

Watauga County Board of Education

OFFICE OF THE SUPERINTENDENT
MARGARET E. GRAGG EDUCATION CENTER
175 PIONEER TRAIL BOONE, NC 28607

TEL: (828) 264-7190
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WATAUGA COUNTY BOARD OF EDUCATION MEETING Watauga High School Auditorium May 21, 2018 5:30 P.M.

- | | | | |
|------|----|--|--------------------------------------|
| 5:30 | 1. | CALL TO ORDER | Board Chair |
| 5:32 | 2. | CLOSED SESSION | |
| | | 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) | |
| 6:00 | 3. | OPEN SESSION/WELCOME/MOMENT OF SILENCE | Board Chair |
| 6:03 | 4. | DISCUSSION AND ADJUSTMENT OF AGENDA | Board Chair |
| 9 | 5. | SUPERINTENDENT'S REPORT | Dr. Scott Elliott |
| 6:15 | 6. | PUBLIC RECOGNITION | |
| | A. | Graduating BOE Student Representative | Dr. Scott Elliott |
| | B. | Teachers of the Year Recognition | Dr. Stephen Martin |
| | C. | Recognition of National Board Certified Teachers | Ms. Tamara Stamey |
| | D. | National Nurses Week/National School Nurse Day | Dr. Paul Holden |
| | E. | WHS JROTC Drill Team and Recognition | Lt. Colonel Harper |
| | F. | Distributive Education Clubs of America Awards Recognition | Mr. Brett Green |
| | G. | Price-Deverick Scholarship | Dr. Don Presnell |
| | H. | Kate Swift-Reese Scholarship | Ms. Wendy Jessen |
| | I. | NC DAR Outstanding Teacher of the Year | Ms. Jill Privott |
| | J. | NC Exemplary French Program | Ms. Carmen Scoggins |
| | K. | NCTC State Theatre Teachers of the Year | Dr. Chris Blanton |
| | L. | Battle of the Books recognition | Mr. Ike Smith |
| | M. | Academic Competition Recognitions | Mr. Ike Smith |
| | N. | GEARUP Program Competition Winners | Ms. Laura Turner |
| | O. | Watauga High Future Farmers of America (FFA) | Ms. Olivia Haigler |
| | P. | NC All State Honor's Band | Mr. Josh Ogle |
| | Q. | WHS Playmakers | Ms. Sarah Miller and Mr. Zack Walker |
| | R. | Skills USA Awards | Ms. Tierra Stark |
| | S. | Middle School State Science Fair Participants | Ms. Allyson McFalls |
| | T. | NCCTM State and Regional Math Competition | Mr. Jerry Moretz |

7:45 7. CONSENT AGENDA

- A. Approval of Minutes for 04/09/18
- B. Field Trip Requests
- C. School Nutrition Procurement Plan Addendum
- D. School Nutrition Bid Awards
- E. Budget Amendment #7
- F. Surplus Declaration Request
- G. ECC Committee roster for 2018-2019
- H. Personnel

Dr. Scott Elliott

-----BREAK-----WORK SESSION-----

7:55 8. PUBLIC COMMENT

Board Chair

Note: Anyone who wishes to address the Board should sign the Public Comment Roster

8:00 9. CAREER AND TECHNICAL EDUCATION LOCAL PLAN SYSTEM

Ms. Tierra Stark

8:15 10. STUDENTS' REPORT ON SCHOOL VISITS

Ms. Kelsey Marlett
Ms. Isabelle Trew

8:30 11. POLICIES: TECHNICAL CHANGES FOR APPROVAL

Dr. Wayne Eberle

- 3000 Goals and Objectives of the Educational Program
- 3100 Curriculum Development
- 3220 Technology in the Educational Program
- 4155 Assignment to Classes
- 6340 Transportation Services/Vehicle Contracts
- 6520 Use of Equipment, Materials and Supplies
- 7335 Employee Use of Social Media

8:40 12. POLICIES: SUBSTANTIVE CHANGES FOR FIRST READ

Dr. Wayne Eberle

- 3230/7330 Copyright Compliance
- 3460 Graduation Requirements
- 3530 Citizenship and Character Education
- 4600 Student Fees
- 4316 - R Student Dress Code Procedures

Ms. Kelsey Marlett

9:00 13. POLICIES: SUBSTANTIVE CHANGES FOR SECOND READ

Dr. Wayne Eberle

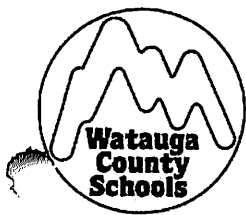
- 4040/7310 Staff-Student Relations
- 7130 Licensure
- 7240 Drug-Free and Alcohol-Free Workplace
- 7510 Leave

9:10 14. BOARD OPERATIONS

9:15 15. BOARD COMMENTS

9:20 16. ADJOURNMENT

17. MISCELLANEOUS INFORMATION
ECC Minutes January 10, 2018



Watauga County Board of Education

OFFICE OF THE SUPERINTENDENT
MARGARET E. GRAGG EDUCATION CENTER
175 PIONEER TRAIL BOONE, NC 28607

TEL: (828) 264-7190
FAX: (828) 264-7196

DATE: April 9, 2018

PRESENT:

Ron Henries, Brenda Reese
Jay Fenwick, Jason K. Cornett, and
Gary Childers
Dr. Scott Elliott, Superintendent,
Dr. Stephen Martin, Asst.
Superintendent
Ms. Kelsey Marlett
Ms. Isabelle Trew

TIME: 5:30 p.m.

PLACE: Margaret E. Gragg Education Center

CALL TO ORDER

Ron Henries, Board Chair, called the meeting to order at 5:30.

CLOSED SESSION

Mr. Henries called the meeting to order in closed session under N.C.G.S. 115C-288(g) Reportable Offenses, and N.C.G.S. 143-318.11(a)(1) Student Records

OPEN SESSION

The meeting was called to order at 6:01 PM by Board Chair, Ron Henries. He began the meeting with a moment of silence.

DISCUSSION AND ADJUSTMENT OF AGENDA

Dr. Elliott postponed Recognition of Teachers of the Year until the May meeting, an adjustment to item 8A in the Agenda. A motion was made by Jay Fenwick and seconded by Jason Cornett to approve the agenda as modified. The motion was unanimously approved.

PUBLIC COMMENT

There was one public comment by Mr. David Aaron Grig at the April 2018 Board meeting. He spoke about teacher raises juxtaposed to the number of households that are at minimum wage in the County. He noted that property taxes were increasing. He noted that students were very stressed. He felt that compulsory attendance laws should not exist. He voiced his concern over safety issues.

SUPERINTENDENT'S REPORT

Dr. Elliott welcome the Board members, student representatives, administrators, teachers, parents, special guests, and community members, expressing his gratitude for their presence.

He reminded everyone that April 9-13 is National Assistant Principal's Week. He noted that Watauga County Schools has seven Assistant Principals supporting the students and staff, and that it was a hard job, but one where an immediate impact could be recognized. He reminded everyone that Empty Bowls had been rescheduled to May 5th from 4:30 to 6 PM, and hoped that everyone would support event. He noted that the Back to School Festival had been set for Saturday, August 4th, 2018 and encouraged everyone to attend and volunteer if able. A sponsor kick-off party would be held on April 10th at FARM Cafe from 5-7 PM. He invited the attendees to the Jones House to view visual arts and listen to musical guests from Shooting Stars. He noted that the third State of the Child summit would be held on April 17th, pursuant to Watauga County becoming a Trauma-Informed Community. Finally, he stated that as of April 9th, WCS had completed 131 days of school and 800 hours of instruction. The last day of school for students would be Friday, June 8 and graduation would be held on Saturday, June 9. This would equate to 175 school days and 1084.5 hours of instruction.

STUDENT'S REPORT

Ms. Marlett and Ms. Trew shared some of the activities at Watauga High School:

- Students returning from Spring Break ready to complete the year
- Watauga High School would perform the Spring Musical, Cinderella, April 19-21
- Their pride in Ms. Haigler who had been selected as the 2017-2018 WHS Teacher of the Year
- Youth Service Day sponsored by Mountain Alliance on April 14th at a variety of service sites around Watauga County with all WHS students are invited to participate
- The rescheduling of Empty Bowls for Saturday, May 5th 4:30-6:00 at WHS and the participation of the National Art Honors at the event
- The Youth Behavior Risk survey would be completed the following Tuesday by all high school students
- Prom is set for April 28th and Watauga's Fashion Club is sponsoring a prom dress shop which provides a free prom dress for participants

PUBLIC RECOGNITIONS

Dr. Elliott shared information about the April Servant's Heart recipient, Dr. Pat Morgan. He noted that Dr. Morgan visits Bethel and Cove Creek to read with kindergarten through third grade students. He tells stories, reads picture books, and reads chapter books to them. Teachers said that their students were always excited to see Dr. Morgan and that the teachers appreciated his dedication to their schools.

Dr. Morgan thanked Elaine Hodges who asked him to volunteer reading. He thanked Anne Donadio and Ms. Dishman who asked him to volunteer. He thanked Patty Buckner who asked him to go to Bethel to read. He accepted all invitations and has enjoyed this activity. He thinks that variety, and a male presence in the classroom broadens the students' educational experience, and this was the initial impetus for asking him to read.

CONSENT AGENDA

Ms. Ly Marze highlighted several items proposed in this year's budget. Once approved, the budget will go before the County Commissioners on May 2, 2018 at 3PM. Drs. Fenwick and Childers thanked the Finance committee for their diligence and work on the budget, especially for addressing safety issues. Mr. Cornett thanked the committee and leadership for the opportunity to review the budget and ask questions on March 26, 2018.

Ms. Bolick noted that now USDA allows "micro-purchasing" which eliminates the need for three bids. Ms. Marze stated that the Budget Amendment has a notation for a reduction of funds, which will be used for increased NCVPS classes over the allotment amount.

Jay Fenwick moved to approve the items A-H on the consent agenda as presented which was seconded by Brenda Reese. The vote to approve was unanimous.

PROJECT ID

Dr. Elliott updated the Board on Project ID, which is a community project. One Saturday in June or July, an organization from Greensboro, will meet at Hardin Park to create these for members in the community who cannot afford or cannot acquire an ID for some reason. WCS does not issue them or endorse their use.

MEDIA CENTER UPDATE

Ike Smith recognized the Media Coordinators during National Library Month. He stressed the importance of the Media Center as a high quality learning environment with high quality professional instructors. He showed a presentation of the various school libraries and the maker spaces, which are housed in the Media Centers. The Media Specialists presented a variety of programs from their schools.

Carol Critcher spoke about low-tech and high-tech Makerspaces offering opportunities to create with found items up (low-tech) through basic coding for the robots (high tech.) The Media Specialists provide engaging lessons. Book Buddies pairs middle school students with Kindergarten students. Older students are taught how to present a book to smaller students using the cover and making predictions. The program teaches leadership and gives confidence to the older students while engaging the younger students.

Mitzi London from Green Valley spoke about International Culture day. Students experience other cultures through visits from foreign educators at a cooperative ASU program. Research is an important part of the Media Center's extension of the classroom. Makerspace, Three-D printers, 100 days of STEM, are used as a form of reward in the classroom. Kits can be checked out to classrooms.

Amy Hiatt and Candice Trexler shared the Family Reading Project with funding through a Watauga Education Foundation grant, Holocaust Museum panels, and School-wide read which was well received by all students. Comic Con will be presented later in the year, with the collaboration of a middle school teacher who has a passion for comics, and ASU and WHS students. It will include costumes and trivia.

Amanda Ward stated that Media Centers were moving away from "shushing libraries" and tall stacks; they are vibrant spaces where learning occurs in many different ways using different types of media. Battle of the Books is also a function of the Media Specialists who are committed to the concept of life-long learners. The Media Specialists attend many conferences, and the annual NCSLAMO (North Carolina School Library and Media Organization) conference. The teachers said that they appreciate the support from the Board and their hopes that they can honor the support shown.

Following a brief break, the meeting resumed at 7:22.

POLICIES: TECHNICAL CHANGES FOR APPROVAL

3200	Selection of Instructional Materials Updated
3210	Parent Request to Review Instructional Materials Updated
4320	Tobacco Products Students Updated
5000	School and the Community Updated
6120	Student Health Services Updated
6220	Operation of School Nutrition Services Updated
6410	Organization of Purchasing Function Updated
6530	Resource Conservation Updated
7130-R	Licensure Updated
7335	Employee Use of Social Media Updated
9010	Site Selection Updated

Dr. Wayne Eberle presented the policies that contained only technical changes. Dr. Elliott and Dr. Eberle will revise the language in policy 7335 regarding social media. Jason Cornett moved that the technical changes be approved, with the review of substantive changes of policy 7335 brought back for final approval. This motion was seconded by Jay Fenwick. Following a vote, the policies were unanimously approved.

POLICIES: SUBSTANTIVE CHANGES FOR FIRST READ

4040/7310	Staff-Student Relations
7130	Licensure
7240	Drug-Free and Alcohol-Free Workplace
7510	Leave

The Board discussed the 4040/7310 updated legal references. There was a question about edit marks. They discussed the duty to report observed abuse, and that the staff member would be held accountable if action was not reported, but held harmless (immune) if charges turn out not to be true. It was noted that in 7130 "lateral entry to residency licenses" is especially helpful in getting licensed teachers into CTE positions. There was a question regarding Page 2, "provided the individual completes preservice training." Or "New employee orientation." No changes were requested for 7240. Changes to policy 7510, makes it more user-friendly for employees.

POLICIES: SUBSTANTIVE CHANGES FOR SECOND READ

7530	Military Leave
7810	Evaluation of Licensed Employees
7900	Resignation
7930	Professional Employees: Demotion and Dismissal
7940	Classified Personnel: Suspensions and Dismissal

Gary Childers moved that the policies be approved, which was seconded by Brenda Reese. Following a vote, the policies were unanimously approved.

BOARD OPERATIONS

Following interviews of current sophomores, a motion was made by Gary Childers to nominate Emerson Huffman for next year's junior representative to the Board. The motion was seconded by Brenda Reese. The vote to approve was unanimous.

All Board members expressed their appreciation for all of the candidates and commended them on their poise and achievements, stating that any of them would have made good representatives of their peers to the Board.

On Friday, there will be a Watauga Education Foundation reception during the Art Crawl from 6-8:30. Students will come to the Jones house on Sunday with their parents to perform.

Reminder: The May Board of Education meeting was previously set for, **Monday, May 21st, 5PM for closed session and 6PM for open session.** This meeting will be at Watauga High School in the Auditorium..

BOARD COMMENTS

Dr. Fenwick will attend the final two days of the NCSBA summer conference.

Technology committee (MTAC)...K-5 chose a new math curriculum NC Ready Math- IReady Math Assessment, and 6-8 chose Go Math. Dr. Fenwick stated that WCS was making progress in the transition to digital learning. Ms. Stamey stated that this was due to teacher lead assessment of materials and gave kudos to them for their hard work.

Mr. Henries encouraged everyone to attend a baseball game.

Student Representatives will present their findings from the school visits at the next Board meeting.

Dr. Fenwick spoke about Café-learning, a panel discussion with Dr. Elliott and Allison Sparks, where teacher planning time, Katie Mathews Science Pals retreat, Flex-time PLCs were discussed, and stressed the importance of grade-level meetings and sharing of ideas. Dr. Fenwick does nearly daily assessments and invites students who need help to receive that help...as a college professor, he is learning from Watauga County Schools for application at the university.

The dress code for the high school will be discussed at a meeting on Wednesday at 3:30 at the high school.

Dr. Elliott asked the Board to think about work session topics for future meetings.

Dr. Childers asked about any other retreats that might be scheduled other than the summer conference.

ADJOURNMENT

A motion to adjourn Open Session was made by Brenda Reese, and seconded by Jay Fenwick. The vote to adjourn was unanimous at 8:15 PM.

R. Ivan Henries, Board Chair

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) JOE GRAB, DINAH MILLER School: WHS

Cell phone number: (828) 964-8145 Grade(s): 9-12 Number of students: 3

Departure date: THURSDAY, JUNE 21, 2018 Return date: TUESDAY, JUNE 26, 2018

Departure time: 10:00 AM Return time: ~ 7:00 PM

Educational purpose:

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

GEORGIA WORLD CONGRESS CENTER, ATLANTA, GA

Purpose of trip and how it relates to the curriculum: TSA RELATES DIRECTLY TO THE TECH ED, DRAFTING, AND PHYSICS COURSES AT THE HIGH SCHOOL LEVEL.

Supervision and Safety:

Names of all school staff chaperones: DINAH MILLER

Names of all non-school chaperones: _____

All chaperones have a background check completed: ☒ Sponsoring teacher initials: DM
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) COUNTY VEHICLE

Name of charter bus company (if checked above) _____

(If applicable, bus request form must be attached)

Driver/s: DANAH MILLER Round trip mileage: 604 # of buses needed: _____
Total cost per student \$ ~300 Source of funds: STUDENTS FUNDRAISERS

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

Approval/Signatures:

Sponsoring teacher signature: _____ Date: 05/08/18

Principal approval: _____ Date: 5/8/18

Required signatures if applicable:

Transportation Director approval: _____ Date: 5/9/18

Superintendent approval: _____ Date: 5/9/18

Board of Education approval: _____ Date: _____/_____/_____

2018 National TSA Conference

Schedule at a Glance (Tentative)

THURSDAY, June 21, 2018

5:00PM — 6:00PM	TSA, Inc. Board of Directors/National TSA Officers Dinner
6:00PM — 9:00PM	TSA, Inc. Board of Directors Meeting
6:00PM — 9:00PM	National TSA Officers Meeting

FRIDAY, June 22, 2018

12:00PM — 7:00PM	Conference Registration Packet Pick Up	GWCC 403
2:00PM — 3:00PM	CRC Managers Meeting	GWCC 402
3:00PM — 4:00PM	National TSA Officer Candidates Meeting	GWCC Exhibit Hall A-3
3:00PM — 4:00PM	Mandatory Competitive Event Coordinators Meeting	GWCC 410
4:00PM — 5:00PM	Advisor Update Meeting	GWCC 411
5:00PM — 8:00PM	Competitive Events Check-In (for selected events)	Various Locations
6:30PM — 8:30PM	Competitive Event Check-In (for selected events)	Various Locations
9:00PM — 9:30PM	Required sign-up for presentation times	Various Locations
7:00PM — 8:00PM	*TEAMS – Welcome	GWCC 411
6:00PM — 9:00PM	State Delegation Meetings	Various Locations
10:00PM	Curfew	

SATURDAY, June 23, 2018

7:15AM — 8:45AM	State Flag Representatives Meeting	GWCC Exhibit Hall A-3
8:00AM — 8:00PM	*TEAMS Competition	Various Westin Locations
9:00AM — 11:00AM	Opening General Session (General Session I)	GWCC Exhibit Hall A-3
11:00AM-12:00PM	TSA Pin Exchange	Registration Hall A
9:00AM — 5:00PM	Information Desk Open	GWCC 403
11:30AM — 12:30PM	Advisor Update Meeting	GWCC 411
11:30AM — 7:00PM	Competitive Events (selected events submit 7-8 AM)	Various Locations
11:30AM — 6:00PM	Special Interest Sessions	Various Locations
12:00PM — 2:00PM	State Advisor Forum	GWCC 405
1:00PM — 2:00PM	State Presidents Meeting	GWCC 409
2:00PM — 3:00PM	Leadership Speaker Session	GWCC Exhibit Hall A-3
3:00PM — 5:00PM	Submit Middle School Display Events	Omni Grand Ballroom E
4:00PM — 6:00PM	Submit High School Display Events	Omni Grand Ballroom D
4:00PM — 5:00PM	Alumni/ Graduating Senior Reception	GWCC 309
5:00PM — 6:00PM	TSA Region 1-5 Meeting (State Officers only)	
	Region 1	Omni Hickory
	Region 2	Omni Chestnut
	Region 3	Omni Pecan
	Region 4	Omni Walnut
	Region 5	Omni Hazelnut
6:00PM — 9:00PM	State Delegation Meetings	Various Locations
10:00PM	Curfew	

SUNDAY, June 24, 2018

8:00AM — 1:00PM	*TEAMS Competition – Semifinals	Various Westin Locations
9:00AM — 5:00PM	Information Desk Open	GWCC 403
9:00AM — 11:00AM	Recognition Assembly (General Session II)	GWCC Exhibit Hall A-3
11:00AM-12:00PM	TSA Pin Exchange	Registration Hall A
11:00AM — 7:00PM	Competitive Events	Various Locations
11:00AM — 6:00PM	Special Interest Sessions	Various Locations
11:30AM — 12:30PM	Advisor Update Meeting	GWCC 411
11:30AM — 7:00PM	Competitive Events (selected events submit 7-8 AM)	Various Locations
1:00PM — 5:00PM	TSA Meet and Greet	GWCC Hall A-1
2:00PM — 3:00PM	Leadership Speaker Session	GWCC Exhibit Hall A-3
7:00PM — 8:30PM	*TEAMS – Awards Ceremony	GWCC Exhibit Hall A-3
6:00PM — 9:00 PM	State Delegation Meetings	Various Locations
10:00PM	Curfew	

MONDAY, June 25, 2018

7:00AM — 7:30AM	Voting Delegate Seating	GWCC Exhibit Hall A-3
9:00AM — 11:00AM	Annual Business Meeting (General Session III)	GWCC Exhibit Hall A-3
9:00AM — 5:00PM	Information Desk Open	GWCC 403
9:00AM — 7:00PM	Competitive Events	Various Locations
11:00AM — 6:00PM	Special Interest Sessions	Various Locations
11:30AM — 12:30PM	Advisor Update Meeting	GWCC 411
12:30PM — 2:30PM	TSA, Inc. Corporate Board Annual Meeting	GWCC 311
1:00PM — 1:45PM	CRC/Students Forum	GWCC 408
1:45PM — 2:30PM	CRC/Advisors Forum	GWCC 408
2:30PM — 3:30PM	TSA, Inc. Board of Directors Meeting (new board)	GWCC 311
5:00PM	Buses depart for Atlanta Braves Baseball Game	TBA
10:00PM	Curfew	

TUESDAY, June 26, 2018

8:00AM — 11:00AM	Awards Ceremony (General Session IV)	GWCC Exhibit Hall A-3
12:00PM — 1:00PM	National TSA Officers Meeting (new officers)	TBA

*Tests of Engineering Aptitude, Mathematics, and Science (TEAMS)

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Sponsoring teacher: (Print) Josh Ogle School: Watauga High

Cell phone number: 865-850-0041 Grade(s): 9-12 Number of students: 1

Departure date: 5-4-18 Return date: 5-6-18

Departure time: _____ Return time: _____

Educational purpose:

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

Chapel Hill, NC All State Honor's Band

Purpose of trip and how it relates to the curriculum: _____

Supervision and Safety:

Names of all school staff chaperones: Josh Ogle

Names of all non-school chaperones: _____

All chaperones have a background check completed:

Sponsoring teacher initials: Jo

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 Jo (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) County Car

Name of charter bus company (if checked above) _____

(If applicable, bus request form must be attached)

Driver/s: _____ Round trip mileage: _____ # of buses needed: _____

Total cost per student \$ _____ Source of funds: 226.01

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

Approval/Signatures:

Sponsoring teacher signature: [Signature] Date: 4 / 23 / 18

Principal approval: [Signature] Date: 4 / 27 / 18

Required signatures if applicable:

Transportation Director approval: [Signature] Date: 5 / 1 / 18

Superintendent approval: [Signature] Date: 5 / 8 / 18

Board of Education approval: _____ Date: _____ / _____ / _____

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Sponsoring teacher: (Print) LtCol G. Harper School: WHS

Cell phone number: 910-382-3327 Grade(s): 9-11 Number of students: 8

Departure time/date: 6:00Am / June 15 2018 Return time/date: 7:00Pm / June 18 2018

Educational purpose:

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

Camp Bud Schiele, Rutherfordton NC (Boy Scouts) - 3 days
Headwaters Outfitters Rosman NC - canoeing French Broad - 1 day

Purpose of trip and how it relates to the curriculum: _____

Practical application of leadership lessons and team-
building from JROTC curriculum.

