

## MINUTES

### THE ASHEVILLE CITY BOARD OF EDUCATION

#### WORK SESSION AND REGULAR MEETING MINUTES NOVEMBER 06, 2017

The Asheville City Board of Education (“Board”) held a work session at 4:00 p.m., on Monday, November 06, 2017, in Training Room #203 at the Asheville City Schools Administrative Offices, 85 Mountain Street, Asheville, NC

Members present were:

Shaunda Sandford, Chairperson, presiding  
Martha Geitner, Vice Chairperson  
Joyce Brown  
Patricia Griffin  
James E. Lee III

Comprising a quorum of the Board; also  
Dr. Denise Patterson, Superintendent  
Chris Campbell, Board Attorney

Staff:

Shane Cassida, Curriculum and Student Resources Executive Director; Ashley-Michelle Thublin, Executive Director of Community Relations/Communications; Charlotte Sullivan, Chief Financial Officer; Melissa Hedt, Executive Director of Teaching and Learning; Joyce Graves, Executive Director of Human Resources; Dr. McAllister, Assistant Superintendent; and Kimberly Jones, Administrative Assistant/Clerk to the Board.

#### **CALL TO ORDER**

Board Chair Shaunda Sandford called the work session to order at 4:02 p.m.

#### **AGENDA**

Shaunda Sandford made a motion to amend and approve the work session agenda for the reasons below. The motion was seconded by Martha Geitner and carried.

1. Board of Education Reminders
2. Teacher Contracts
3. Dickson Closeout Update
4. Isaac Dickson Elementary School
5. Finance Update
6. Dropout Data
7. Field Trips

8. Policy 3535

9. Montford North Star Academy

### **Work Session Presentations**

1. Charlotte Sullivan, Executive Director of Finance, presented 2017-2018 Annual Budget, 2017-2017 Uniform Budget and the 2017-2018 Budget Resolution.

- Increase in annual employer hospitalization premiums from \$5,659 to \$5,869 per employee.
- Increase in retirement matching rate from to 16.33% to 17.13%.
- Raises for Non Certified Personnel- Salaries for permanent full-time employees were increased \$1000.00. Prorated amounts figured for permanent part-time employees. Teachers average raise with all steps increasing except first step will be 3.3%.
- The General assembly will provide funding through the State Public School Fund at the funding formula levels and amounts approved as part of the 2017-2018 biennial budget with such funding based on projected statewide student growth for fiscal year 2018.
- Class Size Legislation for 2017-2018 has been Amended. School year 2018-2019 will revert back to original legislation proposed for 2017-2018.

2. Shane Cassida, Executive Director of Curriculum and Student Resources, provided an update on Dropout Data 2014/2015, 2016/2017 and 2017/2017 school year, and shared the following information with the Board:

- Results from the 2016/2017 school year. He presented a handout that shows three years of data trend for ACS Dropout which includes Asheville High, SILSA, and Asheville Middle schools for 2014-2015 to 2015-2016 and 2016-2017.
- There was a rise in rates in two of the three school years 2014-2015 and 2016-2017. Rates went up at Asheville High and SILSA. There were no Asheville Middle School dropouts.
- Student Resources is partnering with Sally Graves to work with Dropout Prevention.
- Going forward we are working aggressively to offer Credit Recovery to our students and she will assist with those efforts. We have also given our Long Term Suspension students the Credit Recovery option.

4. Dr. Patterson reviewed Policy Code 3535: Visiting Speakers/Student Assemblies

- Changes were recommended. The last time this policy was revised was August 27, 2012. Revisit the policy and would like for committees to be formed as a discussion for changes. This will be an item on the December 4, 2017 Board Meeting for review. No action was taken.

5. Dr. Patterson, Montford North Star Academy, discussed

- What will grades 6-12 look like.
- The maximum capacity at a Middle School is 435 students.
- Montford North Star Academy will stay a Middle School. There may become opportunities to add 9-12 grades.

- Give parents an updated decision about the future programming at the December 4, 2017, Board Meeting. With a follow up Board Meeting on December 13, 2017 at 5:30 pm to 7:30 pm .

#### Field Trips: Overnight Trips-

- Vance Elementary, 5<sup>th</sup> Grade Students, Field Trip to visit Charleston, SC. It does correlate with their school improvement plan.
- Isaac Dickson Elementary, 5<sup>th</sup> Grade Students, Field Trip to Washington, D.C. It does correlate with their school improvement plan. All students will be able to go because PTA and money from fundraisers will be used for scholarships for students.
- Isaac Dickson Elementary, 4<sup>th</sup> Grade Students, Field Trip to Lake Toxaway, NC. It does correlate with their school improvement plan.
- Isaac Dickson Elementary, 3<sup>rd</sup> Grade Students, Field Trip to visit Camp Greenville, SC. It does correlate with their school improvement plan.
- Asheville Middle School, 8<sup>th</sup> Grade Students, Field Trip to visit the Outer Banks, NC. It does correlate with their school improvement plan.
- Asheville High School, AVID 9-12 Students, Field Trip to visit NC A&T University and Wake Forest University. It does correlate with their school improvement plan.
- Asheville High School, MCJROTC Students, Field Trip to Visit Quantico Marine Base, Virginia. It does correlate with their school improvement plan.
- Asheville High School, Women's History & AP US History Students, Field Trip to Visit New York City, NY. It does correlate with their school improvement plan.
- Asheville High School Student, To travel abroad in the Spring of 2018 school year to Zambia, South Africa.
- List of students are included who require medical attention along with their medications. Whoever is on the trip is also aware of these students and are able to administer the medication to the students as needed.
- The Board Chair Ms. Sandford and Dr. Patterson signed off on the above listed field trips.

