

## MINUTES

### THE ASHEVILLE CITY BOARD OF EDUCATION

#### WORK SESSION AND REGULAR MEETING MINUTES DECEMBER 04, 2017

The Asheville City Board of Education ("Board") held a work session at 4:00 p.m., on Monday, December 04, 2017, in the Cafeteria at the Asheville Middle School, 197 S. French Broad Ave, 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  
Chad Donnahoo, 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 4:05 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. Superintendent Comments/Reminders
3. Field Trips
4. Class Size Reporting
5. Magnet School/Middle & High School Information Nights
6. Excellence with Equity
7. AdvancED - April 2018

8. 2018-2019 Calendar
9. Isaac Dickson Elementary School-Duke Power Incentive Check
10. Construction Update
11. Resolution Approving School Treasurer- Hall Fletcher Elementary
12. Asheville Middle School- Softball Field
13. School Capital Commission Fund
14. Montford North Star Academy - Listening Session

### **Work Session Presentations**

3. Dr. Patterson, Superintendent, shared Overnight Field Trip: AVID Students College visit
  - Asheville High School/ SILSA, 10th-12th Grade AVID Students, Field Trip to visit Colleges, Tallahassee and Panama City, FL and Atlanta, GA. It does correlate with their school improvement plan.
  - The Board Chair Ms. Sandford and Dr. Patterson signed off on the above listed field trips.
  
4. Dr. Patterson, Superintendent, Class size reporting update
  - Class sizes must not be out of correndence with the state.
  - Class size report we have to make sure class sizes are not out the coordence with the state
  - In our K-3 classes we will have about 20 students per class which will have us well represented with our classes.
  - We do need to stay within regulation with that number of students in Art and Music classes.
  - We will need to have that class size in place for 2018-2019.
  
5. Dr. Terrance McAllister, Assistant Superintendent, provided information on Magnet School /Middle & High School Information nights. Information nights for January 2018, and shared the following information with the Board:
  - January 17 & 24, 2018 with makeup on January 31 at Asheville Middle School.
  - There will also be open houses for the community to come and see what all five Magnet Schools have to offer.
  - Informational nights will showcase elementary schools to identify what the themes are at each school.
  - It will give the parents along with the community an opportunity to ask questions. Principals will be presenting presentations about their schools.
  - Community days will give the community an opportunity to tour the schools.
  - Middle and High School information nights have been added to showcase each school and what programs the schools have to offer. Avid along with the Career Technical Education programs will also present.
  - Application process will remain the same.

6. Melissa Hedt, Teaching and Learning, gave an update on the Excellence in Equity training.

- Continuing to work with ICS modules and most schools have completed module one and Second session will continue working on Culturally responsive leadership with Dr. Chance Lewis in module two.
- Dr. Patterson with Melissa Hedt have been visiting PTO's in the district to presentation about our work and talking points. We will round of communications with staff and the larger community to discuss what families, staff and the community can do to support the work.
- Dr. Chance Lewis spoke about the Dream Builders work that has been done inside of Asheville High School.
- Dr. Dingle and Assistant principals have completed three executive coaching sessions that align with the school district strategic plan for equity work. Many of these areas are supporting best practices and working with classrooms, students, schools and teachers. There will be more details around personnel.
- There have been identified classrooms and teachers who are aligning with the school strategic plans of the district.
- Montford North Star Academy and AHA staff work with the Asheville High staff and are a part of these sessions.

7. Melissa Hedt, Teaching and Learning, gave an update on AdvancEd accreditation.

- Once every five years we go through the accreditation process there are System Quality Factors.
- There is a new process for Accreditation which is based on the 7 quality factors. The visit and accreditation is no longer based primarily on the standards. Accreditation is based on
  - Clear direction
  - Healthy culture
  - High expectations
  - The impact of Instruction
  - Resource management
  - Ethnicity of engagement
  - Implementations of Capacity
- Two diagnostics have been completed and in December 2017 another diagnostic will be complete. January 2018 will wrap up all of the diagnostics.
- In February 2018 the district team will work with each of the schools with a team that will upload the diagnostic into the digital AdvancED system.
- There will be a visit in April 2018 and once they complete diagnostics preparation for the visit will begin.

