

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

WATAUGA COUNTY BOARD OF EDUCATION MEETING

MONDAY, February 13, 2017

5:30 P.M.

5:30 1. CALL TO ORDER Board Chair

5:32 2. CLOSED SESSION

- A. Approval of Minutes
- B. Student Records/N.C.G.S.143-318.11(a)(1)
- C. Reportable Offenses – N.C.G.S.115C-288(g)
- D. Personnel – N.C.G.S.143-318.11(a)(6)
- E. Attorney Client - N.C.G.S.143-318.11(a)(3)

6:00 3. OPEN SESSION/MOMENT OF SILENCE Board Chair

6:03 4. DISCUSSION AND ADJUSTMENT OF AGENDA Board Chair

6:05 5. CORRECTION AND APPROVAL OF MINUTES Board Chair

6:07 6. PUBLIC COMMENT Board Chair

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

6:17 7. SUPERINTENDENT'S REPORT Dr. Scott Elliott

6:22 8. STUDENTS' REPORT Kelsie Marlett and Andrew Nenow

6:27 9. PUBLIC RECOGNITION

- A. National School Counselor Week Dr. Paul Holden
- B. Empty Bowls/Studio Art Brett McDonough/Whit Whitaker/Dacia Trethewey
- C. Servant's Heart Award for January Dr. Scott Elliott

6:47 10. CONCURRENCE

- Field Trips Dr. Scott Elliott
- K-3 Class Size Resolution Dr. Scott Elliott
- Bethel School Easement Dr. Scott Elliott

6:52 11. STUDENT SERVICES

- Youth Risk Behavior Survey Dr. Paul Holden, Dr. Kurt Michael
- Consolidated Dropout Report Dr. Paul Holden
- Mountain Alliance Update Mr. Zach Greene

7:30 12. FINANCE

Declaration of Surplus Property

Dr. Scott Elliott

7:35 13. PERSONNEL

I. Resignations

Dr. Stephen Martin

II. Certified Personnel - New Employment

III. Classified Employment

A. New Employment

B. Transfer of Assignment

C. Re-Employment for 2016-2017 School Year

D. Extended Employment

IV. Substitutes

V. Long-Term Substitutes

VI. Athletics

VII. Leave of Absence Requests

7:40 14. POLICIES – SECOND READING

Dr. Wayne Eberle

4002 Parental Involvement

3560 Title I Parent and Family Engagement

4003 Translating Policies for Students and Parents

9110 Use and Selection of Architects, Engineers, Surveyors,
and Construction Managers at Risk

7:45 15. POLICIES FOR REPEAL

Dr. Wayne Eberle

4.04.50 Exit Documents at Graduation (replaced by 3460)

4.04.40 Early Admission to College/University

High School Graduation (replaced by 3421)

7:50 16. BOARD OPERATIONS

Board Chair

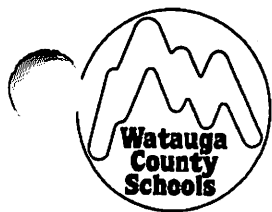
7:55 17. BOARD COMMENTS

8:00 18. ADJOURNMENT

19. MISCELLANEOUS

Important Future Dates:

Lunch and Learn-Heart of a Pioneer 2/17/17 – WHS



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TEL: (828) 264-7190
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DATE: January 9, 2017 **PRESENT:** Ron Henries, Brenda Reese,
Barbara Kinsey, Jay Fenwick
and Jason K. Cornett
TIME: 5:30 p.m. Dr. Scott Elliott, Superintendent
Andrew Nenow, Student
Representative
Kelsey Marlett, Student
Representative
PLACE: Margaret E. Gragg Education Center

CALL TO ORDER

Ron Henries, Board Chair, called the meeting to order.

CLOSED SESSION

Mr. Henries called the meeting to order in closed session under N.C.G.S.143-318.11(a)(1) Student Records, N.C.G.S.115C-288(g) Reportable Offenses, and N.C.G.S.143-318.11(a)(6) Personnel

OPEN SESSION

The meeting was called to order at 6:00 PM by Board Chair, Ron Henries. He began the meeting with a moment of silence.

DISCUSSION AND ADJUSTMENT OF AGENDA

No adjustments were necessary to the agenda.

CORRECTION AND APPROVAL OF MINUTES

A motion was made by Jason Cornett and seconded by Jay Fenwick to approve the minutes as written. The motion carried unanimously.

PUBLIC COMMENT

Mr. Henries noted that there were no public comments at the January 2017 meeting.

SUPERINTENDENT'S REPORT

Dr. Elliott, welcomed all teachers, students, thanked the Board and Directors for the Work Session on Friday, January 6, 2017. He noted that there would be 22 WCS Teachers and Administrators retreating at NCCAT later in January. He mentioned that "Winterfest", which introduces the rising 9th grade students to the High School, would be held Thursday January 12th and then on the following Tuesday. He noted that 89 days of school had been completed as of Friday, January 6th.

STUDENT'S REPORT

Mr. Andrew Nenow spoke about the Key club benefit for the Hunger and Health Coalition. Ms. Kelsey Marlett, spoke about Winterfest to transition 8th grade students to the High School.

PUBLIC RECOGNITION

Meredith Jones recognized Andy Eggers as the NCTM Outstanding Secondary Math Teacher for 8th grade Math and Math I. She spoke about his expertise in balancing a class load of 90 students, creating programs for professional development, and his skill for looking at problems systematically. It is often noted that he makes math understandable. He began as a Physical Education teacher. He is a former Bethel student.

Dr. Elliott recognized the recipient of the January Servant's Heart Award, Billie Jo Lister. He said that he couldn't imagine anyone more deserving of this award than this month's recipient. Unfortunately, she had just given notice that she would be leaving. She has served in the Extended Learning Center program. She has two Master's degrees in Adult Education and Training and in Forensic Psychology. She has served as the Site Coordinator in the after school program for Green Valley, and as an Administrative Assistant in the Extended Learning Program. Billy has also had a career in Waffle House and worked her way up to District Manager. She is a Published author and wrote A Reason to Live, about her personal story. She also writes Poetry. She possesses a great sense of humor, a pure sense of joy, and has a relentless pursuit of her goals. She is exceptional and always gives more. She not only has the potential to do anything, but she takes the initiative to do it! He noted that she will bring so much joy to the Seniors in her new job.

CONCURRENCE

The field Trip requests were presented to the Board. Jay Fenwick made a motion to approve the requests, Barbara Kinsey seconded the motion. The vote to approve was unanimous.

FINANCE

Ms. Marze presented the Surplus Report for January She noted that most of the items are unusable. Brenda Reese made a motion to approve the report, Jason Cornett seconded the motion. The vote to approve was unanimous.

Ms. Marze presented Budget Amendment #4 regarding State transfers and allotments. It was discussed that e-Rate funds should be explained. A motion was made to approve the Amendment by Barbara Kinsey and seconded by Jay Fenwick. The vote to approve was unanimous.

Ms. Marze presented the Lottery Applications. Funding from these applications would allow for cafeteria upgrades and correction of flood issues due to a failed chimney. A motion was made by Brenda Reese to approve the applications and seconded by Jason Cornett. The vote to approve was unanimous.

PERSONNEL

Dr. Martin noted that there was an addendum to the Human Resources Report, and that additional positions would be advertised in March.

A motion was made by Jason Cornett and seconded by Brenda Reese to approve all items of the Personnel report. The vote was unanimous.

BOARD OPERATIONS

The Standing Committee assignments were proposed and the Board agreed that appointments would remain as listed.

POLICIES - SECOND READING

7720 Employee Political Activities

Dr. Eberle noted that there were no changes from first reading. Dr. Fenwick suggested that a statement could be added to reflect that this included employees that are on school property, not just during the school day, but at any activities and/or while on duty performing official duties as an employee of the Board of Education. Ms. Kinsey asked about a teacher who sponsors a club with a political party. Dr. Elliott said that he would discourage a teacher from wearing a tee shirt advertising the club. The Student Representatives didn't think that there are active political clubs now, but there have been in the past. Item #2 regarding school monies is related to materials, printing on papers, school issued laptop, using the internet, etc. Dr. Elliott believed that the next item covers this. Mr. Fenwick stated that an employee cannot use their position if advocating for a bond issue.

5035 Political Activities on School Property

Made changes to item #1 based on the revisions. Dr. Elliott stated that it is not our practice to use schools as polling places. The 50-foot rule applies to signs and banners and must comply with restrictions. 'If we are going to have polling place, we will comply with the laws.'