#### Closed Session

At 5:20 p.m. Shaunda Sandford made a motion to go into closed session.

Pursuant to Section 143-318.11 (a)(1) of the General Statutes of North Carolina to prevent the disclosure of privileged or confidential personnel information pursuant G.S. 115C-319. The motion was seconded by Joyce Brown and carried.

At 6:18 p.m., Shaunda Sandford made a motion to return to open session. The motion was seconded by Martha Geitner and carried.

#### MEETING RECESSED

At approximately 6:20 p.m., the work session adjourned and will reconvene on December 4, 2017 at 6:30 p.m. for a Regular Board Meeting at the Administration Office, Board Room, 85 Mountain St. Asheville, NC.

### CALL TO ORDER

Chairperson Shaunda Sandford called the Board meeting to order at 6:30 p.m.

### PLEDGE OF ALLEGIANCE

Claxton Elementary Students will recite their school pledge.

The Pledge of Allegiance was led by students from Claxton Elementary Students and Ira B. Jones Elementary School student who will recite the pledge in Spanish.

### CONSENT ITEMS

James Lee made a motion to approve the consent items listed below. The motion was seconded by Martha Geitner and carried.

#### A. Minutes

1. Special Called Meeting, October 18, 2017.

B. Financial Budget Resolution.

### SUPERINTENDENT'S REPORT

Superintendent Patterson shared the following district information/events:

- Melissa Hedt Executive Director of Teaching and Learning and Staff will prepare schools for the Advanced Ed visit in April 2018. As you know a review of our cultural instruction and parent student family engagement will be assessed and feedback will be provided so that we can continually improve our efforts for staff success.
- Ms. Graves, the Executive Director of Human Resources, training new teachers and new employees. The Human Resources Department continue to monitor staff to meet the need of our students.
- Mr. Shane Cassida, Curriculum and Student Resources Executive Director, collaborate with support services specialist, assistant principals, social workers, nurses and counselors to assist with parent needs and concerns.
- Ashley- Michelle Thublin, Executive Director of Community Relations/Communications has created a strong presence in social media for our schools. She has shared our story of the Asheville City School district through Facebook and Twitter.
- Charlotte Sullivan, Chief Financial Officer, has attended meetings with principals to review budgets and our finance system.
- Dr. McAllister, Assistant Superintendent, began facilitating meetings with assistant principals. Our goal is to provide training to our Assistant Principals to develop their leadership skills.
- The Last Coffee and Conversations will be held at Asheville High School and SILSA on November 9, 2017 at 8 am.
- Dr. Patterson has attended the following school events PTO, Sports and Anti Bullying Rally
- Dr. Patterson was also in attendance at the Asheville Sister Cities INC. Event over the weekend.

## GOOD NEWS

- Ashley- Michelle Thublin presented Teacher of the year Rebecca Wertheim of Claxton Elementary and Asheville City Schools Teacher of the Year.
- #TheACSWAY AWARDS: Went to teacher Rebecca Jones and Cafeteria Staff Kelly Angel, Alfreida Foster, Sarah Vallejo and Lynse Reynolds from Claxton Elementary.
- Roberta Lipe Advanced Art Teacher at Vance Elementary School who won NC Art Education Association Teacher of the year.
- Asheville High School Band who is Directed by Timothy McCoy and Jonathan Bass, Assistant Director. The Band has been awarded and received special recognition for all of their accomplishments at the NC Land of the Sky Marching Band Competition, AC Reynolds Competition and Wimbledon High School Competition.
- Asheville City schools first ever Virtual Reality Sandbox created by Walter Dove.
- Joyce Graves and Dr. Dickerson along with Tony VunCannon from HomeTrust Bank, Special Check Presentation for Teacher of the Year Rebecca Wertheim.
- Joyce Graves Presented all Teacher of the Year nominees throughout the district with Plaques and a monetary gift.

## INFORMATION ITEMS:

### A. NCSTAR Update

- Web-based tool that guides a district or school Leadership Team in charting its improvement and managing the continuous improvement process.
- The NCSTAR Continuous Improvement Cycle is to Assess, Create and Monitor.
- There are five Dimensions
  1. Instructional Excellence and Alignment
  2. Leadership Capacity
  3. Professional Capacity
  4. Planning and Operational Effectiveness
  5. Families and Community
- NC Star Indicators of Student Success. There are 105 Indicators and 12 Key Indicators.

