

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

398 Hospital Road

September 19, 2017

6:00 p.m.

The Jackson County Board of Education met in regular session at 6:00 p.m. on Tuesday, September 19, 2017, at the School Board Administrative Offices, 398 Hospital Road, Sylva, North Carolina. The following members were present:

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

Also present were Dr. Kimberly Elliott, Interim Superintendent; Dr. Kevin Bailey, Personnel Director; Chad Donnahoo, School Board Attorney; and Cora Fields, Board Assistant.

**CALL TO ORDER**

Chairman Ken Henke called the business meeting to order.

Mr. Henke led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

*Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, the board moved the Open Session for Public Comments after the Information Agenda and voted unanimously to approve the Agenda with this change.*

**CONSENT ACTION AGENDA**

**Action:** *Upon a motion by Mrs. Ali Laird Large and seconded by Mr. Wes Jamison the board unanimously approved the consent action agenda:*

- A. Open Session Minutes of Regular Meeting of August 29, 2017.

**INFORMATION AGENDA**

- A. **Agenda Item:** Superintendent's Report  
**Presenter:** Dr. Kim Elliott, Interim Superintendent

Dr. Elliott reported on the following:

1. In the area of teaching and learning, Dr. Elliott reported substantial gains in the area of growth, and many gains in the area of proficiency with regard to State Accountability Data. With the alignment of standards, pacing guides and weighted percentages of

assessed materials correlated to instructional time, she stated that our schools will keep progressing and making positive gains. Dr. Elliott commended all administrators, teachers and students for their dedication and hard work this past school year. Jackson County Public Schools are focused on teaching, learning, and the whole child.

2. On August 26, Dr. Elliott attended the Great Smokies Health Foundation Fundraising event. This organization offers mini-grants to our teachers and staff.
3. On September 16, Dr. Elliott attended the SCC Scholarship Gala and learned about many of our SMHS, BREC and JCEC students who have received scholarship funds.
4. Dr. Elliott congratulated the Blue Ridge Education Foundation for a wonderful Song Writers Event for the PK-13 Blue Ridge School that was held on Sept. 9.
5. Dr. Elliott recognized Ms. Teri Walawender and presented her with a certificate of recognition. She is the recipient of the Wade Hampton Golf Club Community Leadership Award for 2017. Dr. Elliott said that she appreciates the work our principals engage in to build community partnerships for the benefit of our students.

**B. Agenda Item: Class Size Update**

**Presenter:** Dr. Kim Elliott, Interim Superintendent

“Dr. Elliott gave a class size update and explained the legislation that is affecting class size throughout Jackson County Public Schools (JCPS). Due to the passage of HB-13, the state has mandated that class sizes in grades kindergarten through third grade must maintain an average of 20 students district wide in each of these classes, not to exceed 23 students per classroom. The state funded a total of 171 teacher positions for JCPS last school year and 172 teacher positions for 2017-2018. Additional teacher positions are paid with federal and exceptional children program funds. Due to the unfunded mandate created by HB-13 for class sizes in K-3, upper grade teachers have been moved to the lower grades, thereby causing larger class sizes in many of our upper grades. She said that we will be looking at how many of our upper grades are over the 29 “moral maximum.” The finance committee has met to address this critical shortfall and the impact the K-3 lower class size requirements will have in the 2018-2019 school year. Dr. Elliott stated that if legislature doesn’t match funding to class size requirements, we will need to use our local budget if we are out of compliance to offset the impact. She also said that combination classes will be established across the district to lessen the impact of HB-13.

**C. Agenda Item: Principal of the Year/Steve Jones Servant Leadership Award Information**

**Presenter:** Dr. Kim Elliott, Interim Superintendent

Dr. Elliott reminded everyone about the upcoming Excellence in Leadership Awards Evening on October 9 at Smoky Mountain High School at 6 p.m. Jackson County Public Schools will be recognizing Mrs. Rebecca Ensley, who has been chosen by her peers as the 2017-2018 Principal of the Year and will also recognize the recipient of the Steve Jones Servant Leadership award.

**D. Agenda Item: Accountability Update**

**Presenter:** Adam Holt, Testing and Accountability Director

Mr. Holt provided the board with an overview of the 2016-2017 JCPS test data, graduation rate and school performance grades.

- E. **Agenda Item:** Declared Surplus  
**Presenter:** Gwen Edwards, Finance Officer

Mrs. Edwards informed the board that the following items have been declared as surplus by the School Nutrition Department and will be sold on Govdeals.com:

1. 2 - Serving Lines
2. Convection Oven
3. Pass-through Cooler

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

Mrs. Edwards presented the Unaudited Financial Summary as of September 19, 2017.

