

MINUTES
THE ASHEVILLE CITY BOARD OF EDUCATION
SPECIAL MEETING JANUARY 17, 2013

The Asheville City Board of Education ("Board") held a special meeting (mid-year retreat) at 8:30 a.m., on Thursday, January 17, 2013, in the Alumni Center Conference Room at Asheville High School, 419 McDowell Street, Asheville, North Carolina.

Members present were:

Gene Bell, Chairman, presiding
Peggy Dalman
Precious Folston
Jacquelyn Hallum
Al Whitesides

Comprising a quorum of the Board; also

Allen H. Johnson, Secretary/Superintendent.

CALL TO ORDER

Chairman Bell called the special meeting to order at 8:35 a.m.

Superintendent Johnson welcomed the Asheville City Board of Education and Leadership Team to the meeting then proceeded to review the agenda and the purpose of the retreat.

RETREAT PRESENTATIONS

Chad Roberson of PBC & L Architecture, Architect for Asheville Middle School presented the advanced planning design for the new Asheville Middle School. Before his presentation, Mr. Roberson shared that the Project Team coined their vision for the new school to be "Building to Engage and Inspire Our Students and Transform Our Community".

What to expect:

1. The existing school building will remain intact throughout the entire construction process
2. Once the new building has been completed, the existing facility will be torn down
3. The old building site will be reconstructed to house parking
4. The Ball Field will be slightly shifted – allowing for a better access to the back of the new building.

A review of the 3-D presentation of the design layout showed that each grade level will have a separate floor. The classrooms will be designed with the following themes as recommended by the core groups:

- Multiple opportunities to reorganize classroom spaces
- The ability to break the classroom down into small groups
- Location for teacher storage and supplies
- Give teachers easy access to move around in the classroom

Asheville Middle School administrators discussed the reasons why the meeting spaces are important to the school and why the gym and the multi-purpose spaces play such an integral part to the new school building. The existing facility houses two gyms unlike other middle schools. Principal Cynthia Sellinger shared that Asheville Middle School offers more programs than other middle schools, and that the middle school cannot be compared to intermediate schools which align more with elementary schools because they do not offer any exploratory offerings on science labs.

A review of the budget for the new Asheville Middle School project was presented for review with no action taken by the Board:

Construction Cost (176,000 square foot)	\$170 per sq. ft	\$29,920,000.00
Other components:		
Site work		4,500,000.00
Demolition of existing building		1,164,800.00
Escalation		1,005,312.00
Overhead Profit		1,829,505.60
Bond Insurance		576,294.25
Total Construction Cost		<u>\$38,995,911.86</u>

Other components:	Contingency	1,949,795.59
	Soft costs	4,679,509.42
	Commission Agent	389,959.12
	Furniture, fixture, equipment	1,408,000.00
	Technology Equipment	500,000.00
Total Project Budget		\$47,923,175.99

A review of the schedule for the Asheville Middle School project:

	<u>Completion Date</u>
Program completion	January 17, 2013
Schematic Design	May 1, 2013
Subject to funding – Construction Documents	September 14, 2013
Project completion date	May 15, 2016
Begin demolition of existing building	August 1, 2016
Building ready for use	August 15, 2016
Project final completion date	February 1, 2017

Questions concerning parking during the demolition and moving into the new building were raised.

- A Construction Manager will develop a phasing plan to have individuals park in the ball field area

Chairman Bell informed everyone that before the March 5, 2013 with the Buncombe County Commissioners, the district must first engage a Construction Manager at Risk for both the Isaac Dickson Elementary School and Asheville Middle School projects.

Legerton Architecture/Innovative Design – architecture firm for Isaac Dickson Elementary School presented the 100% schematic design of the new Isaac Dickson Elementary School in an updated version of the video that was presented to the Board on December 13, 2012.

The Board was informed that a teacher representative from every grade level along with members of the project core team will meet with the architects to conduct a walk-through of all the classrooms to determine furniture types and wall color schemes. They will visit

furniture showrooms and after they have made their selections, samples of their selections will be featured in the updated version of the video for the new school.

Board members briefly discussed the different meeting spaces, entry and hallways, floors and any potential objects and furnishings viewed in the video.

