

# WATAUGA BOARD OF EDUCATION

Margaret E. Gragg Educational Center  
175 Pioneer Trail Boone, NC 28607  
(828) 264-7190

## WATAUGA COUNTY BOARD OF EDUCATION MEETING AGENDA

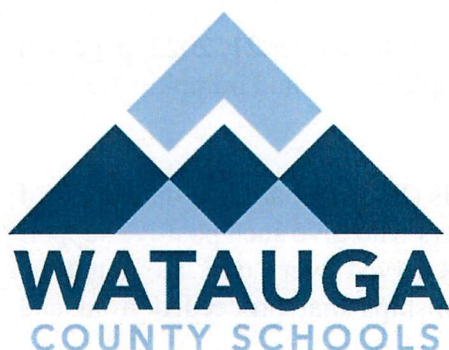
December 12, 2022

5:30 P.M.

- |      |     |   |  |
|------|-----|---|--|
| 5:30 | 1.  | <b>CALL TO ORDER</b>  | Board Chair                                |
| 5:32 | 2.  | <b>CLOSED SESSION</b>   |  |
|      |     | A. Approval of Minutes  |  |
|      |     | B. Reportable Offenses – N.C.G.S.115C-288(g)                      |  |
|      |     | C. Student Records - N.C.G.S.143-318.11(a)(1)                     |  |
|      |     | D. Personnel – N.C.G.S.143-318.11(a)(6)                           |  |
|      |     | E. Attorney-Client - N.C.G.S 143-318.11(a)(3)                     |  |
| 6:00 | 3.  | <b>OPEN SESSION CALL TO ORDER/ MOMENT OF SILENCE</b>              | Board Chair                                |
| 6:03 | 4.  | <b>ADMINISTRATION OF OATH</b>                                     | The Honorable<br>Rebecca Eggers-<br>Gryder |
| 6:13 | 5.  | <b>ELECTION OF BOARD OFFICERS</b>                                 | Board Chair                                |
| 6:18 | 6.  | <b>DISCUSSION AND ADJUSTMENT OF AGENDA</b>                        | Board Chair                                |
| 6:20 | 7.  | <b>PUBLIC RECOGNITION</b>   |  |
|      |     | A. North Carolina Art Educators Association: Friend of the Arts 2 | Ms. Genal West                             |
|      |     | B. Watauga Education Foundation Grant Award Recipients            | Ms. Erica Hudspeth                         |
|      |     | C. Servant's Heart  | Dr. Scott Elliott                          |
| 6:55 | 8.  | <b>SUPERINTENDENT'S REPORT</b>                                    | Dr. Scott Elliott                          |
| 7:00 | 9.  | <b>STUDENTS' REPORT</b>   | Ms. Ellary Smith<br>Ms. Mia Shanely        |
| 7:05 | 10. | <b>CONSENT AGENDA</b>   |  |
|      |     | A. Approval of the Minutes for 11/21/2022                         | Dr. Scott Elliott                          |
|      |     | B. Field Trip Request   |  |
|      |     | C. Declaration of Surplus   |  |
|      |     | D. Budget Amendment   |  |
|      |     | E. Technical Policies   |  |
|      |     | a. 1330 Board Member Compensation and Expenses                    |  |
|      |     | b. 3102 Online Instruction  |  |
|      |     | c. 4270/6145 Concussion and Head Injury                           |  |
|      |     | d. 6220 Operation of School Nutrition Services                    |  |
|      |     | e. 6230 School Meal and Compleitive Food Standards                |  |
|      |     | f. 7360/8225 Crowdfunding on Behalf of the School System          |  |
|      |     | F. Personnel Report   |  |

-----BREAK-----

- |             |            |  |                 |
|-------------|------------|--|-----------------|
| <b>7:30</b> | <b>11.</b> | <b>PUBLIC COMMENT</b>  | Board Chair     |
| <b>7:40</b> | <b>12.</b> | <b>RESOLUTION REGARDING VAPING AND TOBACCO USE</b>                     | Jennifer Greene |
| <b>7:55</b> | <b>13.</b> | <b>BOARD OPERATIONS</b>  | Board Chair     |
| <b>8:20</b> | <b>14.</b> | <b>BOARD COMMENTS</b>  | Board Chair     |
| <b>8:30</b> | <b>15.</b> | <b>CLOSED SESSION</b><br>A. Attorney-Client - N.C.G.S 143-318.11(a)(3) |                 |
| <b>8:45</b> | <b>16.</b> | <b>ADJOURNMENT</b>   | Board Chair     |
|             | <b>17.</b> | <b>MISCELLANEOUS INFORMATION</b><br>A. Next Meeting January 9, 2023    |                 |



# WATAUGA COUNTY BOARD OF EDUCATION

Margaret E. Gragg Educational Center  
175 Pioneer Trail Boone, NC 28607  
(828) 264-7190

**DATE:** November 21, 2022

**TIME:** 5:30 PM

**PLACE:** Margaret E. Gragg Educational Center

**PRESENT:** Gary Childers, Jay Fenwick, Marshall Ashcraft, Steve Combs,  
Dr. Scott Elliott, Superintendent  
Dr. Stephen Martin, Assistant Superintendent  
Mr. Jon Henning, Board Attorney

## **CALL TO ORDER**

Dr. Gary Childers, Board Chair, called the meeting to order at 5:30 PM. He asked for a motion to go into closed session. Steve Combs moved to enter closed session and Jay Fenwick seconded the motion. The vote to approve was unanimous.

A motion was made by Steve Combs and seconded by Jay Fenwick to reenter open session. The vote to enter open session was unanimous at 5:58 PM.

## **WELCOME/MOMENT OF SILENCE**

Dr. Childers welcomed those attending the meeting at 6:04 PM. He began with a request to observe a moment of silence.

## **DISCUSSION AND ADJUSTMENT OF AGENDA**

There were no adjustments to the agenda during the November meeting.

## **SUPERINTENDENTS REPORT**

Dr. Elliott greeted Dr. Childers and the Board, Ms. Shanely and Ms. Smith, and Mr. Henning, along with other staff members present. He welcomed the representative from the auditing firm.

He congratulated the three Board Members on their recent re-election, thanked them for their willingness to continue serving, and expressed his gratitude to them.

He noted that December would be the annual organization meeting and election of officers. In January, the board would receive annual ethics and procedural training presented by Campbell-Shatley.

Dr. Elliott thanked the teachers, coaches, and school employees who had worked during the fall to support students in their extra-curricular and athletic seasons. Students had excelled in activities such as theatre and chorus, the Health Occupations conference, recently hosted at WHS, and were thriving and enjoying their school experiences right now, made possible by many committed adults supporting them.

He thanked everyone attending the visit by the US Capitol Christmas Tree, "Ruby" at Watauga High (WHS) on Nov. 8. He thanked Dr. Blanton and his staff, and Lt. Morrison for their work to help make the event a success.

He thanked child nutrition team members, including director Monica Bolick, for the amazing job of preparing and serving the annual school Thanksgiving lunch on the previous Thursday. He thanked central office directors and staff members, who lent a hand in the cafeterias that day. 2,917 full Thanksgiving meals

of turkey, gravy, stuffing/dressing, green beans, mashed potatoes, stewed apples, rolls, and pumpkin pie were served to students, staff, and parents and grandparents of Kindergarteners.

He noted his thankfulness for the leadership of the Watauga County Schools (WCS) Board, the hard work of WCS educators, school employees, and the families and community members who give such positive support to our schools. He stated his thankfulness for the children and students served every day. He noted the blessings of community, a quality school system, and the many relationships that proceeded from and contributed to those.

He reminded everyone that Wednesday would be an optional teacher workday, and that Thursday and Friday were holidays. Following Thanksgiving, in three short weeks all would dismiss for Christmas break.

### **STUDENT REPORT**

Miss Mia Shanely and Miss Ellary Smith spoke about activities at the high school. Students were prepared for their first remote day. They noted the visit from Ruby the Christmas tree and student reactions. Winter sports were following the success of the fall sports. The Holiday Market and Craft fair was held Nov 12th at the high school, with Interact and French clubs raising over \$100 for charities. Playmakers won regional and state competitions with many students receiving individual awards and scholarships, and Ms. Miller was recognized as Outstanding Director. They will perform their play in Lexington, Kentucky at the National competition. On Friday, November 18<sup>th</sup> a Blood drive was held with student donations and support for managing the drive. The Sustainability Club held a clothing drive to swap items and raise funds for the solar project. Students attended a United Nations event at Appalachian State to raised awareness of global issues and several teams were recognized for their presentations. Ms. Shanely participated in the Portrait of a Graduate design team. Ms. Shanely represents Watauga on the State Superintendent's Student Advisory panel, which created the common goals for K-12 education. The conversations she had to develop the characteristics were about outcomes and personal skills and not about testing. The qualities chosen were: Adaptability, Communication, Personal Responsibility, Critical Thinking, a Learners Mindset, Collaboration, and Empathy.

