

**Jackson County Board of Education
Minutes of Regular Meeting
Sylva, North Carolina
Central Office Board Room**

Central Office Board Room

May 23, 2017

6:00 p.m.

The Jackson County Board of Education met in regular session at 6:00 p.m. on Tuesday, May 23, 2017, at the Central Office Board Room, 398 Hospital Road, Sylva, North Carolina. The following members were present:

Ken Henke, Chairman
Ali Laird-Large, Vice Chair
Elizabeth Cooper
Margaret McRae
Wes Jamison

Also present were Dr. Michael Murray, Superintendent; Dr. Kimberly Elliott, Associate Superintendent; Chris Campbell, School Board Attorney; and Cora Fields, Board Assistant.

CALL TO ORDER

Chairman Ken Henke called the business meeting to order.

APPROVAL OF AGENDA

Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the Agenda.

OPEN SESSION FOR PUBLIC COMMENTS

Ms. Chrissy Alligood spoke to the board about the existing foreign exchange student policy. She asked the board to consider making changes to school board policy 3630 – Foreign Exchange Student Program. The policy requires that the organization representing the students have a representative based in Jackson County. She stated that according to school board policy 2450 – Board Policies, that the school board may temporarily suspend a policy by a majority vote of the board members present. She would like the board to set aside the local representation requirement.

Ms. Jenny McPherson spoke to the board about the existing foreign exchange student policy. She is an advocate for foreign exchange programs and stated that JCPS has not allowed any foreign exchange students for the past eight years. She informed the board that there are two families in Jackson County that want to host students for the upcoming school year and she would like the board to consider making changes to the foreign exchange program policy to allow these two students to attend JCPS this coming school year.

Mr. Jason Stough spoke to the board about the Deed of Easement and Agreement for Water Line Improvements with Highlands at Cullowhee, LLC. Mr. Stough represents the Highlands at

Cullowhee, LLC, and is in support of this agreement. He stated that he is available to answer any questions during the discussion of this action item.

CONSENT ACTION AGENDA

Action: *Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Elizabeth Cooper, the board unanimously approved the consent action agenda:*

- A. Open Session Minutes of Regular Meeting of April 25, 2017.

INFORMATION AGENDA

- A. **Agenda Item:** Superintendent's Report
Presenter: Dr. Michael Murray, Superintendent

Dr. Murray reported on the following:

1. Dr. Murray received a telephone call from Mr. Richard Frady, a parent of a student at Cullowhee Valley Elementary School (CVES). Mr. Frady said that Ms. Charlene Irwin, a teacher assistant at CVES, saved his child's life by performing the Heimlich maneuver when his child was choking. Dr. Murray thanked Ms. Irwin and stated that he was extremely proud of our school family, and that this is just one example of the many great things we do every day.
2. Dr. Murray thanked everyone for the outstanding Excellence in Education event held on May 18th at the Smoky Mountain High School Auditorium.
3. On May 19th Dr. Murray was the keynote speaker for the dedication of the Charters of Freedom monument at Mark Watson Park, one of only six across the United States. Dr. Murray said he was honored to write a letter that was included in the monument time capsule.
4. Dr. Murray announced his resignation as Superintendent, as of June 30, 2017.

- B. **Agenda Item:** Capital Projects Update
Presenter: Darin Allison

Mr. Allison provided the board with a graph showing completion of various capital projects throughout Jackson County Public Schools.

- C. **Agenda Item:** Declared Surplus Items
Presenter: Dr. Kim Elliott

Dr. Elliott informed the board that the following items have been declared as surplus and will be sold on Govdeals.com:

1. 1999 GMC Activity Bus – Bus Garage
2. Two Warm Serving Lines – School Nutrition

- D. **Agenda Item:** Unaudited Financial Summary
Presenter: Gwen Edwards, Finance Officer

Ms. Edwards presented the Unaudited Financial Summary as of May 16, 2017.

ACTION AGENDA

A. Agenda Item: Budget Amendments

Presenter: Gwen Edwards, Finance Officer

Ms. Edwards asked for approval of budget amendments and transfers for the State Public School Fund, Local Current Expense Fund, Federal Grants Fund, Capital Outlay fund, and Other Specific Revenue Fund.