8. Ashley-Michelle Thublin, Communication and Public Relation, presented to the Board a proposed traditional calendar for the 2018-2019 school year:

- 2018-2019 proposed traditional Calendar district leaders teachers of the year, Principals Assistant Principals, Parents and Community Stakeholders. On the calendar is the following.

- 12 Holidays
- 10 Annual Leave Days
- 8 Required Work Days
- 8 Optional Work Days
- 178 School days
- 1050.5 elementary hours which includes more than what the state requires which is 1025 hrs.
- 2018-2019 Calendar will also include two and half parent teacher days.

This is just a few of the new updates to the calendar.

9. Charlotte Sullivan, Executive Director of Finance, presented information about the Isaac Dickson Elementary School- Duke Power Incentive Check

- In 2014 Asheville City Schools applied for an Energy Incentive Grant for Isaac Dickson Elementary School new construction.
- The Energy Savings Grant for the amount of \$59,000. There will be discussion later on how to use the grant.

10. Don Sims, Maintenance & Property Management and Vannoy Construction, update on construction throughout the District.

- Asheville High School, Montford North Star Academy and Ira b. Jones Elementary has the following construction being worked on or completed.
  - Stone Restoration on Main Building
  - Varsity Gym Coatings and Sealant
  - ROTC- all work is on hold, temp. Fencing is in place for security.
  - Membrane Roofing
  - Tile Roofing
  - CTE Building Painting
  - CTE + Media Center Glass Replacement
  - Media Center- Mechanical Upgrades
  - Phase 3 Work
- Montford North Star Academy
  - Roof Replacement
  - Phase I HVAC Upgrades
  - Majority of Phase I work is done.
  - Phase II
    - Asbestos abatement is done, rooms have been cleared and construction underway.
- Ira B. Jones Renovations
  - Roof Replacement
  - Phase II

11. Charlotte Sullivan, Executive Director of Finance, Presented a Resolution Approving School Treasurer- Hall Fletcher Elementary
  
12. Charlotte Sullivan, Executive Director of Finance, Presented to the board information about a new Softball Field at Asheville Middle School.
  
13. Charlotte Sullivan, Executive Director of Finance, presented an update to School Capital Commission Fund.  
Asheville City Schools Update on Critical Capital Outlay Needs.
  
14. Dr. Patterson- Montford North Star Academy - key takeaways from the Listening Session
  - Excited about the STEAM approach and Project Lead The Way
  - Construction should be complete July 2018.
  - Building capacity will be utilized.
  - A School that could be utilized for all of our students in the district.
  - What could done to enhance Montford North Star Academy
  - Construction
  - Community involvement
  - Male staff - minority recruitment with various universities.
  - Follow up discussion at the Board Meeting on December 13, 2017 at 5:30 pm to 6:30 pm.

#### Closed Session

At 5:07 p.m. Shaunda Sandford made a motion to go into closed session. Pursuant to Section 143-318.11 (a)(1)(3) and (8) of the General Statutes of North Carolina to prevent the disclosure of privileged or confidential personnel information pursuant G.S. 115C-319, To discuss school safety plans and to consult with the Board Attorney regarding a legal matter. The motion was seconded by Joyce Brown and carried.

At 6:20 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 6:26 p.m., the work session adjourned and will reconvene on December 13, 2017 at 5:30 p.m. for a Special Called 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 6:37 p.m.

#### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by a student from Hall Fletcher Elementary.