7241 Drug and Alcohol Testing of Commercial Motor Vehicle Operators

A comma changed in A "drives a school bus, and activity bus, ..."

Dr. Elliott commented that none of these policies restricted religious expression.

A motion was made by Jason Cornett to approve the three policies presented with revisions for second reading and seconded by Barbara Kinsey. The vote was unanimous.

POLICIES - FIRST READING

4002 Parental Involvement

Dr. Wayne Eberle

3560 Title I Parent and Family Engagement

4003 Translating Policies for Students and Parents

9110 Use and Selection of Architects, Engineers, Surveyors, and Construction Managers at Risk

There were no comments on these. Dr. Eberle stated said that these came together as a packet from the NCSBA and that the changes were primarily changes in legal terminology.

POLICIES RECOMMENDED FOR APPROVAL ON FIRST READING

3400-R Grading and Reporting

Tamara Stamey

Ms. Stamey stated that this policy was recommended because it deals with mid-term progress reports and that since next month would be during the mid-term time, they felt it was important to make the change now. The policy was reviewed by the ECC, and has taken out references to "written" due to technology changes. It would give Principals flexibility to send progress report to additional students. This updated the policy to reflect tools available to parents now that weren't available before.

A motion to approve the policy was made by Brenda Reese and seconded by Barbara Kinsey. The vote was unanimous.

BOARD OPERATIONS/COMMENTS

Mr. Fenwick thanked the Directors for participating on the Work Session on Friday. He commented that there are many smart people in leadership in Watauga County Schools.

Mrs. Kinsey noted that her older daughter received her Doctorate at 47 years of age. She is the mother of two teenagers, and works full time. She received the new degree, Doctor of Nursing Practice in Cullowhee with over 400 fellow graduates in December.

On February 7th, Dr. Elliott will be making a presentation of the Lottery applications to the County Commissioners

ADJOURNMENT

There being no further business, a motion to adjourn the meeting was made by Jay Fenwick, and seconded by Jason Cornett. The vote was unanimous to adjourn at 7:06 PM.

R. Ivan Henries, Board Chair

Dr. Scott Elliott, Superintendent

This request is for a: day trip out of state day trip ✓ overnight trip overnight & out of state trip

Sponsoring Teacher: (Print) Brett Green Cell phone number: (828) 719-0722

Names of Non-School Chaperones: Todd Allan; Adam Collins

Grade(s): 9-12 Number of Students: 80 Dates of Trip: from 3/9/17 to 3/11/17

Departure Time/Date: 3/9 (Am) Return Time/Date: 3/11 (Am)

City, State, Place to be visited: (attach detailed itinerary as needed)
Greensboro, NC (Kouss Convention Center)

Are all site(s) accessible to students with disabilities? ✓yes ___no How will students with disabilities be accommodated for site access and transportation? Wheel chair accessible facilities.

If applicable, a Safety/Supervision plan for High Risk and/or Water Activities has been shared with the parents: BMG (Sponsoring Teacher Initials). Please attach a copy of that plan to this form if applicable.

Mode of Transportation: Activity bus (If applicable, bus request form must be attached)

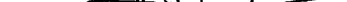
Driver/s: Brett Green Todd Allan & Klay Anderson Round Trip Mileage: 29.2 # of Buses Needed: 3

Total Cost per student \$ 200.00

Source of Funds: Individual Fundraisers

Purpose of Trip and How It Relates to the Curriculum: See attached.

Sponsoring Teacher Signature: Brett M. Green Date of Request: 2/7/17

Principal Approval:  Date: 7 / Feb 2017

If your request is for an overnight trip (in or out of state) the following signatures are required:

Superintendent Approval: _____ **Date:** ____ / ____ / ____

Board of Education Approval: _____ **Date:** / /



CAREER DEVELOPMENT CONFERENCE

OPPORTUNITIES

MARCH 9-11, 2017

SHERATON GREENSBORO FOUR SEASONS
GREENSBORO, N.C.



This spring, join **3,500** of NC DECA's most engaged students and teachers in the heart of North Carolina, Greensboro.

The North Carolina DECA Career Development Conference will attract student leaders from over 120 high schools, March 9-11, 2017, for a weekend packed with leadership development, college preparation, career exploration and professional development. This dynamic conference provides numerous engagement opportunities for your brand that include:

- Associate engagement and volunteerism
- College and career exhibits
- Conference materials and take-aways
- Dynamic, multi-media general sessions
- Interactive workshop presentations

Each of the unique opportunities included in this packet provides your brand the opportunity to connect with NC DECA's most highly motivated student leaders and advisors.

WHY PARTICIPATE?



ENROLL

top students to your college or university.



RECRUIT

trained employees for your company.



PROMOTE

your products and/or services.



ENGAGE

your associates in corporate social responsibility.

MEMBER PROFILE

7,800

HIGH SCHOOL MEMBERS

141

CHAPTERS



OF NC DECA MEMBERS REPORT AN A OR B AVERAGE



MORE LIKELY TO STUDY BUSINESS TOPICS IN COLLEGES



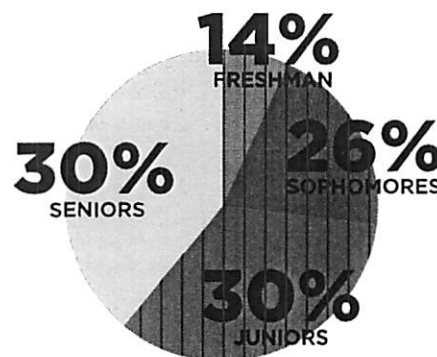
MORE LIKELY TO WANT TO OWN THEIR OWN BUSINESS



45%
MALE



55%
FEMALE



Research findings courtesy of the National Research Center for College and University Admissions. The sample was taken from NC DECA high school members at the association's career development conference and was compared to data from more than one million students nationwide.

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 field trips require the prior approval of the principal, superintendent, and Board of Education. In the case of overnight requests, this form must be submitted to the superintendent by the first day of each month in order for the request to come before the Board of Education on the second Monday of the month. Also see Board policy 3320 and regulation 3320-R.

Sponsoring Teacher: (Print) Brett Green Cell phone number: (828) 719-0722

Other School Staff Chaperones: Laura Barry and Emily Collins

Names of Non-School Chaperones: _____

All chaperones have a Background Check completed: BMG (Sponsoring Teacher Initials)

Grade(s): 4-12 Number of Students: 22 ^{Approx} Dates of Trip: from 4/25/17 to 4/30/17

Departure Time/Date: 4/25 (Am) Return Time/Date: 4/30 (pm)

City, State, Place to be visited: (attach detailed itinerary as needed)

Anaheim, CA (Anaheim Convention Center)

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

If applicable, a Safety/Supervision plan for High Risk and/or Water Activities has been shared with the parents: BMG (Sponsoring Teacher Initials). Please attach a copy of that plan to this form if applicable.

Mode of Transportation: Plane (If applicable, bus request form must be attached)

Driver/s: _____ Round Trip Mileage: _____ # of Buses Needed: _____

Total Cost per student \$ Approx. \$1200

Source of Funds: Individual Fundraisers and DECA donations.

Purpose of Trip and How It Relates to the Curriculum: See attached.