Supervision and Safety:

Names of all school staff chaperones: LtCol Harper, MSgt Hernandez

Names of all non-school chaperones: N/A

All chaperones have a background check completed: N/A Sponsoring teacher initials: _____
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 GH (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: ☒ Activity bus ☐ Rental car/mini-van ☐ Charter bus ☐ Other: _____

(If applicable, bus request form must be attached)

Driver/s: Lt Col Harper, MSgt H Round trip mileage: ~300 # of buses needed: 1

Total cost per student \$ 75 Source of funds: Donations, fund raising

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

Approval/Signatures:

Sponsoring teacher signature: GH Harper Date: 5 / 4 / 2018

Principal approval: Andrew Date: / /

Required signatures if applicable:

Transportation Director approval: [Signature] Date: 5 / 9 / 18

Superintendent approval: [Signature] Date: 5 / 9 / 18

Board of Education approval: _____ Date: / /

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Sponsoring teacher: (Print) Shelly Kutz School: WHS
Cell phone number: 828-773-1753 Grade(s): 10th & 11th Number of students: 2
Departure date: Tuesday 6/26/18 Return date: Sunday 7/1/18
Departure time: Morning Return time: Evening

Educational purpose:

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

Dallas, Texas. See attach itinerary

Purpose of trip and how it relates to the curriculum: Two high school students that placed
3rd in Healthcare Provider CPR & First Aid at the NC HOSA SLC
will be traveling to compete at the HOSA International
Leadership conference. These students will also be attending
Symposiums of Healthcare Career Topics.

Supervision and Safety:

Names of all school staff chaperones: Shelly Kutz

Names of all non-school chaperones: NA

All chaperones have a background check completed:

Sponsoring teacher initials: Sh

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

Sponsoring Teacher Initials Sh (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) County Car to and from Charlotte Douglas Airport.
Arr travel to Dallas, TX

Name of charter bus company (if checked above) _____

(If applicable, bus request form must be attached)

Driver/s: Shelly Kutz Round trip mileage: 194 # of buses needed: 0
to and from airport.
Total cost per student \$ 1575.00 Source of funds: See attached.

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

Approval/Signatures:

Sponsoring teacher signature: Shelly Kutz Date: 4/23/18
Principal approval: [Signature] Date: 4/23/18

Required signatures if applicable:

Transportation Director approval: [Signature] Date: 4/24/18
Superintendent approval: [Signature] Date: 4/25/18
Board of Education approval: _____ Date: ____/____/____



CONFERENCE TENTATIVE AGENDA 2018

DALLAS

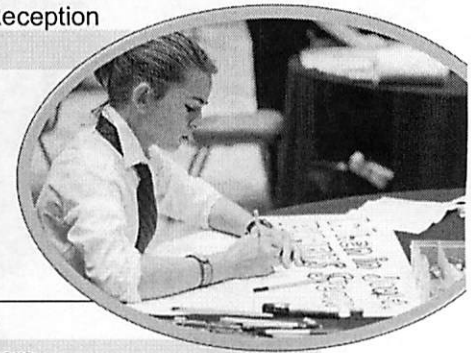


HOSA INTERNATIONAL LEADERSHIP CONFERENCE TENTATIVE AGENDA DALLAS 2018

The schedule of events has not been finalized; therefore, this agenda **MUST** be seen as tentative. As soon as all activities and events are finalized, a detailed agenda will be published.

Tuesday June 26, 2018

TBA	CE Headquarters
TBA	HOSA Headquarters
9:00 a.m. – 10:30 a.m.	State Advisor Registration
1:00 p.m. – 4:00 p.m.	HOSA University: 301 State Officers
6:00 p.m. – 8:00 p.m.	State Advisor Dinner
6:00 p.m. – 8:00 p.m.	Executive Council Candidate Exam
8:00 p.m. – 10:00 p.m.	Nominating Committee Meeting
9:00 p.m. – 11:00 p.m.	State President Reception
12:00 a.m.	Curfew



Wednesday June 27, 2018

TBA	CE Headquarters
TBA	HOSA Headquarters
7:00 a.m. – 1:30 p.m.	Executive Council Candidate Interviews
8:00 a.m. – 9:00 a.m.	New Advisor Coffee Talk
8:00 a.m. – 1:00 p.m.	Conference Registration
10:00 a.m. – 12:00 p.m.	HOSA Expo Registration
10:30 a.m. – 12:00 p.m.	Event Manager/Quality Assurance Meeting
11:00 a.m. – 1:00 p.m.	VIP Lunch <i>(By invitation only)</i>
1:30 p.m. – 2:30 p.m.	Nominating Committee Lunch and Report
1:00 p.m. – 5:00 p.m.	HOSA Expo
1:30 p.m. – 2:30 p.m.	Advisor Orientation
1:00 p.m. – 4:00 p.m.	Voting Delegate Orientation
3:00 p.m. – 5:00 p.m.	HOSA-100 National Advisory Council
3:00 p.m. – 4:00 p.m.	Courtesy Corps Meeting
3:30 p.m. – 4:30 p.m.	Workshop Ambassador Orientation
3:30 p.m.	Executive Council Slate Announced
5:00 p.m. – 7:00 p.m.	Scholarship Recipient/Sponsor Dinner <i>(By Invitation Only)</i>
5:30 p.m. – 6:30 p.m.	Flag and Opening Session Practice
7:30 p.m.	Opening Session
10:00 p.m. – 12:00 a.m.	Committee Meetings
12:30 a.m.	Curfew



Thursday June 28, 2018

TBA

TBA

7:00 a.m. – 8:00 a.m.

7:00 a.m. – 8:30 a.m.

8:00 a.m. – 4:00 p.m.

8:00 a.m. – 4:00 p.m.

8:30 a.m. – 9:30 a.m.

9:00 a.m. – 11:30 a.m.

9:00 a.m. – 12:00 p.m.

9:00 a.m. – 3:00 p.m.

10:00 a.m. – 11:00 a.m.

11:30 a.m. – 12:30 p.m.

11:30 a.m. – 12:30 p.m.

12:00 p.m. – 1:30 p.m.

1:30 p.m. – 2:30 p.m.

1:00 p.m. – 4:00 p.m.

1:00 p.m. – 4:00 p.m.

1:30 p.m. – 5:00 p.m.

5:00 p.m. – 6:30 p.m.

6:30 p.m. – 8:30 p.m.

9:00 p.m. – 11:00 p.m.

10:00 p.m. – 12:00 a.m.

12:30 a.m.

CE Headquarters

HOSA Headquarters

Healthy Start to the Day

Judge Breakfast

Workshop Ambassador Check-In

Educational Symposiums

Zumba

Voting Delegate Session

HOSA University 101: Members

HOSA Expo

State Advisor Networking Meeting

Meet the Candidates Open Forum

Outstanding HOSA Chapter Display Time

Judge Lunch

Public Health Leadership Scholars Meeting

HOSA University 201: Chapter Officers

HOSA University 102: Advanced Leadership

HOSA Happenings Display Time

Judge Dinner

HOSA, Inc. Corporate Meeting

Past HOSA, Inc. Chair Reception

Committee Meetings

Curfew



Friday June 29, 2018

TBA	CE Headquarters
TBA	HOSA Headquarters
7:00 a.m. – 8:00 a.m.	Healthy Start to the Day
7:00 a.m. – 8:30 a.m.	Judge Breakfast
8:00 a.m. – 2:00 p.m.	Workshop Ambassador Check-In
8:00 a.m. – 2:00 p.m.	Educational Symposiums
8:30 a.m. – 9:30 a.m.	Zumba
8:30 a.m. – 11:30 a.m.	Business Session
9:00 a.m. – 12:00 p.m.	HOSA University 401: New Advisors
9:00 a.m. – 12:00 p.m.	HOSA University 101: Members
9:00 a.m. – 1:00 p.m.	HOSA Expo
9:00 a.m. – 4:00 p.m.	Train-the-Trainers Workshop
12:00 p.m. – 1:00 p.m.	Health Career Display Time
12:00 p.m. – 1:30 p.m.	Judge Lunch
1:00 p.m. – 2:00 p.m.	State Advisor Networking
1:00 p.m. – 4:00 p.m.	HOSA University 501: Advanced Advisors
1:00 p.m. – 4:00 p.m.	HOSA University 100: Middle School
2:00 p.m. – 3:00 p.m.	New Board Member Orientation
5:00 p.m. – 6:00 p.m.	Alumni Reception
7:30 p.m.	Recognition Session
10:00 p.m. – 12:00 a.m.	HOSA Fun Evening Activity
10:00 p.m. – 12:00 a.m.	Committee Meetings
12:30 a.m.	Curfew

Saturday June 30, 2018

TBA	CE Headquarters
TBA	HOSA Headquarters
All Day	HOSA Day in Dallas
8:00 a.m. – 9:30 a.m.	Executive Council Transition Breakfast
4:00 p.m. – 6:00 p.m.	Postsecondary/Collegiate Awards Session
8:00 p.m. – 10:00 p.m.	Middle School & Secondary Awards Session
10:00 p.m. – 12:00 a.m.	HOSA Dance
1:00 a.m.	Curfew

Sunday July 1, 2018 - Wednesday July 4, 2018

9:00 a.m. – 10:00 p.m.	HOSA Executive Council Training
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June 27-30
2018

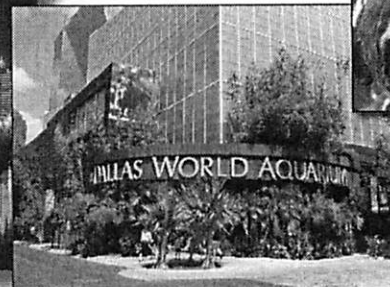
North Carolina HOSA

Dallas
Texas

41st International Leadership Conference

DEPART CHARLOTTE OR RALEIGH DURHAM NORTH CAROLINA JUNE 26 & DEPART DALLAS JULY 1

While in Dallas you'll be staying at the Hyatt Regency Hotel Dallas



ITINERARY INCLUDES:

- June 26 - Travel Day to Dallas, Check-into hotel,
- June 27 - "Opening General Session"
- June 28 - Medieval Times Dinner & Tournament.
- June 30 - 6th Floor Museum/Dealey Plaza (JFK) audio tour
Sonny Bryans Smokehouse BBQ Lunch, Dallas World
Aquarium and The Orinoco Rainforest.
"Secondary Grand Awards Session"
- July 1 - Depart for North Carolina.

Package includes air fare, RT bus transfers airport/hotel, 5 nights hotel, tour bus transfers, tips/gratuities, NC ILC t-shirt, luggage tags, hotel check-in and out, plus 2 meals, Medieval Times Dinner & Tournament; 6th Floor Museum/Dealey Plaza (JFK) audio Tour; Sonny Bryans Smokehouse BBQ Lunch; Dallas World Aquarium and The Orinoco Rainforest & 4 days DART light rail passes. Escorted By Allen & Whitney Seigler and Steve & Ardis Joraanstad



ESCORTED BY *travel* **WORLD**
of Crosby

PACKAGE PRICES:

	Occupancy, Per person	
	CLT	RDU
Quad	\$1005	\$1135
Triple	\$1075	\$1205
Double	\$1235	\$1355
Single	\$1675	\$1805
Air out of CLT or RDU		

Allen & Whitney Seigler
Steve & Ardis Joraanstad
2061 Experiment Station
Road, Suite 301-512
Watkinsville, GA 30677
1-800-965-6232 or
706-510-6212
www.travelworldofcrosby.com
travel@travelworldofcrosby.com

NON-REFUNDABLE : \$250
DEPOSIT DUE : April 2, 2018
FINAL PAYMENT DUE : May 5, 2018

Package prices guaranteed until March 23, 2018

April 23, 2018

Watauga County Field Trip Request Form, Additional Information

HOSA International Leadership Conference

Safety/Supervision Plan for high risk and/or water activities.

There is a pool at the hotel and if students visit this area I will remain with them at all times. I am certified in CPR and First Aid.

Cost and funding per student.

We are using Travel World of Crosby along with other NC Schools that will be attending in booking our trip to Dallas Texas. I have attached the Itinerary from this company as well as the HOSA ILC Itinerary. Katrina Coggins the NC HOSA Executive Director with NCDPI is helping with these arrangements.

\$1524.55 is the cost per student and will be paid for as follows:

\$574.55 per student for transportation including travel to and from airport, plane tickets and transportation to and from hotel, airport and conference center will be covered by CTE funds.

\$675.00 per student was donated by Appalachian Regional Medical Center to cover hotel and food cost.

\$90.00 per student was donated by Watauga Medics to cover Registration.

\$185.00 per student out of pocket for scheduled tours, t-shirt and draw string bag and travel agent fee.

Shelly Thutz
4/23/18

WATAUGA COUNTY FIELD TRIP REQUEST FORM

This request is for a: _____ day trip _____ out of state day trip _____ overnight trip X 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) Christina Welch School: Mabel

Cell phone number: 8282662043 Grade(s): 4-8 Number of students: 11

Departure date: June 13th, 2018 Return date: June 16th, 2018

Departure time: 8:00am Return time: 5:00pm

Educational purpose:

Trip destination including city, state, and all places to be visited: (attach detailed itinerary as needed)
Savannah, GA Junior Beta Club National Convention (See attached itinerary)

Purpose of trip and how it relates to the curriculum: Mabel School's Beta Club has qualified for the following events at National Convention. The events we have qualified for are 4th grade math, 7th grade science, Service Snapshot, Rapid Response, and National Leadership Representative. In addition, because we are a National Beta Leadership school we will be attending the mini Leadership workshop as well with Ted Weiss.

Supervision and Safety:

Names of all school staff chaperones: Christy Welch, Amanda Ward

Names of all non-school chaperones: Emily Kidder, Lisa Totherow, Jennifer Brown, Leann Martin

All chaperones have a background check completed: **YES** Sponsoring teacher initials: _____

Are all site(s) accessible to students with disabilities? **X** 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) **Transportation on their own**

Name of charter bus company (if checked above) _____

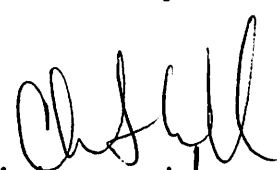
(If applicable, bus request form must be attached)

Driver/s: _____ Round trip mileage: _____ # of buses needed: _____

Total cost per student **\$400 for hotel, Registration covered by the National Beta Club in return for work by Mrs. Welch**
Source of funds: **Fundraising**


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

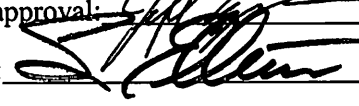
Approval/Signatures:

Sponsoring teacher signature:  _____ Date: 4 / 18 / 18

Principal approval:  _____ Date: 4 / 18 / 18

Required signatures if applicable:

Transportation Director approval:  _____ Date: 4 / 23 / 18

Superintendent approval:  _____ Date: 4 / 24 / 18

Board of Education approval: _____ Date: _____ / _____ / _____

NATIONAL JUNIOR SCHEDULE AT A GLANCE

June 12 TUESDAY

3:00 PM - 5:00 PM	Early Registration
7:00 PM - 9:00 PM	Premier Performers Practice
7:30 PM - 8:00 PM	Reception for State Sponsors, Sponsor Elects, Status Sponsors, & Coordinators
8:00 PM - 9:30 PM	Coordinator Meeting
8:00 PM - 9:30 PM	National Officers Meeting

June 13 WEDNESDAY

8:00 AM - 11:00 AM	Registration
8:00 AM - 11:30 AM	Special Talent Division I Prelims - Stage 1
8:00 AM - 11:30 AM	Special Talent Division II Prelims - Stage 2
9:00 AM - 10:00 AM	Check-in Visual Arts - Division I Alabama- Louisiana
10:00 AM - 11:00 AM	Check-in Visual Arts - Division I Mississippi - West Virginia
9:00 AM - 11:00 AM	Living Literature
10:00 AM - 12:00 Noon	Premier Performers Practice
12:00 Noon	Lead Outside the Box Leadership Challenge
12:00 Noon	Check-In & Interviews Banner, Scrapbook, Spotlight Your Club, T-Shirt, Trading Pins
12:30 PM - 2:00 PM	Songfest Prelims Division I
1:00 PM - 3:00 PM	Registration
1:00 PM - 4:00 PM	Speech Division I & II
1:00 PM - 2:00 PM	Poetry Division I
1:00 PM - 2:30 PM	Candidate Meeting
1:00 PM - 2:30 PM	Candidate/Summer Leadership Parent Meeting
2:00 PM - 3:00 PM	Poetry Division II
2:00 PM - 5:00 PM	Songfest Prelims Division II
3:00 PM - 4:00 PM	Quiz Bowl Written Test
3:00 PM - 4:00 PM	Book Battle Competition
3:00 PM - 5:00 PM	Meeting of the Minds
4:00 PM - 5:00 PM	Language Arts Division I & II Competition
	Math Division I & II Competition
	Science Division I & II Competition
	Social Studies Division I & II Competition
4:00 PM	Site up Meeting to receive task
5:00 PM - 6:00 PM	Viewing Visual Arts Division I, Banner, Scrapbook, Spotlight Your Club, T-Shirt, Trading Pins Pick up immediately following



June 13 WEDNESDAY

4:30 PM - 6:00 PM	Opening Ceremony Practice - Vocalists
5:00 PM - 6:00 PM	Opening Ceremony Practice - Premier Performers
6:00 PM - 6:15 PM	Flag Ceremony Practice (2017-2018 Officers)
7:00 PM - 7:30 PM	Pre-Session Activities
7:30 PM	FIRST GENERAL SESSION - Opening Ceremony - Candidate Intros Vice President Candidate Rally - Special Talent Division I (Top 5) Division II (Top 5)
9:00 PM - 11:00 PM	National Scholarship Beta Ball

June 14 THURSDAY

9:30 AM - 10:00 AM	Pre-Session Activities
10:00 AM	SECOND GENERAL SESSION - President Campaign - Reporter Campaign - Songfest Division I (Top 5) & Division II (Top 5)
12:00 Noon - 3:00 PM	Group Talent Division I Prelims
12:30 AM - 1:00 PM	Quiz Bowl Team Meeting
1:00 PM - 3:00 PM	Quiz Bowl Division I (Final 8) & II (Final 8) Oral Rounds
1:00 PM - 3:00 PM	Convention Invention Showcase
1:00 PM - 4:00 PM	Lead By Serving Others Expo & Judging
1:00 PM - 2:30 PM	Leadership Representative Meeting/ Challenge
1:00 PM - 3:00 PM	Service Snapshot Expo
1:30 PM	Flash Mob Dance
3:30 PM - 5:00 PM	Tower of Power Division I & II Competition
3:30 PM - 5:00 PM	LEADERSHIP WORKSHOP (Clubs who attend a regional leadership summit will be eligible to attend)
3:30 PM - 5:30 PM	Reimagine, Recreate, Recycle
7:00 PM - 7:30 PM	Pre-Session Activities -
7:30 PM	THIRD GENERAL SESSION - Awards for Visual Arts Division I & Academic Tests Division I & II <i>Language Arts, Math, Science, Social Studies, Essay, Poetry, Speech</i> - Presentation of the Regional Leadership Representatives - Leadership Showcase
8:30 PM - 10:00 PM	Springs Concert



June 15 FRIDAY	
7:00 AM	Zombie 5K Run/Walk
8:00 AM - 9:00 AM	Check-in Visual Arts - Division II Alabama- Louisiana
9:00 AM - 10:00 AM	Check-in Visual Arts - Division II North Carolina - West Virginia
9:30 AM - 10:00 AM	Pre-Session Activities (Designated Trading Pin Time)
10:00 AM	FOURTH GENERAL SESSION <ul style="list-style-type: none"> - Secretary Campaign - Chaplain Campaign - Division I Group Talent (Top 5) - Voting Awards for Visual Art Division II, Banner, Scrapbook, Spotlight on Your Club, T-Shirt, & Club Trading Pin
1:00 PM - 2:00 PM	Advertising Design Division I
1:00 PM - 2:00 PM	Site Up Showcase
1:00 PM - 6:00 PM	Group Talent Division II Prelims
2:00 PM - 3:30 PM	Robotics Showcase Division I
2:30 PM - 3:30 PM	Advertising Design Division II
2:00 PM - 5:00 PM	Rapid Response Leadership Challenge
4:00 PM - 5:30 PM	Robotics Showcase Division II
5:00 PM - 6:00 PM	Viewing Visual Arts Division II - Pick up immediately following
June 16 SATURDAY	
9:30 AM - 10:00 AM	CLOSING CEREMONY CELEBRATION
10:00 AM	FIFTH GENERAL SESSION <ul style="list-style-type: none"> - Group Talent Division II (Top 5) - Installation of New National Officers - Appointment of National Leadership Representatives - Award Ceremony <i>Visual Arts Division II, Quiz Bowl, Book Battle, Advertising Design, Tower of Power, Robotics, Banner, Scrapbook, Technology, T-Shirt, Spotlight, Living Literature, Songfest, Group & Special Talent, Club Trading Pin, Convention Invention, Meeting of the Minds, Site Up, Reimagine Recreate Recycle, Lead Outside the Box, Rapid Response, Service Snapshot</i>

Addendum to WCS School Nutrition Procurement Plan

Section A. Formal Procurement Methods, page 5, item 1, paragraph 2:

Original Text:

An announcement of an Invitation for Bid (IFB) or a Request for Proposal (RFP) will be placed in The Charlotte Observer online advertising site and on the Watauga County Schools district website to publicize the intent of the School Food Authority to purchase needed items. The legal notice of advertisement for bids/proposals will be run in these media outlets one time for a minimum of ten (10) calendar days from the date of the ad to the bid opening date.

Revised Text:

An announcement of an Invitation for Bid (IFB) or a Request for Proposal (RFP) will be placed in The Charlotte Observer, the Interactive Purchasing System (IPS) website of NC, and on the Watauga County Schools (WCS) district website to publicize the intent of the School Food Authority to purchase needed items. The legal notice of advertisement for bids/proposals will be run in these media outlets as follows: The Charlotte Observer, one time on Sunday, the IPS website and the WCS district website, for the duration of the bid/proposal from release date until opening date, or a minimum of ten (10) days prior to bid/proposal opening date.

Chair, Board of Education

Date

Superintendent of Schools

Date



Watauga County Board of Education

OFFICE OF THE SUPERINTENDENT
MARGARET E. GRAGG EDUCATION CENTER
P.O. BOX 1790 BOONE N.C. 28607

TEL: (828) 264-7190
FAX: (828) 264-7196

May 21, 2018

Fresh Bakery Products New Bid Award

Sealed bids for fresh bakery products were received and opened by the Mountain Purchasing Cooperative on May 7, 2018 at 11:00am. The purchasing cooperative consists of Alleghany, Ashe, Avery, Wilkes and Watauga Counties for the fresh bakery bid.

Bid packets were requested from Sara Lee/Bimbo and Flowers Bakery, Jamestown. Both Sara Lee/Bimbo and Flowers Bakery, Jamestown returned a bid packet.

After full review and analysis of the bid documents presented by Sara Lee/Bimbo and Flowers Bakery the preliminary bid award was granted to Flowers Bakery. Final bid award is recommended to Flowers Bakery, Jamestown based on completion of the bid packet documents, agreement of the cooperative's special conditions and lowest bottom line pricing.

In past bid seasons, Sara Lee/Bimbo has been the sole bidder for fresh bakery. The competitive bid offered by Flowers Bakery, Jamestown allowed a significant cost savings for all districts within the Mountain Purchasing Cooperative.

Attached is the official bid spreadsheet from Sara Lee/Bimbo and Flowers Bakery, Jamestown as well as the bid analysis and new bid price comparisons.

