

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

398 Hospital Road, Sylva

June 23, 2020

6:00 p.m.

The Jackson County Board of Education held their regular session on Tuesday, June 23, 2020, at 6:00 p.m., in Sylva, North Carolina. Due to N.C. Governors Executive Order 121, the meeting was conducted using video and telephone conferencing to limit the number of people present for the meeting. The following members were present via telephone and/or online platform:

Alison Laird-Large, Chairperson  
Margaret McRae

The following members were present:

Elizabeth Cooper, Vice Chair  
Wes Jamison  
Abigail Clayton  
John Henning, School Board Attorney

Also present were Dr. Kimberly Elliott, Superintendent; Jacob Buchanan, Assistant Superintendent; Dr. Kevin Bailey, Personnel Director; Jeremiah Jackson, Chief Technology Officer; 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. Abigail Clayton, the board voted unanimously to approve the Agenda.*

**SPECIAL RECOGNITION**

Dr. Elliott congratulated the School Bookkeepers on their accomplishment of receiving the NCASBO School Treasurers Academy - Ada Hall, Central Office; Beth Brooks, Smokey Mountain Elementary School; Mindy Conner, Blue Ridge Early College; David Dalton, Jackson Community School; and Pam Wood, Cullowhee Valley Elementary School.

**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 May 19, 2020.
- B. Open Session Minutes of Special Called Work Session on May 27, 2020.
- C. Open Session Minutes of Special-called Work Session and Meeting on June 11, 2020.

## INFORMATION AGENDA

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

Dr. Elliott reported on the following:

1. Dr. Elliott thanked the Directors, Principals and Teachers for their hard work on the JCPS re-entry plans that will be presented at the July 7<sup>th</sup> Special-called meeting.
2. Dr. Elliott congratulated Angie Dills for being selected as the Western Region Curriculum & Instructional Management Division of CTE Coordinator/Director of the Year and for being chosen to represent the Western Region on the State CTE Director's Advisory Group for a three-year term. Angie will continue to the state level CIMCOY selection process, and a state CIMCOY of the year will be announced during Summer Conference.
3. Dr. Elliott thanked WCU and Dean Kim Winter in the College of Education for the Catamount Partnership grant for \$5000 to obtain a temperature check kiosk for SMHS where the Catamount Lab School is housed. This will be one of two kiosk purchased.
4. Dr. Elliott informed the board that JCPS will purchase walk through temperature detectors for each school. SMHS will house 3 detectors, 2 at FV and 2 at Blue Ridge with other schools each having 1 detector.
5. Dr. Elliott stated that JCPS is extremely grateful to WRESA and Dogwood Trust Partners. They have provided over 5,000 washable masks for JCPS students and staff. She said that she had a conversation/interview with the Dogwood Trust Foundation Education Committee as an introduction to future partnership work between JCPS and Dogwood Trust. Watch for many more great things to come.
6. Dr. Elliott thanked Ali Laird Large, Chair and Elizabeth Cooper, Vice Chair.

- B. **Agenda Item:** Declared Surplus  
**Presenter:** Jacob Buchanan

Mr. Buchanan presented the following items as declared surplus:

1. 1990 Chevy 8.2 Activity Bus #8029 Vin # 1GBM6P1F4MV102187

2. 2000 GMC 2500 Truck #7016 Vin # 1GDGC24R2YR215330

C. **Agenda Item:** School Nutrition Update

**Presenter:** Laura Cabe, School Nutrition Director

Mrs. Cabe presented the board with an update on the Community Eligibility Provision, the 2020 Meal Prices, the School Health Advisory Committee (SHAC), and the Summer Foodservice Program.

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

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

Mrs. Walker presented the Unaudited Financial Summary as of June 23, 2020.

**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, School Nutrition Fund, and Local Current Expense 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 Capital Outlay Fund, Federal Grants Fund, State Public School Fund, Other Specific Revenue Fund, and Local Current Expense Fund.*

B. **Agenda Item:** CTE Local Plan Approval

**Presenter:** Mrs. Angela Dills, Chief Curriculum Officer

Mrs. Dills presented the board with update to the 2020-2021 CTE Local Plan 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 CTE Local Plan.*

C. **Agenda Item:** NC Vocational Rehabilitation Services Third Party Budget Agreement

**Presenter:** Mrs. Kelly Doppke, Student Support Services Director

Mrs. Doppke presented the NC Vocational Rehabilitation Services Third Party Budget Agreement 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 NC Vocational Rehabilitation Services Third Party Budget Agreement for 2020-2021.*

D. **Agenda Item:** Behavior Support PRC 29 Grant Request

**Presenter:** Mrs. Kelly Doppke, Student Support Services Director

Mrs. Cabe presented the board with the Behavior Support PRC 29 Grant 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 Behavior Support PRC 29 Grant request.*

E. **Agenda Item:** Increase in Student Driver Education Fee Request

**Presenter:** Mr. Jacob Buchanan, Assistant Superintendent

Mr. Watson presented the board with request to increase the fee for Student Driver Education from \$55.00 to \$65.00 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 increase to \$65.00 for Student Driver Education fees.*

F. **Agenda Item:** Approval to Purchase Thermal Scanning Devices for JCPS Schools

**Presenter:** Mr. Jacob Buchanan, Assistant Superintendent

Mr. Buchanan requested approval to purchase Thermal Scanning Devices for JCPS schools in response to new requirements due to COVID-19 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 purchase of Thermal Scanning Devices for all JCPS Schools.*