Sponsoring Teacher Signature: Brett M. Green Date of Request: 2/7/17

Principal Approval: [Signature] Date: 7 Feb/2017

If your request is for an overnight trip (in or out of state) the following signatures are required:

Superintendent Approval: _____ Date: ____/____/____

Board of Education Approval: _____ Date: ____/____/____



INTERNATIONAL CAREER DEVELOPMENT CONFERENCE

ANAHEIM | 2017

TUESDAY, APRIL 25

12:00 PM – 6:00 PM	REGISTRATION <i>For Chartered Association Advisors</i>	Hall B Foyer
12:00 PM – 9:00 PM	HEADQUARTERS + TOURS BOOTH	Hall B Foyer
12:00 PM – 9:00 PM	SHOP DECA <i>(including blazer sales)</i>	207
12:00 PM – 9:00 PM	DECA 5K RUN/WALK <i>Pre-Registration</i>	Hall B Foyer
6:00 PM	CHARTERED ASSOCIATION ADVISOR DINNER <i>(by invitation only)</i>	208A

WEDNESDAY, APRIL 26

7:00 AM – 10:00 PM	HEADQUARTERS + TOURS BOOTH	Hall B Foyer
7:00 AM – 10:00 PM	SHOP DECA <i>(including blazer sales)</i>	207
7:30 AM	DECA 5K RUN/WALK	Grand Plaza
9:00 AM	OFFICER CANDIDATE INTERVIEWS	Hilton Mezzanine 5/6
9:00 AM	DECA DAY AT DISNEY	
1:00 PM – 5:00 PM	EXHIBIT + CAMPAIGN BOOTH SET-UP	Hall B
5:00 PM	PARADE OF CHARTERED ASSOCIATIONS REHEARSAL	Hall D
6:00 PM	EXECUTIVE MENTOR WELCOME <i>(by invitation only)</i>	
6:30 PM – 10:30 PM	#DECAICDC NETWORKING SESSION	Grand Plaza
7:00 PM – 8:30 PM	GRAND OPENING SESSION	Hall D
9:30 PM – 11:00 PM	<i>Fashion Show sponsored by FIDM Fashion Institute of Design & Merchandising</i>	
12:30 AM	CURFEW <i>Chapters and chartered associations may set earlier curfew times.</i>	

THURSDAY, APRIL 27

7:00 AM – 4:30 PM	HEADQUARTERS + TOURS BOOTH	Hall B Foyer
7:00 AM – 4:30 PM	SHOP DECA <i>(including blazer sales)</i>	207
7:30 AM	VIRTUAL BUSINESS CHALLENGE BRIEFING <i>(required)</i>	210
8:00 AM – 11:30 PM	SCHOOL-BASED ENTERPRISE ACADEMY FOOD OPERATIONS <i>Sponsored by Otis Spunkmeyer, an ARYZTA Brand</i>	Anaheim Marriott
8:00 AM – 4:00 PM	CAREER EXHIBITS + CAMPAIGN BOOTHS + DECA IMAGES <i>(Advisors only from 3:00 AM – 9:00 AM)</i>	Hall B
8:00 AM – 5:00 PM	COMPETITIVE EVENT TESTING + BRIEFING	
8:30 AM – 4:00 PM	EMERGING LEADER SERIES	Anaheim Marriott
9:00 AM – 3:30 PM	ADVISOR ACADEMY <i>(New and Developing Advisors)</i> <i>Sponsored by PepsiCo, Chilled DSD</i>	204 B
9:30 AM – 1:00 PM	EXECUTIVE MENTOR PROGRAM	Anaheim Marriott
12:00 PM	MDA LUNCHEON <i>Sponsored by Muscular Dystrophy Association</i> <i>(by invitation only)</i>	208 A
12:30 PM – 4:00 PM	SCHOOL-BASED ENTERPRISE ACADEMY RETAIL OPERATIONS <i>Sponsored by Otis Spunkmeyer, an ARYZTA Brand</i>	Anaheim Marriott
4:00 PM	VOTING DELEGATES' BRIEFING + CANDIDATE CAMPAIGN SESSION	Anaheim Marriott
4:00 PM – 11:00 PM	DECA NIGHT AT UNIVERSAL STUDIOS HOLLYWOOD <i>(Advance ticket purchase required; Last buses depart at 11:00 PM)</i>	
12:30 AM	CURFEW <i>Chapters and chartered associations may set earlier curfew times.</i>	

FRIDAY, APRIL 28

7:00 AM - 7:00 PM	HEADQUARTERS + TOURS	Hall B Foyer
7:00 AM - 7:00 PM	SHOP DECA (including blazer sales)	207
7:30 AM	JUDGES' ORIENTATION	210 + 213
8:00 AM - 4:00 PM	CAREER EXHIBITS + CAMPAIGN BOOTHS + DECA IMAGES	Hall B
8:00 AM - 7:00 PM	COMPETITIVE EVENT PRELIMINARY COMPETITION	Halls A and C
8:30 AM - 10:30 AM	JOHNSON & WALES SCHOLARSHIP AWARD BREAKFAST <i>Sponsored by Johnson & Wales University (by invitation only)</i>	209 B
8:30 AM - 3:30 PM	EMERGING LEADER SERIES	Anaheim Marriott
9:00 AM - 2:00 PM	ADMINISTRATOR DAY	208
9:00 AM - 3:00 PM	ADVISOR ACADEMY (New and Developing Advisors) <i>Sponsored by PepsiCo Chilled DSD</i>	204 B
NOON - 1:30 PM	CHARTERED ASSOCIATION OFFICER/ADVISOR LUNCHEON <i>Sponsored by Piper Jaffray & Co. (by invitation only)</i>	210
12:30 PM	JUDGES' ORIENTATION	213
2:00 PM - 3:30 PM	LEADERSHIP RECOGNITION	209 A
3:30 PM - 4:30 PM	COMPETITIVE EVENTS UPDATE WORKSHOP (Advisors Only)	210
12:30 AM	CURFEW <i>Chapters and chartered associations may set earlier curfew times.</i>	

SATURDAY, APRIL 29

7:30 AM - 10:30 AM	JUDGES' ORIENTATION	210 + 213
7:30 AM - 6:00 PM	HEADQUARTERS + TOURS	Hall B Foyer
7:30 AM - 6:00 PM	SHOP DECA + YARD SALE	207
8:00 AM	ACHIEVEMENT AWARDS SESSION	Hall D
8:30 AM - 6:00 PM	FINALIST T-SHIRT + RECOGNITION ITEMS	Hall C Foyer
8:30 AM - 6:00 PM	COMPETITIVE EVENT FINAL COMPETITION	Hall C
11:30 AM	BUSINESS + ELECTION SESSION	204 B
2:00 PM - 3:00 PM	WRITTEN REPORT + CERTIFICATE RETURN <i>(Chartered Association Advisor or Designer Only)</i>	206 B
7:00 PM - 8:00 PM	SCHOLARSHIP + NATIONAL ADVISORY BOARD RECEPTION <i>Sponsored by National Advisory Board Partners (by invitation only)</i>	208
8:30 PM	GRAND AWARDS SESSION	Hall D
12:30 AM	CURFEW <i>Chapters and chartered associations may set earlier curfew times.</i>	

SUNDAY, APRIL 30

8:30 AM - 3:00 PM	NEW EXECUTIVE OFFICER ORIENTATION	Hilton Mezzanine 6
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EVENTS WILL BE HELD IN THE ANAHEIM CONVENTION CENTER UNLESS OTHERWISE NOTED.

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 field trips require the prior approval of the principal, superintendent, and Board of Education. In the case of overnight requests, this form must be submitted to the superintendent by the first day of each month in order for the request to come before the Board of Education on the second Monday of the month. Also see Board policy 3320 and regulation 3320-R.

Sponsoring Teacher: (Print) Kurt Wickizer (Asst Swim Coach) Cell phone number: 828-449-0401

Other School Staff Chaperones: David Gragg (Swim Coach)

Names of Non-School Chaperones: _____

All chaperones have a Background Check completed: KW (Sponsoring Teacher Initials)

Grade(s): 9-12 Number of Students: 8 Dates of Trip: from 2/3/17 to 2/4/17

Departure Time/Date: 3:45 PM / 2-3-17 Return Time/Date: 5 PM 2/4/17

City, State, Place to be visited: (attach detailed itinerary as needed)

(Mecklenburg Aquatic Club)
Regional Swim Meet in Charlotte NC.

Are all site(s) accessible to students with disabilities? ☒ yes ___ no How will students with disabilities be accommodated for site access and transportation? Parents will be transporting student athletes.

If applicable, a Safety/Supervision plan for High Risk and/or Water Activities has been shared with the parents: KW (Sponsoring Teacher Initials). Please attach a copy of that plan to this form if applicable.

Mode of Transportation: Parents will transport (If applicable, bus request form must be attached)

Driver/s: No Driver Round Trip Mileage: — # of Buses Needed: —

Total Cost per student \$ None

Source of Funds: Watauga Athletics will cover room fees.

Purpose of Trip and How It Relates to the Curriculum: Allows student athletes to compete at Regional Swim Meet.

Sponsoring Teacher Signature: [Signature] Date of Request: 1/26/17

Principal Approval: [Signature] Date: 26/Jan 2017

If your request is for an overnight trip (in or out of state) the following signatures are required:

Superintendent Approval: [Signature] Date: 1/31/17

Board of Education Approval: _____ Date: —/—/—

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 field trips require the prior approval of the principal, superintendent, and Board of Education. In the case of overnight requests, this form must be submitted to the superintendent by the first day of each month in order for the request to come before the Board of Education on the second Monday of the month. Also see Board policy 3320 and regulation 3320-R.