Thank you,


Monica C. Bolick
Director of School Nutrition

Official Bid Spreadsheet
2018/2019 Bakery Items Bid
Mountain Purchasing Cooperative
(Alleghany, Ashe, Avery, Watauga & Wilkes County Schools)

Flowers

Product Description	Estimated Usage in Packs	Vendor Units Per Pack	Pack Cost	Unit Cost
<u>Bread, Whole Grain, White Wheat</u> 50% or greater whole grain, Pullman loaf. Individually wrapped loaves in standard commercial wrap. Each slice must contribute 1oz OEG toward the USDA meal pattern for the child nutrition programs.	19,500	20 CT 20 slices	\$1.35	0.0675
<u>Bread 100% Whole Grain, Wheat</u> 100% whole grain, Pullman loaf. Individually wrapped loaves in standard commercial wrap. Each slice must contribute 1oz OEG toward the USDA meal pattern for the child nutrition programs.	850	20 CT 22 slices	\$1.35	0.0613
<u>Hamburger Bun, Whole Grain, White</u> 50% or greater whole grain. Individually wrapped packages in standard commercial wrap. Each sliced bun must contribute 2oz OEG toward the USDA meal pattern for the child nutrition programs.	38,200	16 CT	\$2.23	0.1393
<u>Hotdog Bun, Whole Grain, White</u> 50% or greater whole grain. Individually wrapped packages in standard commercial wrap. Each sliced bun must contribute 2oz OEG toward the USDA meal pattern for the child nutrition programs.	7,000	16 CT	\$2.27	0.1418
<u>Hoagie Buns, Whole Grain, White</u> 50% or greater whole grain. Individually wrapped packages in standard commercial wrap. Each sliced bun must contribute 2oz OEG toward the USDA meal pattern for the child nutrition programs.	3,300	12 CT	\$2.70	0.225
<u>Dinner Rolls, 100% Whole Grain, Wheat</u> 100% Whole Grain. Individually wrapped packages in standard commercial wrap. Each roll must contribute 1oz OEG toward the USDA meal pattern for the child nutrition programs.	40	24 CT	\$2.11	0.0879

mc
5/7/18


ANTHONY Q. VELAND
MARKET VP

EW
7230 5/7/18

**Official Bid Spreadsheet
2018/2019 Bakery Items Bid
Mountain Purchasing Cooperative
(Alleghany, Ashe, Avery, Watauga & Wilkes County Schools)**

Sara Lee/Bimbo

Product Description	Estimated Usage In Packs	Vendor Units Per Pack	Pack Cost	Unit Cost
<u>Bread, Whole Grain, White Wheat</u> 50% or greater whole grain, Pullman loaf. Individually wrapped loaves in standard commercial wrap. Each slice must contribute 1oz OEG toward the USDA meal pattern for the child nutrition programs.	19,500	24 oz loaf 22 slices	\$1.62 Discounted \$1.54	.073 per slice Discounted .07
<u>Bread 100% Whole Grain, Wheat</u> 100% whole grain, Pullman loaf. Individually wrapped loaves in standard commercial wrap. Each slice must contribute 1oz OEG toward the USDA meal pattern for the child nutrition programs.	850	20 oz loaf 22 slices	\$1.62 Discounted \$1.54	.073 per slice Discounted .07
<u>Hamburger Bun, Whole Grain, White</u> 50% or greater whole grain. Individually wrapped packages in standard commercial wrap. Each sliced bun must contribute 2oz OEG toward the USDA meal pattern for the child nutrition programs.	38,200	12 per pack	\$1.91 Discounted \$1.82	.159 per bun Discounted .151 per bun
<u>Hotdog Bun, Whole Grain, White</u> 50% or greater whole grain. Individually wrapped packages in standard commercial wrap. Each sliced bun must contribute 2oz OEG toward the USDA meal pattern for the child nutrition programs.	7,000	16 per pack	\$2.55 Discounted \$2.43	.159 per bun Discounted .151 per bun
<u>Hoagie Buns, Whole Grain, White</u> 50% or greater whole grain. Individually wrapped packages in standard commercial wrap. Each sliced bun must contribute 2oz OEG toward the USDA meal pattern for the child nutrition programs.	3,300	6 per pack	\$1.62 Discounted \$1.54	.27 per bun Discounted .256 per bun
<u>Dinner Rolls, 100% Whole Grain, Wheat</u> 100% Whole Grain. Individually wrapped packages in standard commercial wrap. Each roll must contribute 1oz OEG toward the USDA meal pattern for the child nutrition programs.	40	12 per pack Whole Grain White	\$1.57 Discounted \$1.49	.13 per roll Discounted .124 per roll

RS

Rosalie Szabo
Sr Sales Analyst

5/2/18

*DNB
5/7/18*

8666

*EW
5/7/2018*

FRESH BAKERY PRODUCT BID ANALYSIS 2018-2019

VENDOR: Sara Lee/Bimbo

PRODUCT DESCRIPTION	VENDOR UNITS PER CASE	CASE COST	UNIT COST	Other Notes
BREAD, WG WHITE WHEAT LOAF	22	\$1.62	\$0.0736	* 5% discount for drop location schools (not used in price analysis)
BREAD, 100% WG WHEAT LOAF	22	\$1.62	\$0.0736	* Request to sub 100% WW for WG White Wheat
HAMBURGER BUN WG, WHITE	12	\$1.91	\$0.1592	hamburger buns in emergency situations
HOTDOG BUN WG, WHITE	16	\$2.55	\$0.1594	
HOAGIE BUN, WG WHITE	6	\$1.62	\$0.2700	
DINNER ROLLS, 100% WG WHEAT	12	\$1.57	\$0.1308	
TOTAL BOTTOM LINE:			\$0.8666	

VENDOR: Flowers Baking Co of Jamestown

PRODUCT DESCRIPTION	VENDOR UNITS PER CASE	CASE COST	UNIT COST	Other Notes
BREAD, WG WHITE WHEAT LOAF	20	\$1.35	\$0.0675	
BREAD, 100% WG WHEAT LOAF	22	\$1.35	\$0.0614	
HAMBURGER BUN WG, WHITE	16	\$2.23	\$0.1394	
HOTDOG BUN WG, WHITE	16	\$2.27	\$0.1419	
HOAGIE BUN, WG WHITE	12	\$2.70	\$0.2250	
DINNER ROLLS, 100% WG WHEAT	24	\$2.11	\$0.0879	
TOTAL BOTTOM LINE:			\$0.7230	

Product Description	Estimated Cooperative Usage	2017/18 Pricing Per Unit	17/18 Total Cost	2018/19 Pricing Per Unit	18/19 Total Cost	Difference (Savings/Increase)
BREAD, WG WHITE WHEAT LOAF	429,000	\$ 0.0722	\$ 30,973.80	\$ 0.0675	\$ 28,957.50	\$ 2,016.30
BREAD, 100% WG WHEAT LOAF	18,700	\$ 0.0722	\$ 1,350.14	\$ 0.0613	\$ 1,146.31	\$ 203.83
HAMBURGER BUN WG, WHITE	458,400	\$ 0.1558	\$ 71,418.72	\$ 0.1393	\$ 63,855.12	\$ 7,563.60
HOTDOG BUN WG, WHITE	112,000	\$ 0.1562	\$ 17,494.40	\$ 0.1418	\$ 15,881.60	\$ 1,612.80
HOAGIE BUN, WG WHITE	19,800	\$ 0.2650	\$ 5,247.00	\$ 0.2250	\$ 4,455.00	\$ 792.00
DINNER ROLLS, 100% WG WHEAT	480	\$ 0.1283	\$ 61.58	\$ 0.0879	\$ 42.19	\$ 19.39
TOTAL			\$ 126,545.64		\$ 114,337.72	\$ 12,207.92



Watauga County Board of Education

OFFICE OF THE SUPERINTENDENT
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May 21, 2018

Ice Cream Products New Bid Award

Sealed bids for ice cream products were received and opened by the Mountain Purchasing Co-op on May 7, 2018 at 10:00am. The purchasing cooperative consists of Alleghany, Ashe, Avery, Wilkes and Watauga Counties for the ice cream bid.

Bid packets were requested from Pet Dairy, Hershey's Ice Cream, Mooresville Ice Cream, Blue Bell Ice Cream and Mayfield Ice Cream Products. Pet Dairy and Hershey's Ice Cream were the only potential vendors who returned a bid packet.

After full review and analysis of the bid documents presented by Pet Dairy and Hershey's Ice Cream the preliminary bid award was granted to Pet Dairy. Final bid award is recommended to Pet Dairy based on completion of the bid packet documents, lowest bottom line pricing and the decline to bid by other potential vendors.

Pet Dairy has supplied ice cream products to the schools in Watauga County for many years and has always provided exceptional products and service.

Attached is the official bid spreadsheet from Pet Dairy and Hershey's Ice Cream as well as the bid analysis and new bid price comparisons.

Thank you,

Monica C. Bolick
Director of School Nutrition

Official Bid Spreadsheet
2018/2019 Ice Cream Bid
Mountain Purchasing Cooperative
(Alleghany, Ashe, Avery, Watauga & Wilkes County Schools)

Pet Dairy

Product Description	Estimated Usage In Cases	Vendor Units Per Case	Case Cost	Unit Cost
ICE CREAM CUP , lowfat ice cream in chocolate, vanilla, strawberry, and specialty flavors - Leak proof paper or plastic cup with lid - No Sugar Added options available	1650	24	11.500	0.4792
JUICE BAR STICK , real fruit juice bar on stick, assorted flavors - Must contain a minimum of ¼ cup real fruit or fruit juice - Leak proof wrapper - Wooden or plastic stick	600	Not Available		
ICE CREAM BAR ON STICK , lowfat fudge flavor - Leak proof wrapper - Wooden or plastic stick	650	24	8.560	0.3567
ICE CREAM BAR ON STICK , lowfat ice cream with cake-like or éclair like topping, chocolate and strawberry flavors or other specialty flavors - Leak proof wrapper - Wooden or plastic stick	850	24	8.560	0.3567
ICE CREAM BAR ON STICK , lowfat vanilla ice cream with orange sherbet coating - Leak proof wrapper - Wooden or plastic stick	225	24	8.560	0.3567
ICE CREAM BAR ON STICK , lowfat flavored ice cream in a variety of flavors such as banana/cream, banana fudge, cotton candy, etc. - Leak proof wrapper - Wooden or plastic stick	200	12	6.000	0.5000
ICE CREAM SANDWICH , lowfat ice cream in chocolate, Neapolitan, cookies 'n crème, strawberry, vanilla or other specialty flavors between two cookie like bars - Leak proof wrapper	550	24	11.000	0.4583
ICE CREAM CONE , lowfat ice cream in variety of flavors inside a cone with topping - Leak proof wrapper	1650	24	11.000	0.4583
ICE CREAM PUSH POP , lowfat ice cream or sherbet in a variety of flavors inside a push type container - Leak proof wrapper - Plastic push type container/stick	325	24	8.800	0.3667

Specifications for all Items:

All items and flavors bid must meet the USDA Smart Snacks in Schools requirements, which includes:

- Be a "whole grain-rich" grain product; or
- Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or
- Be a combination food that contains at least ¼ cup of fruit and/or vegetable

Calorie limits:

- Snack items: ≤ 200 calories
- Entrée items: ≤ 350 calories

Sodium limits:

- Snack items: ≤ 200 mg
- Entrée items: ≤ 480 mg

Fat limits:

- Total fat: ≤ 35% of calories
- Saturated fat: < 10% of calories
- Trans fat: zero grams

Sugar limit:

- ≤ 35% of weight from total sugars in foods

dw
5/7/18

mc
5/7/18

Total
3.3825
2.4658

**Official Bid Spreadsheet
2018/2019 Ice Cream Bid
Mountain Purchasing Cooperative
(Alleghany, Ashe, Avery, Watauga & Wilkes County Schools)**

Hershey's Ice Cream

Product Description	Estimated Usage In Cases	Vendor Units Per Case	Case Cost	Unit Cost
ICE CREAM CUP , lowfat ice cream in chocolate, vanilla, strawberry, and specialty flavors - Leak proof paper or plastic cup with lid - No Sugar Added options available	1650	48	13.92	.290
JUICE BAR STICK , real fruit juice bar on stick, assorted flavors - Must contain a minimum of ¼ cup real fruit or fruit juice - Leak proof wrapper - Wooden or plastic stick	600	36	10.08	.280
ICE CREAM BAR ON STICK , lowfat fudge flavor - Leak proof wrapper - Wooden or plastic stick	650	36	10.08	.280
ICE CREAM BAR ON STICK , lowfat ice cream with cake-like or éclair like topping, chocolate and strawberry flavors or other specialty flavors - Leak proof wrapper - Wooden or plastic stick	850	36	11.52	.320
ICE CREAM BAR ON STICK , lowfat vanilla ice cream with orange sherbet coating - Leak proof wrapper - Wooden or plastic stick	225	36	10.08	.280
ICE CREAM BAR ON STICK , lowfat flavored ice cream in a variety of flavors such as banana/cream, banana fudge, cotton candy, etc. - Leak proof wrapper - Wooden or plastic stick	200	N/A		
ICE CREAM SANDWICH , lowfat ice cream in chocolate, Neapolitan, cookies 'n crème, strawberry, vanilla or other specialty flavors between two cookie like bars - Leak proof wrapper	550	24	11.04	.460
ICE CREAM CONE , lowfat ice cream in variety of flavors inside a cone with topping - Leak proof wrapper	1650	12	12.24	.510
ICE CREAM PUSH POP , lowfat ice cream or sherbet in a variety of flavors inside a push type container - Leak proof wrapper - Plastic push type container/stick	325	N/A		

1.02 mcb

Specifications for all Items:

All items and flavors bid must meet the USDA Smart Snacks in Schools requirements, which includes:

- Be a "whole grain-rich" grain product; or
- Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or
- Be a combination food that contains at least ¼ cup of fruit and/or vegetable

Calorie limits:

- Snack items: ≤ 200 calories
- Entrée items: ≤ 350 calories

Sodium limits:

- Snack items: ≤ 200 mg
- Entrée items: ≤ 480 mg

Fat limits:

- Total fat: ≤ 35% of calories
- Saturated fat: < 10% of calories
- Trans fat: zero grams

Sugar limit:

- ≤ 35% of weight from total sugars in foods

*Total
2.65*

*mcb
5/7/18*

*ew
5/7/18*

ICE CREAM BID ANALYSIS 2018-2019

VENDOR: Pet Dairy

PRODUCT DESCRIPTION	VENDOR UNITS PER CASE	CASE COST	UNIT COST	Exclusions
ICE CREAM CUP	24	11.5000	0.4792	
JUICE BAR ON A STICK	0	0.0000	0.0000	N/A from Pet
ICE CREAM BAR -FUDGE	24	8.5600	0.3567	
ICE CREAM BAR CAKE/COOKIE COATING	24	8.5600	0.3567	
ICE CREAM BAR VANILLA/ORANGE SHERBET	24	8.5600	0.3567	
ICE CREAM BAR VARIOUS FLAVORS	12	6.0000	0.0000	N/A from Hershey's
ICE CREAM SANDWICH	24	11.0000	0.4583	
ICE CREAM CONE	24	11.0000	0.4583	
ICE CREAM PUSH POP	24	8.8000	0.0000	N/A from Hershey's
TOTAL BOTTOM LINE:			2.4658	

Other Notes

VENDOR: Hershey's Ice Cream

PRODUCT DESCRIPTION	VENDOR UNITS PER CASE	CASE COST	UNIT COST	Exclusions
ICE CREAM CUP	48	13.9200	0.2900	
JUICE BAR ON A STICK	36	10.0800	0.0000	N/A from Pet
ICE CREAM BAR -FUDGE	36	10.0800	0.2800	
ICE CREAM BAR CAKE/COOKIE COATING	36	11.5200	0.3200	
ICE CREAM BAR VANILLA/ORANGE SHERBET	36	10.0800	0.2800	
ICE CREAM BAR VARIOUS FLAVORS	0		0.0000	N/A from Hershey's
ICE CREAM SANDWICH	24	11.0400	0.4600	
ICE CREAM CONE	12	12.2400	1.0200	
ICE CREAM PUSH POP	0		0.0000	N/A from Hershey's
TOTAL BOTTOM LINE:			2.6500	

Other Notes

- * Minimum \$100 order
- * No items in freezer besides Hershey's Items

VENDOR: Mayfield

"Decline" letter received

PRODUCT DESCRIPTION	VENDOR UNITS PER CASE	CASE COST	UNIT COST
ICE CREAM CUP			#DIV/0!
JUICE BAR ON A STICK			#DIV/0!
ICE CREAM BAR -FUDGE			#DIV/0!
ICE CREAM BAR CAKE/COOKIE COATING			#DIV/0!
ICE CREAM BAR VANILLA/ORANGE SHERBET			#DIV/0!
ICE CREAM BAR VARIOUS FLAVORS			#DIV/0!
ICE CREAM SANDWICH			#DIV/0!
ICE CREAM CONE			#DIV/0!
ICE CREAM PUSH POP			#DIV/0!
TOTAL BOTTOM LINE:			#DIV/0!

VENDOR: Blue Bell

"Decline" letter received

PRODUCT DESCRIPTION	VENDOR UNITS PER CASE	CASE COST	UNIT COST
ICE CREAM CUP			#DIV/0!
JUICE BAR ON A STICK			#DIV/0!
ICE CREAM BAR -FUDGE			#DIV/0!
ICE CREAM BAR CAKE/COOKIE COATING			#DIV/0!
ICE CREAM BAR VANILLA/ORANGE SHERBET			#DIV/0!
ICE CREAM BAR VARIOUS FLAVORS			#DIV/0!
ICE CREAM SANDWICH			#DIV/0!
ICE CREAM CONE			#DIV/0!
ICE CREAM PUSH POP			#DIV/0!
TOTAL BOTTOM LINE:			#DIV/0!

VENDOR: Mooresville Ice Cream

No Show/No Letter

PRODUCT DESCRIPTION	PER CASE	CASE COST	UNIT COST
ICE CREAM CUP			#DIV/0!
JUICE BAR ON A STICK			#DIV/0!
ICE CREAM BAR -FUDGE			#DIV/0!
ICE CREAM BAR CAKE/COOKIE COATING			#DIV/0!
ICE CREAM BAR VANILLA/ORANGE SHERBET			#DIV/0!
ICE CREAM BAR VARIOUS FLAVORS			#DIV/0!
ICE CREAM SANDWICH			#DIV/0!
ICE CREAM CONE			#DIV/0!
ICE CREAM PUSH POP			#DIV/0!
TOTAL BOTTOM LINE:			#DIV/0!

Product Description	Estimated Cooperative Usage	2017/18 Pricing Per Case	17/18 Total Cost	2018/19 Pricing Per Case	18/19 Total Cost	Difference (Savings/Increase)
ICE CREAM CUP	1,650	\$ 11.500	\$ 18,975.00	\$ 11.5000	\$ 18,975.00	\$ -
ICE CREAM BAR -FUDGE	650	\$ 8.560	\$ 5,564.00	\$ 8.5600	\$ 5,564.00	\$ -
ICE CREAM BAR CAKE/COOKIE COATING	850	\$ 11.000	\$ 9,350.00	\$ 8.5600	\$ 7,276.00	\$ 2,074.00
ICE CREAM BAR VANILLA/ORANGE SHERBET	225	\$ 8.560	\$ 1,926.00	\$ 8.5600	\$ 1,926.00	\$ -
ICE CREAM BAR VARIOUS FLAVORS	200	\$ 6.000	\$ 1,200.00	\$ 6.0000	\$ 1,200.00	\$ -
ICE CREAM SANDWICH	550	\$ 11.000	\$ 6,050.00	\$ 11.0000	\$ 6,050.00	\$ -
ICE CREAM CONE	1650	\$ 11.000	\$ 18,150.00	\$ 11.0000	\$ 18,150.00	\$ -
ICE CREAM PUSH POP	325	\$ 8.560	\$ 2,782.00	\$ 8.8000	\$ 2,860.00	\$ (78.00)
TOTAL			\$ 63,997.00		\$ 62,001.00	\$ 1,996.00



Watauga County Board of Education

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May 21, 2018

Ice Cream Products New Bid Award

Sealed bids for ice cream products were received and opened by the Mountain Purchasing Co-op on May 7, 2018 at 10:00am. The purchasing cooperative consists of Alleghany, Ashe, Avery, Wilkes and Watauga Counties for the ice cream bid.

Bid packets were requested from Pet Dairy, Hershey's Ice Cream, Mooresville Ice Cream, Blue Bell Ice Cream and Mayfield Ice Cream Products. Pet Dairy and Hershey's Ice Cream were the only potential vendors who returned a bid packet.

After full review and analysis of the bid documents presented by Pet Dairy and Hershey's Ice Cream the preliminary bid award was granted to Pet Dairy. Final bid award is recommended to Pet Dairy based on completion of the bid packet documents, lowest bottom line pricing and the decline to bid by other potential vendors.

Pet Dairy has supplied ice cream products to the schools in Watauga County for many years and has always provided exceptional products and service.

Attached is the official bid spreadsheet from Pet Dairy and Hershey's Ice Cream as well as the bid analysis and new bid price comparisons.

Thank you,

Monica C. Bolick
Director of School Nutrition

Official Bid Spreadsheet
2018/2019 Ice Cream Bid
Mountain Purchasing Cooperative
(Alleghany, Ashe, Avery, Watauga & Wilkes County Schools)

Pet Dairy

Product Description	Estimated Usage In Cases	Vendor Units Per Case	Case Cost	Unit Cost
ICE CREAM CUP , lowfat ice cream in chocolate, vanilla, strawberry, and specialty flavors - Leak proof paper or plastic cup with lid - No Sugar Added options available	1650	24	11.500	0.4792
JUICE BAR STICK , real fruit juice bar on stick, assorted flavors - Must contain a minimum of ¼ cup real fruit or fruit juice - Leak proof wrapper - Wooden or plastic stick	600	Not Available		
ICE CREAM BAR ON STICK , lowfat fudge flavor - Leak proof wrapper - Wooden or plastic stick	650	24	8.560	0.3567
ICE CREAM BAR ON STICK , lowfat ice cream with cake-like or éclair like topping, chocolate and strawberry flavors or other specialty flavors - Leak proof wrapper - Wooden or plastic stick	850	24	8.560	0.3567
ICE CREAM BAR ON STICK , lowfat vanilla ice cream with orange sherbet coating - Leak proof wrapper - Wooden or plastic stick	225	24	8.560	0.3567
ICE CREAM BAR ON STICK , lowfat flavored ice cream in a variety of flavors such as banana/cream, banana fudge, cotton candy, etc. - Leak proof wrapper - Wooden or plastic stick	200	12	6.000	0.5000
ICE CREAM SANDWICH , lowfat ice cream in chocolate, Neapolitan, cookies 'n crème, strawberry, vanilla or other specialty flavors between two cookie like bars - Leak proof wrapper	550	24	11.000	0.4583
ICE CREAM CONE , lowfat ice cream in variety of flavors inside a cone with topping - Leak proof wrapper	1650	24	11.000	0.4583
ICE CREAM PUSH POP , lowfat ice cream or sherbet in a variety of flavors inside a push type container - Leak proof wrapper - Plastic push type container/stick	325	24	8.800	0.3667

Specifications for all Items:

All items and flavors bid must meet the USDA Smart Snacks in Schools requirements, which includes:

- Be a "whole grain-rich" grain product; or
- Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or
- Be a combination food that contains at least ¼ cup of fruit and/or vegetable

Calorie limits:

- Snack items: ≤ 200 calories
- Entrée items: ≤ 350 calories

Sodium limits:

- Snack items: ≤ 200 mg
- Entrée items: ≤ 480 mg

Fat limits:

- Total fat: ≤ 35% of calories
- Saturated fat: < 10% of calories
- Trans fat: zero grams

Sugar limit:

- ≤ 35% of weight from total sugars in foods

dw
5/7/18

mc
5/7/18

Total
~~3.3825~~
2.4658

**Official Bid Spreadsheet
2018/2019 Ice Cream Bid
Mountain Purchasing Cooperative
(Alleghany, Ashe, Avery, Watauga & Wilkes County Schools)**

Hershey's Ice Cream

Product Description	Estimated Usage In Cases	Vendor Units Per Case	Case Cost	Unit Cost
ICE CREAM CUP , lowfat ice cream in chocolate, vanilla, strawberry, and specialty flavors - Leak proof paper or plastic cup with lid - No Sugar Added options available	1650	48	13.92	.290
JUICE BAR STICK , real fruit juice bar on stick, assorted flavors - Must contain a minimum of ¼ cup real fruit or fruit juice - Leak proof wrapper - Wooden or plastic stick	600	36	10.08	.280
ICE CREAM BAR ON STICK , lowfat fudge flavor - Leak proof wrapper - Wooden or plastic stick	650	36	10.08	.280
ICE CREAM BAR ON STICK , lowfat ice cream with cake-like or éclair like topping, chocolate and strawberry flavors or other specialty flavors - Leak proof wrapper - Wooden or plastic stick	850	36	11.52	.320
ICE CREAM BAR ON STICK , lowfat vanilla ice cream with orange sherbet coating - Leak proof wrapper - Wooden or plastic stick	225	36	10.08	.280
ICE CREAM BAR ON STICK , lowfat flavored ice cream in a variety of flavors such as banana/cream, banana fudge, cotton candy, etc. - Leak proof wrapper - Wooden or plastic stick	200	N/A		
ICE CREAM SANDWICH , lowfat ice cream in chocolate, Neapolitan, cookies 'n crème, strawberry, vanilla or other specialty flavors between two cookie like bars - Leak proof wrapper	550	24	11.04	.460
ICE CREAM CONE , lowfat ice cream in variety of flavors inside a cone with topping - Leak proof wrapper	1650	12	12.24	.510
ICE CREAM PUSH POP , lowfat ice cream or sherbet in a variety of flavors inside a push type container - Leak proof wrapper - Plastic push type container/stick	325	N/A		

1.02 mcb

Specifications for all Items:

All items and flavors bid must meet the USDA Smart Snacks in Schools requirements, which includes:

- Be a "whole grain-rich" grain product; or
- Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or
- Be a combination food that contains at least ¼ cup of fruit and/or vegetable

Calorie limits:

- Snack items: ≤ 200 calories
- Entrée items: ≤ 350 calories

Sodium limits:

- Snack items: ≤ 200 mg
- Entrée items: ≤ 480 mg

Fat limits:

- Total fat: ≤ 35% of calories
- Saturated fat: < 10% of calories
- Trans fat: zero grams

Sugar limit:

- ≤ 35% of weight from total sugars in foods

*Total
2.65*

*mcb
5/7/18*

*lw
5/7/18*

ICE CREAM BID ANALYSIS 2018-2019

VENDOR: Pet Dairy

PRODUCT DESCRIPTION	VENDOR UNITS PER CASE	CASE COST	UNIT COST	Exclusions
ICE CREAM CUP	24	11.5000	0.4792	
JUICE BAR ON A STICK	0	0.0000	0.0000	N/A from Pet
ICE CREAM BAR -FUDGE	24	8.5600	0.3567	
ICE CREAM BAR CAKE/COOKIE COATING	24	8.5600	0.3567	
ICE CREAM BAR VANILLA/ORANGE SHERBET	24	8.5600	0.3567	
ICE CREAM BAR VARIOUS FLAVORS	12	6.0000	0.0000	N/A from Hershey's
ICE CREAM SANDWICH	24	11.0000	0.4583	
ICE CREAM CONE	24	11.0000	0.4583	
ICE CREAM PUSH POP	24	8.8000	0.0000	N/A from Hershey's
TOTAL BOTTOM LINE:			2.4658	

Other Notes

VENDOR: Hershey's Ice Cream

PRODUCT DESCRIPTION	VENDOR UNITS PER CASE	CASE COST	UNIT COST	Exclusions
ICE CREAM CUP	48	13.9200	0.2900	
JUICE BAR ON A STICK	36	10.0800	0.0000	N/A from Pet
ICE CREAM BAR -FUDGE	36	10.0800	0.2800	
ICE CREAM BAR CAKE/COOKIE COATING	36	11.5200	0.3200	
ICE CREAM BAR VANILLA/ORANGE SHERBET	36	10.0800	0.2800	
ICE CREAM BAR VARIOUS FLAVORS	0		0.0000	N/A from Hershey's
ICE CREAM SANDWICH	24	11.0400	0.4600	
ICE CREAM CONE	12	12.2400	1.0200	
ICE CREAM PUSH POP	0		0.0000	N/A from Hershey's
TOTAL BOTTOM LINE:			2.6500	

Other Notes

- * Minimum \$100 order
- * No items in freezer besides Hershey's items

VENDOR: Mayfield

"Decline" letter received

PRODUCT DESCRIPTION	VENDOR UNITS PER CASE	CASE COST	UNIT COST
ICE CREAM CUP			#DIV/0!
JUICE BAR ON A STICK			#DIV/0!
ICE CREAM BAR -FUDGE			#DIV/0!
ICE CREAM BAR CAKE/COOKIE COATING			#DIV/0!
ICE CREAM BAR VANILLA/ORANGE SHERBET			#DIV/0!
ICE CREAM BAR VARIOUS FLAVORS			#DIV/0!
ICE CREAM SANDWICH			#DIV/0!
ICE CREAM CONE			#DIV/0!
ICE CREAM PUSH POP			#DIV/0!
TOTAL BOTTOM LINE:			#DIV/0!

