

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

398 Hospital Dr., Sylva

October 30, 2017

6:00 p.m.

The Jackson County Board of Education met in regular session at 6:00 p.m. on Monday, October 30, 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-Chairman  
Elizabeth Cooper  
Margaret McRae  
Wes Jamison

Also present were Dr. Kimberly Elliott, Interim Superintendent; Dr. Kevin Bailey, Personnel Director; Dean Shatley, 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 voted unanimously to approve the Agenda.*

**OPEN SESSION FOR PUBLIC COMMENTS**

None.

**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 September 19, 2017.

**INFORMATION AGENDA**

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

Dr. Elliott reported on the following:

1. Dr. Elliott attended the fourth annual Collaborative Regional Educational Workshop (CREW) Professional Development Training Day scheduled October 5<sup>th</sup> at Cherokee Central Schools. CREW involved teachers and administrators from Jackson, Macon, Swain and Haywood counties for an outstanding day of professional development.
2. Congratulations to teachers Paula Fox, Sarah Hall and Pam Martin for receiving SUTEP grants.
3. Seven of our nine schools met or exceeded growth, with Jackson County Early College maintaining a high Performance Grade with a consistent “A” rating.
4. Smoky Mountain High School is in the top 10% growth scores of traditional public high schools in the state. The ACT success is a direct outcome of teachers and administrators helping students achieve success.
5. The School of Alternatives received a progressing designation.
6. Scotts Creek, Fairview, and Cullowhee Valley Elementary schools experienced significant increases and minor decreases at various grade levels in reading and math with each maintaining their letter grades. All nine schools are engaged in a Continuous Improvement Model and review data to adjust teaching and learning daily.
7. Smokey Mountain Elementary School met its growth status and will continue to review its School Improvement Plan to assess student needs for improved student achievement outcomes. The implementation of multi-tiered systems of support (MTSS) and curriculum alignment have been integral to student growth scores rising.
8. Blue Ridge School increased their school performance grade by 12 points.
9. Dr. Elliott commended the Principals, Teachers, and Administrators for their hard work and dedication and thanked the board for their support.

B. **Agenda Item:** Class Size Waiver Affidavit  
**Presenter:** Dr. Kim Elliott, Interim Superintendent

Dr. Elliott presented information about a class size waiver affidavit that will be presented at the November Board of Education for action.

C. **Agenda Item:** Capital Projects Update  
**Presenter:** Darin Allison, Director

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

D. **Agenda Item:** Declared Surplus  
**Presenter:** Gwen Edwards, Finance Director

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

1. Pass Through Cooler
2. Warmer Unit

E. **Agenda Item:** Pension Spiking  
**Presenter:** Gwen Edwards, Finance Director

Mrs. Edwards presented information to the board about Pension Spiking, in which a member's compensation significantly increases late in his or her career, thereby creating unusually high unforeseen liabilities to the Retirement System. JCPS has one member that falls within this category and will only affect the system should the member retire within the next 18 months.

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

Mrs. Edwards presented the Unaudited Financial Summary as of October 27, 2017.

### **ACTION AGENDA**

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

Mrs. Edwards asked for approval of budget amendments and transfers for the State Public School Fund, Federal Grants Fund, Other Specific Revenue Fund, Capital Outlay Fund, and other local transfers.

***Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mr. Wes Jamison the board voted unanimously to approve the state public school fund, federal grants fund, capital outlay fund, local current expense fund, and other local transfers and budget amendments.*

- B. **Agenda Item:** School Improvement Plans and District Strategic Plan Approval  
**Presenter:** Adam Holt, Director of Testing and Accountability and Angie Dills, Director of Secondary Curriculum

Mrs. Dills and Mr. Holt presented the 2017-2018 District Strategic Plan and School Improvement Plans 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 District Strategic Plan and School Improvement Plans.*

- C. **Agenda Item:** Waiver Form B: Enhancement Curricular Area Class Size Waiver Request  
**Presenter:** Adam Holt, Director of Testing and Accountability

Mr. Holt presented information about the Waiver Form B: Enhancement Curricular Area Class Size Waiver and asked for approval. The waiver will allow physical education, visual arts, and general music classes to exceed the maximum number of students in grades K-3, as recommended by NCSBI.

***Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Elizabeth Cooper, the board voted unanimously to approve the Waiver Form B: Enhancement Curricular Area Class Size Waiver for physical education, visual arts, and general music classes.*

- D. **Agenda Item:** Interim Superintendent Recommendation for Principal per G.S. 115C-105.37, 115C-105-39, and 115C-83.15 approval  
**Presenter:** Dr. Kim Elliott, Interim Superintendent

Dr. Elliott presented her recommendation for the Principal per G.S. 115C-105.37, 115C-105.39, 115C-83.15 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 Interim Superintendents recommendation for Principal per G.S. 115C-105.37, 115C-105-39, and 115C-83.15.*

E. **Agenda Item:** Weather Waiver Request for 2018-2019

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

Dr. Elliott presented the Weather Waiver Request for the 2018-2019 school year 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 weather waiver for the 2018-2019 school year.*

F. **Agenda Item:** Policy Updates

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

New Policies – First Reading:

1. Business Advisory Council (2670)

Policy Updates:

1. Parental Involvements (1310)

2. School Safety (1510/4200/7270)

3. Governing Principle – Stewardship of Resources (1800)

4. Goals and Objectives of the Educational Program (3000)

5. Curriculum Development (3100)

6. Innovation in Curriculum and Instruction (3110)

7. Technology in the Educational Program (3220)

8. School Calendar and Time for Learning (3300)

9. Graduation Requirements (3460)

10. Citizenship and Character Education (3530)

11. Comprehensive Health Education Program (3540)

12. Assignment to Classes (4155)

13. Transportation Services/Vehicle Contracts (6340)

14. Contracts with the Board (6420)

15. Purchase of Services (6450)

16. Use of Equipment, Materials, and Supplies (6520)

17. Licensure (7130)

18. Drug Free and Alcohol Free Workplace (7240)

19. Evaluation of Licensed Employees (7810)

Dr. Elliott presented Board Policy 2670 for first reading and the proposed changes to above listed policies 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 policy updates as listed above.*

**G. Agenda Item: Field Trips**

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

1. Clemson University - Smoky Mountain High School FCA, Grades 7-12, Clemson, SC, Dec. 9, 2017, TT 4046
2. Lost Sea Adventure - Fairview Elementary School, Grade 6, Sweetwater, TN, Nov. 9, 2017, TT 4087
3. Space Camp - Smokey Mountain Elementary School, Grade 6, Huntsville, AL, May 2, 2018 to May 4, 2018, TT 4039
4. Dollywood – Blue Ridge Early College, Grades 9-12, Pigeon Forge, TN, Dec. 1, 2017, TT 4128

Dr. Elliott 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. Margaret McRae, 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 voted unanimously to take action on a student matter in closed session.*

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

1. Closed Session Minutes of Meeting on September 19, 2017

**PERSONNEL ACTION AGENDA**

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

**Employee Recommendations:**

1. Agoo, Tia – Substitute School Nutrition Assistant, Fairview Elementary School
2. Bell, Tasha – Part-time Tutor, Smokey Mountain Elementary School
3. Bullock, Heather – School Counselor, Cullowhee Valley Elementary School

4. Cope, Greg – Carpenter, Maintenance Department Central Office
5. Debord, April – Student Transportation Assistant, Smoky Mountain High School
6. Ensley, Roy – Marching Band Instructor, Smoky Mountain High School
7. Hart, Noree Dudley – Title One Tutor, Scotts Creek Elementary School
8. Green, George – Electrician, Maintenance Department Central Office
9. Gunter, Shelbi - Substitute School Nutrition Assistant, Cullowhee Valley Elementary School, Fairview Elementary School, Scotts Creek Elementary School, Smoky Mountain High School, Smokey Mountain Elementary School
10. Haigler, Melissa – Student Transportation Assistant, Smoky Mountain High School
11. McCoy, William, Activity Bus Driver, School of Alternatives
12. Raymer, Kendall – Marching Band Instructor, Smoky Mountain High School
13. Shook, Bridgett – Substitute Bus Driver, Cullowhee Valley Elementary School
14. Whisnant, Crystal – After School Assistant, Scotts Creek Elementary School
15. Wilson, Erik – Teacher, Fairview Elementary School

**Employee Resignations:**

1. Ago, Tia – School Nutrition Assistant, Fairview Elementary School
2. Beveridge, Andrew – Custodian and Bus Driver, Scotts Creek Elementary School
3. Bruegger, Jodi – Teacher, Fairview Elementary School
4. Moore, Lauren – School Nutrition Assistant, Fairview Elementary School
5. Quinlan, Megan – Teacher, Smokey Mountain Elementary School
6. Sims, Barbara – After School Assistant and Summer Day Camp Director, Fairview Elementary School
7. Wheatley, Leann – Data Manager, Fairview Elementary School