## CONSENT ITEMS

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

- A. School Improvement Plans
- B. Resolution Approving School Treasurer- Hall Fletcher Elementary

## SUPERINTENDENT'S REPORT

Dr. Patterson shared her Superintendent's Entry Plan:

- Dr. Patterson along with her Leadership Team is working hard and focused on helping the lives of our students and improves their education opportunities.
- Looking at challenges and examining our strengths and turning them into challenges for our students.
- Build a positive relationship with Board Members, Staff, Families, Students and Community.
- Positive attitudes everyday not only with ourselves, but also with our students.
- Be very professional in what we are doing and represent ourselves in a professional manner.
- Problem solvers for every issue. If we have a challenge we have to make sure we have multiple ways to solve those issues.
- Collaborations with the support of our Schools and Community to make sure we do what is right and best for our students.
- Excellence is what we strive for each and every day.
- 5 Entry goals-
  - Establishing a positive and effective relationship with the board of education.
  - Organizing all of the resources.
  - Excellence with Equity.
  - Efficient operations.
  - Building and maintaining those positive relationships.

## AUDIT REPORT - Presentation from Dixon Hughes Goodman, L.L.P.

Audit was complete with a comprehensive annual financial report. The report includes the following. There are no issues to report with the audit.

- Introductory
- Financial
- Statistical Sections

## GOOD NEWS

- Ashley- Michelle Thublin presented an award to Mr. LaGory.

- #TheACSWAY AWARDS: Went to Digital Lead Teacher Darcy Grimes and Kindergarten Instructional Assistant Virginia Sibert with Hall Fletcher Elementary.
- Taylor Baldwin was recognized for his work with Career Technical Education.
- Jacqueline Brown was recognized for her work with the Career Technical Education-Foods Classes.
- Kate Thorpe presented Essie Covington with the Tracey Lee Calhoun Memorial Award for School Bus safety throughout the state.

#### STAFF RECOGNITION

- Joyce Graves and Dr. Dickerson along with President Dana Stonestreet from HomeTrust Bank, Special Check Presentation for Principal of the Year Sarah Cain.
- Dr. Dickerson presented all Participants of the Leadership Academy with a certificate of completion of their Internship.

#### PUBLIC COMMENT:

Board Chair Shaunda Sandford reviewed the guidelines for public comment.

#### INFORMATION ITEMS:

- A. Montford North Star Academy Presentation
  - Expansion vision of the Montford North Star campus.
  - A proposed plan for the Montford North Star Academy campus for 2018-2020.

#### 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 Martha Geitner.

ASHEVILLE CITY SCHOOLS  
 BOARD OF EDUCATION MEETING  
 December 4, 2017  
 For Approval by the Board of Education

Recommendations for Administrative Contracts:

Asheville High School

James Montague

1/2/18 - 6/30/20 Assistant Principal

Recommendations for 1 Year Teacher Contracts 2017-18:

Asheville City Preschool

Sondra Cooper-Gullion

11/20/17

Preschool Teacher

Asheville Middle School

Lisa Brooks

11/14/17

Exceptional Children Teacher

Brooke Stevenson

1/3/18 School Social Worker

Vance Elementary School

Lauri Kemmerling

12/4/17 Grade 5 Teacher

Recommendations for Classified:

Asheville City Schools Systemwide

Nicole King

12/18/17

Mental Health Teacher Assistant

Hall Fletcher Elementary School

Miguel Gonzalez

11/27/17

Teacher Assistant

Ira B. Jones Elementary School

Marjorie Lung

11/13/17

5 Hour Child Nutrition Assistant

Kenneth Walker

11/17/17

Exceptional Children Teacher Assistant

Montford North Star Academy

\* Latonya Best

1/3/18 Exceptional Children Teacher Assistant



Vance Elementary School

Katina Allen

12/11/17

6 Hour Child Nutrition Assistant

Substitutes:

- \* Sarah Burdine
- Dena Gettleman
- Mary Lloyd
- \* Ivonne Robinson
- Chris Butsavage
- Ryan Thompson
- Ken Vallario
- Abigail Young

\* Black

\*\* Minority

BOARD OF EDUCATION MEETING

December 4, 2017

For Information to the Board of Education

(no action required)

Transfers:

- \* Levette Campbell                      11/17/17                      Transfer from Mental Health Teacher Assistant at Montford North Star Academy to Mental Health Teacher Assistant at Asheville High School
  
- Ronald Shoe                      11/4/17                      Transfer from Behavior Specialist at Asheville Middle School to Exceptional Children Teacher Assistant at Isaac Dickson Elementary School

Retirement:

Administrative

Jan Thomas	3/1/18	Assistant Principal Hall Fletcher Elementary School
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Certified

Don Smith	3/1/18	General Maintenance Asheville City Schools System wide
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Classified

* Regina Garrett	2/1/18	Teacher Assistant Claxton Elementary School
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Resignation:

Certified

Robert Chilmonik	12/16/17	CTE Business Teacher Asheville High School
Kelley Lackey	1/1/18	Literacy Interventionist Hall Fletcher Elementary School
Lauren Lindahl	12/2/17	Montessori Teacher Asheville Primary School
Rhian Nevergold	11/25/17	Social Studies Teacher at School of Inquiry and Life Sciences
Lee Ann Russell	1/22/18	Math Teacher School of Inquiry and Life Sciences
Holly Wilson	11/22/17	Interim Grade 4 Teacher Vance Elementary School

Leaves of Absence:

Certified

Laura Alexander	1/16/18 - 5/5/18	Exceptional Children Teacher
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Asheville Middle School

Classified

*	Kimberly Graham	11/15/17 - EOY	Teacher Assistant (Intermittent Leave) Vance Elementary School
	Cara Wilson	11/6/17 - TBD	Teacher Assistant Isaac Dickson Elementary School
	Camille Cushman	12/18/17 - 2/2/18	Teacher Assistant Asheville Primary School

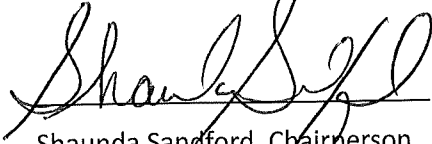
\* Black  
\*\* Minority

FUTURE BOARD MEETINGS AND ANNOUNCEMENTS

- ACS Holiday Celebrations Calendar for December 2017
- School Capital Commission Fund Meeting on Monday December 11, 2017, at 10:00 am, TD Bank, 200 College Street, Asheville, NC 28801
- Grow into Kindergarten, on Monday, December 11, 2017, at 4:30-5:30 pm, Central Office, 85 Mountain Street, Asheville, NC 28801
- Board of Education Meeting on Wednesday, December 13, 2017, at 5:30-6:30 pm, Central Office Board Room, 85 Mountain Street, Asheville, NC 28801
- Magnet School Information Night on Wednesday, January 17, 2018, at 6:00-8:00 pm, Asheville Middle School, 85 Mountain Street, Asheville, NC 28801
  - Snow Date: January 30, 2018 at 6:00-8:00 pm, Asheville Middle School
- Middle & High School Information Night on Thursday, January 18, 2018 at 6:00-8:00 pm, Wesley Grant Center, 285 Livingston Street, Asheville, NC 28801
- Board of Education Retreat on Friday, January 19, 2018, at 8:30 am-3:00 pm
- Middle & High School Information Night on Tuesday, January 23, 2018 at 6:00-8:00 pm, Wesley Grant Center,  
285 Livingston Street, Asheville, NC 28801
  - Snow Date: January 30, 2018 at 6:00-8:00 pm, Wesley Grant Center
- Magnet School Information Night on Wednesday, January 24, 2018, at 6:00-8:00 pm, Asheville Middle School, 85 Mountain Street, Asheville, NC 28801
- Snow Date: January 31, 2018 at 6:00-8:00 pm, Asheville Middle School

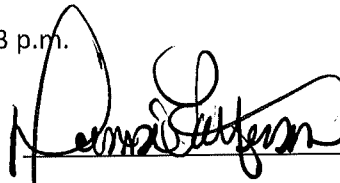
ADJOURNMENT

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



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Shaunda Sanford, Chairperson



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Dr. Denise Patterson, Superintendent /Secretary