### **CONSENT AGENDA**

- A. Approval of the Minutes for 10/10/2022
- B. Field Trip Requests
- C. Declaration of Surplus
- D. Approval of MOU for School Resource Officers
- E. Personnel Report

Steve Combs moved to approve the consent agenda items A through D including one additional field trip request. The motion was seconded by Marshall Ashcraft. The board members voted unanimously to approve. Jason Cornett moved to approve the personnel report (item E.) with Marshall Ashcraft seconding the motion. Mr. Combs recused himself from the vote. The remaining board members unanimously approved the motion.

Dr. Elliott spoke about the newly approved MOU, which will place an SRO in every school. He congratulated Eric Bolick, a 25-year WCS employee, on his appointment as the new Facilities Director.

### **PUBLIC COMMENT**

There were no citizens for public comment at the November meeting.

**AUDIT REPORT**

Ms. Ly Marze introduced Ms. Shannon Dennison of Anderson, Smith and Wike who spoke about the 2021-2022 audit. She noted Page 1 showing a clean opinion of an "Unmodified Opinion". Pages 14 and 15 show the daily management of money showing a fund balance of nearly \$4.3 million. 4.1 million is unassigned, with WCS maintaining a healthy financial position. Child Nutrition gained funds through the year due to USDA reimbursement during 2022 which will likely not occur in 2023, as reimbursement has ceased. Page 54 highlights pension rates, and cost of doing business increases, but monies related to COVID were an infusion of cash. Page 64 shows three more opinion letters each indicating a positive opinion related to controls in place, and the final two letters indicated the appropriate spending of both state and federal funds.

**TECHNOLOGY UPDATE**

Dr. Alison Schleede, Director of Technology, presented the functions of and new materials acquired by the department. She noted that Technology touches every part of the strategic plan. She stated that since COVID, Watauga County Schools is now one-to-one with student to computer devices. She spoke about her staff, and how each staff member serves the students. Technology updates, such as the 141 flat panel screens in the county, are constantly being made. The County Library system has provided funds to bring 2nd grade and 6<sup>th</sup> grade to the library to learn how to better use it. They utilize abundance of professional development opportunities and memberships to professional organizations for their staff. Gaggle, a Google program, uses an algorithm to identify inappropriate language or anything indicating self-harm or dangerous activity. The visitor management system used districtwide is Raptor. Door access panels for use with access card, video cameras, and the technology roadmap are constantly being updated. eRate will fund new network server switches and access points. The WAN contract was updated last year. Year two of the strategic plan brings updates to teacher devices, and sleeves for Kindergarten students' computers. Seven schools and the central office have converted to Voice over Internet Protocol (VOIP), which also operates bells and intercoms. All schools except Valle Crucis and Hardin Park have VOIP. The web content filter is managed by zScaler. Teachers requested restricted student access to certain programs, which is now provided by NetRef. Malware protection and vulnerability management is provided by Komodo, and CrowdStrike is also being used, now provided by the state. KnowBefore is provided by the state for training. Rumble is another vulnerability awareness tool purchased by the state. Cyber Security is constantly being updated and education for staff members is being employed. The firewall is managed by MCNC. Data Backup, for off-site storage and disaster recovery are created daily. There was a discussion of the extension of VOIP to the remaining schools. Multi-Factor Authentication is now mandated for all staff using email to add additional security.

**CURRICULUM UPDATE- DISTRICT NEEDS ASSESSMENT**

Dr. Betsy Furr presented the progress of updating the strategic plan. The next step is to analyze the data from the Board and staff members' answers on the District Needs Assessment rubrics. The committee will prioritize indicators based on the lowest averaged scores on the completed rubrics in each of the five areas which show opportunities for improvement. In the Instructional Excellence and Alignment category, the score was lowest in Curriculum and Instructional Alignment. In Leadership Capacity, "Monitoring Instruction in School" showed the greatest need for improvement. In Professional Capacity, the responses pointed to a need for "Quality Professional Development". In Planning and Operational Effectiveness, responses indicated a need for improved "Resource Allocation". In the Families and Community category, improved "Family Engagement" is needed. Using these topics and investigating each component further, along with the determinations of the individual schools, a district improvement plan will be created. At that point, the Strategic Plan can be refined and updated. This is the process of Systems Thinking. Indicators will be selected. The indicators for each area will be prioritized as points of focus, and action steps

will be created. New metrics for measurement of success in each area may be identified. More than 30 people participated in the survey on each of the various topics. Additional updates will be presented at future meetings.

### **VALLE CRUCIS UPDATE**

Dr. Elliott updated the Board about the groundbreaking to take place on November 29<sup>th</sup> at two events. He shared that beautiful images of the planned school building will be shared with the public. The horizontal work, grading and ground preparation, is underway. He hoped that vertical work would begin in February, continuing through next year, with completion in the summer or early fall. Monthly contractors meetings are being held.

The board took a break at 7:53 and resumed at 7:59.

### **POLICIES: SUBSTANTIVE FOR SECOND READ**

3430	School Improvement Plan
4240/7312	Child Abuse Reports
4302-R	Rules for Use of Seclusion and Restraint
4334/5036/7345	Drones
4400	Attendance
5240	Advertising in Schools

Dr. Eberle reviewed the above listed spring batch of policies with the Board. These had no changes from first read. Following discussion, Steve Combs moved to approve the policies as written. The motion was seconded by Marshall Ashcraft. The vote to approve was unanimous. Dr. Eberle shared that the fall batch of policies has arrived and will begin review following the Christmas break.

### **BOARD OPERATIONS**

Dr. Childers spoke about the Annual NCSBA conference and presented an NCSBA Action Center. Joining the organization raises assets for help with lobbying efforts and would cost \$2,000. Mr. Ashcraft shared that this helps to raise awareness about legislation. Steve Combs moved to join and allocate \$2,000 towards joining. Jay Fenwick seconded the motion. The vote to approve was unanimous. Dr. Elliott encouraged the Board to review the activities of the NCSBA Action Center.

Dr. Childers spoke about Dr. James Johnson's presentation of demographic changes in the school systems in the state, which would have effects upon the school system. Mr. Ashcraft spoke about a presentation regarding high-dosage tutoring during the instructional day to support struggling students. Dr. Elliott shared that title I funds and MTSS interventions were much like this program. The Board would have more discussion about this topic at the future work session. It was determined that the January meeting would contain Ethics training from Campbell-Shatley.

### **BOARD COMMENTS**

Mr. Ashcraft referenced interest in helping teachers pay for National Board Certification. Dr. Elliott said that he would inquire about the cost.

**CLOSED SESSION**

Steve Combs moved to re-enter closed session under N.C.G.S. 143-318.11(a)(1) Personnel. Jay Fenwick seconded the motion. The vote to approve was unanimous at 8:28PM.

**OPEN SESSION**

Steve Combs moved to re-enter open session. Jay Fenwick seconded the motion. The Board unanimously approved the motion.

**ADJOURNMENT**

Jay Fenwick moved to adjourn. The motion was seconded by Steve Combs. The Board unanimously approved the motion at 9:25 PM.

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Dr. Gary L. Childers, Board Chair

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Dr. Scott Elliott, Superintendent

## WATAUGA COUNTY FIELD TRIP REQUEST FORM

This request is for a: \_\_\_ day trip \_\_\_ out of state day trip ☒ overnight trip \_\_\_ overnight & out of state trip

Day trips must be submitted to the principal 15 days before the trip. Overnight trip requests must be submitted to the superintendent by the first day of each month. Overnight field trips require the prior approval of the principal, transportation director, superintendent, and Board of Education. All trips utilizing rental or charter vehicles require the prior approval of the transportation director. No employee will transport students in a personal vehicle and no employee or volunteer driver will transport students in a 12-15 passenger van. No more than five students will be transported by a school system employee or volunteer in any one vehicle other than a school bus or activity bus.