Completion date is expected by May 15, 2015.

The Board was made aware that the architects may need to make adjustments to the Cost Estimate to include Wood Allowance.

Mr. Legerton reviewed a list of Key Issues and Additional Services/Tests for the new Isaac Dickson School with the Board. They were informed that the majority of the items on the list are already included in the overall Project Budget or the Construction Budget, but since their last meeting on December 13, 2012, there has been some changes to their presentation with several of the recommended changes playing a crucial role.

- 1) Phase II Environment Assessment - Engage Landis to conduct an assessment on the existing Oil Tank and analyze the issues and assess if it is leaking.
- 2) FF&E (Furniture, Fixtures and Equipment) – a proposal for the Board to respond to phase 1 only
- 3) Off-Site Water Line Design – Inadequate water presses. Mr. Legerton informed the Board they have met on several occasions with the City of Asheville for the purpose of determining if they will install the waterline and at no cost. Mr. Johnson informed the Board that a meeting is scheduled for January 28, 2013 with the Asheville City Water Department and, Gary Jackson
- 4) Security Design Services – Proposal from Standing Stone. They would work with the architects to design the security system for the new Isaac Dickson Elementary School. Board Chair, Gene Bell recommended that they consult with Brian Duncan or Chief Anderson of the Police Department for recommendations
- 5) Randolph Elementary School Renovation Work – not noted in the previously quoted budget and contracts. Issues with the new bus drop off lane on Montford Avenue. Mr. Johnson informed the Board that he has a meeting schedule with Ken Putnam who is knowledgeable about navigating the city's traffic.
- 7) Strategy for Existing Play Equipment at Isaac Dickson Elementary School – concerns regarding the wear and tear of the equipment when it is relocated to William Randolph School and then get taken down again and returned to Isaac Dickson once the

- construction is completed. Chairman Bell recommended that the core team make the decisions concerning the equipment and its temporary location.
- 8) City Support Regarding New Bus Shelter and Traffic Caution Lights in front of Isaac Dickson Elementary School and Hill Street Baptist Church.
 - 9) Isaac Dickson Elementary School Hazardous Material/Asbestos Abatement Plan and Bid Document
 - 10) Commissioning Agent - to engage in the construction phase of the design process. Ms. Grady requested a copy of the RFP from Mr. Legerton

Chairman Bell informed the architects that a meeting will be planned with the Board to further review the list of issues that were presented at the meeting and that a decision from the Board will be communicated to them. Other agenda item for the meeting will include a discussion on Construction Manager at Risk.

Director for Secondary Elementary, April Dockery presented for review and discussion, a review of the purposes and best practices for the district's School Improvement Plan (SIP). The plan was changed to incorporate the changes made to the new 2012-15 strategic plan.

School Improvement Plans for individual schools were viewed by the Board, showing how each of the schools' plans aligned with the North Carolina State Goals. The Schools had to address how they have built on identified areas of strength, their plan to maintain it, and also their plans to address areas of weaknesses.

Principals were asked to attend the session so that they could answer questions from the Board. Ms. Dockery walked the Board and the Leadership Team through the process using the Excel Template. After which, Asheville Middle School principal, Cynthia Sellinger talked through the process using one of the goals.

It was mentioned that research based practices have been used on cell groups and the district's achievement gap is now wider than before. Board members and the principals

became engaged in open discussions about research based practices and the different programs designed to address student learning.

CLOSED SESSION

At 12:25 p.m., Jacquelyn Hallum made a motion to go into closed session, pursuant to Section 143-318.11 (a)(1) to prevent the disclosure of privileged or confidential personnel information pursuant to G.S. 115C-319-321. The motion was seconded by Peggy Dalman and carried.

At 12:50 p.m., the Board returned to open session.

Executive Director for Public Relations/Communication, Charlie Glazener presented an update to the new 2012-2015 Strategic Plan and briefly reviewed several action steps that the district has already put in place in keeping the new strategic plan relevant. Also in keeping the plan alive, the Board reviewed a three panel dashboard that was created for one school. The different panels revealed the data for the school: proficiency in math/reading and attendance. Key Indicators for the district and State. Professional Learning Communities for teachers. The dashboards will be posted in a visible location at the school. The information will also be available on-line and also will be posted at Central Services for each school. Other action steps included a translation of the parent guide of the strategic plan in Spanish.