Action: *Upon a motion by Mrs. Ali Laird-Large and seconded by Mr. Wes Jamison, the board voted unanimously to approve the budget amendments and transfers to the State Public School Fund, Local Current Expense Fund, Federal Grants Fund, Capital Outlay Fund, and Other Specific Revenue Fund.*

B. Agenda Item: Interlocal Governmental Joint Use and Lease Agreement

Presenter: Chris Campbell, Board Attorney

Mr. Campbell presented the Interlocal Governmental Joint Use and Lease Agreement between Western Carolina University (WCU) and JCPS for that authorizes WCU to operate a laboratory school, the Catamount School, on the campus of Smoky Mountain High School and requested board approval.

Action: *Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the Interlocal Governmental Joint Use and Lease Agreement with Western Carolina University.*

C. Agenda Item: CTE Local Plan

Presenter: Mrs. Angela Dills, Secondary Curriculum and CTE Director

Mrs. Dills presented the 2017-2018 CTE Local Plan and asked for board approval.

Action: *Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Elizabeth Cooper, the board voted unanimously to approve the 2017-2018 CTE Local Plan.*

D. Agenda Item: Deed of Easement and Agreement for Water Line Improvements

Presenter: Dr. Michael Murray, Superintendent

Dr. Murray presented the board with a Deed of Easement and Agreement for Water Line Improvements with Highlands Cullowhee LLC, and asked for board approval.

Action: *Upon a motion by Mrs. Ali Laird-Large and seconded by Mr. Wes Jamison, the board voted unanimously to approve the Deed of Easement and Agreement for Water Line Improvements with Highlands Cullowhee LLC.*

E. Agenda Item: NC Vocational Rehabilitation Services Third Party Budget Agreement

Presenter: Kelly Doppke, Student Support Services Director

Ms. Doppke presented the 2017-2018 NC Vocational Rehabilitation Services Third Party Budget Agreement and asked for board approval.

Action: *Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the NC Vocational Rehabilitation Services Third Party Budget Agreement.*

- F. **Agenda Item:** Student Support Services Computer Purchase Approval
Presenter: Kelly Doppke, Student Support Services Director

Ms. Doppke presented the board with a quote to purchase computers for the Student Support Services Department and asked for board approval.

Action: *Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Elizabeth Cooper, the board voted unanimously to approve the Student Support Services Computer purchase.*

- G. **Agenda Item:** Paid Lunch Equity
Presenter: Laura Cabe, School Nutrition Director

Ms. Cabe presented the board with a request to adjust lunch prices for 2017-2018, pursuant to Public Law 111-296, Section 205, Equity in School Lunch Pricing and asked for board approval.

Action: *Upon a motion by Mrs. Ali Laird-Large and seconded by Mr. Wes Jamison, the board voted unanimously to approve the Paid Lunch Equity price increase.*

- H. **Agenda Item:** Appointment of Lambert Wilson to Southwestern Community College (SCC) Board of Trustees
Presenter: Dr. Michael Murray, Superintendent

The Swain County Board of Education requested approval for Mr. Lambert Wilson to be reappointed to SCC Board of Trustees for the term of July 1, 2017 to June 30, 2021. Because Jackson County Board of Education also has approval authority, Dr. Murray requested approval of this nominee.

Action: *Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the reappointment of Lambert Wilson to the Southwestern Community College Board of Trustees.*

- I. **Agenda Item:** Policy Updates
Presenter: Dr. Michael Murray, Superintendent

Policy Updates:

1. Alternative Learning Programs/Schools (3470/4305)
2. North Carolina Address Confidentiality Program (4250/5075/7316)
3. Rules for Use of Seclusion and Restraint in Schools (4302-R)
4. Student Records (4700)
5. Automated Phone and Text Messaging (5008)
6. Operation of School Nutrition Services (6220)

7. Purchase of Services (6450)
8. Professional Employees (7930)

Required Updates to Legal References/Footnotes only:

1. School Safety (1510/4200/7270)
2. Professional and Staff Development (1610/7800)
3. Prohibition Against Discrimination, Harassment, and Bullying (1710/4021/7230)
4. Goals and Objectives of the Educational Program (3000)
5. Dual Enrollment (3101)
6. Online Instruction (3102)
7. Technology in the Educational Program (3220)
8. School Calendar and Time for Learning (3300)
9. School Trips (3320)
10. Students at Risk of Academic Failure (3405)
11. Class Rankings (3450)
12. Graduation Requirements (3460)
13. Special Education Programs/Rights of Students with Disabilities (3520)
14. Comprehensive Health Education Program (3540)
15. Counseling Program (3610)
16. Extracurricular Activities and Student Organizations (3620)
17. Staff Student Relations (4040/7310)
18. Age Requirement for Initial Entry (4100)
19. Domicile or Residence Requirements (4120)
20. Unsafe School Choice Transfer (4152)
21. Injury and Loss Prevention (4201/7271)
22. Concussion and Head Injury (4270/6145)
23. Disciplinary Action for Exceptional Children/Students with Disabilities (4307)
24. Criminal Behavior (4335)
25. School-Level Investigations (4340)
26. Short-Term Suspension (4351)
27. Long-Term Suspension, 365-Day Suspension, Expulsion (4353)
28. Attendance (4400)
29. Student Health Services (6120)
30. Administering Medicines to Students (6125)
31. Goals of Student Nutrition Services (6200)
32. School Meal and Competitive Foods Standards (6230)
33. Safety and Student Transportation Services (6305)
34. School Bus Idling (6306)
35. Drivers (6315)
36. Bus Routes (6321)
37. Student Assignment to Buses (6322)
38. Transportation Service/Vehicle Contracts (6340)
39. Network Security (6524)
40. Recruitment and Selection of Personnel (7100)
41. Licensure (7130)
42. Licensure (7130-R)
43. Occupational Exposure to Hazardous Chemicals in Science Laboratories (7265)
44. Employee Use of Social Media (7335)

45. Extracurricular and Non-Instructional Duties (7405)
46. Teacher Contracts (7410)
47. Substitute Teachers (7430)
48. Leave (7510)
49. Return to Work (7635)
50. Evaluation of Licensed Employees (7810)
51. Plans for Growth and Improvement of Licensed Employees (7811)
52. Facility Design (9020)

Dr. Murray reviewed the above listed policy updates and asked for board approval.

Action: *Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Elizabeth Cooper, the board voted unanimously to approve the above listed policy updates.*

J. Agenda Item: Field Trips

Presenter: Dr. Michael Murray, Superintendent

1. Walt Disney Resort – Smoky Mountain High School, Grades 10-12, Orlando, FL, June 20-27, 2017, TT 3666.
2. Pigeon Forge – Smokey Mountain Elementary School, Grades 6-8, Pigeon Forge, TN, June 3, 2017, TT 3715.

Dr. Murray reviewed the above listed field trip requests and asked for board approval.

Action: *Upon a motion by Mrs. Ali Laird-Large and seconded by Mr. Wes Jamison, the board voted unanimously to approve the above listed field trips.*

CLOSED SESSION

The board unanimously approved a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, to enter into closed session pursuant to G.S. 143.318.11 for the following purposes: under subsection; (a) (1) to prevent the disclosure of privileged or confidential personnel information pursuant to G.S. 115C-319-32 and (a) (3) to discuss matters protected by attorney-client privilege.

Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Elizabeth Cooper, the board voted unanimously to return to open session.

OPEN SESSION

PERSONNEL ACTION AGENDA

Action: *Upon a motion made by Mrs. Ali Laird-Large and seconded by Mr. Wes Jamison, the board voted unanimously to approve the personnel agenda as recommended by Dr. Murray. The board unanimously approved the following recommendations:*

Employee Recommendations:

1. Elliott, Dr. Kimberly – Interim Superintendent, Central Office

2. Eubanks, Tonya – Substitute School Nutrition Assistant, Blue Ridge School
3. Mathis, Stephanie – Substitute School Nutrition Assistant, Fairview Elementary School, Scotts Creek Elementary School, Smoky Mountain High School
4. Stillwell, Renee – Homebound Teacher, Cullowhee Valley Elementary School
5. Vandermark, Katelyn – Substitute School Nutrition Assistant, Scotts Creek Elementary School

Employee Resignations:

1. Carter, Micah – Assistant Coach Junior Varsity Basketball, Smoky Mountain High School
2. Coffman, Layne – Teacher, Fairview Elementary School
3. Garber, Brittany – Tutor, Cullowhee Valley Elementary School
4. Helton, Victoria – Teacher, Smokey Mountain Elementary School
5. Mediate, Michelle – Teacher, Scotts Creek Elementary School
6. Moody, Madison – Cheer Coach, Smoky Mountain High School
7. Murray, Dr. Michael – Superintendent, Central Office
8. Myers, Morgan – School Nutrition Assistant, Scotts Creek Elementary School
9. Savell, Virginia “Toni” – Speech-Language Pathologist, District-wide
10. Spangenberg, Blair – Teacher, Blue Ridge School
11. Stonesifer, Melissa – School Nutrition Assistant, Scotts Creek Elementary School
12. Zimmerman, Taylor, Teacher, Smoky Mountain High School