VENDOR: Blue Bell

"Decline" letter received

PRODUCT DESCRIPTION	VENDOR UNITS PER CASE	CASE COST	UNIT COST
ICE CREAM CUP			#DIV/0!
JUICE BAR ON A STICK			#DIV/0!
ICE CREAM BAR -FUDGE			#DIV/0!
ICE CREAM BAR CAKE/COOKIE COATING			#DIV/0!
ICE CREAM BAR VANILLA/ORANGE SHERBET			#DIV/0!
ICE CREAM BAR VARIOUS FLAVORS			#DIV/0!
ICE CREAM SANDWICH			#DIV/0!
ICE CREAM CONE			#DIV/0!
ICE CREAM PUSH POP			#DIV/0!
TOTAL BOTTOM LINE:			#DIV/0!

VENDOR: Mooresville Ice Cream

No Show/No Letter

PRODUCT DESCRIPTION	PER CASE	CASE COST	UNIT COST
ICE CREAM CUP			#DIV/0!
JUICE BAR ON A STICK			#DIV/0!
ICE CREAM BAR -FUDGE			#DIV/0!
ICE CREAM BAR CAKE/COOKIE COATING			#DIV/0!
ICE CREAM BAR VANILLA/ORANGE SHERBET			#DIV/0!
ICE CREAM BAR VARIOUS FLAVORS			#DIV/0!
ICE CREAM SANDWICH			#DIV/0!
ICE CREAM CONE			#DIV/0!
ICE CREAM PUSH POP			#DIV/0!
TOTAL BOTTOM LINE:			#DIV/0!

Product Description	Estimated Cooperative Usage	2017/18 Pricing Per Case	17/18 Total Cost	2018/19 Pricing Per Case	18/19 Total Cost	Difference (Savings/Increase)
ICE CREAM CUP	1,650	\$ 11.500	\$ 18,975.00	\$ 11.5000	\$ 18,975.00	\$ -
ICE CREAM BAR -FUDGE	650	\$ 8.560	\$ 5,564.00	\$ 8.5600	\$ 5,564.00	\$ -
ICE CREAM BAR CAKE/COOKIE COATING	850	\$ 11.000	\$ 9,350.00	\$ 8.5600	\$ 7,276.00	\$ 2,074.00
ICE CREAM BAR VANILLA/ORANGE SHERBET	225	\$ 8.560	\$ 1,926.00	\$ 8.5600	\$ 1,926.00	\$ -
ICE CREAM BAR VARIOUS FLAVORS	200	\$ 6.000	\$ 1,200.00	\$ 6.0000	\$ 1,200.00	\$ -
ICE CREAM SANDWICH	550	\$ 11.000	\$ 6,050.00	\$ 11.0000	\$ 6,050.00	\$ -
ICE CREAM CONE	1650	\$ 11.000	\$ 18,150.00	\$ 11.0000	\$ 18,150.00	\$ -
ICE CREAM PUSH POP	325	\$ 8.560	\$ 2,782.00	\$ 8.8000	\$ 2,860.00	\$ (78.00)
TOTAL			\$ 63,997.00		\$ 62,001.00	\$ 1,996.00



Watauga County Board of Education

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May 21, 2018

Beverage Products (Juice, Water, Isotonic) New Bid Award

Sealed bids for beverage products, including juice, water and isotonic beverages, were received and opened by the Mountain Purchasing Co-op on May 7, 2018 at 1:00pm. The purchasing cooperative consists of Alleghany, Ashe, Avery, Wilkes and Watauga Counties for the beverage bid.

Bid packets were requested from Dr. Pepper Bottling, Pepsi Bottling Venture and Coca-Cola Bottling. Dr. Pepper Bottling and Pepsi Bottling Ventures were the only potential vendors who returned a bid packet.

After full review and analysis of the bid documents presented by Dr. Pepper Bottling and Pepsi Bottling Ventures the preliminary bid award was granted to Dr. Pepper Bottling. Final bid award is recommended to Dr. Pepper Bottling based on completion of the bid packet documents, availability of all items requested on the bid and the decline to bid by other potential vendors.

Dr. Pepper Bottling has supplied beverages to the schools in Watauga County for many years and has always provided exceptional products and service.

Attached is the official bid spreadsheet from Dr. Pepper Bottling and Pepsi Bottling Ventures as well as the bid analysis and new bid price comparisons.

Thank you,

Monica C. Bolick
Director of School Nutrition

REVISED Official Bid Spreadsheet
Updated: 04/18/2018
2018/2019 BEVERAGES BID
Mountain Purchasing Cooperative
(Alleghany, Ashe, Avery, Watauga & Wilkes County Schools)

Dr. Pepper HTJ

NEW
ITEM →

Product Description: <u>ISOTONIC</u> ALL PRODUCT CONTAINERS MUST BE CANS, OR PLASTIC. NO GLASS BOTTLES ALLOWED.	Estimated Usage In Cases	Vendor Units per Case	Case Cost	Unit Cost
FLAVORED WATER BRANDS, SIZES AND FLAVORS AVAILABLE: PROPEL MELON / KIWI-STW / BERRY 16oz	1100	24	17.00	.71
* BAI BUBBLES - CHERRY, ORANGE, PINK GFROIT 12oz CAN BLACKBERRY LIME, PINEAPPLE, WHAL, L	* Add Item	12		
ISOTONIC BEVERAGES BRANDS, SIZES AND FLAVORS AVAILABLE: GATORADE G2 12oz PUNCH / GRAPE / ORG GLCR FREEZE	400	24	14.00	.58
DIET SODA - 12oz. Cans <u>Note: PREFERRED FLAVORS:</u> <u>DIET MOUNTAIN DEW, AND DIET DR. PEPPER</u> BRANDS AND FLAVORS AVAILABLE: DIET SUNKIST, DIET CHEERWINE, DIET A+W DIET TUP, DIET CANADA DRY, DIET TUP CHERRY DIET CHERRY DR PEPPER 12oz	25	24	7.00	.29
DIET SODA - 20 oz. Bottles <u>Note: PREFERRED FLAVORS:</u> <u>DIET MOUNTAIN DEW, AND DIET DR. PEPPER</u> BRANDS AND FLAVORS AVAILABLE: DIET SUNKIST, DIET CHEERWINE, DIET A+W DIET TUP, DIET CANADA DRY, DIET CHERRY DR. P. DIET CAFF FREE DEW 20oz.	300	24	13.00	.54
CAFFEINATED "Gen Z" BEVERAGE <u>Note: MOUNTAIN DEW KICKSTART or EQUIVALENT</u> BRANDS, SIZES AND FLAVORS AVAILABLE: BLACK ORG, BLUEBERRY POM, PINEAPPLE ORG RASBERRY CITRUS, WATERMELON 12oz 1	600	12	10.50	.88

USDA Requirements: (Isotonic/Low and No-Calorie Beverages (High School Only) are defined as beverages with or without caffeine and /or carbonation or calorie-free flavored water.) "Lower Calorie" requirements: Maximum 40 calories/8 fl. Oz, Maximum 60 calories/12 fl. Oz. (Equivalent to 5 calories per fl. oz.) "No Calorie" requirements: Less than 5 calories/8 fl. oz., Maximum 10 calories/20 fl. oz.

REVISED Official Bid Spreadsheet
Updated: 04/18/2018
2018/2019 BEVERAGES BID
Mountain Purchasing Cooperative
(Allegheny, Ashe, Avery, Watauga & Wilkes County Schools)

Dr. Pepper NEJ

Product Description <u>JUICE</u> ALL PRODUCT CONTAINERS MUST BE PAPER, CANS, OR PLASTIC. NO GLASS BOTTLES ALLOWED.	Estimated Usage in Cases	Vendor Units Per Case	Case Cost	Unit Cost
100% Fruit and/or vegetable juices (4oz) BRANDS AND FLAVORS AVAILABLE: <u>JURRY JUICE PUNCH, APPLE</u> <u>4oz</u>	100	40	11.10	.28
100% Fruit and/or vegetable juices (8oz) BRANDS AND FLAVORS AVAILABLE: <u>VERY FINE O.S., APPLE</u> <u>8oz</u>	420	24	14.50	.61
? → <u>HERSHEY'S CHOC FAT FREE 8oz BOX</u>	Additional	27	13.50	.56
100% Fruit and/or vegetable juices (10oz) BRANDS AND FLAVORS AVAILABLE: <u>FLORIDA'S NATURAL O.S., APPLE</u> <u>10oz</u>	100	24	18.00	.75
100% Fruit and/or vegetable juices (12oz) BRANDS AND FLAVORS AVAILABLE: <u>FLORIDA'S NATURAL O.S., APPLE</u> <u>12oz CAN</u>	260	24	14.76	.62

USDA Requirements for 100% fruit or vegetable juice, with or without carbonation:

Elementary School: 8 fl. oz. maximum size

Middle School: 12 fl. oz. maximum size

High School: 12 fl. oz. maximum size

USDA Requirements for Diluted Juice: 100% fruit or vegetable juice diluted with water, with or without carbonation and with NO ADDED SWEETENERS:

Elementary School: 8 fl. oz. maximum size

Middle School: 12 fl. oz. maximum size

High School: 12 fl. oz. maximum size

REVISED Official Bid Spreadsheet
Updated: 04/18/2018
2018/2019 BEVERAGES BID
Mountain Purchasing Cooperative
(Alleghany, Ashe, Avery, Watauga & Wilkes County Schools)

Dr. Pepper WJ

Product Description <u>UNFLAVORED WATER</u> ALL PRODUCT CONTAINERS MUST BE CANS, OR PLASTIC. NO GLASS BOTTLES ALLOWED.	Estimated Usage in Cases	Vendor Units Per Case	Case Cost	Unit Cost
WATER, plain Natural Spring PREFERRED, 16.9 fl. oz. No Additives or other than naturally occurring minerals. Good quality plastic bottle, no sports top, packaged in a disposable corrugated cardboard or shrink wrapped case. BRANDS AVAILABLE: <u>HIGH COUNTRY PREMIUM SPRING WATER</u> <u>DESA BLUE</u>	650	24	7.50	.31
		24	6.50	.27 (*)
WATER, plain Natural Spring PREFERRED, 20 fl. oz. No Additives or other than naturally occurring minerals Good quality plastic bottle, no sports top, packaged in a disposable corrugated cardboard or shrink wrapped case. BRANDS AVAILABLE: BOOYAHMOR PREMIUM 20oz + <u>HIGH COUNTRY PREMIUM SPRING 20oz</u> <u>DESA BLUE PURIFIED WATER 20oz</u> <u>CORE PREMIUM WATER 20oz</u>	1600	24 24 24 24	16.00 7.50 6.75 20.00	.67 .31 .28 .83
OPTIONAL BID ITEM IF AVAILABLE: WATER, plain Natural Spring PREFERRED, 8 fl. oz. No Additives or other than naturally occurring minerals. Good quality plastic bottle, no sports top, packaged in a disposable corrugated cardboard or shrink wrapped case. BRANDS AVAILABLE: <u>CRYSTAL GEYSER Spring 8oz</u>	200	70	10.00	.14

USDA Requirements for Water: Plain, with or without carbonation: NO SIZE LIMITS

REVISED Official Bid Spreadsheet
Updated: 04/18/2018
2018/2019 BEVERAGES BID
Mountain Purchasing Cooperative
(Alleghany, Ashe, Avery, Watauga & Wilkes County Schools)

Product Description: ISOTONIC ALL PRODUCT CONTAINERS MUST BE CANS, OR PLASTIC. NO GLASS BOTTLES ALLOWED.	Estimated Usage in Cases	Vendor Units per Case	Case Cost	Unit Cost
FLAVORED WATER BRANDS, SIZES AND FLAVORS AVAILABLE: Amn-splashed Natural Space-202 Franklin D 1016 102 - Berry, Peach Bubly-1202-True Orange, Lemon, Strawberry, grapefruit. 1100		24/cr 24/cr 24/cr	\$7.95/cr \$8.25/cr \$7.00/cr	\$0.33/cr \$0.34/cr \$0.29/cr
ISOTONIC BEVERAGES BRANDS, SIZES AND FLAVORS AVAILABLE: Getade-62 .62 Grape-1202 .62 Fruit Punch-1202 .62 Glacier Freeze-1202 .62 Lemon-Lime-1202 400		24/cr 24/cr 24/cr 24/cr	\$11.25/cr \$11.25/cr \$11.25/cr \$11.25/cr	\$0.47/cr \$0.47/cr \$0.47/cr \$0.47/cr
DIET SODA - 12oz. Cans Note: PREFERRED FLAVORS: DIET MOUNTAIN DEW, AND DIET DR. PEPPER *N/A BRANDS AND FLAVORS AVAILABLE: (see below) Pepsi zero sugar, diet Pepsi Diet Wild Cherry Pepsi, Diet Diet Twist 25		24/cr	\$7.50/cr	\$0.31/cr
DIET SODA - 20 oz. Bottles Note: PREFERRED FLAVORS: DIET MOUNTAIN DEW, AND DIET DR. PEPPER *N/A BRANDS AND FLAVORS AVAILABLE: (see below) Pepsi zero sugar, diet Pepsi Diet Wild Cherry Pepsi Nature's Mist Sugar Free "Orangeade, Strawberry, Mango, Lemon, Lemonade, Peach, Diet Pepsi-green tea w/ citrus. 300		24/cr 24/cr 24/cr	\$12.95/cr \$8.25/cr \$8.25/cr	\$0.54/cr \$0.34/cr \$0.34/cr
CAFFEINATED "Gen Z" BEVERAGE Note: MOUNTAIN DEW KICKSTART or EQUIVALENT BRANDS, SIZES AND FLAVORS AVAILABLE: 600		N/A		

USDA Requirements: (Isotonic/Low and No-Calorie Beverages (High School Only) are defined as beverages with or without caffeine and /or carbonation or calorie-free flavored water.) "Lower Calorie" requirements: Maximum 40 calories/8 fl. Oz, Maximum 60 calories/12 fl. Oz. (Equivalent to 5 calories per fl. oz.) "No Calorie" requirements: Less than 5 calories/8 fl. oz., Maximum 10 calories/20 fl. oz.

* Not available

REVISED Official Bid Spreadsheet
Updated: 04/18/2018
2018/2019 BEVERAGES BID
Mountain Purchasing Cooperative
(Alleghany, Ashe, Avery, Watauga & Wilkes County Schools)

Pepsi

Product Description <u>JUICE</u> ALL PRODUCT CONTAINERS MUST BE PAPER, CANS, OR PLASTIC. NO GLASS BOTTLES ALLOWED.	Estimated Usage in Cases	Vendor Units Per Case	Case Cost	Unit Cost
100% Fruit and/or vegetable juices (4oz) BRANDS AND FLAVORS AVAILABLE: _____ _____ _____	100	N/A*		
100% Fruit and/or vegetable juices (8oz) BRANDS AND FLAVORS AVAILABLE: _____ _____ _____	420	N/A*		
100% Fruit and/or vegetable juices (10oz) BRANDS AND FLAVORS AVAILABLE: • Tropicana 100% Orange juice • Tropicana 100% Apple juice _____ _____	100	20/cr \$13.25/cr \$0.55/ea 24/cr \$13.25/cr \$0.55/ea		
100% Fruit and/or vegetable juices (12oz) BRANDS AND FLAVORS AVAILABLE: _____ _____ _____	260	N/A*		

USDA Requirements for 100% fruit or vegetable juice, with or without carbonation:

Elementary School: 8 fl. oz. maximum size

Middle School: 12 fl. oz. maximum size

High School: 12 fl. oz. maximum size

* N/A - NOT AVAILABLE

USDA Requirements for Diluted Juice: 100% fruit or vegetable juice diluted with water, with or without carbonation and with NO ADDED SWEETENERS:

Elementary School: 8 fl. oz. maximum size

Middle School: 12 fl. oz. maximum size

High School: 12 fl. oz. maximum size

ADD - 100% Naked Juice - Berry 8/cr \$10.00/cr 1.
- Strawberry Banana
- Green Machine
- Mango Mango

REVISED Official Bid Spreadsheet
 Updated: 04/18/2018
 2018/2019 BEVERAGES BID
 Mountain Purchasing Cooperative
 (Alleghany, Ashe, Avery, Watauga & Wilkes County Schools)

Pepsi

Product Description UNFLAVORED WATER ALL PRODUCT CONTAINERS MUST BE CANS, OR PLASTIC. NO GLASS BOTTLES ALLOWED.	Estimated Usage in Cases	Vendor Units Per Case	Case Cost	Unit Cost
WATER, plain Natural Spring PREFERRED, 16.9 fl. oz. No Additives or other than naturally occurring minerals. Good quality plastic bottle, no sports top, packaged in a disposable corrugated cardboard or shrink wrapped case. BRANDS AVAILABLE: <u>Aquafina - Purified Drinking Water</u>	650	24/c	\$ 4.50/c	\$.19/c
WATER, plain Natural Spring PREFERRED, 20 fl. oz. No Additives or other than naturally occurring minerals Good quality plastic bottle, no sports top, packaged in a disposable corrugated cardboard or shrink wrapped case. BRANDS AVAILABLE: <u>Aquafina - Purified Drinking Water</u>	1600	24/c	\$ 5.30/c	\$.23/c
OPTIONAL BID ITEM IF AVAILABLE: WATER, plain Natural Spring PREFERRED, 8 fl. oz. No Additives or other than naturally occurring minerals. Good quality plastic bottle, no sports top, packaged in a disposable corrugated cardboard or shrink wrapped case. BRANDS AVAILABLE: <u>1202 Aquafina - Purified Drinking Water</u>	200	N/A*	\$ 5.00/c	\$.21/c

USDA Requirements for Water: Plain, with or without carbonation: NO SIZE LIMITS

*Not Available

BEVERAGE BID ANALYSIS 2018-2019

VENDOR: Dr. Pepper Bottling * All items on bid request are available

PRODUCT DESCRIPTION	OZ PER UNIT	VENDOR UNITS PER CASE	CASE COST	UNIT COST	COST PER OZ	Notes
FLAVORED WATER	16	24	\$17.00	\$0.71	\$0.0443	
ISOTONIC BEVERAGES	12	24	\$14.00	\$0.58	\$0.0486	
DIET SODA 12OZ CANS	12	24	\$7.00	\$0.29	\$0.0243	
DIET SODA 20OZ BOTTLES	20	24	\$13.00	\$0.54	\$0.0271	
CAFFEINATED GEN Z BEVERAGE	12	12	\$10.50	\$0.00	\$0.0000	N/A from Pepsi
100% FRUIT/VEGETABLE JUICE 4OZ	4	40	\$11.10	\$0.00	\$0.0000	N/A from Pepsi
100% FRUIT/VEGETABLE JUICE 8OZ	8	24	\$14.50	\$0.00	\$0.0000	N/A from Pepsi
100% FRUIT/VEGETABLE JUICE 10OZ	10	24	\$18.00	\$0.75	\$0.0750	
100% FRUIT/VEGETABLE JUICE 12OZ	12	24	\$14.76	\$0.00	\$0.0000	N/A from Pepsi
WATER, PLAIN 16.9 OZ, Purified	16.9	24	\$6.50	\$0.27	\$0.0160	
WATER, PLAIN 20 OZ, Purified	20	24	\$6.75	\$0.28	\$0.0141	
WATER, PLAIN, 8 OZ, Spring	8	70	\$10.00	\$0.00	\$0.0000	N/A from Pepsi
TOTAL BOTTOM LINE:				\$3.43	\$0.2494	

VENDOR: Pepsi Bottling Ventures * Preferred and requested items are not all available

PRODUCT DESCRIPTION	OZ PER UNIT	VENDOR UNITS PER CASE	CASE COST	UNIT COST	COST PER OZ	Notes
FLAVORED WATER	20	24	\$7.95	\$0.33	\$0.0166	
ISOTONIC BEVERAGES	12	24	\$11.25	\$0.47	\$0.0391	
DIET SODA 12OZ CANS	12	24	\$7.50	\$0.31	\$0.0260	Preferred Flavors of Diet Dr. Pepper & Diet Mtn. Dew N/A
DIET SODA 20OZ BOTTLES	20	24	\$12.95	\$0.54	\$0.0270	Preferred Flavors of Diet Dr. Pepper & Diet Mtn. Dew N/A
CAFFEINATED GEN Z BEVERAGE				\$0.00	\$0.0000	N/A from Pepsi
100% FRUIT/VEGETABLE JUICE 4OZ	4			\$0.00	\$0.0000	N/A from Pepsi
100% FRUIT/VEGETABLE JUICE 8OZ	8			\$0.00	\$0.0000	N/A from Pepsi
100% FRUIT/VEGETABLE JUICE 10OZ	10	24	\$13.25	\$0.55	\$0.0552	
100% FRUIT/VEGETABLE JUICE 12OZ	12			\$0.00	\$0.0000	N/A from Pepsi
WATER, PLAIN 16.9 OZ, Purified	16.9	24	\$4.50	\$0.19	\$0.0111	
WATER, PLAIN 20 OZ, Purified	20	24	\$5.50	\$0.23	\$0.0115	
WATER, PLAIN, 8 OZ, Spring	8			\$0.00	\$0.0000	N/A from Pepsi
TOTAL BOTTOM LINE:				\$2.62	\$0.1864	

VENDOR: Coca-Cola Bottling

No Show/No Letter

PRODUCT DESCRIPTION	OZ PER UNIT	VENDOR UNITS PER CASE	CASE COST	UNIT COST	COST PER OZ	Notes
FLAVORED WATER				#DIV/0!	#DIV/0!	
ISOTONIC BEVERAGES				#DIV/0!	#DIV/0!	
DIET SODA 12OZ CANS	12			#DIV/0!	#DIV/0!	Diet Dr. Pepper & Diet Mtn. Dew N/A
DIET SODA 20OZ CANS	20			#DIV/0!	#DIV/0!	Diet Dr. Pepper & Diet Mtn. Dew N/A
CAFFEINATED GEN Z BEVERAGE				#DIV/0!	#DIV/0!	N/A from Pepsi
100% FRUIT/VEGETABLE JUICE 4OZ	4			#DIV/0!	#DIV/0!	N/A from Pepsi
100% FRUIT/VEGETABLE JUICE 8OZ	8			#DIV/0!	#DIV/0!	N/A from Pepsi
100% FRUIT/VEGETABLE JUICE 10OZ	10			#DIV/0!	#DIV/0!	
100% FRUIT/VEGETABLE JUICE 12OZ	12			#DIV/0!	#DIV/0!	N/A from Pepsi
WATER, PLAIN 16.9 OZ, Purified	16.9			#DIV/0!	#DIV/0!	
WATER, PLAIN 20 OZ, Purified	20			#DIV/0!	#DIV/0!	
WATER, PLAIN, 8 OZ, Spring	8			\$0.00	\$0.0000	N/A from Pepsi
TOTAL BOTTOM LINE:				#DIV/0!	#DIV/0!	