### B. School Improvement Plans

- Plans were presented by all ten of Asheville City Schools Principals.
- Each school presented their Mission and Vision Statements along with plans of achievement in the following areas Early Childhood, Academic Achievement, and Whole Child.

### C. Volunteer Update

- a. There is a tiered system for our volunteers which include Level 1 and Level 2.
- b. Information is shared on our website and has been shared with parents at schools during PTO meetings.
- c. Human Resources will come to volunteers for training.

## PUBLIC COMMENT:

Board Chair Shaunda Sandford reviewed the guidelines for public comment.

## EMPLOYMENT OF PERSONNEL

Board Chair Shaunda Sandford made a motion to approve the following personnel recommendations as presented by Executive Director of Human Resources, Joyce Graves. The motion was seconded by Joyce Brown.

November 06, 2017

For Approval by the Board of Education

Recommendations for 1 Year Teacher Contracts 2017-18:

Asheville Primary School

Beth Mayberry	8/21/17	Montessori Teacher
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Hall Fletcher Elementary School

Justine Schlueter	8/21/17	Reading Interventionist
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Recommendations for Classified:

Asheville City Schools Systemwide

Timofey Buzyan	11/13/17	Administrative Assistant for Community
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Asheville Middle School

Josh Metcalf	10/9/17	Exceptional Children Teacher Assistant
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Hall Fletcher Elementary School

Kristina Trivette 11/20/17 Bookkeeper

Samantha Woods 10/23/17 Teacher Assistant

Ira B. Jones Elementary School

\* Toshia Skyes 10/16/17 6 Hour Child Nutrition Assistant

Recommendation for Classified Continued:

Maintenance

Donald Hayes 10/23/17 Groundskeeper

Vance Elementary School

Bonnie Sutton 10/19/17 Interim Grade 3 Teacher Assistant

Substitutes:

Samantha Bird

Jordan Braschler

Anne Capp

Carmellia Clutton

Paul Giagnorio

Kaysee Grogan

Carolita Hermanni

Carrie McClain-Rodriguez

Robin Mehler

Kayla Payne

Laurie Roper

Leigh Smith

Ken Walker

\* Verita Woods

\* Black

\*\* Minority



# ASHEVILLE CITY SCHOOLS

## BOARD OF EDUCATION MEETING

November 6, 2017

### For Information to the Board of Education

(no action required)

#### Retirement:

##### Classified

*	Essie Covington	1/1/18	Teacher Assistant Hall Fletcher Elementary School
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#### Resignation:

##### Classified

	David Darden	11/1/17	Custodian Montford North Star Academy
*	Latasha Davis-Nelson	10/26/17	5 Hour Child Nutrition Assistant Ira B. Jones Elementary School
	William Hayes	10/26/17	Custodian Claxton Elementary School
	Ashley Lloyd	9/27/17	Teacher Assistant Hall Fletcher Elementary School
	Margaret Macleod-Blackwell		

		11/4/17	Secretary / Treasurer Hall Fletcher Elementary School
*	Ayanna Sanders	11/4/17	Teacher Assistant Isaac Dickson Elementary School
	Debra Stewart	11/24/16	Secretary / Treasurer Claxton Elementary School (approved for Long Term Disability)

Terminations:

Classified

John Michael Thompson

10/24/17

Custodian  
Asheville High School

Suspension with pay:

Classified

William Hayes

10/23/17

Custodian  
Claxton Elementary School

Leave of Absence:

Certified

Charlene Rumfelt      10/9/17 - 10/27-17      Social Worker  
Vance Elementary School 50% /  
Isaac Dickson Elementary School 50%

Leah Ryan      12/31/17 - 2/23/18      Physical Education / Health Teacher  
Asheville Middle School

Classified

John Michael Thompson  
10/11/17 - 10/24/17 Custodian  
Asheville High School

\*      Black

\*\*      Minority

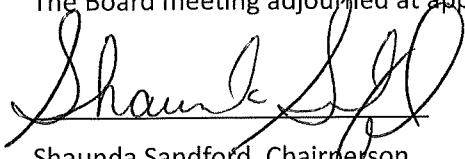
FUTURE BOARD MEETINGS AND ANNOUNCEMENTS

- Coffee & Conversation at Asheville High School/SILSA - Thursday, November 9, 2017 at 8:00-9:00 a.m., Asheville High School, 419 McDowell St, Asheville, NC 28803
- NCSBA Annual Conference at Sheraton Greensboro-Koury Convention Center, Monday, November 13-Wednesday, November 15, 2017, 3121 W Gate City Blvd, Greensboro, NC 27407

- Montford North Star Academy Listening Session with Parents, Montford North Star Academy, Thursday, November 16, 2017 at 5:30-7:30 p.m., 90 Montford Avenue, Asheville, NC 28801
- Regular Board Meeting on Monday, December 4, 2017 at 6:30 p.m., Asheville Middle School, 197 S. French Broad Avenue, Asheville, NC 28801


ADJOURNMENT

The Board meeting adjourned at approximately 7:53 p.m.



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Shaunda Sandford, Chairperson



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Dr. Denise Patterson, Superintendent /Secretary