Superintendent Johnson reviewed the recommended changes made to Strategy #1 of the new Strategic Plan as directed by the AdvancED Exit Review Team when they visited the district last October. Including in their exit report, was a Required Action for the district to review the current plan.

The Board was informed that the seven action team members for the strategic plan will reassemble to re-write the seven strategies for the Strategic Plan starting with Strategy # 1.

They will use Professional Learning Communities (PLC) terms to put the district's current achievement data into SMART Goal language.

Superintendent Johnson shared with the Board things he has been involved in at the state level. He then proceeded to review the 2012-2013 Legislative Updates from his November 28, 2012 North Carolina School Superintendents Association Executive Board Meeting and updates from the North Carolina City Schools Consortium where he is currently serving a two-year term as president.

Charlie Glazener presented a Draft Marketing Plan for Asheville City Schools.

Safe Schools Coordinator, Michele Lemell reviewed the Asheville City Schools School Emergency & Crisis Response with the Board and Leadership Team. The Four Phases of Emergency Management serves as the district's response plan. Ms. Lemell informed the Board the preparedness section of the Four Phases of Emergency Management provides the Guide to Emergency Procedures and other safe schools plans. All schools including Central Services have a copy of the procedure. All the guides are revised yearly. Superintendent also reminded the Board about the different types of exercise drills that the individual schools conduct.

Four Phases of Emergency Management

- Mitigation & Prevention
- Preparedness
- Response
- Recovery

Following the tragedy in Connecticut, Superintendent Johnson called a meeting with Matt Whiteside, Don Sims and Michele Lemell to review the district's safety plan and to discuss how to improve security in all the schools.

Mr. Whiteside shared the findings from a survey that was conducted with principals regarding improving security in their schools. The most requested need was to control a front door to each school, especially at the elementary schools.

The security device features of the Net 2 Entry system were examined by the Board throughout Mr. Whiteside's presentation. The device was recommended for: Isaac Dickson Elementary School, Hall Fletcher Elementary School, Vance Elementary School, Asheville Middle School and William Randolph School at a cost of \$4,000 per school. The Preschool and Claxton Elementary School already have a security system in place. The Board was informed that a separate discussion will take place regarding a security device for Jones Elementary due the school's many entrances. Director for Maintenance, Don Sims addressed concerns from a Board member regarding security at Jones Elementary School, but Mr. Sims assured the member that the school will receive security updates throughout selected areas in the facility.

After the presentation by Mr. Whiteside and Mr. Sims, Superintendent Johnson requested that the Board approve Mr. Matt Whiteside's request to proceed in contacting the vendor and submit a requisition for the purchasing of five (5) Net 2 Entry Devices for: Isaac Dickson Elementary School, Hall Fletcher Elementary School, Vance Elementary School, Asheville Middle School and William Randolph School. It was the consensus of the Board that Mr. Whiteside should proceed with the purchasing of the new security devices from Net 2 Entry for the five schools.

Ms. Lemell informed the Board that there is also a security guide pamphlet listed on the Asheville City Schools' public site under the Parent tab. It was recommended that the pamphlet be made available to all Kindergarten parents and new families.

Chairman Bell echoed Mr. Cyrus' request that a further investigation of the device used by other companies should be considered.

Executive Director Marsha Lipe reviewed with the Board, the new accountability model for North Carolina call READY! The purpose of READY is to: Make certain that students are career and college ready (Improve Student Learning Outcomes), Raise Graduation Rates and Close the Achievement Gap.

An overview for 2012-2013:

1. Assessments:
 - EOGs and EOCs: new tests to match the Common Core Standards
 - Delayed Scoring – only for the 2012-13 school year- results will be released to the public in October 2012
2. Accountability:
 - READY Accountability Model
 - School Performance Grade A-F
 - Delayed Reporting

Ms. Lipe informed the Board that a letter is being drafted and it will be mailed out to all parents explaining that under the new curriculum, the State Department of Education implemented a waiver in December of 2012 and the district will follow suit for this school year. Also included in the letter will be the mention of Delayed Reporting.