Product Description	Estimated Cooperative Usage in Cases	2017/18 Pricing Per Case	17/18 Total Cost	2018/19 Pricing Per Case	18/19 Total Cost	Difference (Savings/Increase)
FLAVORED WATER	1,100	\$ 17.000	\$ 18,700.00	\$ 17.0000	\$ 18,700.00	\$ -
ISOTONIC BEVERAGES	400	\$ 13.000	\$ 5,200.00	\$ 14.0000	\$ 5,600.00	\$ (400.00)
DIET SODA 12OZ CANS	25	\$ 7.000	\$ 175.00	\$ 7.0000	\$ 175.00	\$ -
DIET SODA 20OZ BOTTLES	300	\$ 12.000	\$ 3,600.00	\$ 13.0000	\$ 3,900.00	\$ (300.00)
CAFFEINATED GEN Z BEVERAGE	600	\$ 9.600	\$ 5,760.00	\$ 10.5000	\$ 6,300.00	\$ (540.00)
100% FRUIT/VEGETABLE JUICE 4OZ	100	\$ 10.600	\$ 1,060.00	\$ 11.1000	\$ 1,110.00	\$ (50.00)
100% FRUIT/VEGETABLE JUICE 8OZ	420	\$ 13.950	\$ 5,859.00	\$ 14.5000	\$ 6,090.00	\$ (231.00)
100% FRUIT/VEGETABLE JUICE 10OZ	100	\$ 18.000	\$ 1,800.00	\$ 18.0000	\$ 1,800.00	\$ -
100% FRUIT/VEGETABLE JUICE 12OZ	260	N/A	\$ -	\$ 14.7600	\$ -	\$ -
WATER, PLAIN 16.9 OZ, Purified	650	\$ 6.250	\$ 4,062.50	\$ 6.5000	\$ 4,225.00	\$ (162.50)
WATER, PLAIN 20 OZ, Purified	1,600	\$ 6.750	\$ 10,800.00	\$ 6.7500	\$ 10,800.00	\$ -
WATER, PLAIN, 8 OZ, Spring	200	N/A	\$ -	\$ 10.0000	\$ -	\$ -
TOTAL			\$ 57,016.50		\$ 58,700.00	\$ (1,683.50)



Watauga County Board of Education

OFFICE OF THE SUPERINTENDENT
MARGARET E. GRAGG EDUCATION CENTER
P.O. BOX 1790 BOONE N.C. 28607

TEL: (828) 264-7190
FAX: (828) 264-7196

May 21, 2018

Vended Snacks & Beverages New Proposal Award

Sealed proposals for vended snack and beverage products were received and opened by the Mountain Purchasing Co-op on May 7, 2018 at 2:00pm. The purchasing cooperative consists of Ashe, Avery, Wilkes and Watauga Counties for the vending proposal.

Proposal packets were requested from Triangle Vending, High Country Vending and Canteen Vending (Compass). Triangle Vending was the only potential vendor who returned a proposal packet.

After full review and analysis of the proposal documents presented by Triangle Vending, the preliminary proposal award was granted to Triangle Vending. Final proposal award is recommended to Triangle Vending based on completion of the proposal packet documents and the decline to propose by other potential vendors.

Triangle Vending has provided vending services to the Watauga County Schools School Nutrition Department for many years and has always provided exceptional products and service.

Attached is the official proposal spreadsheet from Triangle Vending as well as the proposal analysis.

Thank you,

Monica C. Bolick
Director of School Nutrition

Vended Snacks Proposal

Mountain Purchasing Cooperative – Proposal Response Form

Please respond fully, completely and appropriately to each item and request for information or proposal on this form.

Name of Vendor: TRIANGLE VENDING + WATER SERVICE
 Mailing Address: PO BOX 110 - 124 INDUSTRIAL PARKWAY
 City: WEST SEFFERSON State: NC Zip: 28694
 Telephone: 336 246 6636 FAX: 246 6636 Email: TRIANGLEVENDING@OUTLOOK.COM

Name of Contact Person: SONIA KNOWLES Title: KEY ACCT. MANAGER

A. Scope of Proposal. Please indicate below which of the following types or categories of snacks (and brands or flavors) you are offering to provide to Mountain Purchasing Cooperative. You may add additional items if you wish. For each item offered please supply (ATTACHMENT A), the nutritional & ingredient label of the product along with the Smart Snacks Product Calculator results. All products must meet USDA "All Foods Sold in Schools" Standards (attached to RFP).

Category of Snacks	Yes	No	Brands and flavors (use additional sheets as needed)
Snack Crackers	X		
Baked Chips/Pretzels	X		
Sweet Rolls/Pastries/Snack Cakes	X		
Granola Bars/Trail Mix/Nuts	X		
Candy Items	X		
Beef Jerky	X		
No or Low Calorie Beverages	X		
Other Items	X		

SEE ATTACHED FILE

B. Vending Commission. What commission do you offer to pay Mountain Purchasing Cooperative based on sales from vending machines/a la carte sales? What retail price do you propose to charge? What volume estimate (in cases) is your proposal based upon?

Category of Snacks	Est. Usage	Commission	Case Price/Pack Size	Retail Price per Item
Snack Crackers	7,000	25%	\$	\$
Baked Chips/Pretzels	20,000	25%	\$	\$
Sweet Rolls/Pastries/Snack Cakes	10,000	25%	\$	\$
Granola Bars/Trail Mix/Nuts	3,000	25%	\$	\$
Candy Items	4,000	25%	\$	\$
Beef Jerky	8,000	25%	\$	\$
Other Items	10,000	25%	\$	\$
No or Low Calorie Beverages	20,000	40%	\$	\$

SEE ATTACHED FILE

C. Please list below any other snack vending merchandise, services and/or equipment the vendor will offer to the schools within the Mountain Purchasing Cooperative

Merchandise: RACKS + DISPLAYS ETC AS NOTED / REQUESTED
 Service: DELIVERY SERVICE AS NOTED UP TO 3X PER WEEK
 Equipment: PROVIDE ANY/ALL EQUIPMENT AS NOTED / REQUESTED
 Other: 7-11 / VENDING / NUTRITIONAL INFO LABELS AS REQUESTED

3. Supplies and Equipment Consideration

A. Vending Machines. Will you provide and service in a timely manner the vending machines required by the specifications at no cost to Mountain Purchasing Cooperative?

Yes/No

YES

B. Vending Machine Operation. Will you ensure that all vending machines are equipped with electronic timers? And, will you ensure that all vending machines are capable of providing an accurate reading of sales, per item sold and time sold?

YES

Vended Snacks Proposal for 2018-2019 Based on Estimated Usage (Profit based on Commission to MPC)

Please place the proposal in a sealed envelope marked on the outside of the envelope as follows:

"Vending Proposal"
 Proposal Opening: May 7, 2018 2:00pm
 Name of Vendor:
 Address:
 Contact Person:
 Title:
 Telephone Number:

324,750

Signature:

Date:

5/7/2018

Title:

KEY ACCOUNT MANAGER

Triangle Vending Snack Vending Proposal - Mountain Co-Op 2018/2019

*New Items may be added per Co-Op approval as suppliers release new products. Triangle Vending will attempt to honor requests for any snack/juice additions to the product line per school/Co-Op requests. All Items are '0 Trans Fat'.

PRODUCT	SERV SIZE	CALORIES	SODIUM	SUGAR	TOTAL FAT	SATURATED	Co-Op Case Cost	Qty Per Case	Co-Op Cost Per Each Item	RETAIL	Line Co-Op Profit Per Item	Vending Co-Op Profit % Per Item
Kelloggs Nutrigrain Strawberry Bar	1 Bar 37g	120	125mg	11g	3g	0.5g	\$46.00	96	\$0.48	\$1	\$0.52	25%
Kelloggs Nutrigrain Blueberry Bar	1 Bar 37g	120	110mg	12g	3g	0.5g	\$46.00	96	\$0.48	\$1	\$0.52	25%
Kelloggs Cinnamon Frosted Pop Tart	1 Bar 50g	180	190mg	15g	3g	1g	\$54.00	120	\$0.45	\$1	\$0.55	25%
Kelloggs Strawberry Frosted Pop Tart	1 Bar 50g	180	180mg	15g	2.5g	1g	\$54.00	12	\$0.45	\$1	\$0.55	25%
Kelloggs Rice Krispies Treats Whole Grain	1 Bar 40g	160	120mg	10g	4g	1g	\$42.60	80	\$0.53	\$1	\$0.47	25%
General Mills Cinnamon Toast Cereal Bar	1 Bar 35g	150	115mg	8g	3g	0.5g	\$39.00	96	\$0.41	\$1	\$0.59	25%
General Mills Chex Strawberry Yogurt	1 Bag 29g	120	55mg	6g	3g	1g	\$29.25	60	\$0.49	\$1	\$0.51	25%
General Mills Cocoa Puff Cereal Bar	1 Bar 40g	150	130mg	9g	3g	0.5g	\$39.00	96	\$0.41	\$1	\$0.59	25%
General Mills Trix Cereal Bar	1 Bar 40g	150	105mg	9g	3g	0.5g	\$29.25	96	\$0.30	\$1	\$0.70	25%
Lance Peanuts	1 Pkg 31.9g	200	150mg	0g	15g	2.5g	\$22.50	100	\$0.23	\$1	\$0.63	25%
Kar's Almonds Roasted Salted	1 Pkg 28g	170	95mg	1g	16g	1g	\$56.50	100	\$0.57	\$1	\$0.44	25%
Kar's Original Trail Mix	1 Pkg 28g	200	0mg	10g	13g	1.5g	\$32.30	72	\$0.45	\$1	\$0.55	25%
Kar's Cashews Roasted Salted	1 Pkg 28g	160	80mg	1g	14g	2.5g	\$56.40	100	\$0.56	\$1	\$0.44	25%
Kar's Cranberry Almond Delight	1 Pkg 28g	150	65mg	6g	11g	1.5g	\$46.80	100	\$0.47	\$1	\$0.53	25%
Nature Valley Peanut Granola Bar	1 Bar 42.53g	190	180mg	11g	7g	0g	\$70.60	168	\$0.42	\$1	\$0.58	25%
Nature Valley Oats n Honey Granola Bar	1 Bar 42.53g	190	160mg	12g	6g	0.5g	\$70.60	168	\$0.42	\$1	\$0.58	25%
Terr's Baked Original Chip	1 Pkg 28.40g	120	180mg	2g	2g	0g	\$9.60	30	\$0.32	\$1	\$0.68	25%
Welch's Fruit Snack, Berries n Cherries	1 Pkg 43g	130	20mg	15g	0g	0g	\$77.00	144	\$0.53	\$1	\$0.47	25%
Welch's Fruit Snack, Mixed Fruit	1 Pkg 43g	130	20mg	15g	0g	0g	\$77.00	144	\$0.53	\$1	\$0.47	25%
Welch's Fruit Snack, Strawberry	2 Pkg 43g	130	20mg	15g	0g	0g	\$77.00	144	\$0.53	\$1	\$0.47	25%
Doritos Lay Dorito's Spicy Sweet Chili RF	1 Pkg 28.3g	130	180mg	1g	5g	0.5g	\$24.00	72	\$0.33	\$1	\$0.67	25%
Doritos Lay Dorito's Nacho Cheese RF	1 Pkg 28.3g	130	200mg	0g	5g	0.5g	\$24.00	72	\$0.33	\$1	\$0.67	25%
Doritos Lay Baked BBQ Chips	1 Pkg 28g	110	170mg	3g	2.5g	0g	\$22.60	60	\$0.38	\$1	\$0.62	25%
Doritos Lay Dorito's Cool Ranch RF	1 Pkg 28g	130	160mg	1g	5g	1g	\$24.00	72	\$0.33	\$1	\$0.67	25%
Doritos Lay Baked Crispy	2 Pkg 28g	131	160mg	1g	5g	1g	\$22.60	60	\$0.38	\$1	\$0.62	25%
Basils Mini WG Chocolate Chip Cookies	1 Pkg 43g	160	50mg	14g	3.5g	1.5g	\$35.00	60	\$0.58	\$1	\$0.42	25%
Buzz's Strong's Chocolate Chip Cookie	1 Pkg 43g	180	120mg	15g	5g	1.5g	\$35.00	60	\$0.58	\$1	\$0.42	25%
Sunshine Cheeze It Backed Snack	1 Pkg 28g	130	200mg	0g	4.5g	1g	\$18.80	60	\$0.31	\$1	\$0.69	25%
Good Natured Baked Veg, Crisps Ranch	1 Pkg 28.4g	110	190mg	3g	2g	0g	\$9.60	30	\$0.32	\$1	\$0.68	25%

Triangle Vending Snack Vending Proposal -- Mountain Co-Op 2018/2019

Funyuns Onion Flavored Rings	1Pkg 21.26g	100	125mg	1g	3.5g	0.5g	\$38.00	104	\$0.37	\$1	\$0.63	25%
											Line	Vending
PRODUCT	SERV SIZE	CALORIES	SODIUM	SUGAR	TOTAL FAT	SATURATED	Case Cost	Qty Per Case	Cost Per Each Item	RETAIL	Co-Op Profit Per Item	Co-Op Profit % Per Item
Boulder Baked Hot Fries	1Pkg 28.40g	110	190mg	1g	3.5g	0.5g	\$30.00	72	\$0.42	\$1	\$0.58	25%
Boulder Baked Cheese Fries	1Pkg 28.40g	110	200mg	1g	3.5g	0.5g	\$30.00	72	\$0.42	\$1	\$0.58	25%
Kelloggs Whole Grain Chocolate Chip	1 Pkg 45.08g	190	150mg	14g	5g	2g	\$20.10	60	\$0.34	\$1	\$0.67	25%
Frito Lay Fantastic Flaming Hot	1 Pkg 28.30g	120	200mg	1g	5g	1g	\$38.00	104	\$0.37	\$1	\$0.63	25%
Frito Lay Fantastic Chilli Cheese	1 Pkg 28.3 g	130	200mg	0g	5g	1g	\$38.00	104	\$0.37	\$1	\$0.63	25%
Jack Link's Original Beef Jerky	1 Pkg 24g	100	200mg	0	2	1g	\$68.00	48	\$1.40	\$2.50	\$1.10	25%
Jack Link's Peppered	2 Pkg 24g	101	200mg	0	2	1g	\$68.00	48	\$1.40	\$2.50	\$1.10	25%
Jack Link's Terriayaki	3 Pkg 24g	102	200mg	0	2	1g	\$68.00	48	\$1.40	\$2.50	\$1.10	25%
Diet 20oz Beverages Variety	20oz	0	50mg	0	0	0	\$14.00	24	\$0.58	\$1.50	\$0.92	40%
Diet 12oz Cans Variety	12oz	0	25mg	0	0	0	\$8.00	24	\$0.33	\$1.00	\$0.67	40%
								*40% Commision on all Drinks through Triangle machines.				
								*25% Commision on all Snack products through Triangle machines.				

TRIANGLE VENDING

Category of Snacks	Vendor Commission %	Commission Points (1-100)	Service Offer (# of days per week, reporting capabilities, payment frequency, etc)	Service Points (1-5)	Equipment Offered (Machines Y or N)	Equip Points (0-1)
Snack Crackers	25	25	3 x per week, racks, displays, machines, etc as requested	3	Yes	1
Baked Chips/Pretzels	25	25	3 x per week, racks, displays, machines, etc as requested	3	Yes	1
Sweet Rolls/Pastries/Snack Cakes	25	25	3 x per week, racks, displays, machines, etc as requested	3	Yes	1
Granola Bars/Trail Mix/Nuts	25	25	3 x per week, racks, displays, machines, etc as requested	3	Yes	1
Candy Items	25	25	3 x per week, racks, displays, machines, etc as requested	3	Yes	1
Beef Jerky	25	25	3 x per week, racks, displays, machines, etc as requested	3	Yes	1
Other Items	25	25	3 x per week, racks, displays, machines, etc as requested	3	Yes	1
No or Low Calorie Beverages	40	40	3 x per week, racks, displays, machines, etc as requested	3	Yes	1
TOTAL POINTS		215		24		8

HIGH COUNTRY VENDING - No Show/No Letter

Category of Snacks	Vendor Commission %	Commission Points (1-100)	Service Offer (# of days per week, reporting capabilities, payment frequency, etc)	Service Points (1-5)	Equipment Offered (Machines Y or N)	Equip Points (0-1)
Snack Crackers		0				
Baked Chips/Pretzels	%					
Sweet Rolls/Pastries/Snack Cakes	%					
Granola Bars/Trail Mix/Nuts	%					
Candy Items	%					
Beef Jerky	%					
Other Items	%					
No or Low Calorie Beverages	%					
TOTAL POINTS						

CANTEEN (Compass) - "Decline" Letter Received

Category of Snacks	Vendor Commission %	Commission Points (1-100)	Service Offer (# of days per week, reporting capabilities, payment frequency, etc)	Service Points (1-5)	Equipment Offered (Machines Y or N)	Equip Points (0-1)
Snack Crackers		0				
Baked Chips/Pretzels	%					
Sweet Rolls/Pastries/Snack Cakes	%					
Granola Bars/Trail Mix/Nuts	%					
Candy Items	%					
Beef Jerky	%					
Other Items	%					
No or Low Calorie Beverages	%					
TOTAL POINTS						

Score Rubric:

Commission: 1 point per commission percent (ex. 38% commission = 38 points)

Service: 1 point per # days serviced (ex. 3 days per week = 3 points)

Equipment Offered: Does vendor provide vending machines & maintenance them? (Yes = 1, No = 0)



Watauga County Board of Education

OFFICE OF THE SUPERINTENDENT
MARGARET E. GRAGG EDUCATION CENTER
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TEL: (828) 264-7190
FAX: (828) 264-7196

MEMORANDUM

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

FROM: Ly Marze, Finance Officer

DATE: May 21, 2018

RE: 2017-18 Budget Amendment #7

Attached is Budget Amendment #7 that changes totals in Watauga County Schools 2017-18 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	\$ 13,495,611	\$ 0	\$ 13,495,611
State Public School	28,152,841	6,553	28,159,394
Federal Grants	1,980,686	0	1,980,686
School Nutrition	1,792,100	0	1,792,100
Extended Learning Centers	447,475	0	447,475
Capital Outlay	2,182,550	0	2,182,550
Special Revenue	701,528	0	701,528
Total	\$ 48,752,791	\$ 6,553	\$ 48,759,344

**Watauga County Schools
BUDGET AMENDMENT #7
May 21, 2018**

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

BA #7-1 Explanation:

This amendment is to budget state transfers and additional state allotment dollars as reflected in DPI revisions #39-42.

<u>Account Number</u>	<u>Account Title</u>	<u>Amount</u>
1.5110.003.162	Non-Instructional Support	3,247
1.5110.015.311	School Technology Fund	202
1.5110.046.180	Test Results Bonus - 3rd Grade Reading	3,104
1.5110.061.413	Other Classroom Textbooks	197,609
1.5110.130.412	State Textbooks	(197,609)
	Total Appropriations	6,553

Revenues:

<u>Account Number</u>	<u>Account Title</u>	<u>Amount</u>
1.3100	State Allocation	204,162
1.3211.130	State Textbooks	(197,609)
	Total Revenues	6,553

Declaration of Surplus Items - May 2018

<u>School</u>	<u>Quantity</u>	<u>Description</u>	<u># that are Usable</u>	<u># that are Unusable</u>
Central Office	4	Alpha Smart Pro Keyboard	4	
	4		4	0
Blowing Rock	1	Sanitaire SC5815 Upright Vacuum		1
	1	Dell Monitor		1
	2		0	2
Green Valley	11	Pure Digital Flip Ultra Camcorder	11	3
	2	Cisco Flip Ultra Camcorder	2	
	3	Cisco Flip Ultra Camcorder	3	
	1	Kodak Play Sport Camcorder		1
	1	Sony ICD5x68 Voice Recorder		1
	1	Epson NX530 Stylus Printer		1
	1	HP LaserJet CP 1025nw Printer		1
	1	Dell Optiplex 755 Desktop		1
	1	HP DC7900 Compaq Desktop		1
	1	Kohler & Campbell Upright Piano		1
	3	Samsung Sam Series Chromebook Laptop		3
	2	Samsung Sam Series 3 Chromebook Laptop		2
	1	Apple iPad 2 Tablet		1
	1	Elmo TT02RX Document Camera		1
	1	Elmo 5.3x Optical Zoom Document Camera		1
	2	Elmo TT02S Document Camera		2
	1	Solid Doodle 3D Printer		1
	13	Samsung Chromebook Laptop		13
	3	Pure Digital Flip Ultra U1120B Camcorder		3
	50		16	37
Mabel	30	Dana Wireless Keyboard		30
	1	Dell Latitude 2120 Laptop		1
	1	Dell Latitude D620 Laptop		1
	1	HP Compaq DC7900 Desktop		1
	1	NEC NP400 XGA2600 Projector	1	
	34		1	33

Parkway

1	Sony CD/Radio Cassette-Corder	1	
1	Dell Latitude D360 Laptop	1	
1	HP Probook 4510S	1	
1	Telex Blue Box Headphone Set		1
1	Rand McNally Beginners World Map	1	
1	Rand McNally Beginners Political US Map	1	
1	Dell Optiplex 755 Desktop Computer		1
7		5	2

Valle Crucis

2	Window Air Conditioner AW15ECB8		2
2	Folding Cafeteria Tables w/12 stools	2	
4		2	2

WHS

1	HP Ultraslim Docking Station		1
1	Dell Monitor Speaker Bar		1
1	Brother Intellifax 2820 Fax Machine		1
1	Dell Monitor		1
2	Ipevo Ziggi Document Camera		2
1	NEC VT676 Projector		1
1	NEC NP400 XGA 2600 Projector		1
1	HP Compaq 7900 Desktop Computer		1
3	MacBook Air Laptop	3	
1	HP Laserjet Pro 400M401DNE Printer		1
1	Frigidaire Mircrowave		1
1	NEC VT676E Projector		1
1	Dell Optiplex 755 Desktop Computer		1
1	Ipevo Ziggi Document Camera		1
17		3	14

Transportation

1	1997 GMC 14 Passenger Van		1
1	2001 Freightliner 60 Passenger Bus		1
2		0	2

ELEMENTARY CURRICULUM COMMITTEE 2017-2018

SCHOOL	AREA	MEMBER	TERM EXPIRATION
Bethel	K-5	Callie Jarman	2019
	6-8	Adrienne Stumb	2021
Blowing Rock	K-2	Mary Catherine Felts	2020
	3-5	Sarah Holt	2019
	6-8	Liz Tincher	2021
Cove Creek	K-5	Hope Combs	2021
	6-8	Debbie Norris	2019
Green Valley	K-3	Mitzi Ledford	2019
	4-8	Kirbi Bell	2021
Hardin Park	K-2	Olga Fairbanks	2019
	3-5	Kelly Beckley	2020
	6-8	Adam Pyles	2021
Mabel	K-5	Gayle Oliver	2021
	6-8	Summer Williams	2019
Parkway	K-2	Char Chiarolonzio	2020
	3-5	Allison Strahan	2021
	6-8	Hannah Clarke	2019

Valle Crucis	K-2	Jennifer Stevens	2021
	3-5	Debbie Glover	2019
	6-8	David Shack	2020
Principal Representative		Preston Clarke	2021
K-8 AIG		Natalie Willis	2019
K-8 ARTS		Chris Watson	2020
K-8 CTE		Chelsea Eldreth	2021
K-8 EC		Erin Selle	2019
K-8 ESL		Stephanie Ballance	2020
K-8 ITF/Media Specialist		Sarah Cardwell	2021
K-8 PE		Donna Raichle	2019
K-8 Reading Specialist		Kim Bentley	2020
CO Representatives	Chief Academic Officer	Tamara Stamey	
	Director of 4-8 Education	Meredith Jones	
Ex-Officio	BOE	Brenda Reese	
	Supt.	Dr. Scott Elliott	

Meeting Dates for 2018-2019:

September 12th, November 14th, February 13th, April 17th

GOALS AND OBJECTIVES OF THE EDUCATIONAL PROGRAM

Policy Code:

3000

It is the goal of the Watauga County Board of Education (the “board”) to provide every student the opportunity to receive a sound basic education and graduate from high school prepared for work, further education, and citizenship. The board recognizes the critical role of parents, governmental and nonprofit agencies, businesses, and the community in helping individual students and the school system meet ~~thisese educational~~ goals. To ensure that the educational program meets rigorous academic standards, the board will strive to maintain accreditation of its schools by the State Board of Education and/or other appropriate agencies.

