attorney. The board directed the Superintendent to contact the DPI school planning office concerning possible variances in regards to middle school buildings/acreage determinations.

**ANNOUNCEMENTS**

**The next regularly scheduled business meeting of the Board of Education is February 25, 2020, at 6:00 p.m., at the Board of Education Central Office, Sylva, North Carolina.**

**ADJOURNMENT**

There being no objection, Chairperson Ali Laird-Large adjourned the meeting at 7:30 p.m.

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Alison Laird-Large, Chairperson

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Dr. Kimberly Elliott, Secretary