Sponsoring teacher: (Print) Emma Willard School: Green Valley School  
Cell phone number: 828-963-0239 Grade(s): 8th Number of students: 44  
Departure time/date: 6:30 am 4/5/23 Return time/date: 9:00 pm 4/7/23

### Educational purpose:

Trip destination including city, state, and all places to be visited: (attach detailed itinerary as needed)

Willkes Community College, NC State University, Jockey's Ridge, Wright Brothers, NC Aquarium, Tenhetts Peir Outer Banks, NC

Purpose of trip and how it relates to the curriculum: 8th graders from Green Valley take colleges + careers to the coast. Students will be given the opportunity to visit both Willkes CC and NC State Univ. They will explore agriculture, automotive, and nursing programs as well as a STEM lab. We will be learning more about the physical geography of NC Coast and comparing it to the geography of our mountains. We will make connections to our history and science curriculum by exploring biological processes, analyzing how geography affects culture, determining

### Supervision and Safety:

Names of all school staff chaperones: Emma Willard, Chris Metzler, Sandra Ruppert, Gordon Prince, Heather Ward, Bailey Brown

Names of all non-school chaperones: none

how coastal development is affected by climate change and studying the difference in economic development between the regions of North Carolina.

All chaperones have a background check completed:

Sponsoring teacher initials: EW

Are all site(s) accessible to students with disabilities? ☒ yes ☐ no How will students with disabilities be accommodated for site access and transportation? \_\_\_\_\_

Sponsoring Teacher Initials \_\_\_\_\_ (If applicable) A safety/supervision plan for high risk and/or water activities has been shared with the parents. Please attach a copy of the plan to this form if applicable.

**Transportation plan:**

Mode of transportation: \_\_\_\_\_ Yellow bus with wheelchair lift \_\_\_\_\_ Yellow bus without wheelchair lift  
\_\_\_\_\_ Activity bus with wheelchair lift \_\_\_\_\_ Activity bus without wheelchair lift \_\_\_\_\_ Rental car/mini-van  
☒ Charter bus Other (Please explain) \_\_\_\_\_

Name of charter bus company (if checked above) Burke Educational Travel  
Christian Tours  
(If applicable, bus request form must be attached)

Driver/s: provided Round trip mileage: \_\_\_\_\_ # of buses needed: \_\_\_\_\_

Total cost per student \$ 475.00 Source of funds: Gear Up, fundraisers  
parent, grants, PTA.

The sponsoring teacher has reviewed Board policies 3320, 3320-R, and 6315: Teacher initials: EW

**Approval/Signatures:**

Sponsoring teacher signature: [Signature] Date: 11 / 28 / 22  
Principal approval: [Signature] Date: 11 / 28 / 22

**Required signatures if applicable:**

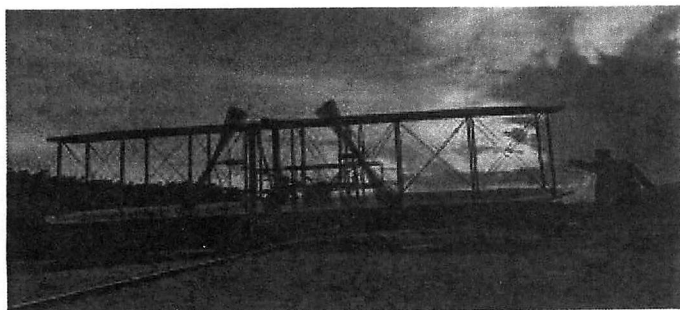
Transportation Director approval: [Signature] Date: 12 / 7 / 2022  
Superintendent approval: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Board of Education approval: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_



**Burke Educational  
TRAVEL**

A division of Burke International Tours/Christian Tours

**P.O. Box 890 | Newton, NC 28658 | 828-465-3900**



## **Carrers to College To the Coast!**

**April 5 - 7, 2023**

## **Green Valley Elementary School**

### **PROPOSAL**

October 13, 2002 (Rev 11-15-22)

**Ms. Emma Willard**

189 Big Hill Road  
Boone, NC 28607

School Phone: 828-264-3606

[willarde@wataguaschools.org](mailto:willarde@wataguaschools.org)

### **ITINERARY**

#### **Day 1 (Wednesday):**

- Coach arrives for boarding 6:45 am
- Depart the school at 7:15 am
- Rest or meal stops every two hours
- Tour of Wilkes Community College (8:00 am - arranged by the school)
- Lunch at NC State University Student Center (included)
- Tour of NC State University (1:00 pm - arranged by the school)
- Photo stop at the NC Capitol Building
- Travel to the Outer Banks
- Hotel check-in at our Outer Banks hotel (2 nights)
- Pizza dinner (included)
- Enjoy an evening with "Blackbeard the Pirate"

#### **Day 2 (Thursday):**

- Continental breakfast (included)
- Explore the Wright Brother's Museum and Memorial (teacher to apply & bring fee waiver)
- Visit the NC Aquarium at Manteo
- Fast food lunch (on your own)
- Explore Roanoke Island Festival Park
- Climb Jockey's Ridge
- Dinner (included)
- Souvenir shopping
- Return to the hotel for the evening

#### **Day 3 (Friday):**

- Continental breakfast (included)
- Eco study at Jennette's Pier
- Fast food lunch (on your own)
- Depart for home
- Buffet dinner en route (included)
- Arrive at the school approximately 9:00 pm



## EXPENSE JUSTIFICATION FORM

District: **Watauga**



School: **Green Valley**

Grade: **8th Grade**

Date of Event: **April 5-7, 2023**

Title of Event: **CV2/E3 Colleges & Careers to Coast**

Student Event: **College Visit/College Student Shadowing**



Parent Event: **N/A**

Professional Event: **N/A**

PLEASE LIST ITEMIZED EXPENSES FOR THE SERVICE BEING REQUESTED.

35 Students & 6 Chaperones will be traveling via charter bus from Green Valley School to the Outer Banks. This trip would include:

Tour of Wilkes Community College  
Tour of NC State University  
Admission to The Wright Brothers National Museum  
Admission to the North Carolina Aquarium  
2 overnights in a hotel in the Outer Banks, NC  
All transportation via Charter Bus  
All meals- breakfast, lunch, and dinner each day

Cost: \$475/student  
Total Cost: \$16,625

SELECT AT LEAST ONE GEAR UP GOAL AND EXPLAIN HOW THIS SERVICE MEETS THAT GOAL.

GEAR UP GOAL: **Postsecondary Enrollment**



8th graders from Green Valley take colleges & careers to the coast! Students would be given the opportunity to visit both Wilkes Community College and NC State University. Wilkes Community College is a nearby college where students will be able to see and explore their agriculture, automotive, and nursing programs. Students would then travel to NC State to tour their campus and STEM lab. Additionally, students will be given the opportunity to visit the Wright Brothers Museum where they will explore the impact the Wright brothers' invention had on transportation, communication, and business in the United States as well as how it continues to impact us today. Finally, they will also visit the North Carolina Aquarium and explore snakes, turtles, river otters, and alligators in the wetlands and then venture on to learn about marine animals such as sharks, stingrays, jellyfish and fish. There will also be interactive touch pools to engage students in hands-on activities to learn about invertebrates and other topics such as beach conservation and careers. This could be a once in a lifetime opportunity for students to learn about North Carolina, its history, and additional college and career opportunities within our state.

EXPENSE PRE-APPROVAL (MUST BE APPROVED PRIOR TO SPENDING)

**Amber Kelly**

Digitally signed by Amber Kelly  
Date: 2022.11.04 12:48:05 -04'00'

**11/4/22**

**Jennifer Denny**

Digitally signed by Jennifer Denny  
Date: 2022.11.07 11:48:31 -05'00'

District Pre- Approval

Date

App State Pre- Approval

Date

PLEASE INDICATE ANY CHANGES THAT OCCURRED AFTER APPROVAL WAS RECEIVED.