A successful educational program also depends on innovation at the individual school level. The board is committed to allowing administrators at individual schools to develop and implement plans necessary to ensure the educational success of their students.

The board will provide an educational program that offers students the opportunity to receive a sound basic education. The program will meet statewide instructional standards as prescribed by the State Board of Education. The board believes that the administrators of the educational program must strive to provide each student with the opportunity to:

1. develop sufficient ability to read, write, and speak the English language and a sufficient knowledge of fundamental mathematics and physical science to function in a complex and changing society;
2. develop sufficient knowledge of geography, history, and basic economic and political systems to make informed choices with regard to issues that affect the student personally or affect the student’s community, state, and nation;
3. develop sufficient academic and ~~vocationa~~-career and technical skills to successfully engage in post-secondary or advanced or highly skilled career and technical education-or ~~vocational training~~ and to compete on an equal basis with others in further formal education or gainful employment in contemporary society;
4. learn to be responsible for and accept the consequences of his or her conduct and academic performance;
5. develop the capacity to examine and solve problems;
6. foster respect and appreciation for the arts, world languages, and cultural and ideological diversity and differences;
7. develop the ability to be productive in a team environment;
8. learn and acquire the skills necessary for a lifetime of continuous learning and adaptation to change in the workplace and society;

9. when appropriate, complete high school courses required for college entry in less than four years;
10. achieve high levels of success in a rigorous curriculum;
11. acquire the skills needed for technological literacy in a rapidly changing world; and
12. remain in school and earn a high school diploma and, when appropriate, earn additional college credit.

These goals and objectives of the educational program will be used to guide administrators, teachers and the board in all of their duties, including curriculum development, selection of materials and issues related to instructional time.

Legal References: G.S. 115C art. 8 pt. 1; 115C-12(32), -12(39), -36, -47, -~~1518~~¹; *Leandro v. State*, 346 N.C. 336 (1997); State Board of Education Policies GRAD-006, SCOS-016

Cross References: Board Authority and Duties (policy 1010), -Curriculum Development (policy 3100); Selection of Instructional Materials (policy 3200), Counseling Program (policy 3610)

Adopted: August 3, 2015

Replaces: Board policy 4.01.10, Mission Statement

Revised: January 28, 2016; August 14, 2017 (Legal references only);

The Watauga County Board of Education (the “board”) recognizes that curriculum development must be an ongoing process in order to address continually the changing needs and diversity of all students and to fulfill the educational goals of the board. The board further recognizes that while educators must be responsible for developing the curriculum, parents, other governmental agencies, businesses, and members of the public have valuable insights in the type of curriculum needed.

A. CURRICULUM DEVELOPMENT

The curriculum must be developed to meet state and board requirements, using the current statewide instructional standards as a foundation. The superintendent shall establish a curriculum committee to coordinate curriculum planning and ensure that the curriculum is aligned with the current statewide instructional standards and includes subject-area competencies for each grade level. The committee must include central office administrators, teachers, and school administrators representing the various schools and grade levels. Teachers should receive appropriate training so that they may participate in curriculum development. The committee also must seek input from parents, the community, and experts in order to make fully informed decisions.

The superintendent shall direct the committee to review periodically the curriculum content used in courses addressing the founding principles of our nation ~~to ensure compliance with G.S. 115C-81(g).~~

The committee may recommend that the board expand subject areas and objectives of the curriculum to meet the educational goals of the board and state and federal laws. The committee also may recommend eliminating subject areas or objectives that are not state-required or related to the educational goals of the board.

B. CURRICULUM MODIFICATION BY INDIVIDUAL SCHOOLS

The principal is the instructional leader of the school and is responsible for determining whether the curriculum meets the needs of the students of the school. Accordingly, the principal or designee may consider modifying the curriculum.

If a school official wishes to modify the curriculum, he or she may submit a proposal to the central curriculum committee. Unless the curriculum committee has significant concerns about the proposal, the committee will approve the changes so long as the curriculum maintains continuity. After being approved by the curriculum committee, the proposal must be submitted to the board for approval as a part of the school improvement plan process if the modifications include: (1) expanding or reducing the subject areas or objectives; (2) eliminating subject areas or objectives not required by the state; or (3) waiving local board policies. The curriculum committee shall ensure that the curriculum continues to be aligned with the current statewide instructional standards.

C. EVALUATION

The superintendent shall ensure that the methods for meeting curriculum objectives are regularly evaluated for their effectiveness. The board also encourages external curriculum audits by professional curriculum assessors.

Legal References: G.S. 115C art. 8 pt. 1; ~~115C-47,—81~~

Cross References: Goals and Objectives of the Educational Program (policy 3000), School Improvement Plan (policy 3430)

Adopted: August 3, 2015

Replaces: Board Policy 4.01.20, Instructional Program (in part)

Revised:

TECHNOLOGY IN THE EDUCATIONAL PROGRAM

Policy Code:

3220

In alliance with state school technology goals, the Watauga County Board of Education (the “board”) is committed to establishing and supporting 21st century information and communications technology systems to foster globally competitive, healthy, and responsible students. The board recognizes the benefits of digital and technology-enabled teaching and learning resources that provide the ability to easily customize curriculum, provide access to current information, and enable access to quality materials at a lower cost than traditional materials. To that end, the board ~~supports~~ intends to move to classroom digital and technology-enabled teaching and learning resources that are aligned with the current statewide instructional standards as they become available. In addition, to the extent funding permits, the board will endeavor to ensure that all students have access to personal digital and technology-enabled teaching and learning devices to foster the 21st century skills necessary for future-ready learners.

The board expects that information and communications technologies will be integrated across the curriculum and used to support increased student achievement and instructional innovation. Such technologies will also be used to support programs and activities that promote safe schools and healthy and responsible students. The curriculum committee should provide suggestions in the curriculum guides referenced in policy 3115, Curriculum and Instructional Guides, for integrating technological resources (as defined in Section A below) into the educational program. School administrators and teachers are encouraged to develop additional strategies for integrating technological resources across the curriculum and utilizing the power of technology to improve learning outcomes while making more efficient use of resources. The strategies should be included in the school improvement plan if they require the transfer of funds or otherwise relate to any mandatory or optional components of the school improvement plan.

The superintendent shall integrate digital planning to support teaching and learning needs into school system strategic planning efforts and include various stakeholders such as curriculum leaders, teachers, administrators, and representatives from technology services, instructional technology, finance, and other departments as required. The superintendent shall establish relationships with businesses and seek grants and other funding sources in an effort to acquire technological resources for the educational program.

A. SELECTION OF TECHNOLOGICAL RESOURCES

Technological resources include, but are not limited to, the following: (1) hardware, including both fixed and mobile technologies and devices such as desktop computers, laptops, netbooks, tablets, e-readers, PDAs, smartphones, and gaming devices; (2) software; (3) network and telecommunications systems and services; (4) Internet access; (5) multimedia equipped classrooms; (6) computer classrooms and laboratories; and (7) other existing or emerging mobile communications systems. All technological resources must be purchased and used in a manner consistent with applicable law and board policy, including laws and policies related to copyright, public records, bidding, and other purchase requirements, accessibility for students with disabilities, staff duties, and standards for student behavior.

Technological resources must meet or exceed the following standards before they may be considered for implementation.

1. Technological resources must support the current statewide instructional standards or the programs of the school system.
2. Technological resources must support the current use of learning and instructional management technologies in the school.
3. Technological resources must be compatible with the condition of the network and other infrastructure resources. The technology director shall set minimum standards for technological resources that are purchased or donated. Upgrading, hardware conditions, and similar requirements must be maintained to the highest standards.
4. There must be sufficient staff to operate and maintain the technological equipment, programs, and systems.
5. There must be adequate funds budgeted to implement and support the technological resources and to train instructional staff to use the resources to improve educational outcomes.

B. DEPLOYMENT OF TECHNOLOGY TO SCHOOLS

The superintendent shall oversee the development of the school system's technology deployment plan. The plan will be designed to ensure organized, effective, and efficient means of deploying new information and communications technologies. The superintendent shall develop procedures that outline the strategy of the technology deployment plan.

C. BRING YOUR OWN TECHNOLOGY (BYOT) INITIATIVE

The superintendent is authorized to investigate and develop a plan to allow staff and students the option to use their personal electronic devices in place of or along with their school system assigned devices. The plan should address, at a minimum, the instructional use of personal devices, compatibility requirements, access limitations or requirements, content filtering, security, and other issues as recommended by the technology director. The plan should assign personal responsibility to the user for repair and replacement of damaged or stolen devices and for any data or other charges arising from use of a personal device. The plan should require a written agreement for the use of personal technology devices from each student and staff member who wishes to participate in the BYOT initiative. The plan should ensure that students who are unable to bring in outside technology will be able to access and utilize school equipment so that no student is excluded from instruction due to lack of access to technology.

D. ELECTRONIC COMMUNICATION AND OTHER COLLABORATIVE TOOLS

The superintendent is authorized to permit instructional personnel to incorporate email, social networking sites, blogs, wikis, video sharing sites, podcasts, video conferencing, online collaborations, PDAs, ~~IM~~ instant messaging, texting, virtual learning environments, and/or other forms of direct electronic communications or Web 2.0 applications for educational purposes to the extent the superintendent deems appropriate and in accordance with policy 7335, Employee Use of Social Media. The superintendent shall establish parameters and rules for use of these tools and shall require instruction for students in how to use such tools in a safe, effective, and appropriate way. Instructional personnel shall make all reasonable attempts to monitor student online activity and shall otherwise comply with the requirements of policy 3225/4312/7320, Technology Responsible Use, when using these tools.

E. TECHNOLOGY-RELATED PROFESSIONAL DEVELOPMENT

The superintendent shall plan a program of technology-enabled professional development that prepares the instructional staff for utilizing digital tools and resources. Professional development shall emphasize technology integration and continuous improvement, including the use of ongoing technology-integrated online-learning activities throughout the course of study. Professional development shall also address the ethical, legal, and practical issues related to social networking and mobile devices in the classroom and other topics deemed necessary by the superintendent or technology director. School improvement teams should identify any staff development appropriations for technology-related professional development in their school improvement plans. The superintendent and technology director should assist schools in coordinating staff development needs as provided in policy 7800, Professional and Staff Development.

Legal References: G.S. 115C-522; ~~147-33.111~~ 143B-1341; State Board of Education Policy SBOP-018

Cross References: Professional and Staff Development (policy 7800), Curriculum and Instructional Guides (policy 3115), Technology Responsible Use (policy 3225/4312/7320), Internet Safety (policy 3226/4205), Copyright Compliance (policy 3230/7330), School Improvement Plan (policy 3430), Integrity and Civility (policy 4310), Public Records – Retention, Release, and Disposition (policy 5070/7350), Network Security (policy 6524), Staff Responsibilities (policy 7300), Employee Use of Social Media (policy 7335), Gifts and Bequests (policy 8220)

Other References: North Carolina State School Technology Plan (Division of Instructional Technology) (current version)

Adopted: August 3, 2015

Revised: August 14, 2017 (Legal references only);

Replaces: Board policy 4.01.35, Media Technology and Advisory Committee

A. GENERAL AUTHORITY

The principal has the authority to assign students to classes, subject to applicable legal requirements. The principal is encouraged to seek input from the professional staff in making these decisions. Parents may submit to the principal written requests for assignment or reassignment of their children so long as the parents provide a compelling reason for the request. The principal shall consider parental requests in assigning students to classes. Unless otherwise required by law or the special circumstances described below, the principal shall balance any individual request for assignment or reassignment against the welfare of other students and the efficient operation of the school.

B. SPECIAL CIRCUMSTANCES**1. Multiple Birth Siblings**

School officials will defer to parental preference in making the initial classroom assignment of multiple birth siblings to the extent provided in this section and applicable state law. "Multiple birth siblings" means twins, triplets, quadruplets or other siblings resulting from a multiple birth.

a. Consultative Meeting with the School Principal

The parent or guardian of multiple birth siblings who are assigned to the same grade level and school may request a consultative meeting with the principal to consider whether to initially place the siblings into the same classroom or into separate classrooms. The request must be made no later than five days before the first day of each school year or, if the students are enrolled after the school year starts, five days after their first day of attendance.

At the meeting, the parent may request either that the students be placed (1) into the same classroom; or (2) into separate classrooms. School officials may offer professional educational advice to the parent or guardian and may recommend an appropriate classroom placement for the students.

b. Initial Classroom Placement

Following the meeting, the principal shall place the students in accordance with the parent or guardian's request unless doing so would require adding an additional class at the students' grade level.

This section shall not otherwise limit the principal's authority to determine the specific classroom assignment(s) for multiple birth siblings, including the students' assignment to a specific teacher or team.

c. Change to Initial Classroom Placement

The principal may change the initial classroom assignment of one or more multiple birth siblings in the following circumstances:

- 1) the principal, in consultation with the students' classroom teacher(s), determines at the end of the first grading period that the requested placement is disruptive to the school; or
- 2) the principal determines that one or more of the multiple birth siblings must be removed from a classroom pursuant to any Watauga County Board of Education (the "board") discipline policy, school rule and/or the Code of Student Conduct.

2. Newly Enrolled Children of Military Families

The principal shall comply with the requirements of the Interstate Compact for Military Children (G.S. 115C-407.5) when making class assignments for children of military families, as defined in policy 4050, Children of Military Families.

a. Course Placement

When a student transfers before or during the school year, school administrators shall initially honor placement in educational courses based on the student's enrollment in his or her sending school and/or educational assessments conducted at the sending school if the courses are offered. Course placement includes, but is not limited to, Honors, International Baccalaureate, Advanced Placement, Cambridge International Examination Courses, and career and technical education (CTE) pathways courses. Continuing the student's academic program from the previous school and promoting placement in academically and career challenging courses is to be a primary concern when considering the student's course placement.

b. Educational Program Placement

For a newly enrolled student, school administrators shall initially honor placement of the student in educational programs based on current educational assessments conducted at the school in the sending state or participation/placement in similar programs in the sending state. Such programs include, but are not limited to, academically or intellectually gifted (AIG) programs and English as a Second Language programs.

c. Special Education Services

In compliance with the Individuals with Disabilities Education Act, school administrators shall initially provide comparable services to a student with disabilities based on his or her current Individualized Education Program (IEP). In compliance with the requirements of Section 504 of the Rehabilitation Act and Title II of the Americans with Disabilities Act, school administrators shall make reasonable accommodations and modifications to address the needs of an incoming student with disabilities, subject to an existing 504 or Title II Plan, in order to provide the student with equal access to education. This accommodation does not preclude school administrators from performing subsequent evaluations to ensure appropriate placement of the student.

d. Placement Flexibility

The board authorizes and directs the superintendent and school administrators to be flexible in waiving course or program prerequisites or other preconditions for placement in courses or programs offered by the school system.

Legal References: Americans with Disabilities Act, 42 U.S.C. 12131 *et seq.*, 28 C.F.R. pt. 35; Individuals with Disabilities Education Act, 20 U.S.C. 1400 *et seq.*, 34 C.F.R. pt. 300; G.S. 115C-36, -83.1G, -288, -366.3, -366.4, -390.7, -407.5

Cross References: Children of Military Families (policy 4050)

Adopted: July 14, 2014

Revised: July 10, 2017;

TRANSPORTATION SERVICE/VEHICLE CONTRACTS

Policy Code: 6340

The Watauga County Board of Education (the “board”) may enter into contracts with public or private carriers in accordance with G.S. 115C-253, State Board of Education policy, any other applicable law, and this policy. Any contracts also must comply with policy 6450, Purchase of Services.

The superintendent or designee shall develop safety standards for contracted commercial bus transportation services used to transport students to school-related activities. The standards must comply with the requirements established by the State Board. The superintendent or designee shall develop a list of companies or individuals that meet these standards and are approved to provide student transportation services. If appropriate, the superintendent shall recommend that the board enter into interlocal cooperation agreements to assist in developing the standards and list of approved entities required under this paragraph.

The superintendent shall ensure that the school system contracts for student transportation services only with companies or individuals who are on the approved list.

The board may purchase or lease student transportation vehicles in accordance with law and board policy, including policy 6430, ~~State Purchasing Requirements for Equipment, Materials, and Supplies~~, policy 6440, ~~Local Purchasing Requirements for Equipment, Materials, and Supplies~~, and policy 6425, Continuing Contracts. Any such vehicle must meet federal safety standards and state requirements.

All titles will be issued to the board of education. Sufficient liability coverage must be maintained in accordance with policy 8340, Insurance.

Legal References: 49 U.S.C. 30125, 30165; G.S. 115C-42, -47(25), -239, -240, -247, -249, -249.1, -253, -255; *North Carolina School Transportation Fleet Manual*, State Board of Education Policy TRAN-005; State Board of Education Policies TRAN-009, -010, -011; *School Charter Transportation Recommended Guidelines and Procedures*, available at <http://www.ncbussafety.org/motorcoach/index.html>

Cross References: Continuing Contracts (policy 6425), ~~State Purchasing Requirements for Equipment, Materials, and Supplies (policy 6430)~~, ~~Local Purchasing Requirements for Equipment, Materials, and Supplies (policy 6440)~~, Purchase of Services (policy 6450), Insurance (policy 8340)

Adopted: April 11, 2016

Revised: August 14, 2017 (Legal references only);

USE OF EQUIPMENT, MATERIALS AND SUPPLIES

Policy Code: **6520**

Equipment, materials and supplies are intended to further the goals of the Watauga County Board of Education (the “board”) as provided in policy 6500, Goals of Equipment, Materials and Supplies Services. Any use that is inconsistent with these goals is not permitted. Equipment, materials and supplies are made available for use in schools, on school system property or at school-related events. The superintendent or building-level supervisor shall establish procedures or rules for allowing individuals or organizations to take such items, especially those of significant value, off of school premises.

Legal References: G.S. 115C-523, -524

Cross References: Technology in the Educational Program (policy 3220), Technology ~~Acceptable~~Responsible Use (policy 3225/4312/7320), Copyright Compliance (policy 3230/7330), Goals of Equipment, Materials, and Supplies Services (policy 6500), Personal Use of Equipment, Materials and Supplies (policy 6521), Use of Equipment, Materials and Supplies by Non-School Groups (policy 6522), Network Security (policy 6524)

Adopted: April 11, 2016

Revised:

All school employees, including student teachers and independent contractors, shall comply with this policy when using electronic social media.

For the purposes of this policy, “social media” is any form of online publication or presence that allows interactive communication, including but not limited to: personal websites, web logs (blogs), wikis, social network sites, online forums, virtual worlds, video-sharing websites, and any other social media generally available to the public or consumers that does not fall within the board’s technologies network (e.g., Web 2.0 tools, MySpace, Facebook, Twitter, LinkedIn, Flickr, Google +, YouTube).

In addition to the standards of this policy, all professional and personal use of social media by school employees shall also be in full compliance with policy 4040/7310, Staff-Student Relations.

A. PROFESSIONAL USE OF SOCIAL MEDIA

Professional use of social media means using social media to carry out the instructional objectives and/or administrative responsibilities assigned to an individual as an employee of the Watauga County Schools (WCS). ~~During working hours, employees shall use social media only for professional purposes.~~ All professional use of social media shall comply with the following guidelines.

1. Communication on professional social media space shall be handled in the same manner as communication in a classroom and/or workplace. The same standards required in other WCS professional settings will apply on social media.
2. Employees shall exercise caution and sound judgment and will fully comply with all applicable laws and WCS policies, including but not limited to prohibitions on the disclosure of confidential information and the use of harassing, obscene, discriminatory, defamatory or threatening language.
3. The establishment of social media sites for professional purposes shall conform to the process and standards established in 7335-R, Approval of Professional Use of Social Media.
4. No personally identifiable student information and no confidential information about students, school employees, or school system business may be posted by employees on social media.
5. Employees shall not post identifiable images of a student or student’s family without permission from the student and the student’s parent or legal guardian.
6. WCS reserves the right to direct the removal of postings and/or disable a page of professional social media sites that do not adhere to the law or do not fully align with the goals of the district.
7. Employees using social media for professional purposes have no expectation or

right of privacy with regard to their use of such media. The district will regularly monitor professional social media sites to protect the school community and the reputation of WCS.

8. School personnel that establish social media accounts for professional purposes will monitor all activity on the account to ensure consistent adherence with this policy and other applicable policies and laws.

B. PERSONAL USE OF SOCIAL MEDIA

Personal use of social media is use that is not related to the individual's responsibilities as a WCS employee. The board respects the right of employees to use social media on their personal time. As role models for the school system's students, however, employees are responsible for their public conduct even when they are not performing their job duties as employees of the school system. Employees will be held to the same professional standards in their public use of social media and other electronic communications as they are for any other public conduct. Further, school employees remain subject to applicable state and federal laws, board policies, administrative regulations, and the Code of Ethics for North Carolina Educators, even if communicating with others concerning personal and private matters. If an employee's use of social media interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.

Employees are responsible for the content on their social media sites, including content added by the employee, the employee's friends, or members of the public who can access the employee's site, and for Web links on the employee's site. Employees shall take reasonable precautions, such as using available security settings, to restrict students from viewing their personal information on social media and to prevent students from accessing materials that are not age-appropriate.

~~Because the occasional personal use of social media by employees is inevitable,~~ The board permits brief and infrequent personal use so long as it does not interfere with the timely and efficient performance of the employee's duties and is not otherwise prohibited by board policy or procedure.

Employees shall observe the following principles in their personal use of social media:

1. Employees shall not post confidential information about students, employees, or school system business, and shall not post identifiable images of a student or student's family without permission from the student and the student's parent or legal guardian
2. Employees shall not accept current students as "friends" or "followers" or otherwise connect with students on social media sites, unless the employee and student have a family relationship or other type of appropriate relationship which originated outside of the school setting.

3. Employees shall not knowingly allow students access to their personal social media sites that discuss or portray sex, nudity, alcohol, drug use, or other behaviors that would be inappropriate to discuss with a student at school, or which use profane, obscene, indecent, lewd, vulgar, or sexually offensive language, graphics, or other communication .
4. Employees may not knowingly grant students access to any portions of their personal social media sites that are not accessible to the general public, unless the employee and student have a family relationship or other type of appropriate relationship which originated outside of the school setting.
5. Employees shall be professional in all Internet postings related to or referencing the school system, students, and other employees.
6. Employees shall not use profane, pornographic, obscene, indecent, lewd, vulgar, or sexually offensive language, pictures or graphics or other communication that could reasonably be anticipated to cause a substantial disruption to the school environment.
7. Employees shall not use the school system's logo, other copyrighted material of the system, or a school system e-mail address in connection with personal social media.
8. Employees shall not use Internet postings to libel or defame the board, individual board members, students, or other school employees.
9. Employees shall not use Internet postings to harass, bully, or intimidate other employees or students in violation of policy 4021/7230, Prohibition Against Discrimination, Harassment, and Bullying, or state and federal laws.
10. Employees shall not post content that negatively impacts their ability to perform their jobs, the smooth and orderly flow of work or delivery of services to students or school personnel, or which harms the goodwill and reputation of students, school personnel, the school system, or the community at large.

C. CONSEQUENCES

School system personnel shall monitor online activities of employees who access the Internet using school technological resources. Additionally, WCS personnel may periodically conduct public Internet searches to determine if an employee has engaged in conduct that violates this policy. Any employee who has been found by the superintendent to have violated this policy may be subject to disciplinary action, up to and including dismissal.

The superintendent shall establish and communicate to employees guidelines that are consistent with this policy.

Legal References: U.S. Const. amend. I; Children's Internet Protection Act, 47 U.S.C. 254(h)(5); Electronic Communications Privacy Act, 18 U.S.C. 2510-2522; Family Educational Rights and Privacy Act, 20 U.S.C. 1232g; 17 U.S.C. 101 *et seq.*; 20 U.S.C. 6777; G.S. 115C-325(e) (applicable to career status teachers), -325.4 (applicable to non-career status teachers); 16 N.C.A.C. 6C .0601, .0602; State Board of Education Policy EVAL-014

Cross References: Prohibition Against Discrimination, Harassment, and Bullying (policy 4021/7230), Technology in the Educational Program (policy 3220), Technology Responsible Use (policy 3225/4312/7320), Web Page Development (policy 3227/7322), Copyright Compliance (policy 3230/7330), Staff-Student Relations (policy 4040/7310), Student Records (policy 4700), Staff Responsibilities (policy 7300)

Adopted: July 13, 2015

Revised: August 14, 2017 and _____ (Legal references only)

Replaces (in part): Policy 4.02.50, Responsible Use for Access to Networked Info Resources

The Watauga County Board of Education (the “board”) recognizes and supports the limitations on unauthorized duplication and use of copyrighted materials. The board does not condone any infringement on the property rights of copyright owners.