Sponsoring Teacher: (Print) DINAH MILLER Cell phone number: 828-964-8145

Other School Staff Chaperones: LARRY JONES, JIM LUSK, STEVE WARK, GEORGE WILSON, AMANDA PEANE, PIPER WOODRING, TERRY WARK,
Names of Non-School Chaperones: _____

All chaperones have a Background Check completed: DM (Sponsoring Teacher Initials)

Grade(s): 912 Number of Students: 45 Dates of Trip: from 4/26/17 to 4/28/17

Departure Time/Date: 7:00 AM Return Time/Date: 4:00 PM

City, State, Place to be visited: (attach detailed itinerary as needed)

GREENSBORO, NC, GREENSBORO COLISEUM & KOURY CONVENTION CENTER

Are all site(s) accessible to students with disabilities? ☒ yes ___ no How will students with disabilities be accommodated for site access and transportation? SCHOOL BUS, RAMPS, & ELEVATORS

If applicable, a Safety/Supervision plan for High Risk and/or Water Activities has been shared with the parents: ___ (Sponsoring Teacher Initials). Please attach a copy of that plan to this form if applicable.

Mode of Transportation: BUS (If applicable, bus request form must be attached)

Driver/s: LARRY JONES Round Trip Mileage: 220 # of Buses Needed: 1

Total Cost per student \$ ~\$100

Source of Funds: STUDENT RAISED

Purpose of Trip and How It Relates to the Curriculum: ALLOWS STUDENTS

OPPORTUNITIES TO NETWORK WITH EMPLOYERS,

WIN SCHOLARSHIP FUNDS & GAINED SKILLS RELATED TO VARIOUS CTE CURRICULUM.

Sponsoring Teacher Signature: Dinah Miller Date of Request: 1/31/17

Principal Approval: [Signature] Date: 31 Jan 2017

If your request is for an overnight trip (in or out of state) the following signatures are required:

Superintendent Approval: _____ Date: ____/____/____

Board of Education Approval: _____ Date: ____/____/____

Activity Trip Transportation Assignment

Trip Approval	Date of Request	School/Dept	Destination
11292016	11292016	WHS	Greensboro, North Carolina, SkillsUSA State Conference

Date of Trip	Departure Time	Return Time	# of Passengers
4/26/2017	7:30 AM	4/28/2017 3:30 PM	30 + 6 adults

Student Grade Level	Activity Sponsor	Sponsor Contact Info	Trans Control #
9-12	Dinah Miller	828.264.2407	WHS11292016-02

Bus Assigned	Bus Location	Bus Pickup Time	Bus Return Time
8143	WHS		

If a Yellow School Bus is assigned and the date of the trip is on the fuel day for the school, the school's Principal and the Activity Sponsor are responsible for ensuring the bus is fueled prior to returning to the school. Additionally, if a Yellow School Bus is assigned, the trip must return to the school by 2:15 PM.

The school's Principal and the activity sponsor agree with these terms and understand they are responsible to inform Transportation Department of any changes or cancellations as soon as possible. Additionally, they understand they are responsible for obtaining approved driver/s.

The school's Principal and Activity Sponsor are responsible for timely and accurately processing of Activity Trip Mileage and Wage Expense Form.

The driver and Activity Sponsor/Lead Chaperone are responsible for School Activity Trip Safety Statement.

If there are changes required to the requested transportation or the activity trip has been cancelled please fill out an Activity Trip Transportation Cancellation Form.

Definitions

**“Any student who leaves school for any reason before graduation or completion of a program of studies without transferring to another elementary or secondary school.”
(State Board policy GCS-Q-001)**

A student who was enrolled at some time during the previous school year but was not enrolled on day 20 of the current school year

Exceptions

Schools are allowed to exclude from their dropout count “initial enrollees,” **students who leave school within 20 days of their first enrollment** in a particular LEA

Beginning with the 2015-16 data collection, LEAs may be granted an exception for **students who leave school to attend an Adult High School program**. Students enrolled in the GED Program at CCC&TI are counted as dropouts.

WCS Dropout Rate: 2011-2016

School Year	WCS Rate	Number of students	NC Rate
2015-2016	1.67	23	2.29
2014-2015	1.66	23	2.39
2013-2014	2.13	30	2.28
2012-2013	2.60	39	2.45
2011-2012	2.90	43	3.01

WHS Graduation Rate 2015-2016 = 90%

Strategies to Reduce Dropouts

WHS Graduation Coach

GEAR UP Grant (Grades 6-9)

K-12 Prevention Counselor

Family Resource Coordinator

Focus on individual student engagement (Transition activities, K-8 & WHS information sharing conferences, identification of at-risk students)

Focus on whole student (ASC Center, Daymark, School Social Work)

WATAUGA COUNTY BOARD OF EDUCATION
RESOLUTION ON K-3 CLASS SIZE RATIOS

WHEREAS, local school districts receive state funding for classroom teacher salaries based on funding ratios of one position per a specified number of students at each grade level; and

WHEREAS, local school districts have traditionally been afforded flexibility to allow class sizes in kindergarten through third grade to exceed the classroom teacher funding ratios within set limits; and

WHEREAS, this approach has provided local school districts with crucial flexibility to fund teaching positions in art, music, and physical education – none of which receive separate funding allotments – by setting aside some teacher allotments to cover salaries for those positions; and

WHEREAS, G.S. 115C-301, as amended by Section 8.33 of the 2016 Budget Bill, codifies funding ratios by statute and precludes these past practices; and

WHEREAS, the loss of flexibility in this area would have immediate and negative effects on school districts throughout the state, including one or more of the following: (i) drastic cuts in art, music, and physical education teaching positions in kindergarten through third grade; (ii) a dramatic increase in class sizes in grades four through twelve to free up state teacher allotments to fund those positions; and/or (iii) sudden new financial burdens on local governments to provide the funding for those same positions, which could necessitate property tax increases; and

***WHEREAS, the loss of flexibility in this area would require an immediate reduction in class sizes in kindergarten through third grade, which in turn would increase the number of physical classrooms required at these grade levels, thereby putting additional strains on crowded school facilities and in many cases requiring the purchase of modular classrooms at substantial additional costs; and**

WHEREAS, if the issue is not addressed legislatively in the near future, school districts and counties will be forced to develop their 2017-18 budgets in the spring on the assumption and understanding that large increases in local funding may be needed to preserve art, music, and physical education positions in kindergarten through third grade and to meet sudden new demands on school facilities; and

WHEREAS, legislative action is urgently needed to avoid the serious, statewide, negative impacts described above.

NOW, THEREFORE, BE IT RESOLVED, that the Watauga County Board of Education respectfully requests that the General Assembly pass legislation as early as possible in the 2017 session to provide local school districts with the class size and funding flexibility needed to avoid the severe negative impacts described above.

This, the _____ day of _____, 2017.

Ron Henries, Chair
Watauga County Board of Education

Attest: _____

Declaration of Surplus Items - February 2017

<u>School</u>	<u>Quantity</u>	<u>Description</u>	<u># that are Usable</u>	<u># that are Unusable</u>
Blowing Rock	1	NEC NP400 XGA 2600 Projector		1
	2	Model Y88X Dragon Touch 7" Tablets		2
	3		0	3
Cove Creek	3	HP ProBook 4510s Laptops	3	
WHS	1	Crescent Walker	1	
	4	Critikon Vital Machines		4
	2	Hill-Rom Hospital Beds	2	
	2	Evermed Wheelchairs	2	
	1	Foster Wheelchair	1	
	1	Adult Mannequin		1
	1	Infant Mannequin	1	
	1	Set of Health o Meter Infant Scales	1	
	1	Invacare Adult Lift	1	
	1	Small Wooden Table	1	
	1	Computer Desk	1	
	2	Over-the-bed Hospital Tables	2	
	1	Apollo 3000 Overhead Projector		1
	9	Califone Tape Players		9
	5	Sharp Tape Players		5
	1	Texas Instrument View Screen		1
	1	Radio Shack VHS Video Cassette Rewinder		1
	1	Magnavox Television		1
	3	Avermedia Averkeys		3
	1	Pioneer Barcode Reader		1
	1	Sharp Tape Adaptor		1
	1	Whirlpool Dryer		1
	1	2000 Chrysler Cirrus*	1	
	43	<i>*Note: The car will be used as instructional material in the WHS Auto Tech Dept.</i>	14	29
Maintenance	1	Nobles Model SS27 Floor Scrubber		1
	1	Nobles Carpet Extractor		1
	1	Champion Barbell Exercise Machine	1	
	3		1	2
Transportation	1	Model 67558 1/2 Ton Transmission Jack		1
	1	Dell GX280 Optiplex CPU		1
	2		0	2

The Watauga County Board of Education (the “board”) recognizes the critical role of parents in the education of their children and in the schools. The board directs school administrators to develop programs that will promote and support parental involvement in student learning and achievement at school and at home and encourage successful progress toward graduation. Each parent is encouraged to learn about the educational program, the educational goals and objectives of the school system, and his or her own child’s progress. The board also encourages parents to participate in activities designed by school personnel to involve them, such as parent conferences, in order to encourage effective communication.