Employee Retirements:

1. Plotts, Richard – Teacher, Blue Ridge Early College
2. Waller, Susan – Teacher, Blue Ridge School

Special Requests – Leave of Absence:

1. Crawford, Nancy – Teacher Assistant, Cullowhee Valley Elementary School

Summer Employee Recommendations:

1. Ballentine, Denise – School Nutrition Assistant, Blue Ridge School
2. Carnathan, Mona - Bus Driver Summer Reading Camp, Blue Ridge School
3. Cauley, Jonathan – Summer Day Camp Worker, Scotts Creek Elementary School
4. Chastain, Michelle – Substitute Bus Driver Summer Reading Camp, County-wide
5. Coggins, Tina - Summer Feeding Manager, Blue Ridge School
6. Cope, Lisa - Summer Feeding Manager, Smokey Mountain Elementary School
7. Davis, Janet – Substitute Afterschool Program Assistant, Scotts Creek Elementary School
8. Davis, Janet – Summer Day Camp Worker, Scotts Creek Elementary School
9. Edmonds, Genia – Substitute Summer Day Camp Worker, Scotts Creek Elementary School
10. Estep, Audrey – Substitute Teacher Summer Reading Camp, Smokey Mountain Elementary School
11. Grasty, Allison - Summer Feeding Manager, Scotts Creek Elementary School
12. Guelcher, Jeff – Bus Driver Summer Reading Camp, Fairview Elementary School
13. Hall, Cynthia – Bus Driver Summer Reading Camp, Scotts Creek Elementary School
14. Hart, Chrysan – School Nutrition Assistant, Scotts Creek Elementary School
15. Hart, Chrysan – Summer Day Camp Worker, Scotts Creek Elementary School
16. Hart, Chrysan – Substitute Bus Driver Summer Day Camp, Scotts Creek Elementary School
17. Hornbuckle, Dawn - School Nutrition Assistant, Scotts Creek Elementary School
18. Hornbuckle, Dawn – Bus Cleaning, Bus Garage
19. Mathis, Stephanie - School Nutrition Assistant, Fairview Elementary School

20. McCoy, Susan – Summer Day Camp Worker, Scotts Creek Elementary School
21. McGaha, Edward – Bus Driver Summer Reading Camp, Cullowhee Valley Elementary School
22. Moody-Bumgarner, Mary – Bus Driver Summer Reading Camp, Smokey Mountain Elementary School
23. Moore, Wanda – Summer Day Camp Worker, Scotts Creek Elementary School
24. Parris, Judy – Summer Feeding Manager, Fairview Elementary School
25. Prokop, Beth - School Nutrition Assistant, Scotts Creek Elementary School
26. Reynolds, Carrie – Teacher Summer Academic Camp, Scotts Creek Elementary School
27. Roper, Becky – Summer Feeding Manager, Cullowhee Valley Elementary School
28. Stokes, Anna - School Nutrition Assistant, Smokey Mountain Elementary School
29. Stokes, Anna – Bus Driver Summer Reading Camp, Smokey Mountain Elementary School
30. Tollie, Jamiel – Summer Day Camp Worker, Scotts Creek Elementary School
31. Wike, Margaret –Bus Cleaning, Bus Garage
32. Young, Connie - School Nutrition Assistant, Cullowhee Valley Elementary School

Employee Dismissals/Separation:

1. Glover, Jimmie – School Nutrition Assistant, Fairview Elementary School

Administrator and Director Contract Renewals:

1. Dills, Laura – Director of Elementary Education
2. Fox, Amber – Assistant Principal, Scotts Creek Elementary School
3. Kantz, Kathryn – Principal, Cullowhee Valley Elementary School
4. Reis, Kristopher – Principal, School of Alternatives
5. Watson, Jason – Director of Operations and Logistics

Teacher Contract Renewals:

Blue Ridge School

1. Cline, Sarah
2. Coffey, Leigh
3. Houtzer, Deborah
4. McKee, Jennifer
5. McRight, Nicole
6. Steinel, Ashley
7. Wheatley, Jessica
8. White, Michelle

Blue Ridge Early College

1. Brown, Alicia
2. Crowe-Young, Eleanor
3. Fahey, Amy
4. Hall, Sarah
5. Lanning, Max
6. Littlefield, Aaron
7. Mayse, Jr., Timothy
8. Pierson, Kenneth
9. Pressler, Nicklalus
10. Rowland, Lindsey
11. Webb, Judith