Employees, students and visitors are prohibited from the use or duplication of any copyright materials not allowed by copyright law, fair use guidelines sanctioned by Congress, licenses or contractual agreements. Willful or serious violations also are considered to be in violation of expected standards of behavior for employees and students and may result in disciplinary action in accordance with board policy. Each year employees and students will be reminded of their responsibilities to enforce and adhere to copyright laws.

A. FAIR USE

1. Unless allowed as “fair use” under federal law, permission must be acquired from the copyright owner prior to copying copyrighted material. Fair use is based on the following standards:
 - a. the purpose and character of the use;
 - b. the nature of the copyrighted work;
 - c. the amount of and the substantiality of the portion used in relation to the copyrighted work as a whole; and
 - d. the effect of the use upon the potential market for, or value of, the copyrighted work.
2. The superintendent or designee shall provide information and training to personnel and students, as appropriate, on the fair use of copyrighted materials, including in the following circumstances:
 - a. single and multiple copying for instructional purposes;
 - b. copying for performances and displays;
 - c. off-air recording of copyrighted programs;
 - d. use of “for home use only” videotapes or DVDs;
 - e. computer software;
 - f. copyrighted materials on the Internet and on-line databases; and
 - g. reproduction and loan of copyrighted materials by school media centers;

and

g.h. preparation of educational multimedia projects using portions of copyrighted works.

B. BUDGET

The budget recommended by the superintendent to the board must include sufficient funds for purchasing copyrighted materials as a necessary budget expense.

Legal References: 17 U.S.C. 101, 102, 106, 108, 110, 117

Cross References: Technology in the Educational Program (policy 3220), Technology ~~Acceptable~~Responsible Use (policy 3225/4312/7320), Integrity and Civility (policy 4310), Network Security (policy 6524), Staff Responsibilities (policy 7300), Budget Planning and Adoption (policy 8100)

Adopted: May 11, 2015

Replaces: Policy 3.08.20, Copyright Law

Revised:

The Watauga County Board of Education (the “board”) recognizes the importance of setting rigorous graduation requirements to help ensure that students are receiving an education that will prepare them to be career and college ready and productive members of society.

In order to graduate from high school, students must meet the following requirements:

1. ~~successful completion of all course unit requirements mandated by the State Board of Education (see Section A)~~ as described in Section A; and
2. successful completion of cardiopulmonary resuscitation instruction and pass a skills test; and
3. successful completion of all other requirements mandated by the board, as provided in this policy.

The principal shall ensure that students and parents are aware of all graduation requirements. Guidance program staff shall assist students in selecting their high school courses to ensure that students are taking all of the required units and selecting electives consistent with their post-graduation plans. For students who have transferred to the school system during high school or who, for other reasons, have completed course work outside of the school system, the principal shall determine what course work will be applied as credit toward graduation. The principal shall consider the requirements of the Interstate Compact on Educational Opportunity for Military Children (G.S. 115C-407.5) and the requirements of subsection C.3 of this policy in determining the graduation requirements for children of military families.

A. COURSE UNITS REQUIRED

All students must fulfill the course unit requirements of the Future-Ready Core Course of Study, unless they are approved for the Future-Ready Occupational Course of Study. The table in subsection A.1 below lists the course unit requirements for the Future-Ready Core Course of Study applicable to students who entered ninth grade for the first time during the 2013-14 school year or thereafter. Students who entered the ninth grade for the first time before the 2013-14 school year should consult their school counselor to determine applicable course unit requirements for graduation.

In accordance with policy 3101, Dual Enrollment, and State Board of Education requirements, students may earn high school credit for college courses completed. In addition, students may earn credit for certain high school courses in the Future-Ready Core Course of Study completed while in middle school, as authorized by the State Board of Education. Students also have the opportunity to meet course unit requirements without completing the regular period of classroom instruction by demonstrating mastery of the course material in accordance with policy 3420, Student Promotion and Accountability, and State Board of Education requirements. Watauga High School

students may earn one or two units of credit upon successful completion of a course, depending on how the course is offered.

All awards of high school course credit must be consistent with State Board of Education requirements. Any inconsistency between board policy and State Board graduation requirements will be resolved by following the State Board requirements. While the board endeavors to keep its policy up to date with current State Board of Education graduation requirements, students should verify current requirements with their guidance counselors when planning course schedules or making other decisions based on graduation requirements. Watauga High School students may graduate and receive a high school diploma when a combination of the following state and local requirements are met:

1. Future-Ready Core Course of Study Credits Required for Students Entering Ninth Grade for the First Time in 2013-2014 and Thereafter

Courses Required*	State Requirements	Local Requirements
English	4 sequential (English I, II, III, and IV)	4
Mathematics	4 (NC Math 1, 2, and 3 and a fourth math course aligned with the student's post-high school plans.)** (A principal may exempt a student from this math sequence. Exempt students will be required to pass NC Math 1 and 2 and two other application-based math courses or selected CTE courses, as identified on the NC DPI math options chart.)***	4
Science	3 (a physical science course, Biology, and earth/environmental science)	3
Social Studies	4 (including American History: Founding Principles, Civics and Economics; American History Parts I and II; and World History)****	4
Health/P.E.	1	2-one in Health/one in P.E.
Electives	6 (2 electives must be any combination of Career and Technical Education, Arts Education, or World Language; 4 must be from one of the following: Career and Technical Education, J.R.O.T.C., Arts Education, or any other subject area or cross-disciplinary course. A four-course concentration is recommended.)*****	11- five approved by Watauga County BOE or from NC Standard Course of Study
Total Credits	22	28*****

* Certain International Baccalaureate (IB), and Advanced Placement (AP), and Cambridge International Examination (CIE) courses will satisfy specific graduation requirements. See SBE policy GCS-L-008Policy GRAD-008.

** Students entering ninth grade for the first time prior to the 2014-15 school year have alternate math course options. See SBE policy GCS-N-004Policy GRAD-004.

*** Students seeking to complete minimum course requirements for UNC universities must complete four mathematics courses, including a fourth math course with Math 3 as a prerequisite. The math options chart is available at <http://maccss.ncdpi.wikispaces.net/file/view/Math%20Options%20Chart%209.5.2014.pdf/5225>

[04358/Math%20Options%20Chart%209.5.2014.pdf](#)

**** American History: Founding Principles, Civics and Economics must follow the North Carolina Standard Course of Study (NCSCOS) in its entirety and may not be satisfied by an AP/IB/CIE course, dual enrollment, or any other course that does not fully address the NCSCOS.

***** Students seeking to complete minimum course requirements for UNC universities must complete two credits of a single world language ~~years of a second language~~.

***** Students may earn course credit for the successful completion of courses through a university, community college, or distance learning. (See Watauga County Board of Education Policy 3101: Dual Enrollment and Policy 3102: Online Instruction)

2. Future-Ready Occupational Course of Study Credits Required (only available to certain students with disabilities who have an IEP)

Courses Required	State Requirements	Local Requirements
English	4 (including English I, II, III, and IV)	4
Mathematics	3 (including Introduction to Math, <u>NC Math +I</u> , and Financial Management)	3
Science	2 (including Applied Science and Biology)	2
Social Studies	2 (including American History: Founding Principles, Civics and Economics; and American History I <u>and/or</u> American History II)	2
Health/P.E.	1	2
Career/Technical	4 (Vocational Career/Technical Education electives)	4
Occupational Preparation	6 (including Occupational Preparation I, II, III, and IV, which require 150 hours of school-based training, 225 hours of community-based training, and 225 hours of paid employment*)	6
Electives	0	5- five approved by Watauga County BOE or from NC Standard Course of Study
Other Requirements	<ul style="list-style-type: none"> • Completion of IEP objectives • Career Portfolio 	
Total Credits	22	28**

* Paid employment is the expectation; however, when paid employment is not available, 225 hours of unpaid vocational training, unpaid internship experience, paid employment at community rehabilitation facilities, and volunteer and/or community service hours may substitute for 225 hours of paid employment.

**Students may earn course credit for the successful completion of courses through a university, community college, or distance learning. (See Watauga County Board of Education Policy 3101: Dual Enrollment and Policy 3102: Online Instruction)

B. HIGH SCHOOL FINAL EXAMS AND END-OF-COURSE TESTING

High school students must take all end-of-course (EOC) tests, NC Final Exams, and Career and Technical Education State Assessments (CTE Post-Assessments) required by

the State Board of Education and pursuant to policy 3410, Testing and Assessment Program. Students shall attain passing scores on exit standards adopted by the North Carolina State Board of Education and administered by Watauga County Schools.

C. SPECIAL CIRCUMSTANCES

The board adopts the following policies with regard to graduation.

1. Honor Graduates

Honor graduates may be designated by principals on the basis of criteria established by the superintendent. Recognition of honor graduates may be included in graduation programs.

2. Students with Disabilities

Graduation requirements must be applied to students with disabilities to the extent required by state and federal law and State Board policy.

3. Children of Military Families

In order to facilitate the on-time graduation of children of military families, the board adopts the following policy provisions for students to whom the Interstate Compact on Educational Opportunity for Military Children applies.

a. Waiver Requirements

Specific course work required for graduation will be waived if similar course work has been satisfactorily completed in another school system. If a waiver is not granted, school administrators shall provide the student with reasonable justification for the denial. If a waiver is not granted to a student who would qualify to graduate from the sending school, the superintendent or designee shall provide the student with an alternative means of acquiring the required course work so that the student may graduate on time.

b. Testing Requirements for Graduation

The superintendent shall accept the following in lieu of any local testing requirements for graduation: (1) the end-of-course exams required for graduation from the sending state; (2) national norm-referenced achievement tests; or (3) alternative testing. If these alternatives are not feasible for a student who has transferred in his or her senior year, subsection c below will apply.

c. Transfers During Senior Year

If a child of a military family who has transferred at the beginning of or during his or her senior year is ineligible to graduate from the school system after all of the alternatives listed above have been considered and the student meets the graduation requirements at his or her sending school, then school officials from the school system shall collaborate with the sending school system to ensure that the student will receive a diploma from the sending board of education.

4. Early Graduation

Graduation prior to that of one's class may be permitted on the basis of criteria approved by the board upon recommendation by the superintendent.

5. Graduation Certificates, Transcripts, and Participation

Graduation certificates will be awarded to eligible students in accordance with the standards set forth in State Board policy.

Transcripts may be issued to all students receiving a diploma or certificate. The transcript shall provide all information required by State Board of Education policy GCS L-004-GRAD-009 and/or other State Board policies as appropriate.

Participation in graduation and baccalaureate ceremonies is optional. Students who have completed all graduation requirements, have paid all fees, and have the approved graduation attire and diploma may participate in graduation exercises.

Exceptional Children who have satisfactorily completed the course of study prescribed in their Individual Education Plans are eligible to participate in graduation exercises.

6. Diploma Endorsements

Students have the opportunity to earn one or more of the following diploma endorsements identifying a particular area of focused study: (1) Career Endorsement, (2) College Endorsement (two options), (3) North Carolina Academic Scholars Endorsement, and/or (4) a Global Languages Endorsement. No endorsement is required to receive a diploma.

Legal References: G.S. 115C-12(40), 47, -81.25(c)(10)(c), -81.45(d)(1), -174.11, -276, -288, -407.5; GS 116-11(10a); State Board of Education Policies CCRE-001, GRAD-004, GRAD-007, GRAD-008, GRAD-009, GRAD-010, TEST-003

Cross References: Goals and Objectives of the Educational Program (policy 3000), Dual Enrollment (policy 3101), Online Instruction (policy 3102), Testing and Assessment Program (policy 3410), Student Promotion and Accountability (policy 3420), Citizenship and Character Education (policy 3530), Children of Military Families (policy 4050)

Adopted: September 14, 2015

Revised: November 9, 2015; October 10, 2016; August 14, 2017

Replaces: Policy 4.04.50, Exit Documents at Graduation; policy 4.04.70, Graduation Requirements; policy 4.03.35 Accountability Standards (in part)

The Watauga County Board of Education (the "board") encourages all students to develop an understanding of citizenship, including the importance of a citizen's rights and responsibilities. ~~At a minimum, citizenship education will incorporate the civic literary requirements of the Basic Education Plan and any statutory requirements regarding the recitation of the Pledge of Allegiance and the display of flags. In addition, within the timeframe established by state requirements, the high school curriculum will meet all state standards for teaching individual responsibility and other historical founding principles of our nation.~~

~~BOARD CITIZENSHIP REQUIREMENTS AND OPTIONS~~

At a minimum, the curriculum will incorporate all statutory and State Board of Education requirements concerning civics, citizenship, and character education. In addition to meeting any state requirements, citizenship education also should be designed to reinforce the student behavior management plan and shall include addressing character education instruction traits as provided in the Basic Education Plan required by G.S. 115C-81.60. Such instruction should address ~~The character traits should include~~, but are not limited to, courage, good judgment, integrity, civility, kindness, perseverance, respect responsibility, and tolerance, self-discipline, as well as responsibilities such as respect for school personnel, responsibility for school safety, service to others and good citizenship.

Citizenship education also must require that: (1) the United States and North Carolina flags be displayed in each classroom, when available; (2) recitation of the Pledge of Allegiance be scheduled on a daily basis; (3) appropriate instruction be provided on the meaning and historical origins of the North Carolina and United States flags and the Pledge of Allegiance; and may include guidelines for the use and display of the North Carolina and United States flags. (4) Constitution and Citizenship Day be observed on September 17 to commemorate the signing of the United States Constitution or be observed the preceding or following week if students are not in school on September 17; and (5) appropriate instruction and/or recognition be provided concerning the significance of Memorial Day. Any North Carolina or United States flags donated or otherwise made available will be displayed in each classroom, and recitation of the Pledge of Allegiance will be schedule on a daily basis.

~~Citizenship education also may include appropriate instruction on the rights and responsibilities of citizenship and guidelines for the use and display of the North Carolina and United States flags. The curriculum must~~ principal shall ensure that no student ~~is~~ will be compelled to salute the flag, recite the Pledge of Allegiance, stand to acknowledge the flag or stand to participate in the Pledge of Allegiance, or otherwise feel coerced to participate. Teachers may use the recitation of the Pledge of Allegiance as an opportunity to teach students about the history concerning coercion and the importance of the First Amendment to the Bill of Rights.

All schools will commemorate Constitution Day and Citizenship Day and also Memorial Day. If students are in attendance on September 17, which is Constitution Day and Citizenship Day, an educational program about the United States Constitution will be held. If students are not in

attendance on September 17, the program will be held during the week preceding or following September 17. Likewise, if students are in attendance on Memorial Day, they will receive instruction on the significance of Memorial Day. If students are not in attendance on Memorial Day, instruction on the significance of Memorial Day will be provided at another time.

~~Furthermore, The~~ citizenship education may include for middle school and high school students a community volunteer service requirement in order to demonstrate the value and effectiveness of volunteer contributions to the community. ~~To be approved by the board, the curriculum (1) must provide s~~Students shall receive with sufficient notice of any community volunteer service requirement approved by the board.

~~the service requirement; (2) must provide students with enough options to meet the interests and transportation needs of the students; and (3) must not infringe on the constitutional rights of students by compelling or coercing a student to hold a particular viewpoint on volunteerism.~~

Legal References: P.L. 108-447, div. J, title I, sec. 111 (codified as a statutory note to 36 U.S.C. 106(d); G.S. 115C-12(33), -47(29a), -81.45, -81.60(g), (h), (h1); N.C. Session Law 2011-273

Cross References: Goals and Objectives of the Educational Program (policy 3000), Curriculum Development (policy 3100)

Adopted: July 11, 2016

Revised:

STUDENT FEES

Policy Code:

4600

The Watauga County Board of Education (the “board”) will hold student fees to a minimum. No fee will be charged for required courses or activities. In addition, to the extent funds are made available for this purpose, no registration or exam fees will be charged for Advanced Placement courses, International Baccalaureate Diploma Program courses, or Cambridge Advanced International Certificate of Education courses, including AS-Level or A-Level courses.

Each principal is required to submit a list of any fees to the superintendent prior to the August board meeting. The superintendent shall adopt procedures providing that student fees, including those for graduation, the school yearbook or supplies for elective classes, are consistent among the different levels and schools. The board must approve all fees. The superintendent shall submit the schedule of approved fees and charges to the superintendent of public instruction.

Any fees imposed will be waived or reduced for students who demonstrate economic hardship. The superintendent shall establish procedures to review requests for fee waivers or reductions.

~~As provided in policy 4002, Parental Involvement, each~~ Each principal shall publish or post the schedule of fees and notify students and parents of the availability of and the process for requesting a fee waiver, or reduction as provided in policy 4002, Parental Involvement.

Legal References: N.C. Const. art. IX, § 2(1); G.S. 115C-47(6), ~~-174.26(a)~~, -216(g), -384

Cross References: Parental Involvement (policy ~~1310/~~4002)

Adopted: November 10, 2014

Revised:

Students and parents/guardians have a right to determine their pattern of dress and grooming provided such patterns do not interfere with the orderly operation of the school or conflict with the educational mission of the school. Therefore, dress should be appropriate for the schools learning environment.

K-12 DRESS STANDARDS

Watauga County School students shall dress in a manner that is appropriate and conducive to a safe learning environment. The following standards shall be appropriate student dress:

1. Sun glasses shall not be worn in the building.
2. Hats, caps, and all other head coverings shall not be worn in K-8 schools except during specific activities as approved by the principal. Hats, caps, and all other head coverings may be worn at the high school level in areas designated by the principal and listed in the student handbook. Head coverings, including those required for specific instructional purposes, may be worn at appropriate times as directed or allowed by teachers.
3. Shoes shall be worn at all times in the school building and on the school campus.
4. Clothing and accessory items that have printed statements or pictures that are plainly offensive, threatening, vulgar, lewd, obscene, or in conflict with the educational mission of the school shall not be permitted.
5. Profanity on clothing shall not be permitted.
6. Clothing, accessory items and jewelry promoting activities which are illegal to minors such as tobacco, alcohol, drugs, or lewd sexual messages shall not be worn.
7. Clothing, accessory items, and jewelry that tend to substantially interfere with the educational process or which have in the past substantially interfered with the educational process shall not be permitted. Before starting disciplinary action against the student, the administrator will make a reasonable assessment as to the disruptive nature of the clothing, accessory item, or jewelry. Such assessment shall be in writing.
8. No undergarments shall be visible.
9. No bathing suits shall be worn.
10. No pajamas shall be worn.
11. Midriffs, waist, and hips shall be covered.
12. The waistband of all pants, shorts and skirts shall be worn above the hips at all times.

13. All tops, shirts, and blouses shall be closed on the sides, back, and front. ~~The sleeves shall cover the shoulders.~~ Elementary principals may use discretion when dealing with younger students.

14. Private body parts shall be covered and not visible when moving, standing, bending or sitting.

15. No chains, studded or spiked necklaces/bracelets that could be considered weapons are to be worn.

16. Exceptions. Exceptions to this policy may be made by school administration on an individual basis for a *bona fide* religious, medical, or other appropriate reason.

The rules of this policy may be waived by the school administration for school approved activities.

Anything not addressed by this policy shall be left to the discretion of the school administration.

THE MINIMUM EXPECTATION FOR THE DRESS AND GROOMING OF EMPLOYEES, INTERNS, STUDENT TEACHERS AND VOLUNTEERS IS THAT THEY MEET OR EXCEED THE STANDARDS FOR WATAUGA COUNTY SCHOOLS STUDENTS.

GRADES 9-12 PROCEDURES FOR DRESS STANDARDS VIOLATIONS

The following procedures shall be employed when a Watauga High School student violates the Watauga High School Dress Standards:

Female students shall be referred to a female administrator or female designee and male students shall be referred to a male administrator or male designee.

The teacher will address the issue with the student, or complete a disciplinary referral form and send the student to the office.

WHEN THE STUDENT IS REFERRED TO THE OFFICE:

FIRST OFFICE REFERRAL:

The student will receive a warning and be required to correct the violation.

SECOND and THIRD OFFICE REFERRAL:

The student will be required to correct the violation and be given an "unexcused absence" for any and all classes missed while a) the student returns home to change clothes or b) the student waits in the office or ISS room for a parent to bring appropriate clothing.

Note: The parent will be contacted before the student is allowed to leave campus to correct the violation.

FOURTH AND ALL SUBSEQUENT REFERRALS:

The student will be required to correct violation and will be disciplined per Watauga High School guidelines for “insubordination”.

GRADES K-8 PROCEDURES FOR DRESS STANDARDS VIOLATIONS

Female students shall be referred to a female administrator or female designee and male students shall be referred to a male administrator or male designee.

WHEN A STUDENT IS OBSERVED TO BE IN VIOLATION OF THE DRESS STANDARDS, THE FOLLOWING PROCEDURES SHALL BE FOLLOWED:

FIRST OFFENSE:

The teacher will request a correction of the inappropriate dress. The student may go to their locker for proper clothing, to the office for clothing, or call home for their parent to bring the item(s) of clothing needed.

SECOND OFFENSE:

Referral is made to the office where the principal requests a correction of the inappropriate dress. The student may go to their locker for the proper clothing, to the office for clothing, or call home for the parent to bring the item(s) of clothing needed. The parent will receive a call or letter to report this as the second incident.

THIRD OFFENSE:

ISS for one day. The administrator will notify the parent and require a conference with the parent and student.

ADDITIONAL OFFENSES:

The administrator refers to Watauga County Board of Education policy 4300-R *Rules of Conduct and Procedural Code for Student Suspensions* and policy 4316, Student Dress Code.

Replaces: 5.07.25, Student Dress Standards

Revised: May 13, 2002; July 15, 2004; May 14, 2007; May 11, 2015; December 11, 2017;

The Board expects all employees to maintain the highest professional, moral, and ethical standards in their interactions with students. Employees are required to provide an atmosphere conducive to learning through consistently and fairly applied discipline and established and maintained professional boundaries. Employees are expected to motivate each student to perform to his or her capacity while modeling the behavior expected of students in staff-student relationships.

The interactions and relationships between staff and students should be based upon cooperation, mutual respect, and an understanding of the appropriate boundaries between adults and students in and outside of the educational setting. Employees are also expected to be sensitive to the appearance of impropriety in their own conduct and in the conduct of others when interacting with students. Employees shall consult their supervisor any time they suspect or are unsure whether conduct is inappropriate or otherwise constitutes a violation of this or other Board policy.

For the purposes of this policy, the terms “staff” and “employees” includes independent contractors and school safety officers but does not include student employees.

A. ROMANTIC RELATIONSHIPS AND SEXUAL CONTACT PROHIBITED

All employees are prohibited from dating, courting or entering into a romantic or sexual relationship or having sexual contact with any student enrolled in the school system regardless of the student's age. Employees engaging in such inappropriate conduct will be subject to disciplinary action, up to and including dismissal, and may be subject to criminal action as provided in G.S. 14-202.4 and 14-27.32. Further, school system personnel shall provide no assistance to an employee in finding another job, beyond the routine transmittal of personnel or administrative files, if the employee engaged in sexual misconduct with a minor or a student in violation of the law.

B. RESTRICTIONS ON ELECTRONIC COMMUNICATIONS

1. In accordance with policy 7335, Employee Use of Social Media, employees are prohibited from communicating with students through non-school-controlled social media except to the extent that the employee and student have an appropriate relationship which originated outside of the school setting. Any communication authorized under policy 7335 must meet the professional standards established in this policy and must otherwise be consistent with law and all other Board policy.
2. Instant messages, which may include but are not limited to; SnapChat, text messaging, Google Hangout, or other instant notification ~~shall~~ features, shall be treated as a form of communication through social media subject to the terms of policy 7335 and subsection B.1 above, regardless of whether the messaging

service is actually provided through a social media service or otherwise.

3. Except as provided below, employees are also prohibited from engaging in other forms of one-to-one electronic communications (e.g., voice, email, texting, and photo or video transmission) with students without written prior approval of the employee's supervisor and the student's parent.

This rule shall not apply in any of the following circumstances:

- a. when the communication is for an educational purpose, is conducted through a school system-provided platform which archives all such communications for a period of at least three years if in writing, and the employee has given prior notice to his or her supervisor or designee that such written or oral communications will occur; or
- b. when the communication serves an educational purpose and is simultaneously copied or transmitted to the employee's supervisor or designee, and, upon request, to the parent or guardian; or
- c. in a bona fide emergency, provided the communication is disclosed to the supervisor and parent or guardian as soon as reasonably possible; or
- d. when the communication derives from a relationship or association outside of the school setting and occurs with the consent of the parent or guardian, provided such communication does not otherwise violate this or other Board policy.