### **OPEN SESSION FOR PUBLIC COMMENTS**

Abigail Clayton and Bonnie Claxton, parents of kindergarten students at Fairview Elementary School, spoke to the board about their concerns with overcrowding in the classrooms and miscommunication from school leadership. The parents said they were supportive of the school but that it was a very confusing way to begin the school year.

### **ACTION AGENDA**

- A. **Agenda Item:** Budget Amendments  
**Presenter:** Gwen Edwards, Finance Officer

Ms. Edwards presented budget amendments and transfers to the Federal Grants Fund, Local Current Expense Fund and Other Specific Revenue Fund 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 budget amendments and transfers to the Federal Grants Fund, Local Current Expense Fund and Other Specific Revenue Fund.*

- B. **Agenda Item:** Meridian Behavioral Services Agreement Renewal  
**Presenter:** Kelly Doppke, Student Support Services Director

Mrs. Doppke presented the board with the 2017-2018 Meridian Behavioral Services Agreement contract. Mrs. Doppke said that there are no changes to services or costs 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 2017-2018 Meridian Behavioral Services Agreement renewal.*

- C. **Agenda Item:** Blue Ridge and Fairview Roof and Heating/AC Contract Approval  
**Presenter:** Mr. Darin Allison, Capital Projects Director

Mr. Allison presented the contract for the Blue Ridge School and Fairview Elementary School Roof and Heating/AC upgrades 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 contract for the Blue Ridge School and Fairview Elementary School Roof and Heating/AC upgrades.*

**D. Agenda Item:** Request authorization for the JCPS Board Chair to act on their behalf to approve contracts for the projects listed below.

**Presenter:** Darin Allison, Capital Projects Director

Mr. Allison asked the board to authorize the Board of Education Chairman to act on their behalf to approve contracts for the following capital projects:

1. Cullowhee Valley Elementary School HVAC system
2. Smoky Mountain High School Auxiliary Gym and Locker Room HVAC system
3. Smokey Mountain Elementary School Tribal Water Connection
4. Smokey Mountain Elementary School Grades 7-8 Wing HVAC System
5. Blue Ridge Pre-K-13 Water System
6. SMHS Auxiliary Gym Domestic Boiler Replacement

**Action:** *Upon a motion by Mrs. Ali Laird-Large and seconded by Mr. Wes Jamison, the board voted unanimously to authorize the Board of Education Chairman to act on their behalf to approve the contracts for the capital projects listed above.*

**E. Agenda Item:** Field Trips

**Presenter:** Dr. Kim Elliott, Interim Superintendent

1. Atlanta – Smoky Mountain High School, Grades 9-12, Atlanta, GA, Oct. 25, 2017, TT #3983.
2. Atlanta HERO – Smoky Mountain High School, Grades 10-11, Atlanta, GA, Nov. 8, 2017, TT 4024.
3. Band Competition – Smoky Mountain High School, Band Grades 9-12, Bassett, VA, Oct. 21-22, 2017, TT 4003.
4. Gray Fossil Site and Museum - Smokey Mountain Elementary School, Grades 7-8, Gray, TN, Oct. 13, 2017, TT 4000.
5. Knoxville Zoo – Fairview Elementary School, Grade 5, Knoxville, TN, Oct. 27, 2017, TT 4007.
6. UNC Charlotte – Jackson County Early College, Grades 10-12, Charlotte, NC, Nov. 7-11, 2017, TT 4015.
7. Walt Disney World - Smoky Mountain High School, Grades 9-12, April 4 to 8, 2018, Orlando, FL, TT 3989.
8. Young Harris Planetarium – Fairview Elementary School, Grade 3, Young Harris, GA, Oct. 25, 2017, TT 3968.
9. Young Harris Planetarium – Fairview Elementary School, Grade 3, Young Harris, GA, Oct. 26, 2017, TT 3969.
10. Young Harris Planetarium – Smoky Mountain High School, Intensive Needs Class Grades 9-12, Young Harris, GA, Nov. 17, 2017, TT 3998.