The board directs each principal or designee to develop a parental involvement plan as a part of the school improvement plan. This plan must include, at a minimum, efforts that meet the requirements established in this policy. In addition, the plan must include ways to enhance parental involvement in the following areas:

1. meaningful two-way communication between home and school;
2. promotion of responsible parenting;
3. involvement of parents and guardians in student learning;
4. promotion of volunteering;
5. involvement of parents and guardians in school decisions that affect children and families;
6. parental training;
7. community collaboration; and
8. promotion of student health awareness.

This policy applies to the parents, legal guardians, and legal custodians of students who are under 18 years old and are not married.

A. PARENT COMMUNICATION AND CONFERENCES

The board encourages school personnel to have regular contact with parents for commendation as well as for notification of concerns. Principals or designees shall plan for periodic communication with parents. Teachers are responsible for scheduling conferences with parents.

The principal or designee shall strive, through oral or written communication or other means, to include the parents of students identified as at-risk in the implementation and review of academic and/or behavioral interventions for their children, in accordance with

policy 3405, Students at Risk of Academic Failure.

The principal or designee shall provide the parent of each student in kindergarten, first, or second grade with written notification of the student's reading progress. The notice will be provided three times a year, following each benchmark assessment and will include: (1) assessment results, (2) whether the child may not reach reading proficiency by the end of third grade; and (3) instructional support activities for use at home.

The board encourages the superintendent to work with local business leaders, including the local chambers of commerce, to encourage employers to adopt as part of their stated personnel policies time for employees who are parents or guardians to attend conferences with their child's teachers.

B. PARENTAL NOTIFICATION

Each principal or designee of a Title I school shall effectively notify parents of all parental rights and other required information regarding Title I schools and programs, in accordance with federal law. Parents of students in Title I schools shall receive a copy of the system-wide Title I parent and family engagement~~involvement~~ policy (policy 3560; ~~Title I Parent Involvement~~) and the school-wide parent involvement plan.

In addition, annually every building principal or designee shall effectively notify parents of the following:

1. parental rights related to student records (see policy 4700, Student Records);
2. parental rights related to student surveys (see policy 4720, Surveys of Students);
3. the approximate dates of any non-emergency, invasive physical examination or screening that is: (a) required as a condition of attendance, (b) administered and scheduled in advance by the school administration, and (c) not necessary to protect the immediate health and safety of students;
4. the schedule of pesticide use on school property and their right to request notification of nonscheduled pesticide use (see policy 9205, Pest Management);
5. student behavior policies, the Code of Student Conduct, and school standards and rules (see policies in the 4300 series);
6. the permissible use of seclusion and restraint in the schools (see regulation 4302-R, Rules for Use of Seclusion and Restraint in Schools);
7. policy 4015/7225, Discrimination, Harassment, and Bullying Complaint Procedure;
8. policy 4010, Student and Parent Grievance Procedure;

9. the dates of the system-wide and state-mandated tests that students will be required to take during that school year, how the results from the tests will be used and the consequences thereof, and whether each test is required by the State Board of Education or by the local board;
10. grading practices that will be followed at the school and, for parents of high school students, the method of computing the grade point averages that will be used for determining class rank (see policies 3400, Evaluation of Student Progress and 3450, Class Rankings);
11. available opportunities and the enrollment process for students to take advanced courses and information explaining the value of taking advanced courses;
12. a clear and concise explanation of the North Carolina testing and accountability system that includes all information required by federal law;
13. a report containing aggregate information about the school system and each school, including, but not limited to, student achievement (disaggregated by category), graduation rates, performance of the school system, and teacher qualifications;
 - a. the following information both in the aggregate and disaggregated by category: student achievement, graduation rates, performance on other school quality and/or student success indicators, the progress of students toward meeting long-term goals established by the state, student performance on measures of school climate and safety, and, as available, the rate of enrollment in post-secondary education;
 - b. the performance of the school system on academic assessments as compared to the state as a whole and the performance of each school on academic assessments as compared to the state and school system as a whole;
 - c. the percentage and number of students who are
 - i. assessed,
 - ii. assessed using alternate assessments,
 - iii. involved in preschool and accelerated coursework programs, and
 - iv. English learners achieving proficiency;
 - d. the per pupil expenditures of federal, state, and local funds; and
 - a-e. teacher qualifications
- 12.14. the grade awarded to the school on the most recent annual report card issued for it by the State Board of Education if the school received a grade of D or F;

- ~~13-15.~~ supportive services available to students, including guidance, counseling and health services (see policy 3610, Counseling Program);
- ~~14-16.~~ information about meningococcal meningitis and influenza, including the causes, symptoms, and vaccines, how the diseases are spread, and places where parents and guardians may obtain additional information and vaccinations for their children;
- ~~15-17.~~ for parents of students in grades 5 through 12, information about cervical cancer, cervical dysplasia, and human papillomavirus, including the causes and symptoms of these diseases, how they are transmitted, how they may be prevented by vaccination, including the benefits and possible side effects of vaccination, and places parents and guardians may obtain additional information and vaccinations for their children;
- ~~16-18.~~ how to reach school officials in emergency situations during non-school hours;
- ~~17-19.~~ information about and an application form for free and reduced price meals and/or free milk (see policy 6225, Free and Reduced Price Food Services);
- ~~18-20.~~ information about the school breakfast program;
- ~~19-21.~~ information about the availability and location of free summer food service program meals for students when school is not in session;
- ~~20-22.~~ for parents of children with disabilities, procedural safeguards (see also policy 4022/7231, Nondiscrimination on the Basis of Disabilities);
- ~~21-23.~~ information on the availability of the asbestos management plan and planned or in-progress inspections, re-inspections, response actions, and post-response actions, including periodic re-inspection and surveillance activities;
- ~~22-24.~~ education rights of homeless students (see policy 4125, Homeless Students);
- ~~23-25.~~ the content and implementation of the local school wellness policy (see policy 6140, Student Wellness);
- ~~24-26.~~ their right to take four hours of unpaid leave from their jobs every year in order to volunteer in their child's school as stated in G.S. 95-28.3 (see policy 5015, School Volunteers);
- ~~25-27.~~ that the school system does not discriminate on the basis of race, color, national origin, sex, disability, or age (see policies 4021/7230, Prohibition Against Discrimination, Harassment, and Bullying, and 4022/7231, Nondiscrimination on the Basis of Disabilities);

~~26,28.~~ that the school system provides equal access to its facilities, programs and activities to the Boy Scouts and other designated youth groups (see policy 4021/7230, Prohibition Against Discrimination, Harassment, and Bullying); and

~~27,29.~~ the availability of and the process for requesting a waiver or reduction of student fees (see policy 4600, Student Fees).

C. OPPORTUNITIES TO WITHHOLD CONSENT/OPT OUT

As a part of the annual notification described above, parents will be effectively notified that they may opt out of any of the following:

1. release of student directory information about their child for school purposes or to outside organizations (see policy 4700, Student Records);
2. release of their child's name, address, and telephone listing to military recruiters or institutions of higher education (see policy 4700, Student Records);
3. their child's participation in curricula related to (a) prevention of sexually transmitted diseases, including Acquired Immune Deficiency Syndrome (AIDS); (b) avoidance of out-of-wedlock pregnancy; or (c) reproductive health and safety education, as provided in policy 3540. A copy of the materials that will be used in these curricula will be available in the school media center during the school year and at other times that the media center is available to the public. To meet any review periods required by law, materials also may be made available for review in the central office;
4. their child's participation in academic or career guidance or personal or social counseling services of a generic nature offered to groups of students (e.g., peer relations strategies offered to all sixth graders). However, parental notification and permission are not required for: (a) short-duration academic, career, personal, or social guidance and counseling and crisis intervention that is needed to maintain order, discipline, or a productive learning environment; (b) student-initiated individual or group counseling targeted at a student's specific concerns or needs; and (c) counseling if child abuse or neglect is suspected (see policies 3610, Counseling Program, and 4240/7312, Child Abuse – Reports and Investigations);
5. their child's participation in non-Department of Education-funded surveys concerning protected topics (see policy 4720, Surveys of Students);
6. their child's participation in any non-emergency, invasive physical examination or screening that is: (a) required as a condition of attendance; (b) administered and scheduled in advance by the school administration; and (c) not necessary to protect the immediate health and safety of students;

7. the collection, disclosure, or use of their child's personal information for marketing purposes (see policy 4720, Surveys of Students); and
8. release of their child's free and reduced-price meal information to State Medicaid or State children's health insurance program (SCHIP).