## Declaration of Surplus Items - December 2022

Date Approved:

**Bethel**

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
	<div></div>		<div></div>	<div></div>
	0		0	0

## Blowing Rock

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
200824		1 Document Camera- Elmo		1
29701		1 Desktop- Optiplex 790		1
28748		1 Projector- Brightlink		1
	<div></div>		<div></div>	<div></div>
	3		0	3

## Cove Creek

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
33157		1 Chromebook- 100e	1	
33468		1 Chromebook- 300e	1	
N/A		4 Table tops		4
N/A		3 Table legs		3
N/A		2 Saw horses	2	
N/A		1 Metal Shelf		1
N/A		1 Office Square	1	
	<div></div>		<div></div>	<div></div>
	13		5	8

## Green Valley

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
80077		1 Document camera		1
n/a		1 Ping Pong Table		1
N/a		1 Book Shelf		1
400195		1 Document camera		1
400150		1 Document camera		1
400030		1 Document camera		1
	<div></div>		<div></div>	<div></div>
	6		0	6

## Hardin Park

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
32658	1	Projector- Powerlite		1

1	

0	1

## Mabel

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>

0

0	0

## Parkway

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
700118	1	Projector- NEC		1

1

0	1

## Valle Crucis

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>

0

0	0

## Watauga High School

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
33141	1	Chromebook 110e	1	
33759	1	Chromebook 100e		1
907380	1	Saw- Sabre		1

3

1	2

## Central Office

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>

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0

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0

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### Technology Department

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
33547	1	Chromebook- 300e		1
36178	1	Chromebook 100e		1
33504	1	Chromebook 300e		1
33292	1	Chromebook 100e		1
33449	1	Chromebook 300e		1

505

### Transportation Department

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
51178	1	Bus #21- Freightliner Cummins- 54 pass		1
51532	1	Bus #89- Thomas Built- 2010		1
51854	1	Bus #405- IHC-		1
51087	1	Bus #155- International- 2007		1
51190	1	Bus #156- International- 2007		1

505

### Maintenance Department

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
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### Child Nutrition

<u>Asset #</u>	<u>Quantity</u>	<u>Description</u>	<u>Usable</u>	<u>Unusable</u>
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# WATAUGA COUNTY BOARD OF EDUCATION

Margaret E. Gragg Education Center  
175 Pioneer Trail, Boone, NC 28607

## MEMORANDUM

TO: Dr. Scott Elliott, Superintendent  
Members, Watauga County Board of Education

FROM: Ly Marze, Finance Officer

DATE: December 12, 2022

RE: 2022-23 Budget Amendment #2

Attached is Budget Amendment #2 that changes totals in Watauga County Schools 2022-23 adopted budget.

After approval of this Budget Amendment, the budget for all funds will appear as follows:

<u>Fund</u>	<u>Adopted Budget</u>	<u>Amendments</u>	<u>Amended Budget</u>
Local Current Expense	\$ 15,103,022	\$ 0	\$ 15,103,022
State Public School	34,421,826	529,091	34,950,917
Federal Grants	2,361,780	0	2,361,780
School Nutrition	2,275,000	0	2,275,000
Extended Learning Centers	631,416	0	631,416
Capital Outlay	1,712,425	0	1,712,425
Special Revenue/Scholarship	553,000	0	553,000
Total	\$ 57,058,469	\$ 529,091	\$ 57,587,560

**Watauga County Schools  
BUDGET AMENDMENT #2  
December 12, 2022**

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

***BA #2-1 Explanation:***

*This amendment is to budget state transfers and additional state allotment dollars as reflected in DPI revisions #16-25.*

<u>Account Number</u>	<u>Account Title</u>	<u>Amount</u>
1.5120.013.121	Career and Technical Education - MOE	(304,090)
1.5120.014.121	Career and Technical Education - Program	351,289
1.5110.015.311	School Technology Fund	55,154
1.5210.029.121	Behavioral Support	135,000
1.5850.039.149	School Safety Grants	144,398
1.5410.048.180	Test Result Bonus	43,060
1.5110.085.462	Literacy Intervention	104,280
	<b>Total Appropriations</b>	<b>529,091</b>

**Revenues:**

<u>Account Number</u>	<u>Account Title</u>	<u>Amount</u>
1.3100	State Allocation	529,091
	<b>Total Revenues</b>	<b>529,091</b>

## **BOARD MEMBER COMPENSATION AND EXPENSES**

*Policy Code:*

**1330**

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### **A. COMPENSATION**

Watauga County Board of Education (the “board”) members will be compensated for the performance of official school system business. The amount of compensation will be established according to applicable laws.

### **B. EXPENSES FOR CONFERENCES, CONVENTIONS, AND OTHER BOARD DEVELOPMENT ACTIVITIES**

Subject to budgetary limitations, the board will defray reasonable out-of-pocket expenses incurred by board members for professional and board development. In accordance with policy 1323, Board Member Opportunities for Development, funds for board member participation in development activities will be budgeted annually. The board chair will monitor expenditures to ensure that expenditures do not exceed the funds allocated in the budget.

#### **1. Authorization to Attend Professional and Board Development**

All professional and board development expenses to be paid with school system funds must support school system objectives and be reasonable in cost.

Board members’ use of school system funds to attend professional development shall be authorized through a blanket authorization form signed by the board chair

Board members who attend a conference, convention, or other professional development activity will provide a report of the event to other board members.

#### **2. Reimbursable Expenses**

The board intends that its members exercise good judgment in incurring travel expenses when pursuing professional and board development opportunities. Members are expected to exercise the same care in incurring expenses that a prudent person would exercise if traveling on personal business and expending personal funds. School system funds are not to be used to pay excess costs or additional expenses that are for the convenience or personal preference of a board member or to pay for expenses incurred by family members or other guests of a board member.

School system funds may be used to pay the following expenses incurred by a board member for attendance at an approved conference, convention, or other professional development activity.

a. Conference Registration Fees

The board will pay registration fees for approved conferences and other events. Ordinarily, registration is arranged through the superintendent's office and prepaid. If not prepaid, registration fees will be reimbursed in accordance with the requirements of subsection D.1.

b. Lodging Expense

Hotel reservations will be scheduled through the superintendent's office. Hotel expenses not prepaid will be reimbursed in accordance with the requirement of subsection D.1. The allowance for lodging will be limited to reasonable actual and necessary expenses. A board member sharing a room with a family member or guest will be limited to the single occupancy rate. Tips for room service, valet, and other hotel services are not reimbursable. Personal services available at the hotel, such as spa services, laundry, child care, and other personal services, are not reimbursable.

c. Meals

The total daily allowance for meals while traveling overnight on official school system business will be limited to the current state allowances. No reimbursement will be provided for meals for family members or other guests of the board member. Alcoholic beverages are not reimbursable.

d. Travel by Private Vehicle

Mileage for out-of-county travel will be reimbursed at the current state rate, using the board member's home as the origination point. Parking fees and tolls are also reimbursable. Reimbursement for travel within Watauga County shall be paid through the supplement approved by the Board.

e. Air Travel

If air travel is necessary, airline reservations will be scheduled through the superintendent's office and paid by the school system in advance. Reservations will be for coach fare only. Airline reservations for traveling companions may be booked at the same time if the board member provides a personal credit card or makes other advance arrangements with the finance officer for personal payment. Taxi or other reasonable and necessary transportation fees for travel to and from airports are reimbursable. Rental car fees will be reimbursed when it is more reasonable to rent a car than to use a taxi or other transportation option.

3. Personal Expenses

All other travel and related expenses not covered in these guidelines, including, but not limited to, expenses for laundry, entertainment, between meal snacks, pet boarding, and toiletries or other personal items, are considered personal expenses and are not reimbursable.

4. Cancelled Trips and Missed Events

If a board member cancels a trip or otherwise fails to attend an event for which the school system has prepaid or incurred other expense, the board member is responsible for reimbursing the school system for all funds advanced or expended on the member's behalf, including any cancellation fees.

A board member will not be required to reimburse the school system for expenses paid on the member's behalf if the member is not able to travel because of a medical emergency or death in the immediate family or an emergency work situation.

**C. OTHER BUSINESS EXPENSES**

1. Purchase of Merchandise or Products

Board members should not ordinarily find it necessary to purchase merchandise or other products to carry out official school business. In circumstances when it is reasonable for a board member to make such a purchase, the member should notify the board chair and superintendent in advance of any purchase in an amount greater than \$50. Requests for reimbursement for the expenditure of personal funds for merchandise or other products must follow the procedures established in subsection D.1 below, and any additional procedures requested by the finance officer.

2. Other Expenses Incurred in the Conduct of Official Board Business

The board chair may approve reimbursement of other reasonable and necessary business expenses incurred by board members. The vice-chair may approve reimbursement of other reasonable and necessary business expenses incurred by the board chair. All reimbursements will be made in accordance with subsection D.1, below.

**D. PROCESS FOR REIMBURSEMENT, TRAVEL ADVANCES, AND LIABILITY INSURANCE**

1. Reimbursements

Board members will be reimbursed for out-of-pocket expenses incurred in the performance of their duties as provided in Sections B and C. All reimbursements

are contingent upon funds available.

Board members should submit requests for reimbursement, along with documentation of the expenses, within 60 days of incurring the expenses.

All claims for reimbursement of expenses must (1) be in writing, itemized, and supported with original detailed receipts, except that no receipt is required for meals that will be reimbursed at the state-approved flat rates; (2) document the official school business purpose for which the expenses were incurred; (3) be signed by the board member; and (4) be approved by the board chair (or vice-chair for requests submitted by the board chair). Claims for reimbursement of expenses that required prior approval must also include a copy of the prior written approval. Claims related to attendance at a conference, convention, or other board development activity must also include a copy of the event agenda if meal reimbursement is being requested. Claims involving an event hosted by a board member must also include a list of the individuals in attendance.