**Employee Retirements:**

1. Cook, Judy – Teacher Assistant, Smokey Mountain Elementary School
2. Crawford, Wayne – Custodian, Smoky Mountain High School
3. Painter, Allen – School Psychologist, School of Alternatives

**Special Requests – Leave of Absence:**

1. Bell, Stephanie – Teacher, Smokey Mountain Elementary School
2. Krause, Roxanne – EC Teacher, Scotts Creek Elementary School

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

1. Addertion, Chandler – Assistant Coach Men’s Varsity Basketball, Smoky Mountain High School – Returning Staff
2. Ashe, Brandon – Assistant Coach Basketball, Fairview Elementary School – Returning Non-Staff
3. Batts, Staci – Head Coach Cheer, Cullowhee Valley Elementary School – Non-Staff
4. Bell, Tasha – Head Coach Cheer, Smokey Mountain Elementary School – Returning Non-Staff
5. Bishop, Kristian – Head Coach Girls Basketball, Scotts Creek Elementary School – Non-Staff
6. Brown, Erin – Assistant Coach Cheer, Cullowhee Valley Elementary School – Staff
7. Bumgarner, Mary – Assistant Coach Cheer, Smokey Mountain Elementary School – Staff

8. Burton, Heather – Assistant Coach Girls Basketball, Cullowhee Valley Elementary School – Non-Staff
9. Cody, Stephen Jeremy – Head Coach Basketball, Fairview Elementary School – Returning Non-Staff
10. Davis, Cory – Assistant Coach Basketball, Cullowhee Valley Elementary School – Non-Staff
11. Davis, Janet – Head Coach Cheer, Scotts Creek Elementary School – Returning Staff
12. Ellenburg, Jeremy – Head Coach Varsity Baseball, Smoky Mountain High School – Returning Staff
13. Extine, Jamie – Head Coach Junior Varsity Baseball, Smoky Mountain High School – Returning Staff
14. Gallardo, Chyan – Assistant Coach Basketball, Fairview Elementary School – Returning Non-Staff
15. Hawk, Derrick – Assistant Coach Varsity Baseball, Smoky Mountain High School – Returning Staff
16. Hubbard, Andrew – Assistant Coach Boys Basketball, Scotts Creek Elementary School – Non-Staff
17. Hyatt, Steven – Assistant Coach Boys Basketball, Smokey Mountain Elementary School – Returning Non-Staff
18. Moore, Wanda – Assistant Coach Cheer, Scotts Creek Elementary School – Returning Staff
19. Parsons, Jonathan – Assistant Coach Junior Varsity Women’s Soccer, Smoky Mountain High School – Returning Staff
20. Ramos, Mike – Head Coach Boys Basketball, Smokey Mountain Elementary School – Returning Non-Staff
21. Parsons, Stephen – Assistant Coach Varsity Women’s Soccer, Smoky Mountain High School – Returning Staff
22. Sides, Libby – Head Coach Junior Varsity Women’s Soccer, Smoky Mountain High School – Returning Non-Staff
23. Sides, Mark – Head Coach Varsity Women’s Soccer, Smoky Mountain High School – Returning Staff
24. Stanberry, Lynn- Head Coach Cheer, Fairview Elementary School – Non-Staff
25. Stewart, Alec – Head Coach Boys Basketball, Scotts Creek Elementary School – Returning Non-Staff
26. Taylor, Mark – Assistant Athletic Director – Winter, Smoky Mountain High School – Returning Staff
27. Taylor, Mark – Assistant Athletic Director – Spring, Smoky Mountain High School - Returning Staff
28. Tuttle, Aaron – Assistant Coach Junior Varsity Baseball, Smoky Mountain High School – Returning Staff
29. Wilson, Tina – Assistant Coach Cheer, Fairview Elementary School – Non-Staff

### **ANNOUNCEMENTS**

**The next regularly scheduled business meeting of the Board of Education is November 21, 2017, at 6:00 p.m., at the Board of Education Administrative Offices, 398 Hospital Road, Sylva, North Carolina.**

**\*\*SAVE THE DATE – May 17, 2018 – Jackson County Public Schools Teacher of the Year, Support Employee of the Year, and Retiree Reception – Smoky Mountain High School Performing Arts Center, 6:00 p.m.**

**ADJOURNMENT**

There being no objection, Chairman Henke adjourned the meeting at 7:00 p.m.

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Ken Henke, Chairman

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Dr. Kim Elliott, Secretary