Any parent or legal guardian who wishes to opt out/withhold consent must do so in writing after receiving notice. Otherwise, consent to the programs or activities is presumed. After the annual notification, the school is not required to provide further notice to the parent or legal guardian as to the manner in which student directory information is used, the curriculum is provided, or guidance programs are made available.

D. PARENTAL PERMISSION REQUIRED

Written parental permission is required prior to the following activities:

1. the administration of medications to students by employees of the school system (see policy 6125, Administering Medicines to Students);
2. the release of student records that are not considered directory information, unless the release is allowed or required by law (see policy 4700, Student Records);
3. off-campus trips;
4. students' participation in high-impact or high-risk sports or extracurricular activities, such as football or mountain climbing (see policy 4220, Student Insurance Program);
5. all decisions or actions as required by the IDEA with regard to providing special education or related services to students with disabilities (see policy 3520, Special Education Programs/Rights of Students with Disabilities);
6. certain health services, as required by law;
7. participation in a mental health assessment or mental health services under circumstances prescribed by federal law;
- 7-8. students' participation in programs or services that provide information about where to obtain contraceptives or abortion referral services;
- 8-9. students' participation in surveys funded by the Department of Education that are conducted concerning protected topics (see policy 4720, Surveys of Students);
- 9-10. disclosure of students' free and reduced price lunch eligibility information or

eligibility status; and

~~disclosure of the identity of any student receiving supplemental education services under the Title I program; and~~

11. students' independent access to the Internet, as described in policy 3225/4312/7320, Technology Responsible Use.

Legal References: Elementary and Secondary Education Act, as amended, 20 U.S.C. 6301 *et seq.*, 34 C.F.R. pt. 200; Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, 34 C.F.R. pt. 99; Protection of Pupil Rights Amendment, 20 U.S.C. 1232h, 34 C.F.R. pt. 98; Individuals with Disabilities Education Act, 20 USC 1400, *et seq.*; Asbestos Hazard Emergency Response Act, 15 U.S.C. 2641, *et seq.*; McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11431, *et seq.*; 42 U.S.C. 1758, 7 C.F.R. pt. 245; 42 U.S.C. 1758b; National School Lunch Program, 42 U.S.C. 1751 *et seq.*, 7 C.F.R. 210.12; Boy Scouts of America Equal Access Act, 20 U.S.C. 7905, 34 C.F.R. 108.9; 20 U.S.C. 7908; G.S. 90-21.1; 95-28.3; 115C-47(47), -47(51), -47(54), -47(58), -81(e1), -83.4A(d), -105.41, -109.1, -307(c), -375.4, -390.2, -391.1, -407.16; State Board of Education Policies FCB-A-000, GCS-A-001, GCS-J-002

Cross References: Title I Parent ~~and Family Engagement~~Involvement (policy 3560), Prohibition Against Discrimination, Harassment, and Bullying (policy 4021/7230), Discrimination, Harassment, and Bullying Complaint Procedure (policy 4015/7225), Nondiscrimination on the Basis of Disabilities (policy 4022/7231), Student and Parent Grievance Procedure (policy 4010), Technology Responsible Use (policy 3225/4312/7320), Evaluation of Student Progress (policy 3400), Students at Risk of Academic Failure (policy 3405), Class Rankings (policy 3450), Special Education Programs/Rights of Students with Disabilities (policy 3520), Comprehensive Health Education Program (policy 3540), Counseling Program (policy 3610), Homeless Students (policy 4125), Student Insurance Program (policy 4220), Child Abuse – Reports and Investigations (policy 4240/7312), Student Behavior Policies (4300 series), Rules for Use of Seclusion and Restraint in Schools (regulation 4302-R), Student Fees (policy 4600), Student Records (policy 4700), Surveys of Students (policy 4720), School Volunteers (policy 5015), Registered Sex Offenders (policy 5022), Administering Medicines to Students (policy 6125), Student Wellness (policy 6140), Free and Reduced Price Food Services (policy 6225), Pest Management (policy 9205)

Adopted: July 14, 2014

Replaces: Policy 2.04.60, Parental Involvement (in part)

Revised: January 11, 2016:_____

TITLE I PARENT AND FAMILY ENGAGEMENT INVOLVEMENT

Policy Code:

3560

The Watauga County Board of Education (the “board”) recognizes the value of family engagement in a child’s academic success and believes that the education of children is an ongoing cooperative partnership between the home and the school. Parents and other family members are their children’s first teachers; therefore, the continued involvement of parents and family members in the educational process is most important in fostering and improving educational achievement. School system officials shall strive to support parents and provide parents with—and family members with meaningful opportunities to become involved in the programs offered by the Title I schools. The board encourages parents and family members to participate in the design and implementation of the programs and activities in order to increase the effectiveness of the school system’s Title I program in helping students meet state and local achievement standards.

A. DEFINITION OF PARENTAL AND FAMILY ENGAGEMENT INVOLVEMENT

For the purposes of this policy ~~and the Title I program~~, the term “parental and family engagement involvement” means the participation of parents, and guardians, and other family members in regular, two-way, and meaningful communication involving student ~~academic learning~~ and other school activities, including ensuring the following:

1. that parents and family members play an integral role in assisting their child’s learning;
2. that parents and family members are encouraged to be actively involved in their child’s education at school;
3. that parents are full partners in their child’s education and parents and family members are included, as appropriate, in decision making and on advisory committees to assist in the education of their child; and
4. that the school system ~~engages—inutilizes~~ activities to support parental involvement and family engagement in the Title I programs.

B. PURPOSE AND OPERATION OF TITLE I PROGRAM

The Title I program is a federally supported program that offers assistance to educationally and economically disadvantaged children to help ensure they receive an equitable, high-quality, well-rounded education and meet the school system’s challenging academic standards. The Title I program provides instructional activities and supportive services to eligible students over and above those provided by the regular school program. ~~When applicable, students must be selected to receive Title I services based on objective criteria that are consistent with federal and state requirements, such as~~

~~standardized test scores, teacher judgment, and results of pre-school screening and home-school surveys.~~

Qualified Title I schools will operate as school-wide programs or targeted assistance programs based upon federal eligibility criteria. School-wide programs will provide ~~utilize a comprehensive support to offer improved opportunities for all students in the school to meet the school system's academic standards~~ school improvement process enabling schools to serve all students in the school. Targeted assistance programs will provide services to eligible students most in need of assistance in the school, as determined by objective criteria established by the superintendent or designee. Eligibility criteria may include, for example, standardized test scores, teacher judgment, and results of preschool screening and home-school surveys. ~~having the greatest need for assistance.~~

Both school-wide and targeted assistance programs shall be based on effective means of improving student achievement and shall include evidence-based strategies to support parental and family engagement ~~involvement.~~

C. ANNUAL MEETING AND PROGRAM EVALUATION

Each year, school officials must invite Title I parents of students participating in Title I programs ~~must be invited to an annual~~ to a meeting to explain, at which time parental rights, will be explained, discuss the programs and activities to be provided with Title I funds, and solicit input on the Title I program and this policy will be discussed, and input will be solicited. In addition, school officials must provide all parents and family members will have an a meaningful opportunity annually to evaluate the content and effectiveness of the Title I programs and the parental and family engagement ~~involvement~~ policies and plans. Data Information collected from these findings proceedings will be used to revise Title I programs and parental and family involvement ~~engagement~~ plans.

D. PARENTAL INVOLVEMENT PARENT AND FAMILY ENGAGEMENT EFFORTS

The board believes that the involvement of Title I parents and family members in the design and implementation of the Title I program will increase the effectiveness of the program and contribute significantly to the success of the children. The Title I staff and all school system personnel shall strive to conduct outreach to involve parents and family members and involve them in activities throughout the school year.