## 2. Liability Insurance

Board members shall be covered by professional and general liability insurance in the minimum amount of \$1,000,000 annual aggregate per claim.

Legal References: G.S. 115C-38; 138-6; 153A-92

Cross References: Board Member Opportunities for Development (policy 1323), Employee Travel and Other Expense Reimbursement (policy 7650)

Other Resources/References: *North Carolina Budget Manual*, Section 5 (Office of State Budget and Management), available at <https://www.osbm.nc.gov/library>  
<https://www.osbm.nc.gov/budget/budget-manual>

Adopted: October 12, 2015

Revised: July 11, 2016; {DATE} (Legal references only)

Replaces: Board policy 1.02, Membership of the Board (in part)

**A. ONLINE INSTRUCTION GENERALLY**

The Watauga County Board of Education (the “board”) recognizes that online instruction is a valuable tool for affording students extended educational options. The board will provide opportunities for students to participate in online instruction to the extent that it is academically and financially prudent.

School counselors shall advise students on North Carolina Virtual Public School courses and other online courses available for credit. Enrollment in an online for credit course will count toward satisfying board requirements related to minimum instructional days, seat time policies, student attendance, and athletic and/or extracurricular obligations.

A student, with the principal’s prior approval, may enroll in an online course with assistance from the school e-learning advisor. The principal shall designate a school counselor at the school to serve as the e-learning advisor, who will be responsible for coordinating the enrollment of students in online courses, monitoring students’ progress in those courses, and supervising any required testing. In addition, the principal shall ensure that the e-learning advisor implements a plan for supporting credit recovery students throughout the semester.

The superintendent shall develop regulations consistent with State Board of Education requirements and this policy for students enrolling in online instruction.

**B. REMOTE LEARNING**

When warranted by exigent circumstances and approved by the superintendent, schools may temporarily transition to remote instruction if permitted by law. Board policies remain in effect during periods of remote learning, except that the board reserves the right to deviate from any policy when adherence is impossible or impractical under the circumstances and the deviation is not inconsistent with law. To the extent practicable or when required by law, affected employees, students, and parents or guardians will be notified of the change in advance.

Legal References: G.S. 115C-84.3, -238.85; State Board of Education Policy CCRE-001

Cross References: Dual Enrollment (policy 3101)

Adopted: August 3, 2015

Revised: August 14, 2017, February 12, 2018 and January 13, 2020 (Legal references only); August 12, 2020 (Legal references only); March 8, 2021; June 28, 2021; September 12, 2022; {DATE} (Legal references only)

The Watauga County Board of Education (the “board”) recognizes that concussions and other head injuries may be serious and potentially life threatening and that such injuries may result in serious consequences later in life if managed improperly. The board is committed to practices that reduce the potential for short-term or long-term effects from such injuries. In support of this commitment, the board directs school employees to comply with the concussion safety requirements for interscholastic athletic competition established by G.S. 115C-12(23) as amended in the Gfeller-Waller Concussion Awareness Act of 2011, and to implement and follow all concussion safety requirements set forth in State Board of Education rules and policies. The superintendent or designee shall develop plans consistent with state requirements and shall implement and monitor compliance with this policy. The superintendent is authorized to investigate the use of baseline testing for student-athletes and require that student-athletes undergo such testing prior to their participation in any interscholastic athletic competition.

**A. DEFINITION OF CONCUSSION**

A concussion is a traumatic brain injury caused by a direct or indirect impact to the head that results in disruption of normal brain function, which may or may not result in a loss of consciousness.

**B. CONCUSSION EDUCATION VIDEO FOR HIGH SCHOOL STUDENT-ATHLETES**

Per North Carolina High School Athletic Association rules, all high school student-athletes and parents of high school student-athletes must view the CrashCourse concussion education video prior to each sport season.

**C. SCHOOL HEAD INJURY INFORMATION SHEET**

Each year, all coaches, school nurses, athletic directors, first responders, volunteers, student-athletes, and parents of student-athletes must be provided with a concussion and head injury information sheet that meets the requirements of the State Board. Before any student, school employee, volunteer, or first responder will be allowed to participate in interscholastic athletic activities, including tryouts, practices, or competitions, he or she must sign the head injury information sheet and return it to the coach. Parents also must sign the sheet and return it to the coach before their children may participate in any interscholastic athletic activity. The principal of each school shall ensure that a complete and accurate record of the returned signed sheets is maintained in accordance with law and State Board policy.

**D. REMOVAL FROM AND RETURN TO PLAY**

Any student-athlete who is exhibiting signs or symptoms consistent with a concussion must be removed from athletic activity immediately. Further, the student-athlete must not be allowed to return to play or practice that day or on any subsequent day until he or she has been evaluated and has received written clearance for participation that complies with the requirements of G.S. 115C-12(23) and any other applicable law or State Board policy.

**E. RETURN TO LEARNING**

The superintendent or designee shall develop a plan that meets all the requirements of the State Board of Education for addressing the needs of students in grades pre-K through 12 who suffer concussions. The superintendent or designee shall also arrange for information and professional development to be provided annually to all teachers and other school personnel on return-to-learn issues and other concerns related to concussion and brain injuries. Parents and students must be offered the opportunity annually to provide information related to any head injury or concussion the student may have incurred during the past year on the health history and emergency medical information update form.

**F. EMERGENCY ACTION PLANS**

Each principal or designee shall develop a venue-specific emergency action plan to respond to serious medical injuries and acute medical conditions in which the condition of the injured student may deteriorate rapidly. All such plans must include a delineation of roles, methods of communication, available emergency equipment, and a plan for emergency transport. The plans must be (1) in writing, (2) reviewed by an athletic trainer who is licensed in North Carolina, (3) approved by the principal if developed by a designee, (4) distributed, posted, reviewed, and rehearsed in accordance with G.S. 115C-12(23), and (5) compliant with any other requirements of state law and State Board policy.

**G. ATHLETIC TRAINERS AND FIRST RESPONDERS**

Each high school principal shall designate at least one licensed athletic trainer or first responder who meets the requirements of state law and State Board of Education policy. The principal shall monitor each athletic trainer's or first responder's compliance with the duties assigned to the position by the State Board and any additional duties assigned by the superintendent or designee, including, but not limited to, attendance at football games and practices and compliance with all applicable training and certification requirements.

To the extent funding and resources are available, the superintendent shall work toward having a licensed athletic trainer or first responder available for all school practices and games of all high school and middle school sports.

**H. RECORD KEEPING**

The superintendent shall require each principal to maintain complete and accurate records

of actions taken in his or her school to comply with this policy and applicable legal authority. Records shall include accounts of any education or training as may be required by law or State Board of Education policy.

The superintendent's annual report to the board on compliance with laws and policies related to student wellness shall include a report on the system's compliance with laws and policies related to concussions and head injuries. (See Section G of policy 6140, Student Wellness.)

Legal References: G.S. 115C-12(23), 407.55; S.L. 2011-147; Article 34 Chapter 90; 16 N.C.A.C. 6E .0206; State Board of Education Policies ATHL-003, SHLT-001; N.C. High School Athletic Association Handbook, available at <https://www.nchsaa.org/handbook>  
~~<https://www.nchsaa.org/students-and-parents/rules-and-regulations>~~

Cross References: Student Wellness (policy 6140)

Other Resources: Matthew Gfeller Sport-Related TBI Research Center at UNC website <http://tbicenter.unc.edu>; *Report to the North Carolina General Assembly: Study of Sports Injuries at Middle School and High School Levels*, N.C. Department of Public Instruction (2011), available at <https://webservices.ncleg.gov/ViewDocSiteFile/16567>  
<http://www.ncleg.net/documents/sites/committees/JLEOC/Reports%20Received/Archives/2011%20Reports%20Received/Study%20of%20Sports%20Injuries%20at%20Middle%20and%20High%20School%20Levels.pdf>

Adopted: November 10, 2014

Revised: January 28, 2016; August 14, 2017; January 13, 2020 (Legal references only); October 5, 2020; June 28, 2021 (Legal references only); {DATE}(Legal references only)

All schools will participate in federal National School Nutrition Programs and will receive commodities donated by the United States Department of Agriculture. All federal and state revenues will be accepted and applied to maximize the use of such funds for the purposes of providing nutritional meals to students at the lowest possible price. The superintendent or designee shall develop procedures as necessary to implement the operational standards established in this policy.

**A. OPERATIONAL STANDARDS**

The school nutrition services program will be operated in a manner consistent with Watauga County Board of Education (the “board”) goals and board policy. The program also will be operated in compliance with all applicable state and federal law, including requirements of the National School Lunch Program and all federal guidelines established by the School Nutrition Division of the United States Department of Agriculture. Specific legal requirements that must be met include, but are not limited to, the following.