G. **Agenda Item:** Memorandum of Understanding between JCPS and WCU-CEAP 2020-2023

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

Dr. Elliott presented the updated Memorandum of Understanding between JCSP and WCU-CEAP for 2020-2023 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 Memorandum of Understanding between JCPS and WCU-CEAP for 2020-2023.*

H. **Agenda Item:** School Nutrition Bid Approval – Vendors for 2020-2021

**Presenter:** Mrs. Laura Cabe, School Nutrition Director

Mrs. Cabe presented the board with the list of recommended school nutrition vendors for 2020-2021 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 School Nutrition Vendors for 2020-2021 as recommended.*

I. **Agenda Item:** Memorandum of Understanding between JCEC and SCC for 2020-2021

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

Dr. Elliott presented the updated Memorandum of Understanding between JCEC and SCC for 2020-2021 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 Memorandum of Understanding between JCEC and SCC for 2020-2021.*

J. **Agenda Item:** Proposed Board of Education Meeting Schedule for 2020-2021

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

Dr. Elliott presented the proposed Board of Education meeting schedule for 2020-2021 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 Board of Education meeting schedule for 2020-2021.*

K. **Agenda Item:** Reappointment of Mr. Ken Henke to the Southwestern Community College Board of Trustees for a four year term 2020-2024

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

Dr. Elliott asked for board approval to reappoint Mr. Ken Henke to the Southwestern Community College Board of Trustees as the Jackson County Public Schools representative for an additional four year term 2020-2024.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mr. Wes Jamison, the board voted unanimously to approve the Reappointment of Mr. Ken Henke to the Southwestern Community College Board of Trustees for a four year term 2020-2024.*

L. **Agenda Item:** SMHS and BREC Summer Workout Plan Approval

**Presenter:** Dr. Kevin Bailey, Executive Director of Human Resources

Dr. Bailey reviewed the SMHS and BREC Summer Workout Plans 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 SMHS and BREC Summer Workout Plans.*

### **CLOSED SESSION**

*The board unanimously approved a motion by Mrs. 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 Mrs. Elizabeth Cooper and seconded by Mr. Wes Jamison, the board voted unanimously to return to open session.*

### **OPEN SESSION**

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

A. Closed Session Minutes of Regular Meeting of May 19, 2020.

### **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. Bryson, April - Principal, Scotts Creek Elementary School
2. Collins, Stacey – Math Instructional Coach, Fairview Elementary School
3. Copeland, Heather – EC/ESY Teacher, District
4. Cox, Rachel – EC/ESY Speech Pathologist, District
5. Doolittle, Hannah – ESY School Nutrition Assistant, Cullowhee Valley Elementary School
6. Fonseca, Amanda – Teacher, Jackson County Early College
7. Jones, Eva – ESY Bus Sanitizing and Cleaning, Bus Garage
8. McPherson, Adrienne – EC/ESY Teacher, District
9. Mulligan, Bekah – Teacher, Smoky Mountain High School
10. Parris, Judy – ESY School Nutrition Manager, Smokey Mountain Elementary School and Smoky Mountain High School
11. Powell, Daniel Brady – Bus Driver, Cullowhee Valley Elementary School
12. Pruett, Maureen – Teacher, Blue Ridge School
13. Sargent, Bethany – Teacher, Smoky Mountain High School

#### **Employee Resignations:**

1. Carruthers, Ashlyn – Director Afterschool Program, Cullowhee Valley Elementary School
2. Caudle, Crystal – Teacher Assistant, Fairview Elementary School
3. Caudle, Kimberly – Media Coordinator, Fairview Elementary School
4. Evans, Lisa – School Nutrition Assistant, Smoky Mountain High School
5. Friesen, Cassandra – Teacher, Cullowhee Valley Elementary School
6. Hall, Amanda – Teacher, Smokey Mountain Elementary School
7. Holland, Landon – Teacher, Blue Ridge School
8. Inestroza, Lee Ann – Bus Driver, Cullowhee Valley Elementary School
9. Myers, Abigail – Afterschool Assistant, Fairview Elementary School
10. Proffitt, Dennis – Substitute Assistant Principal, Smoky Mountain High School
11. Sides, Mark – Teacher, Smoky Mountain High School
12. Starnes, Alana – EC Teacher, Scotts Creek Elementary School

#### **Employee Retirements:**

1. Conner, Martha – Teacher Assistant, Scotts Creek Elementary School
2. Fernandez, Dr. Wanda – Principal, Scotts Creek Elementary School
3. Montanari, Moira – Teacher, Scotts Creek Elementary School

4. Stewart, Wendy – Teacher, Blue Ridge School

**Technical Corrections for 05-19-2020**

**Employee Retirements:**

1. Henson, Karissa – Teacher Assistant, Cullowhee Valley Elementary School

**ANNOUNCEMENTS**

**The Board of Education will hold a Special-Called Meeting, using video and telephone conferencing, to discuss Online Learning Plans on July 7, 2020, at 6:00 p.m. at the Board of Education Administrative Office.**

**The next regularly scheduled business meeting of the Board of Education is July 28, 2020, at 6:00 p.m., at Board of Education Administrative Office, using video and telephone conferencing.**

**ADJOURNMENT**

There being no objection, Chairperson Alison Laird Large adjourned the meeting at 8:20 p.m.

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Alison Laird Large, Chairperson

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Dr. Kimberly Elliott, Secretary