The superintendent shall ensure that this system-level parental and family engagement ~~involvement~~ policy and plan is developed with, agreed upon with, and annually distributed to parents and family members of participating students. In addition to the system-level parent and family engagement plan ~~parental involvement policy~~, each school participating in the Title I program shall jointly develop and annually distribute to parents and family members a school-level written parental and family engagement involvement plan ~~policy~~ that describes the means for carrying out school-level policy,

sharing responsibility for student academic achievement, building the capacity of school staff and parents for involvement, and increasing accessibility for participation of all ~~Title I~~ parents and family members of children participating in Title I programs, including ~~parents and family members with~~ who have limited English proficiency, ~~who have~~ parents with disabilities, and ~~parents of~~ who are migratory children. School-level plans must involve parents in the planning and improvement of Title I activities and must provide for the distribution to parents of information on expected student ~~proficiency~~ achievement levels and the school's academic performance.

School officials ~~will~~ shall invite appropriate school personnel from private schools to consult on the design and development of its programs in order to provide equitable services to students enrolled in private schools. The superintendent or designee ~~will~~ shall establish any additional procedures necessary to achieve timely and meaningful consultation with private school officials in accordance with federal law.

In addition, school system officials and Title I school personnel shall do the following:

1. involve parents and family members in the joint development of the Title I ~~P~~ program and school support and improvement and the process of school review and improvement by including parents on the school advisory committee and any committees that review the Title I program;
2. ~~provide~~ provide coordination, technical assistance, and other support from various central office departments necessary to assist and build the capacity of all participating schools in planning and implementing effective ~~parental involvement~~ parent and family engagement activities that are designed to improve student academic achievement and school performance;
3. ~~build the schools' and parents' capacity for strong parental involvement by collecting and disseminating information on effective parental involvement techniques;~~
- 5.3. ~~coordinate and integrate parental and family engagement~~ involvement strategies in the Title I program to the extent feasible and appropriate with parental engagement ~~involvement strategies~~ activities established in other federal, state, and local laws and programs, such as Head Start and similar programs;
- 6.4. ~~with the meaningful involvement of parents, conduct an annual evaluation of the content and effectiveness of the school system parental and family engagement~~ involvement policies and program in improving the academic quality of the school and assisting students to meet the school system's academic standards;
- 7.5. ~~strive to eliminate barriers to parental participation by assisting parents who have~~

with disabilities and parents who are economically disadvantaged, have limited English proficiency, are migratory, or have other backgrounds or characteristics that may affect participation;

8.6. provide outreach and assistance to parents and family members of participating Title I children who are participating in Title I programs in understanding the state's testing standards, the assessments used, Title I requirements, and all national, state, and local standards and expectations through such efforts as community-based meetings, posting information on school websites, sending information home, newsletters, workshops, and newspaper articles;

9.7. design a parent-student-school staff compact that sets out respective responsibilities in striving to raise student achievement and explains how an effective home/school partnership will be developed and maintained;

10.8. with the assistance of parents, ensure that teachers, pupil-services personnel, specialized instructional support personnel, principals, and other staff are educated in the value of parents as partners in the educational process and understand how to work with, communicate with, and reach out to parents as equal partners in education;

11.9. distribute to parents information on expected student proficiency levels for their child and the school's academic performance, and provide materials and training to help parents monitor their child's progress and work with educators to improve achievement through such methods as technology or literacy training or using technology, which may include education about the harms of copyright piracy;

12.10. coordinate and integrate, to the extent feasible and appropriate, parental involvement programs and activities with federal, state, and local programs, including public pre-school programs and conduct other activities in the community that encourage and support parents to more fully participate in the education of their child;

13.11. strengthen the partnership with agencies, businesses, and programs that operate in the community, especially those with expertise in effectively engaging parents and family members in education;

14.12. ensure that parents are involved in the school's Title I activities, providing a comprehensive range of opportunities for parents to be informed and involved through:

- a. helping parents understand standards and expectations through community-based meetings, parent conferences and home visits if needed;

- b. providing materials and suggestions to help parents support the education of their children at home;
- c. working with school staffs to ensure a system-wide value and encouragement of parent involvement;
- d. including parents on advisory councils, School Improvement Teams and other representative committees;
- e. soliciting parent involvement in program and policy review and evaluation
- f. encouraging parent volunteerism in the classroom, and at school activities; and
- g. participating in parent-teacher-student organizations and activities.

15.13. provide such other reasonable support for Title I parental involvement activities as requested by parents.

E. NOTICE REQUIREMENTS

School system officials and Title I school personnel shall provide effective notice of the following information as required by law. The notice must be in an understandable and uniform format and, to the extent practicable, in a language the parents can understand.

1. LEP Program for English Learners

Each year the principal or designee shall provide notice of the following to parents of ~~limited-English learners~~ proficient (LEP) children identified for participation in a Title I, Part A or Title III -funded language-instruction educational program:

- a. the reasons for the child's identification;
- b. the child's level of English proficiency and how such level was assessed;
- c. methods of instruction;
- d. how the program will help the child;
- e. the exit requirements for the program;
- f. if the child has a disability, how the language instruction educational

program meets the objectives of the child's individualized educational program (IEP); and

- g. any other information necessary to effectively inform the parent of the program and the parental rights regarding enrollment, removal, and selection of an LEPa program for English learners; and
- h. notice of regular meetings for the purpose of formulating and responding to recommendations from parents.

~~The principal or designee of a school with a Title I, Part A funded language instruction program that has failed to make progress on the annual achievement objectives for LEP students, shall notify the parents of such failure no later than 30 days after the failure occurs.~~

1.2. System Report Card and School Progress Review

Each year, school system officials shall disseminate to all parents, schools, and the public a school system report card containing aggregate information about the school system and each school, including, but not limited to; student achievement (disaggregated by category), graduation rates, performance of the school system, and teacher qualifications.

- a. the following information both in the aggregate and disaggregated by category: student achievement, graduation rates, performance on other school quality and/or student success indicators, the progress of students toward meeting long-term goals established by the state, student performance on measures of school climate and safety, and, as available, the rate of enrollment in post-secondary education;
- b. the performance of the school system on academic assessments as compared to the state as a whole and the performance of each school on academic assessments as compared to the state and school system as a whole;
- c. the percentage and number of students who are:
 - i. assessed,
 - ii. assessed using alternate assessments,
 - iii. involved in preschool and accelerated coursework programs,
 - and
 - iv. English learners achieving proficiency;
- d. the per pupil expenditures of federal, state, and local funds; and
- a-c. teacher qualifications. Each year, school system officials shall disseminate to

~~all parents, schools, and the community the results of the LEA's yearly progress review of each school.~~

2.3. Teacher Qualifications

- a. At the beginning of each ~~Each~~ year, school system officials shall notify parents of Title I students who are participating in Title I programs of the right to request certain information on the professional qualifications of the student's classroom teachers and paraprofessionals providing services to the child (see policy 7820, Personnel Files).
- b. The principal or designee of a Title I school shall provide timely notice informing parents that their student has been assigned to or has been taught for at least four consecutive weeks by a teacher who does not meet applicable state certification or licensure requirements at the grade level or subject area in which the teacher has been assigned ~~is not "highly qualified" as defined in the No Child Left Behind Act.~~

3.4. Parental Rights and Opportunities for Involvement

- a. Each year, the principal or designee of a Title I school shall provide notice to parents of the school's written ~~parental~~ parent and family engagement policy, parents' right to be involved in their child's school, and opportunities for parents and family members to be involved in the school.
- ~~a.b.~~ Each year, the principal or designee of a Title I school shall provide notice to parents of their right to request information regarding student participation in state-required assessments.

F. WEBSITE DISTRIBUTION OF INFORMATION

Each year, school system officials shall publicize on the school system website and, where practicable, on the website of each school:

1. the report card described in subsection E.2, above; and
2. information on each assessment required by the state and, where feasible, by the school system, organized by grade level. The information must include:
 - a. the subject matter assessed;
 - b. the purpose for which the assessment is designed and used;
 - c. the source of the requirement for the assessment;

- d. if available, the amount of time students will spend taking the assessments and the schedule of the assessments; and
- e. if available, the time and format for distributing results.

The superintendent shall develop any administrative procedures necessary to implement the requirements of this policy.