**Action:** *Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, 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 Mr. Wes Jamison 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 Mr. Wes Jamison, the board voted unanimously to return to open session.*

## **OPEN SESSION**

**Action:** *Upon a motion by Mrs. Ali Laird Large and seconded by Mr. Wes Jamison, the board unanimously approved the consent action agenda:*

1. Closed Session Minutes of Meeting on August 29, 2017

## **PERSONNEL ACTION AGENDA**

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

### **Employee Recommendations:**

1. Callaham, Lori – Afterschool Assistant, Fairview Elementary School
2. Devoe, William – Custodian and Bus Driver, Scotts Creek Elementary School
3. Graves, Carol – School Bus Driver, Fairview Elementary School
4. Hart, Chrysan – Receptionist, Smoky Mountain High School
5. Hicks, Ashley – Substitute School Nutrition Assistant, Scotts Creek Elementary School, Fairview Elementary School, Cullowhee Valley Elementary School, Smoky Mountain High School
6. Huckabee, Delores “Lori” – EC Teacher Assistant, Scotts Creek Elementary School
7. Kelly, Tamara – EC and Regular Education Homebound Teacher, All Schools
8. Krause, Roxanne – EC and Regular Education Homebound Teacher, All Schools
9. Long, Deena – Substitute School Nutrition Assistant, Scotts Creek Elementary School, Fairview Elementary School, Cullowhee Valley Elementary School, Smoky Mountain High School
10. Long, Deena – Substitute School Bus Driver, Bus Garage
11. Long, James – School Nutrition Assistant, Scotts Creek Elementary School, School of Alternatives
12. Mathis, Daniel – School Bus Driver, Fairview Elementary School
13. Millsaps, Carla – School Nutrition Assistant, Scotts Creek Elementary School
14. Murphy, Ronda – Part-time Data Manager, Scotts Creek Elementary School
15. Parsons, Stephen – PE Teacher Assistant/Safety Assistant, Smokey Mountain Elementary School, Scotts Creek Elementary School

16. Pendry, Heather – School Nutrition Assistant, Cullowhee Valley Elementary School
17. Seitz, Cynthia – Tutor, Cullowhee Valley Elementary School
18. Stillwell, Renee – EC and Regular Education Homebound Teacher, All Schools

**Employee Resignations:**

1. Bryson, Dustin – Maintenance, Central Office

**Employee Retirements:**

1. Santoro, Steven – Custodian/Bus Driver, Fairview Elementary School

**Staff, Non-Staff, and Returning Coach Recommendations:**

1. Brodof, Emily – Head Coach Volleyball, Fairview Elementary School
2. Cauley, Lindsy – Assistant Coach Varsity Cheer, Smoky Mountain High School
3. Evans, Gabriella – Assistant Coach Volleyball, Scotts Creek Elementary School
4. Golden, Tori – Assistant Coach Volleyball, Fairview Elementary School
5. Lanning, Max – Head Coach Middle School Soccer, Blue Ridge Early College
6. Mireles, Cristian – Assistant Coach Middle School Soccer, Blue Ridge Early College
7. Moody, Madison – Assistant Coach Junior Varsity Cheer, Smoky Mountain High School
8. Mulligan, Tyler – Assistant Coach Junior Varsity Men’s Basketball, Smoky Mountain High School
9. Pangle, Alaina – Assistant Athletic Director, Smokey Mountain Elementary School
10. Rish, Sarah – Head Coach Volleyball, Scotts Creek Elementary School
11. Watson, Jason – Head Coach Middle School Volleyball, Blue Ridge Early College
12. Willoughby, Wes – Assistant Coach Soccer, Smokey Mountain Elementary School

**TECHNICAL CORRECTIONS FROM 08-29-17:**

**Transfers Requiring Action:**

6. Incorrect - Macke, Stacy – From School Counselor at Smokey Mountain Elementary School to School Counselor at Cullowhee Valley Elementary School  
Correction – Macke, Stacy – From School Counselor at Smoky Mountain High School to School Counselor at Cullowhee Valley Elementary School
8. Incorrect - Sloan, Patricia – From EC Teacher Assistant at Smoky Mountain High School to EC Teacher at Cullowhee Valley Elementary School  
Correction - Sloan, Patricia – From EC Teacher Assistant at Smoky Mountain High School to EC Teacher Assistant at Cullowhee Valley Elementary School

**ANNOUNCEMENTS**

**The next regularly scheduled business meeting of the Board of Education is October 30, 2017, at 6:00 p.m., at the Board of Education Administrative Offices, 398 Hospital Road, Sylva, North Carolina.**

**ADJOURNMENT**

There being no objection, Chairman Henke adjourned the meeting at 7:25 p.m.

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Ken Henke, Chairman

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Dr. Kim Elliott, Secretary