Any one-to-one electronic communication permitted by this subsection must meet the professional standards established in this policy and must otherwise be consistent with law and all other Board policy.

4. It is the duty of every employee to notify his or her supervisor of any unsolicited one-to-one communications in any form, electronic or otherwise, received from a student when the communication lacks a clear educational purpose. School counselors are excluded from this requirement only to the extent that it conflicts with their professional duties.
5. Violations of this section shall be considered unprofessional behavior subject to discipline, up to and including dismissal. Factors that may be relevant to the determination of an appropriate disciplinary response to unauthorized communications with students include, but are not limited to:
 - a. the content, frequency, subject, and timing of the communications(s);
 - b. whether the communications(s) were age and/or student maturity-level appropriate;

- c. whether the communication(s) could reasonably be viewed as a solicitation of sexual contact or the courting of a romantic relationship, including sexual grooming;
- d. whether the communication(s) created a disruption of the educational environment;
- e. whether there was an attempt to conceal the communication(s) from the employee's supervisor and/or the student's parent or guardian;
- f. whether the communication(s) harmed the student in any manner.

C. Reporting Inappropriate Conduct

1. Reporting by Employees

Any employee who has reason to believe any of the following shall immediately report that information to the Superintendent or designee:

- a. that another employee is involved in a romantic or other inappropriate relationship or has had sexual contact with a student;
- b. that another employee has engaged in other behavior prohibited by this policy; or
- c. that the employee has witnessed behavior by another employee that has the appearance of impropriety, whether or not the behavior has, or may have, a valid educational or health purpose.

An employee who fails to inform the Superintendent or designee as provided in this section may be subject to disciplinary action, up to and including dismissal.

2. Reporting by Students

Any student who believes that he or she has been subject to misconduct that violates this policy should immediately report the situation to the principal, school counselor, or the Title IX coordinator designated in policy 4015/7225, Discrimination, Harassment, and Bullying Complaint Procedure.

3. Report of Criminal Misconduct

Any principal who has reason to believe that a student has been the victim of criminal conduct shall report the incident in accordance with policy 4335, Criminal Behavior.

4. Report to State Superintendent of Public Instruction

Any administrator, including the superintendent, a deputy/associate/assistant superintendent, a personnel administrator, or a principal, who knows or has reason to believe that a licensed employee has engaged in conduct which involves physical or sexual abuse of a child shall report that information to the State Superintendent of Public Instruction within five working days of any disciplinary action, dismissal, or resignation based on the conduct. For purposes of this subsection, physical abuse is the infliction of physical injury other than by accidental means or in self-defense, and sexual abuse is the commission of any sexual act upon a child or causing a child to commit a sexual act, regardless of consent and the age of the child. Failure to report such conduct may result in the suspension or revocation of an administrator's license by the State Board of Education.

This reporting requirement applies in addition to any duty to report suspected child abuse in accordance with state law and policy 4240/7312, Child Abuse – Reports and Investigations, as applicable.

Legal References: Elementary and Secondary Education Act, 20 U.S.C. 7926; Title IX of the Education Amendments of 1972, 20 U.S.C. 1681 *et seq.*, 34 C.F.R. pt. 106; G.S. 14-27.32, -202.4; 115C-47(18); 16 N.C.A.C. 6C.0312, .0601, .0602; State Board of Education Policies EVAL-014, LICN-007, NCAC-6C.0312-0601.

Cross References: Prohibition Against Discrimination, Harassment, and Bullying (policy 4021/7230), Discrimination, Harassment, and Bullying Complaint Procedure (policy 4015/7225), Student and Parent Grievance Procedure (policy 4010), Child Abuse – Reports and Investigations (policy 4240/7312), Criminal Behavior (policy 4335), Staff Responsibilities (policy 7300), Employee Use of Social Media (policy 7335)

Approved: July 14, 2014

Revised: June 8, 2015; January 11, 2016; September 11, 2017;

The Watauga County Board of Education (the “board”) intends to comply fully with all licensure requirements of the Elementary and Secondary Education Act, state law, and State Board of Education policies.

A. LICENSURE AND OTHER QUALIFICATION REQUIREMENTS

1. Except as otherwise permitted by the State Board of Education or state law, –a professional employee must hold at all times a valid North Carolina license appropriate to his or her position.
2. To the extent possible, all professional teaching assignments will be in the area of the professional employee’s license except as may be otherwise allowed by state and federal law and State Board policy. In addition, all professional teachers employed to teach core academic subjects must be “highly qualified” as required by the State Board of Education. Core academic subjects include English, reading or language arts, mathematics, science, foreign languages, civics and government, economics, arts, history, and geography.
3. The board encourages lateral entry into the teaching profession by skilled individuals from the private sector who meet state residency licensurelicensing requirements.

EXCEPTIONS TO LICENSURE REQUIREMENTS**Emergency Permit to Practice**

4. In extenuating circumstances when no other appropriately licensed professionals or persons who are eligible for a residency~~lateral entry~~ license are available to fill a position, the board may employ for up to one year an individual who holds an emergency permit to practice~~license~~ issued by the State Board of Education. An emergency permit~~license~~ is not renewable.

B. EXCEPTIONS TO LICENSURE REQUIREMENTS**1. Adjunct CTE Instructors**

An unlicensed individual who meets the adjunct hiring criteria established by the State Board of Education for a specific career and technical education (CTE) career cluster may be employed as an adjunct CTE instructor for up to 10 hours per week, provided the individual first completes preservice training and meets all other statutory requirements for serving as an adjunct instructor established by G.S. 115C-157.1.

2. Adjunct Instructors in Core Academic Subjects

In accordance with G.S. 115C-298.5, an unlicensed faculty member of a higher education institution who meets the adjunct hiring criteria established by the State Board of Education may be employed as a temporary adjunct instructor for specific core academic subjects, provided the individual first completes preservice training and meets all other statutory and State Board of Education requirements.

3. Interim Principals

A retired former principal or assistant principal may be employed as an interim principal for the remainder of any school year, regardless of licensure status.

C. BEGINNING TEACHER SUPPORT PROGRAM

The superintendent or designee shall develop a plan and a comprehensive program for beginning teacher support. The plan must be approved by the board and kept on file for review. The superintendent or designee shall submit an annual report on the Beginning Teacher Support Program to the Department of Public Instruction (DPI) by October 1 of each year. The report must include evidence of demonstrated proficiency on the Beginning Teachers Support Program Standards and evidence of mentor success in meeting Mentor Standards. The school system will also participate in implementing a regionally-based annual peer review and support system.

Teachers with fewer than three years of teaching experience will be required to participate in the Beginning Teacher Support Program.

D. LICENSE CONVERSION

Teachers must teach three years and meet all other requirements of the State Board of Education in order to move from an initial to a continuing professional license. Licensing is a state decision and cannot be appealed at the local level. The superintendent or designee shall ensure that teachers not qualifying for continuing professional licensure are informed of the process for appealing the state decision.

E. LICENSE RENEWAL

Licensure renewal is the responsibility of the individual, not of the school system. Any employee who allows a license to expire must have it reinstated prior to the beginning of the next school year. A teacher whose license has expired is subject to dismissal.

The school system may offer courses, workshops, and independent study activities to help school personnel meet license renewal requirements. Any renewal activity offered must be consistent with State Board of Education policy. In addition, the superintendent

or designee shall develop a procedure to determine the appropriateness of any credit offered in advance of renewal activities.

Decisions regarding the employment of teachers who fail to meet the required proficiency standard for renewal of a continuing professional license will be made in accordance with state law G.S. 115C-270.30(b)(4)~~115C-296(b)(1)b.4~~ and applicable State Board of Education requirements. The superintendent or designee shall determine the professional development required of a teacher whose continuing license has reverted to an initial license and/or has expired due to performance issues. The superintendent or designee may authorize or direct principals to prescribe professional development to such employees in accordance with the employee's demonstrated deficiencies.

F. PARENTAL NOTIFICATION

At the beginning of each school year, the school system will notify the parents or guardians of each student attending a Title I school or participating in a Title I program of their right to request the following information about qualifications of their child's teacher: whether the teacher has met NC licensing requirements for the subject or grade level they are teaching; whether the teacher has had any licensure requirements waived; whether the teacher is teaching in the field of his or her certification; and whether the child is provided services by a paraprofessional, and if so, the paraprofessional's qualifications.

The school system will give notice within 10 school days to the parents of children who, after four consecutive weeks, have been taught a core academic subject by a teacher who is not highly qualified.

G. EQUITABLE DISTRIBUTION OF TEACHERS

The superintendent shall assess whether low-income, minority, learning disabled, and/or English learners are being taught by inexperienced, ineffective, or out-of-field teachers at higher rates than students who do not fall into these categories and shall develop a plan to address any such disparities. If DPI does not require such a plan of the LEA, the superintendent is not required to develop a plan under this subsection unless he or she determines that one is needed to address inequities within the school system.

Legal References: Elementary and Secondary Education Act, 20 U.S.C. 6301 *et seq.*; 34 C.F.R. 200.55-57, 200.61; G.S. 115C art. 17E-296; 115C-284, -295, -298.5, -325(e)(1)(m) (applicable to career status teachers), -325.4(a)(12) (applicable to non-career status teachers), -333, -333.1; State Board of Education Policies EVAL-004, EVAL-023, LICN-001, -004, -005, -018, -021, NCAC-6C.0102, NCAC-6C.0307

Cross References:

Adopted: February 9, 2015

| Revised: September 11, 2017;

Replaces: Policy 3.02.40, Qualifications of Certified Personnel

DRUG-FREE AND ALCOHOL-FREE WORKPLACE

Policy Code:

7240

The Watauga County Board of Education (the "board") recognizes that drug and alcohol abuse undermines the safety, health and productivity of employees. It is the policy of the board of education that a drug-free and alcohol-free workplace must be maintained.

A. PROHIBITED ACTIVITIES

The board prohibits employees from engaging in the unlawful manufacture, sale, distribution, dispensing, possession, or use of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, anabolic steroid, alcohol, stimulants, synthetic cannabinoids, counterfeit substance, or any other controlled substance as defined in (1) ~~s~~Schedules I through VI of the North Carolina Controlled Substances Act or in (2) ~~s~~Schedules I through V of section 202 of the Controlled Substances Act (21 U.S.C. 812) and further defined by regulation at 21 C.F.R. 1300.01 through 1300.04 and 21 C.F.R. 1308.11 through 1308.15. Employees must not be under the influence of alcohol or be impaired by the excessive use of prescription or nonprescription drugs at any time this policy is applicable. This policy is not violated by an individual's proper use of a drug lawfully prescribed for that individual by a licensed health-care provider.

B. APPLICABILITY

This policy governs each employee before, during, and after school hours while the employee is on any property owned or leased by the board of education; at any time during which the employee is acting in the course and scope of his or her employment with the board of education; and at any time that the employee's violation of this policy has a direct and adverse effect upon his or her job performance. This policy does not apply to an employee's consumption of alcoholic beverages that are served at a reception or other similar function that occurs outside the regular workday and that the employee is authorized or required to attend as a part of his or her employment duties.

Independent contractors, volunteers, and visitors are subject to all requirements of this policy while on school property or at a school-sponsored event.

C. REASONABLE SUSPICION TO SEARCH

An employee may be subjected to a search of his or her person or belongings or of school property under the employee's control if there is reasonable suspicion that the employee has violated this policy. An employee also may be required to submit to a drug or alcohol test when there is reasonable suspicion of drug or alcohol use by the employee in violation of this policy. Reasonable suspicion shall be based on specific, contemporaneous observations concerning the physical, behavioral, speech, and/or performance indicators of drug or alcohol use. The observations must be made by a trained supervisor or other school system official with training or experience in such

indicators.

All drug and alcohol testing will be done with procedures that ensure the confidentiality and privacy interests of the employee and in accordance with law. Employees who refuse to submit to a search or a test to detect alcohol or drug use after reasonable suspicion is established may be suspended immediately pending consideration of a decision to terminate employment.

In addition, any employee, volunteer, or independent contractor who operates a commercial motor vehicle or performs other safety-sensitive functions in the course of duties for the board may be subject to drug and alcohol testing in accordance with policy 7241, Drug and Alcohol Testing of Commercial Motor Vehicle Operators.

The board will cover the cost of any required employee testing.

D. DUTY TO REPORT

An employee must notify his or her supervisor and the assistant superintendent of human resources in writing of any conviction under any criminal drug statute for a violation occurring within the scope of Section B of this policy. Notification must be given no later than the next scheduled business day after such conviction and before reporting to work, in accordance with policy 7300, Staff Responsibilities. Within 10 days of receiving a notice of conviction by an employee whose position is funded in any part by a federal grant, the assistant superintendent ~~director~~ of human resources or designee shall notify the funding agency of the conviction. "Conviction" as used in this policy includes the entry in a court of law or military tribunal of: (1) a plea of guilty, *nolo contendere*, no contest or the equivalent; (2) a verdict or finding of guilty; or (3) a prayer for judgment continued ("PJC") or a deferred prosecution.

E. CONSEQUENCES

Violation of this policy will subject an individual to disciplinary action by the board ~~of education~~ that could result in non-renewal or termination of employment with the school system or the requirement that the employee participate satisfactorily in a drug or alcohol abuse assistance or rehabilitation program approved by the board ~~of education~~ or federal, state or local health, law enforcement, or other appropriate agency. Information concerning available counseling, rehabilitation, and re-entry programs will be provided to employees. Any illegal drug activity will be reported to law enforcement authorities.

All employees shall receive a copy of this policy. When a person is initially employed, that employee shall sign a drug-free certification statement to be returned to the superintendent's office.

Legal References: 21 U.S.C. 812; 41 U.S.C. ~~701~~8101 *et seq.*; 21 C.F.R. 1300.01-.04 and 1308.11-1308.15; G.S. 20-138.2B; 90-89 to -94; 115C-36; *O'Connor v. Ortega*, 480 U.S. 709 (1987)

Cross References: Drug and Alcohol Testing of Commercial Motor Vehicle Operators (policy 7241), Staff Responsibilities (policy 7300)

Adopted: February 9, 2015

Replaces: Policy 3.08.30, Drug-Free Work Place

Revised:

The Watauga County Board of Education (the "board") believes that it is important for employees to have leave available to attend to personal, civic, and professional matters as well as to meet family commitments. This need for leave is to be balanced with the need to provide an effective instructional program for students. No employee may be discharged, demoted, or otherwise subjected to adverse employment action for taking leave in accordance with board policies and administrative procedures.

All requests for leave, with or without pay, must be addressed in accordance with state and federal law, as well as policies promulgated by the State Board of Education, including those specified in the most current edition of the *North Carolina Public Schools Benefits and Employment Policy Manual*, available at <http://www.ncpublicschools.org/district-humanresources/key-information>.

In addition to applicable laws and regulations, ~~this following board policy~~ applies to leave requests. The information in this policy is intended to supplement, not replace, the requirements of law and the State Board of Education. In the event that changes to State or federal law or regulation conflict with current State Board or local board policies, the board intends that its leave practices be modified to the extent necessary to comply with current law until such time as conforming changes to State Board and/or local board policy are made.

The superintendent ~~is directed to~~ shall develop any necessary administrative procedures and make them available to ~~any employees~~ upon request.

A. MINIMUM LEAVE TIME

An employee may take any type of leave in increments of hours unless otherwise specified in this policy.

B. CONTINUOUS LEAVE OF MORE THAN 10 DAYS

An employee must comply with the notice and verification requirements provided in policy 7520, Family and Medical Leave, for any continuous leave of more than 10 days if: (1) the leave also is eligible for leave under the Family and Medical Leave Act (FMLA), defined in policy 7520, and (2) the leave is designated as FMLA-eligible at the time it is taken or as soon as is feasible thereafter. See policy 7520, Family and Medical Leave.

C. SICK LEAVE

The superintendent or designee may require a statement from a medical doctor or other acceptable proof that the employee was unable to work due to illness or injury. Employees who anticipate using sick leave ~~for more than a single day must~~ should inform their ~~principal or~~ immediate supervisor in advance so that arrangements may be made to reassign the employee's duties during the period of absence.

D. PERSONAL LEAVE

Teachers earn personal leave at a rate of .20 days for each full month of employment, not to exceed two days per year. Unused personal leave may be carried forward from one year to another and may be accumulated without limitation until June 30 of each year. On June 30, personal leave in excess of five days shall be converted to sick leave so that a maximum of five days of personal leave is carried forward to July 1. At the time of his or her retirement, a teacher may also convert accumulated personal leave to sick leave for creditable service towards retirement.

Personal leave must be used in half or whole day units. Personal leave may be requested by application in accordance with the policies of the State Board of Education and may be used only upon the authorization of the teacher's immediate supervisor and in accordance with legal requirements and procedures established by the superintendent. A teacher shall not take personal leave on the first day he or she is required to report for the school year, on a required teacher workday, on days scheduled for state testing, or on the day before or the day after a holiday or scheduled vacation day, unless the request is approved by the principal. On all other days, if the request is made at least five days in advance, the request will be automatically granted subject to the availability of a substitute teacher. The teacher cannot be required to provide a reason for the request.

E. VACATION LEAVE

Vacation may be taken only upon the authorization of the employee's immediate supervisor and in accordance with legal requirements and procedures established by the superintendent.

To promote the efficient operation of the schools, the superintendent may designate certain periods during the nonacademic year as preferred vacation periods for 12-month employees.

For 10-month employees the first 10 days of annual vacation leave must be scheduled in the school calendar and must be taken as scheduled.

Annual vacation leave may be accumulated without any applicable maximum until June 30 of each calendar year. On June 30, accumulated annual vacation leave in excess of 30 days will be converted to sick leave so that only 30 workdays of annual vacation leave are carried forward.

An employee who has unused vacation time from another school system in North Carolina may have the vacation time transferred to this school system.

Instructional personnel who must be replaced by a substitute may not take earned vacation on days when school is in session for students unless the employee's absence is due to the employee's own catastrophic illness and the employee has exhausted all of his or her sick leave or unless the employee qualifies as a new parent. In such instances, the employee

will not be required to pay the substitute.

The superintendent shall establish procedures for reviewing requests for the use of vacation leave for catastrophic illness by instructional personnel.

F. PARENT INVOLVEMENT LEAVE

All employees may take up to four hours of paid leave per year to attend or otherwise be involved in the school of a child for whom the employee is a parent, guardian, or person standing in loco parentis. The scheduling of parent involvement leave is subject to the approval of the principal or other supervisor as appropriate.

G. COMPENSATORY LEAVE

Because professional employees are expected to fulfill all job duties, compensatory leave should apply only in extraordinary circumstances.

Employees who are not exempt from the provisions of the Fair Labor Standards Act may accrue compensatory time (comp time) as described in policy 7500, Workday and Overtime. ~~at a rate of one and one-half hours for every one hour worked in lieu of receiving overtime pay for each hour worked beyond 40 in a given workweek. For the purpose of compliance with the Fair Labor Standards Act, the workweek for school system employees will be from 12:00 a.m. Monday until 11:59 p.m. Sunday. Supervisors shall arrange for employees to take comp time within one pay period following the time it is earned, if possible; however, The the superintendent or designee may exempt certain employees or categories of employees from this requirement comp time provision when deemed necessary for the proper administration of the school system.~~

An employee must obtain approval from his or her immediate supervisor before taking compensatory leave.

H. LEAVE TO TEACH AT A CHARTER, REGIONAL, OR LAB SCHOOL

Leave of absence to teach for one year at a charter, regional, or lab school will be granted to a teacher upon timely written request to the board. The request must be provided at least 45 days before the teacher would otherwise have to report for duty if it is the initial year of the charter/regional/lab school's operation and at least 90 days if it is after the charter/regional/lab school's initial year of operation. The teacher may return to work in the school system in accordance with the provisions of applicable state law.

H.1. DISCRETIONARY LEAVE OF ABSENCE WITHOUT PAY

An employee, who wishes to take leave that is not eligible for any other specific type of leave, may be granted a leave of absence without pay for the following reasons and for a period of time of up to one calendar year, renewable at the discretion of the superintendent

with approval from the board.;

~~An employee seeking leave is responsible for making necessary arrangements as provided in the administrative procedures. Except in the case of an emergency, an employee who desires a leave of absence without pay shall provide advance at least 60 days' written notice (60 days if possible) and shall submit a request in writing to the board stating the beginning and ending dates of the desired leave of absence. The employee is expected to consult with the principal or his or her immediate supervisor. The superintendent may request documentation from the employee in support of his or her request. In determining the length of the leave of absence without pay that will be approved, with the exception of military and family leave, due and proper consideration must be given to the welfare of the students as well as the employee. The superintendent may require the employee to give notice of his or her intent to return to work at reasonable time intervals during the leave.~~

Once a leave of absence without pay has been requested by an employee and approved by the board, the dates are binding unless both parties agree to a change.

J. OTHER LEAVE

Other types of leave, such as leave for observance of a bona fide religious holiday, professional leave, community responsibility leave, leave for jury duty or court attendance, elected officials leave, parental involvement in schools leave, parental leave without pay, and military leave (see policy 7530, Military Leave), will be granted in accordance with the requirements of law and State Board of Education policy.

Legal References: G.S. 95-28.3; 115C-12, -36, -47, -84.2, -218.90(a)(3), -238.68(3), -285, -302.1, -316, -336, -336.1; 116-239.10(4); 16 N.C.A.C. 6C .0405; State Board of Education Policy BENF-001, North Carolina Public Schools Benefits and Employment Policy Manual (N.C. Dept. of Public Instruction, current version), available at <http://www.ncpublicschools.org/district-humanresources/key-infrmation>

Cross References: Workday and Overtime (policy 7500), Compliance with State Board of Education Employment Policies (policy 7505), Family and Medical Leave (policy 7520), Military Leave (policy 7530), Voluntary Shared Leave (policy 7540), Absences Due to Inclement Weather (policy 7550)

Adopted: December 14, 2015

Revised: August 14, 2017 (Legal references only);

Replaces: Policy 2.04.50, School Volunteers (in part re parent involvement leave), policy 3.04.10, Annual Vacation Leave, policy 3.04.20, Leave Of Absence , policy 3.04.30, Personal Leave, policy 3.04.40, Sick Leave, policy 3.04.60, Employee Leaves and Absences, policy 3.04.70, Parent Involvement Leave, and policy 3.01.20, Employment Definitions

ECC Minutes January 10, 2018

Members Present:

Bethel-Callie Jarman, Kim Dunnagan
Blowing Rock- Terri Hodges
Cove Creek-Patricia Pfister, Debbie Norris
Green Valley-
Hardin Park- Olga Fairbanks, Kelly Pierce, Adam Pyles
Mabel-Jeanie Hicks, Sumer Williams
Parkway-Char Chiarolanzio, Hannah Clarke
Valle Crucis- Debbie Glover, David Shack
BOE-Brenda Reese
PE-Donna Raichle
CTE-Claudine Lovins
EC-Erin Selle

Welcome

- David Shack called the meeting to order at 3:18. Tamara welcomed the group.

Approval of Minutes from September 2017

- Terri Hodges made a motion to approve the minutes from September
Char Chiarolanzio seconded
- The committee approved the minutes.

Math Adoption Process

- Reps from every school have been meeting to look at potential resources for adoption.
- Reps narrowed down to a list of 3-5 potential resources for their grade span to consider.
- Reps developed criteria for a rubric, and samples were ordered so that they could be evaluated against the rubric.
- In February, reps will work deeply in the rubrics.
- Information will be shared with Principals in February.

Updates

- **MTSS**
 - All K-8 schools are working on implementing this framework.
 - MTSS is not a separate initiative.
 - Core Instruction is one of the basic building blocks of MTSS. It is founded on best practices.
 - Looking at data to make instructional decisions is also a foundational building block of MTSS.
 - Differentiation is part of Core Instruction; Intervention is supplemental to Core Instruction.
 - EC Identification procedures will be changing in the 2020 school year.
 - Working within the MTSS Framework will be an evolving process over the next few years.
- **Digital Learning Competencies/CEUs**
 - For those that are renewing 2019 or before, "Tech Credits" will roll over into DLC Credits.

- School Visits
 - Tamara shared a handout from CI District visits. Members of the CI team visited Polk County, Henderson County, and Mt. Airy City Schools. Tamara shared takeaways from the visits.
- District Digital Resources
 - The CI Team has created a chart showing all District Wide Resources and will share it out by the end of January.
- NCSCOS for 2018-2019
 - We will have new standards in ELA and Math K-8 next year.
 - We will get our first trainings this semester and further rollout will be coming.

Debbie Norris made a motion to adjourn.

Patricia Pfister seconded.

Meeting ended at 4:35.

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