1. School officials may not discriminate based on race, sex, (including pregnancy, childbirth, sexual orientation, and gender identity), color, national origin, disability, age, or eligibility status for free and reduced price meals. School officials are also prohibited from retaliating against an individual for prior civil rights activity.
2. The school nutrition services program will meet safety and sanitation requirements established in local, state, and federal rules and guidelines for school nutrition services programs.
3. The school nutrition services program will have a written food safety program that includes a hazard analysis critical control point plan for each school.
4. Menu preparation, purchasing, and related record keeping will be consistent with applicable state and federal rules and guidelines.
5. Banking, financial record keeping, budgeting, and accounting will be conducted in accordance with generally accepted practices and procedures, as dictated by the School Budget and Fiscal Control Act and in accordance with state and federal guidelines.
6. Commodity foods donated by the United States Department of Agriculture will be used and accounted for in accordance with federal regulations.
7. Preference will be given in purchasing contracts to high-calcium foods and beverages, as defined in G.S. 115C-264.1 and to foods grown or raised within North Carolina.

8. School Nutrition Program (SNP) funds will be used only for the purposes authorized by law. Indirect costs, as defined by law, will not be assessed to the SNP unless the program has an operating balance of at least two months.
9. The price for meals will be determined in accordance with federal law.
10. Non-program foods will be priced to generate sufficient revenues to cover the cost of those items. A non-program food is defined as a food or beverage, other than a reimbursable meal or snack, that is sold at the school and is purchased using funds from the school nutrition account.
11. All school nutrition services will be operated on a non-profit basis for the benefit of the SNP. School nutrition services are those that operate from 12:01 a.m. until 30 minutes after the end of the school day.
12. All income from the sale of food and beverages that is required by law or regulation to be retained by the SNP will be deposited to the SNP account and will be used only for the purposes of the school's non-profit lunch and breakfast programs. All other funds from food and beverage sales not otherwise required by law to be deposited to the SNP account will be deposited into the proper school account in accordance with guidelines developed by the superintendent or designee.
13. All competitive foods sold on school campuses will meet federal and state standards for nutrient content.
14. To the extent feasible consistent with legal, regulatory, and budgetary limits, the purchase of locally sourced foods and beverages is encouraged in the School Nutrition Program.
15. All employees whose job duties include procurement activities involving School Nutrition Program funds shall adhere to the conflict of interest rules and standards for ethical conduct established by the board in policies 6401/9100, Ethics and the Purchasing Function, and 8305, Federal Grant Administration. Failure to comply with these requirements will result in disciplinary action.

#### **B. MEAL CHARGES**

Students who are required to pay for meals are expected to provide payment in a timely manner. The board recognizes, however, that students may occasionally forget or lose their meal money. No adults will be permitted to charge meals or other items in the school cafeteria. No student will be permitted to charge supplemental or a la carte items, including milk.

No student will be deprived a meal nor served an alternate meal due to forgotten or lost money. At no time will a student meal be retrieved once the student has received the tray. The student shall be allowed to eat the meal and the student's account will be charged

accordingly.

If a student meal account has a negative balance, money offered by the student for purchase of supplemental or a la carte items cannot be used to pay against the negative balance without the student's permission.

The school nutrition director and principal shall work jointly to prevent meal charges from accumulating. Every effort will be made to collect all funds due to the school nutrition program on a regular basis and before the end of the school year. This may include but is not limited to sending letters home with students, sending emails to parents, and sending automated calls to homes. If a parent regularly fails to provide meal money and does not qualify for free meal benefits, the school nutrition program shall inform the principal, who shall determine the next course of action. This may include notifying the department of social services of suspected child neglect and/or taking legal steps to recover the unpaid meal charges.

Parents are expected to pay all meal charges in full by the last day of each school year. Negative balances on student meal accounts cannot be carried forward to the following school year. All negative balances will continue to be owed to the school office until paid in full. The superintendent shall ensure that federal school nutrition funds are not used to offset the cost of unpaid meals and that the SNP is reimbursed for bad debt resulting from uncollected student meal charges prior to the last day of the school year. The school's general fund, or other fund designated by the school principal, will be financially responsible for outstanding charges that have not been paid.

This policy and any applicable procedures regarding meal charges must be communicated to school administrators, school food service professional, parents, and students. Parents will receive a written copy of the meal charges policy and any applicable procedures at the start of each school year and at any time their child transfers into a new school during the school year.

Legal References: Child Nutrition Act of 1966, 42 U.S.C. 1771 *et seq.*; National School Lunch Act, 42 U.S.C. 1751 *et seq.*, 2 C.F.R. pt. 200; 7 C.F.R. pt. 210; 7 C.F.R. pt. 215; 7 C.F.R. pt. 220; United States Department of Agriculture Policy Memos SP 46-2016, 47-2016, and 23-2017, available at <https://childnutrition.ncpublicschools.gov/regulations-policies/usda-policy-memos>; G.S. 115C-47(7), -47(22), -263, -264, -264.1, -426, -450, -522; 147 art. 6E, art. 6G; 16 N.C.A.C. 6H .0104

Cross References: Parental Involvement (policy 1310/4002), Goals of School Nutrition Services (policy 6200), School Meal and Competitive Foods Standards (policy 6230), Goals of the Purchasing Function (policy 6400), Ethics and the Purchasing Function (policy 6401/9100), Federal Grant Administration (policy 8305)

Adopted: March 9, 2015

Replaces: Policy 5.07.90, Charging of School Meals

Revised: May 9, 2016; June 12, 2017; August 14, 2017 and April 9, 2018 (Legal references only); June 11, 2018; April 8, 2019; January 13, 2020; July 26, 2021 (Legal references only); June 30, 2022

## **SCHOOL MEAL AND COMPETITIVE FOODS STANDARDS**

*Policy Code:*

**6230**

All employees or other individuals who select foods or beverages to be sold to students on a school campus during the school day shall select and procure such foods and beverages in a manner consistent with the goals established by the Watauga County Board of Education (the “board”) in policy 6200, Goals of School Nutrition Services, and policy 6140, Student Wellness, and with all state and federal laws and regulations. Additionally, in furtherance of the board’s goals, the board establishes the following standards for school meals and other foods sold or available on school campuses.

### **A. SCHOOL MEAL REQUIREMENTS**

Meals and snacks provided through the National School Lunch and School Breakfast Programs must comply with all federal nutrition standards applicable to the respective program, including meal component requirements and dietary standards.

### **B. FOODS OTHER THAN SCHOOL MEALS**

#### **1. Definitions**

##### **a. School day**

As used in this policy, “school day” means the period from midnight through 30 minutes after the dismissal bell rings.

##### **b. Competitive foods**

All foods and beverages, other than meals reimbursed through the federally-funded school nutrition programs, available for sale to students on campus during the school day.

#### **2. Foods Sold From Midnight Until the End of the Last Lunch Period**

The sale of food and beverages between 12:01 a.m. and the end of the last lunch period is the responsibility of the Child Nutrition Program (CNP), and the CNP will retain the proceeds. The school principal and CNP personnel shall ensure that all competitive foods, including *a la carte* or supplemental food and beverages sold during that time period, including vended *a la carte* items, meet the federal Smart Snacks nutrition standards.

#### **3. Foods Sold Between the Last Lunch Period and the End of the School Day**

Each year, through its School Nutrition Program Annual Agreement, the board will establish accountability for the sale of competitive foods during the period between

the end of the last lunch period and the end of the school day. All foods sold during that period must comply with the federal Smart Snacks nutrition standards. This includes foods sold in vending machines (see subsection B.54, below), in school stores, and in other sales venues on the school campus.

4. Foods Sold After the School Day

Foods sold after the school day are not subject to the federal Smart Snacks standards but are subject to any school rules established pursuant to policy 6140, Student Wellness.

5. Vending Sales During the School Day

In pre-kindergarten through eighth grade, no beverage or snack vending to students is permitted outside of the School Nutrition Program.

In grades 9 through 12, all vended snack foods and beverages sold during the school day must meet the federal Smart Snacks standards and any more restrictive state requirements.

Bottled water must be available in every school that has beverage vending.

6. Fund-Raising Activities Involving Food or Beverages

All fund-raising activities that involve the sale of food or beverages to students during the school day must comply with the federal Smart Snacks standards. However, no such fund-raising activities are permitted from midnight until the end of the last lunch period. Tokens of exchange for foods or beverages to be delivered later in the day also are prohibited during this time period.

Fund-raising activities that are conducted after the school day are not required to comply with the federal Smart Snacks nutrition standards, but are subject to policy 6140, Student Wellness, and any school rules established pursuant to that policy.