Cullowhee Valley Elementary School

1. Allison, Mary

2. Barkiewicz, Amanda
3. Bartko, Heather
4. Borchelt, Carly
5. Brown, Jordan
6. Coggins, Anita
7. Crisp, Rayna
8. Fisher, Katrina
9. Green, Travis
10. Harber, Shayne
11. Honey, Vivian
12. Mathis, Kassidy
13. McDaniel, Erin
14. McMahan, Sandra
15. Medford, Taylor
16. Moon, Tonya
17. Muir, Rebecca
18. Patten, Jennifer
19. Poteat, Beth
20. Richard, Eileen
21. Samples, Kristin
22. Solesbee, Drew
23. Willett, Danielle
24. Young, Stacy

Fairview Elementary School

1. Addertion, Chandler
2. Allen, Laura
3. Block, Melissa
4. Bulluck, Ana
5. Crawford, James
6. Crisp, Meredith
7. Giles, Petra
8. Gribble, Corina
9. Howell, Wendy
10. Huskison, Christi
11. McDevitt, Brandon
12. Moss, Amber
13. Nicholson, Whitney
14. Painter, Mikaela
15. Payne, Brittany
16. Pittman, Heather
17. Provost, Valerie
18. Rearigh, Andrea
19. Richards, Keith
20. Watson, Tracy
21. Watson, Joshua
22. Wiggins, Ciera
23. Wood, Paige

Jackson County Early College

1. Galloway, Dale

School of Alternatives

1. Bennett, Mary
2. Brown, Laura
3. Button, Lindsay
4. Clark, Teresa
5. Cook, Ronald
6. Daniels, Christina
7. Geary, Saskia
8. Hannah, Melissa
9. Lawless, Milly
10. Parsons, Jonathan
11. Payton, Carol

Scotts Creek Elementary School

1. Cauley, Jonathan
2. Davis, Megan
3. Edmonds, Genia
4. Evans, Gabriela
5. Finely, Katelyn
6. Gibson, Tony
7. Glenn, Anna
8. Hall, Robin
9. Hamilton, Jo
10. Hickman, Melissa
11. Jones, Kathryn
12. Mahoney, Michael
13. Martin, Shirley
14. Montgomery, Benjamin
15. Nelson, Joshua
16. Porter, William
17. Reynolds, Carrie
18. Roth, Natalie
19. Shipman, Laura
20. Stephens, Chelsea
21. Stockton, Karen

Smokey Mountain Elementary School

1. Bell, Stephanie
2. Brooks, Bridgette
3. Clement, Leah
4. Davis, Jamie
5. Estep, Audrey
6. Extine, Jamie
7. Frese, Jamie
8. Hall, Amanda
9. Hummer, Suzanne
10. Lindsey, Jennifer
11. Maney, Christy
12. McClellan, Jesame

13. Obuchowski, Tracy
14. Pangle, Alaina
15. Pendergast, Stephanie
16. Pruett, Tonya
17. Rogers, Christie
18. Smith, Sheila
19. Waldrop, Erica
20. Willoughby, Wesley

Smoky Mountain High School

1. Alexander, Jerry Clint
2. Aldridge, Amanda
3. Brooks, Paige
4. Brookshire, Christopher
5. Brown, Stephen
6. Caldwell, Susan
7. Cantrell, Trey
8. Cash, Emily
9. Cauley, Jeremy
10. Collins, Stacey
11. Dengler, Ty
12. Dezarn, Megan
13. Elmore, Megan
14. Hill, Melissa
15. Karcher, Susan
16. Klipa, Heather
17. Klipa, Tyler
18. Macke, Stacy
19. Mastromatteo, Brittany-Ann
20. McElroy, Craig
21. Miller, Jason
22. Miller, Brittany
23. Mulligan, Lara
24. Reddin, Colby
25. Rhoads, Emory
26. Sessoms, Todd
27. Sides, Mark
28. Sink, Barbara
29. Stanick, Jason
30. West, Traci
31. Williams, Kimberly

ANNOUNCEMENTS

The next regularly scheduled business meeting of the Board of Education is June 19, 2017, at 6:00 p.m., at the Central Office Board Room, 398 Hospital Road, Sylva, North Carolina.

ADJOURNMENT

There being no objection, Chairman Henke adjourned the meeting at 7:50 p.m.

Ken Henke, Chairman

Dr. Michael L. Murray, Secretary