Legal References: Elementary and Secondary Education Act, as amended, 20 U.S.C. 6301 *et seq.*, 34 C.F.R. pt. 200.; 20 U.S.C. 7801(32); ~~Public School Choice Non-Regulatory Guidance, U.S. Department of Education (January 14, 2009); Supplemental Educational Services Non-Regulatory Guidance, U.S. Department of Education (January 14, 2009); U.S. Department of Education approval of Elementary and Secondary Education Act (ESEA) Flexibility Request (May 29, 2012)~~

Cross References: Parental Involvement (policy 4002), Goals and Objectives of the Educational Program (policy 3000), Curriculum Development (policy 3100), Personnel Files (policy 7820)

Other Resources: ~~Giving Parents Options: Strategies for Informing Parents and Implementing Public School Choice and Supplemental Educational Services Under No Child Left Behind, U.S. Department of Education Office of Innovation and Improvement (September 2007)~~

Adopted: August 3, 2015

Revised: December 14, 2015: _____

TRANSLATING POLICIES FOR STUDENTS AND PARENTS

Policy Code:

4003

The Watauga County Board of Education (the “board”) recognizes that there are many students and parents in the school system ~~whose for whom English is primary a second language is not English.~~ The board further recognizes the importance of communicating the policies of the school system to all students and parents. As funds permit, to the extent practicable, and as otherwise required by law, the school system will provide translations of pertinent school system information and policies to those students and parents ~~whose primary language is not English who speak English as a second language.~~ During non-instructional times, ~~personnel providing staff in the English Learners Services English as a Second Language Department instruction~~ may assist schools in providing such translations. The superintendent may explore additional options for providing translations or interpretations of student and parent policies.

Legal References: ~~No Child Left Behind Act~~ Elementary and Secondary Education Act., 20 U.S.C. 6316, 6318; G.S. 115C-36, -47

Cross References: Parental Involvement (policy 4002)

Adopted: July 14, 2014

Revised: _____

USE AND SELECTION OF ARCHITECTS, ENGINEERS, SURVEYORS, AND CONSTRUCTION MANAGERS AT RISK

Policy Code:

9110

A. USE OF ARCHITECTS AND/OR ENGINEERS

To the extent required by North Carolina General Statute 133-1.1, a registered architect or registered engineer, or both, will be used to design and inspect school system buildings being repaired or constructed. In addition, architects and/or engineers may be used for services, such as:

1. preparing feasibility studies for additions, alterations, or renovations of existing facilities;
2. providing consulting services on technical matters;
3. providing services related to long-range planning or facility design; and
4. assisting in the preparation and submission of any documents requested by other governmental agencies.

B. SELECTION PROCESS FOR ARCHITECTURAL, ENGINEERING, SURVEYING, AND CONSTRUCTION MANAGEMENT AT RISK SERVICES

Except as otherwise permitted under G.S. 115C-521(g), the Procurement of architectural, engineering, surveying, or construction management at risk services for facility design, construction, and related services will be accomplished in accordance with the following requirements.

1. Projects with an Estimated Professional Fee of \$50,000 or More
 - a. The superintendent shall solicit proposals from service providers for selection based upon qualifications using the following or similar criteria:
 - 1) training and experience of the service provider, especially in school-related projects;
 - 2) planning ability and promptness;
 - 3) experience in specification writing, including reputation for accuracy and sufficiency of detail;
 - 4) experience in the construction of K-12 buildings;
 - 5) reputation for quality of design and construction in appearance and utility;

- 6) history of thorough inspections and follow-through with jobs;
 - 7) timely completion of projects within the established budgets;
 - 8) relationships with contractors and designers; and
 - 9) any other factors the superintendent deems relevant.
- b. The superintendent shall provide a list of qualified service providers to the Watauga County Board of Education (the “board”) for consideration and selection unless the estimated professional fee for the project is within the superintendent’s authority to contract as provided in policy 6420, Contracts with the Board. The list shall not include any service provider whose name appears on the state treasurer’s Final Divestment List or Iran Parent and Subsidiary Guidance list, as required by G.S. 147, art. 6E.
 - c. A North Carolina resident firm will be granted a preference over a nonresident firm if the home state of the nonresident firm has a practice of granting a preference to its resident firms over North Carolina resident firms. Any preference granted to a resident firm will be in the same manner, on the same basis, and to the same extent as the preference granted by the nonresident firm’s home state. The solicitation documents must require that nonresident firms disclose and describe any construction contract preferences granted by the firm’s home state.
 - d. Fees will be negotiated with the selected firm. If a fair and reasonable fee cannot be agreed upon, the board or superintendent will select the next best qualified firm and negotiate fees. The contract with the firm must be reviewed by the board attorney and meet all applicable laws and board policies. The contract must have board approval unless the board has delegated this authority to the superintendent in policy 6420.
2. Projects with an Estimated Professional Fee of Less than \$50,000
- a. The process established in subsection B.1- is not required unless otherwise directed by the board or superintendent for a specific project.
 - b. When the estimated professional fee for a project is estimated to be within the superintendent’s authority to contract on behalf of the board as provided in policy 6420, Contracts with the Board, the superintendent shall have authority to select the firm. Board approval of the firm is not required. The contract with the firm must meet all applicable laws and board policies and must be consistent with G.S. 147, art. 6E.
 - c. When the professional fee is estimated to exceed the superintendent’s

authority to contract on behalf of the board as provided in policy 6420, Contracts with the Board, the superintendent shall recommend one or more firms to the board for consideration. The board will approve the selection of the firm. The contract with the firm must be reviewed by the board attorney, be approved by the board, and meet all applicable laws and board policies, and be consistent with G.S. 147, art. 6E.

Legal References: G.S. 115C-521(g); 133, arts. 1 and 3; 143-64.31, -64.32; 147, art. 6E

Cross References: Contracts with the Board (policy 6420), Site Selection (policy 9010), Facility Design (policy 9020)

Adopted: April 11, 2016

Revised: May 9, 2016;

Policy EXIT DOCUMENTS AT GRADUATION	<i>Watauga County Schools</i>	
	Number	4.04.50
	Adopted	4/14/80
	Revised	4/12/10

Wording on Diploma

This certifies that _____ has satisfactorily completed the course of study prescribed by the State of North Carolina and the Board of Education of Watauga County, and is therefore entitled to this diploma given the month of June, 20 __

Wording on Certificate

This certifies that _____ has satisfactorily completed the course of study prescribed by the State of North Carolina and the Board of Education of Watauga County. Therefore, this student is entitled to this certificate given the month of June, 20 __

Transcript

A transcript shall be issued to all students receiving either the diploma or the certificate. This transcript shall provide a record of:

1. All courses completed and grades earned
2. A record of high school attendance
3. Standardized and state-mandated test scores
4. A resume is included; prepared by the student acknowledging extra-curricular and community activities

The transcript shall be postmarked to the recipient no later than one calendar month following the last day of school.

Graduation Exercises

Students who have satisfactorily completed graduation requirements as prescribed by the State of North Carolina and Watauga County Board of Education shall be eligible to participate in graduation exercises.

Revised: June 3, 1987
April 13, 1992
April 12, 2010

Policy EARLY ADMISSION TO COLLEGE/UNIVERSITY HIGH SCHOOL GRADUATION	Watauga County Schools Number 4.04.40
	Adopted 7/9/79
	Revised 7/16/01

School counselors provide information and counseling to students who are interested in applying to colleges/universities that offer early-admission programs. When a student decides to transfer from high school into an early-admission program, the guidance department shall provide transcripts and recommendations necessary for the transfer. If the student returns to the high school after acceptance and/or admission, he/she shall be treated as any re-entering student and the Watauga County Board of Education *Transfer of Credit Policy* (Policy # 4.01.70) will apply.

The early-admission student who requests to receive a Watauga High School diploma shall:

- Submit a transcript of work completed at the accredited college to the Watauga High School Guidance Office after the student's high school class has graduated. The guidance department will review the student's transcript in relationship to the Watauga County Board of Education Policy, *Transfer of Credit* # 4.01.70.
- Meet current unit and subject graduation requirements set by the Watauga County Board of Education and the North Carolina State Board of Education.
- Be in residence as a full-time Watauga High School student for the entire semester immediately preceding entry to the early-admission program.

If the above conditions are met, the early-admission student who completes graduation requirements shall be considered a graduate of Watauga High School and shall have the option to order a prepaid diploma.

Revised: January 4, 1988
 July 16, 2001