7. Foods Brought from Home for School Events

Each school principal may establish standards for food and beverages brought from home to be shared for classroom events or parties during the school day or for extracurricular activities after school. The board encourages principals to establish rules that are consistent with the Smart Snacks nutrition standards.

Nothing in this policy is intended to regulate or limit foods that students bring from home as part of a bag lunch.

Legal References: Child Nutrition Act of 1966, 42 U.S.C. 1771 *et seq.*; Healthy, Hunger-Free Kids Act of 2010, P.L. 111-296, 7 C.F.R. Part 210; National School Lunch Act, 42 U.S.C. 1751, *et seq.*;

G.S. 115C-47(7), -47(22), -263, -264, -264.2, ~~-264.3~~; 16 N.C.A.C. 6H .0104; State Board of Education Policy CHNU-002; ~~*Eat Smart: North Carolina's Recommended Standards for All Foods Available in School*~~, NC Department of Health and Human Services, NC Division of Public Health (2004)

Cross References: Student Wellness (policy 6140), Goals of School Nutrition Services (policy 6200)

Adopted: January 12, 2015

Revised: August 14, 2017 and January 13, 2020; July 26, 2021 (Legal references only);  
{DATE}

## **CROWDFUNDING ON BEHALF OF THE SCHOOL SYSTEM**

*Policy Code:* 7360/8225

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For purposes of this policy, crowdfunding is the practice of using online sites to solicit donations, whether monetary or in-kind, on behalf of the school system. A crowdfunding campaign is considered to be on behalf of the school system if it uses imagery or language that would lead a reasonable person to believe that (1) the school system is associated with the campaign or (2) the campaign has the purpose or effect of providing resources or a benefit to the school system.

The Watauga County Board of Education (the “Board”) recognizes that crowdfunding campaigns are increasingly being used by employees to fund specific projects or programs. By aggregating donations from a broad and potentially diverse group of donors, crowdfunding has the potential to provide additional revenue and resources to classrooms and programs. Crowdfunding also has the potential to promote morale among employees by rewarding hard work and dedication.

Despite the positive aspects of crowdfunding, the unregulated use of the practice can subject the school system and the employee engaging in crowdfunding to potentially significant legal liability. The purpose of this policy is to establish a balanced approach that regulates and provides parameters for crowdfunding on behalf of the school system.

Parent organizations engaging in fundraising are subject to policy 5010, Parent Organizations, and are exempt from this policy. The Board reserves the right to designate additional groups or individuals as exempt from this policy.

### **A. UNAPPROVED CROWDFUNDING PROHIBITED**

Crowdfunding on behalf of the school system is prohibited unless undertaken by an employee with prior written approval under this policy. No action towards initiating a crowdfunding campaign on behalf of the school system may be taken until the campaign is approved in writing pursuant to this policy.

No employee or student will be compelled to initiate or participate in a crowdfunding campaign on behalf of the school system. Students are permitted to participate in publicizing an employee’s approved crowdfunding campaign but are prohibited from otherwise engaging in crowdfunding on behalf of the school system. Employees or students who participate in crowdfunding on behalf of the school system are acting in their capacity as employees or students and are subject to all rules governing employee and student conduct.

Except in furtherance of an approved campaign, employees are prohibited from doing any of the following as part of a crowdfunding campaign: identifying as an employee of or stating an association with the school system; using a school system email address, school name, logo, or mascot; or linking to or referencing any school website, social media site, platform, or account associated with the school system.

Approved crowdfunding campaigns will operate in compliance with all laws and other board policies and regulations, including policies 6401/9100, Ethics and the Purchasing Function; 8210, Grants and Funding for Special Projects; and 8220, Gifts and Bequests, except as otherwise provided in this policy.

**B. APPROVAL REQUEST FORM**

An employee seeking approval of a crowdfunding campaign shall provide the following information on a form designated for this purpose (hereinafter referred to as the “approval request form”):

1. the employee’s name, job title, school, and email address;
2. the approved crowdfunding website to be used;
3. the nature and quantity or amount of donations being requested;
4. the classroom, program, or activity to be benefitted and the educational purpose to be served;
5. the exact language that will be used in the crowdfunding campaign, as well as any graphics that will be included;
6. the start and end dates of the crowdfunding campaign; and
7. a statement of recognition by the requester that any proceeds of the campaign are school property.

The approval request form will be made available in school offices and on the school system’s website.

**C. PROCESS FOR APPROVAL OF REQUESTS**

Notwithstanding anything to the contrary in policy 8220, Gifts and Bequests, the terms of this section control the approval of proposed online crowdfunding campaigns.

1. Review by the Principal

To be eligible for approval under this policy, employees must submit in writing a fully completed approval request form to the principal. The principal has authority to approve proposed campaigns seeking a dollar value up to \$5,000. Regardless of the amount sought to be donated, the principal has authority to deny a proposed campaign because the campaign is not in compliance with the requirements of this policy or because, in the judgment of the principal, the proposed campaign would produce unacceptable inequity in the educational environment.

If a proposed campaign seeks a dollar value in excess of \$5,000, and the principal believes that the proposed campaign is in compliance with the requirements of this policy and should be accepted, the principal shall refer the proposed campaign to the superintendent or designee.

2. Review by the Superintendent

The superintendent or designee shall review referred approval request forms and seek additional information about proposed campaigns as appropriate. The superintendent or designee has authority to approve proposed campaigns seeking a dollar value up to \$90,000. Regardless of the amount sought to be donated, the superintendent or designee may deny a referred campaign because the campaign is not in compliance with the requirements of this policy or because, in the judgment of the superintendent or designee, the proposed campaign would produce unacceptable inequity in the educational environment.

If a proposed campaign seeks a dollar value in excess of \$90,000, and the superintendent or designee believes that the proposed campaign is in compliance with the requirements of this policy and should be accepted, the superintendent or designee shall refer the proposed campaign to the Board.

3. Review by the Board

Only the Board has the authority to approve a campaign that seeks a dollar value in excess of \$90,000. After considering the superintendent's or designee's recommendation, the Board will decide whether to approve the proposed campaign.

**D. REQUIREMENTS FOR APPROVED REQUESTS**

Crowdfunding requests will not be approved unless the proposed campaign:

1. meets all requirements of board policy and any applicable administrative regulations, and is consistent with the requirements of Title IX, FERPA, the IDEA, and any other applicable laws;
2. uses a crowdfunding site that has been approved by the superintendent pursuant to Section E;
3. is consistent with the school system's approved curriculum;
4. does not solicit funds for items or projects that are religious or political in nature or that have a religious or political purpose;
5. seeks donations that are compatible with the school system's technology, as confirmed by the technology director;

6. has a specific, pre-determined beginning and ending date;
7. does not disparage the school system or any of its buildings, programs, representatives, employees, or students;
8. does not include pictures or the identifying or confidential information of any school system student, unless specifically approved by the student's parent or guardian in writing and attached to the approval request form;
9. furthers the educational mission of the school and is not used for the unrelated personal gain of any individual;
10. does not result in donations being delivered directly to the requester;
11. is not contingent on the school system matching funds or making any expenditure;
12. does not request food or beverage items inconsistent with Smart Snack Standards, Section C of policy 6140, Student Wellness, or nutrition standards set by the school system or school; and
13. does not suggest or state that the donation sought is required for or integral to a student's special education program, a student's ability to achieve his or her IEP goals, or the participation of students with disabilities in any school program.

Any crowdfunding campaign that does not fully comply with the requirements of this policy is prohibited. It is the responsibility of the employee implementing an approved crowdfunding campaign to ensure that all applicable policies, regulations, and laws, including the requirements of the crowdfunding site, are followed.

The school system reserves the right to terminate any approved crowdfunding campaign or refuse any donation for any reason and at any time, including if it believes the donation was acquired in violation of board policy, regulation, or other law.

#### **E. APPROVED CROWDFUNDING SITES**

The superintendent or designee shall create a list of approved crowdfunding sites. All approved crowdfunding sites must (1) be operated by an entity with no known significant history of fraud, unlawful activity, financial mismanagement, or other misconduct and (2) have a policy requiring all donations on behalf of the school system to go directly to the school system. The superintendent or designee shall encourage the use of sites that are focused on K-12 education.

If no site meets these requirements or the superintendent or designee does not approve any sites, no crowdfunding requests will be approved.

#### **F. PROCESSING AND ALLOCATING DONATIONS**

All monetary donations will be made payable to and deposited in an individual school account where the employee is associated. If the monetary donation involves the electronic transfer of funds, the principal shall ensure that the transfer is made properly and in accordance with acceptable standards of practice. All in-kind donations must be inventoried in accordance with policy 8350, Fixed Assets Inventory, by the individual school where the employee is associated. The school finance officer shall ensure that all donations are processed in a manner consistent with the School Budget and Fiscal Control Act and any other applicable law.