A review of the model included:

- A review of the School Accountability for Elementary and High Schools
- How indicators are defined
- The 2012-13 READY School Calendar Draft
- Changes to the State Assessments
- Steps for getting READY for the new summative assessments
- Technology Enhanced Items

Chief Finance Officer, Donna Watson at the request of the Board, presented preliminary figures on the Cost Estimates to the district if they were to convert to a balanced calendar and intercession.

The reported numbers were based on feedback that was received from the convening committee that was comprised of Central Office staff, administrators from the elementary and middle school, IRL and Middle School Magic, and the ACS Foundation. Ms. Watson explained that the committee broke into two smaller sub-committees to consider intercession at both the Elementary and Middle School level. The name intercession was changed to Bonus Learning Time (BLT) by the committees. With the focus on At-Risk children, the committee's recommendation was for a small teacher-student relationship at a ratio of 1:10 for instructional time and a ratio of 1:15 for afternoon enrichment. A review of the breakdown of what the program would entail appeared to be very costly to the district.

A second plan was presented to the Board on having Bonus Learning Time at Hall Fletcher Elementary School. Ms. Watson shared that the information was computed the same way with the exception of a few line item removed. The numbers were based on the current enrollment at the school.

Superintendent Johnson presented a proposal on having an Afterschool Program at Hall Fletcher Elementary School together with a 9X3 calendar as a pilot for the 2014-2015 school year. The Board discussed ways in which parents can be held accountable in making certain that At-Risk children become involved in the program.

Board member response to Superintendent Johnson's proposal on Hall Fletcher Elementary School Afterschool Program as a pilot coupled with a 9X3 calendar:

- Chairman Bell stated that he would like to pursue Hall Fletcher Elementary School as a pilot for the Afterschool Program coupled with a 9X3 calendar.
- Vice-Chairman Al Whitesides stated that he would like to see Hall Fletcher Elementary as a pilot. After three years, review the progress then implement it in all the elementary schools.

- Precious Folston – Approves the Afterschool Program at Hall Fletcher Elementary couple with a 9X3 calendar. Benchmarks need to be established and also track the progress. If the reporting is favorable, it should become system wide for all elementary schools.
- Board members: Jacquelyn Hallum and Peggy Dalman approved the Hall Fletcher Pilot coupled with the 9X3 calendar.

Proposed start date: Fall 2014

Superintendent Johnson informed the Board that a formal presentation will be made at the February 4, 2013 Board meeting at 6:30. After the presentation, a recommendation for Board approval will be requested.

Superintendent Johnson informed the Board that the Mid-Year Board Retreat Agenda Item IX. will be moved to the Work Session Agenda on January 28, 2013.

CONSENT ITEMS

Jacquelyn Hallum made a motion to approve the consent items listed below. The motion was seconded by Al Whitesides and carried.

- Minutes of the work session on November 26, 2012 and regular meeting on December 3, 2013, special meeting on December 13, 2012
- 2013 Membership in City Schools Consortium
- Policy Code 4325-Drugs and Alcohol
- Policy Code 4340-School-Level Investigations
- Policy Code 5020-Visitors to the Schools
- Policy Code 5120-Relationship with Law Enforcement
- AHS Field Trip Request to China – 6/20/2013

FIRST READING OF 2013-2014 SCHOOL CALENDAR

Peggy Dalman made a motion to approve the first reading of the 2013-2014 School Calendar that was presented by Assistant Superintendent of Curriculum and Instructional Services, Kelvin Cyrus. The motion was seconded by Precious Folston and carried.

ANNOUNCEMENTS

Superintendent Johnson made the following announcements:

- The Board will hold a meeting on Tuesday, March 5, 2013 with Buncombe County Commissioners
- January 28, 2013 Board Work Session will be held at William Randolph School at 4:00 pm.

Chairman Bell made the following meeting announcement:

- There will be a Board meeting on Thursday, January 24, 2013 at 7:30 am. The meeting will be held at Central Services.

ADJOURNMENT

The special meeting (mid-year retreat) was adjourned at 5:03 p.m.

Gene Bell, Chairman

Allen H. Johnson, Secretary/Superintendent