All donations, regardless of their form, obtained through crowdfunding on behalf of the school system are school property. As a general matter, the employee who completed an approved crowdfunding campaign should be given preference in the use of the donations obtained. Employees shall only use donations from a crowdfunding campaign for the approved purpose stated in the campaign. The school system reserves the right to transfer donations to a different use at the Board's discretion.

#### **G. RECORDKEEPING**

After donations obtained through an approved crowdfunding campaign have been utilized, the employee must file a written report with the principal detailing how the donations were used and how students benefited.

Legal References: 7 C.F.R. 210.11; G.S. 115C-36, -47; The School Budget and Fiscal Control Act, G.S. 115C, art. 31

Cross References: Technology in the Educational Program (policy 3220), Parent Organizations (policy 5010), Collections and Solicitations (policy 5220), Student Wellness (policy 6140), Ethics and the Purchasing Function (policy 6401/9100), Grants and Funding for Special Projects (policy 8210), Gifts and Bequests (policy 8220), Fixed Assets Inventory (policy 8350), Individual School Accounts (policy 8410)

Other Resources: *Crowdfunding in K-12: Developing a Vision that Informs Policy*, EdSurge Research (2019), available at <https://www.edsurge.com/research/reports/crowdfunding-in-k-12-developing-a-vision-that-informs-policy>; Dave Yost, *Special Report on Crowdfunding Classrooms*, Office of the Ohio Auditor of State (July 11, 2018), available at <https://www.ncsba.org/wp-content/uploads/2022/05/crowdfunding-report.indd.pdf>; <https://www.ohioauditor.gov/publications/2018%20crowdfunding%20report%20FINAL.pdf>; *Crowdfunding in K-12 Education*, National School Boards Association (April 2018), available at <https://www.ncsba.org/wp-content/uploads/2020/02/Crowdfunding-Best-Practices-for-School-Board-Members-NSBA.pdf>

Adopted: June 8, 2020

Revised: September 14, 2020 (Legal references only); {DATE}

**Watauga County Board of Education Resolution**  
**In support of**  
**Protecting Our Kids from Vaping and Nicotine Addiction**  
**December 12, 2022**

WHEREAS, one of every five deaths in North Carolina is associated with cigarette smoking,<sup>1</sup> and for each death, 30 more people are sick or live with a disability<sup>2</sup>; and

WHEREAS, 95% of tobacco users start before the age of 21<sup>3</sup>; and

WHEREAS, as of 2019, 27.3% of high school students in North Carolina report tobacco use. E-cigarette use has significantly increased among youth since 2011<sup>4</sup>; and

WHEREAS, nicotine is harmful to developing brains, and its use during adolescence can disrupt the formation of brain circuits that control attention, learning, and susceptibility to addiction<sup>5</sup>; and

WHEREAS, in a 2020 study among NC schools, a high proportion of school administrator and teacher respondents believed that e-cigarette use among students is somewhat or very problematic (91%), and that student e-cigarette use it is a somewhat or high priority issue for their school administration (90%)<sup>6</sup>; and

WHEREAS, most North Carolina young people obtain tobacco products, including e-cigarettes, from retailers. NC young people who get e-cigarettes from friends primarily get them from friends who are under 21<sup>7</sup>; and

WHEREAS, in 2019, Congress increased the federal minimum legal sales age of all tobacco products, including e-cigarettes, from 18 to 21. While a majority of states (41 states, as of September 2022) have increased their minimum tobacco sales age to 21 to match federal law, North Carolina's minimum sales age remains 18<sup>8</sup>; and

WHEREAS, having the same legal sales age at 21 for alcohol and tobacco products reduces the burden on retailers; and

WHEREAS, North Carolina is one of only 10 states in the country that do not require tobacco retailers to obtain a license or permit<sup>9</sup>; and

WHEREAS, the North Carolina ABC Commission is capable of implementing an efficient and effective tobacco retailer permitting system based on the system also in place for alcohol retailer permitting; and

WHEREAS, establishing a retailer permitting system AND raising the minimum legal sale age to 21 will:

- Allow the state to know where tobacco products are being sold
- Improve merchant education efforts
- Allow the state to inspect for responsible retail practices
- Protect law-abiding retailers by holding non-compliant retailers accountable
- Prevent and reduce youth use of highly addictive nicotine products
- Help eliminate the use of e-cigarette and other emerging nicotine products in schools
- Reduce any confusion among retailers and consumers by having one legal sales age for state and federal law<sup>10, 11</sup>; and

WHEREAS, Under the Federal Synar law, states are expected to reduce the illegal sale of tobacco products to individuals under the age of 21. NC could lose over \$4 million in annual funding from the Substance Abuse Prevention and Treatment Block Grant money (money NC uses to pay for drug treatment) through penalties under the federal Synar amendment if sales to underage youth are too high in required annual inspections<sup>12</sup>; and

WHEREAS, current NC state law G.S. 14-313 preempts local authority to adopt evidence-based regulations regarding the sale, distribution, display and promotion of tobacco products; this preemption should be removed to allow local governments to protect minors<sup>13</sup>; and

NOW, THEREFORE, BE IT RESOVED, that we, the members of the Watauga County Board of Education supports that North Carolina must protect our kids from vaping and nicotine addiction by establishing a tobacco retailer permitting system, raising the minimum age of sales from 18 to 21, restoring local authority, and adopting other needed provisions of legal sales of tobacco products to match federal law.

#### Sources:

- 1) Centers for Disease Control and Prevention. Best Practices for Comprehensive Tobacco Control Programs—2014. 2014.  
[https://www.cdc.gov/tobacco/stateandcommunity/best\\_practices/index.htm](https://www.cdc.gov/tobacco/stateandcommunity/best_practices/index.htm).
- 2) National Center for Chronic Disease Prevention and Health Promotion (US) Office on Smoking and Health. Reports of the Surgeon General. The Health Consequences of Smoking-50 Years of Progress: A Report of the Surgeon General. 2014.
- 3) Source: U.S. Department of Health and Human Services. Preventing Tobacco Use Among Youth and Young Adults: A Report of the Surgeon General. Atlanta: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health, 2012.

- 4) Source: Tobacco Prevention and Control Branch, North Carolina Department of Health and Human Services. North Carolina Youth Tobacco Survey Middle & High School Fact Sheet.  
<https://tobaccopreventionandcontrol.dph.ncdhhs.gov/data/yts/docs/YouthTobaccoSurveyFactSheet-2019.pdf>.
- 5) U.S. Department of Health and Human Services. E-Cigarette Use Among Youth and Young Adults. A Report of the Surgeon General. Atlanta, GA: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health, 2016.
- 6) Tanz, L., Heck, C., Herzig, C., Ranney, L., Herndon, S., Martin, J., Hast, M., McGowan, E., Baler, G., Shamout, M., King, B., Tynan, M., Kansagra, S. (2020). Rapid Assessment of the Impact of E-cigarettes on Schools as Reported by School Staff and E-cigarettes Confiscated by Schools — North Carolina, 2019. Unpublished manuscript.
- 7) CDC Foundation. North Carolina Cross-Sectional, Online Survey Summary Tables. 2021: 1-104.
- 8) Preventing Tobacco Addiction Foundation, Tobacco 21, (2021), <https://tobacco21.org/>.
- 9) State Tobacco Activities Tracking and Evaluation (STATE) System Licensure Fact Sheet, Ctr. For Disease Control (last reviewed: May 18, 2021),  
[https://www.cdc.gov/statesystem/factsheets/licensure/Licensure.html#anchor\\_1562854161](https://www.cdc.gov/statesystem/factsheets/licensure/Licensure.html#anchor_1562854161).
- 10) Preventing Tobacco Use Among Youth and Young Adults: A Report of the Surgeon General, U.S. Dept of Health and Hum. Serv. (2014),  
[https://www.ncbi.nlm.nih.gov/books/NBK99237/pdf/Bookshelf\\_NBK99237.pdf](https://www.ncbi.nlm.nih.gov/books/NBK99237/pdf/Bookshelf_NBK99237.pdf).
- 11) Roe L. Astor, et al., Tobacco Retail Licensing and Youth Product Use, Pediatrics (Jan. 7, 2019),  
<https://pediatrics.aappublications.org/content/pediatrics/143/2/e20173536.full.pdf>.
- 12) Revision to SAMHSA Guidance on Tobacco Regulation, Substance Abuse and Mental Health Services Administration (June 13, 2022).
- 13) N.C. Gen. Stat. § 14-113 (2014).