

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

398 Hospital Road, Sylva, NC

November 21, 2017

6:00 p.m.

The Jackson County Board of Education met in regular session at 6:00 p.m. on Tuesday, November 21, 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  
Wes Jamison

Also present were Dr. Kimberly Elliott, Interim Superintendent; Dr. Kevin Bailey, Personnel Director; Chris Campbell, 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. Elizabeth Cooper, the board voted unanimously to approve the Agenda.*

**SPECIAL RECOGNITION**

Dr. Elliott presented Certificates of Recognition to the School of Alternatives for maintaining progressing status in the North Carolina Accountability Model, and North Carolina Academic Grown and Graduation Awards to Jackson County Early College, Smoky Mountain High School, Blue Ridge School, Cullowhee Valley Elementary School, Blue Ridge Early College, Scotts Creek Elementary School and Smokey Mountain Elementary School.

**OPEN SESSION FOR PUBLIC COMMENTS**

None.

**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 October 30, 2017.

## INFORMATION AGENDA

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

Dr. Elliott reported on the following:

1. Dr. Elliott congratulated all the school and school families who just received the awards and special recognition from the North Carolina Department of Public Instruction.
2. Dr. Elliott has been working with Mr. Carl Hyde and the Blue Ridge Foundation and a private donor, Mr. Don Sentell, who has pledged a half million dollars to Blue Ridge School over the next 10 years.
3. Dr. Elliott commended the School Nutrition Department and JCPS staff members for the excellent Thanksgiving lunch held at each school site last week.
4. Many of our students and staff are working on service projects to assist our community members and families during this holiday season.
5. Smokey Mountain Elementary School has been named a National Beta School of Distinction for 2017-2018. The school received this award due to their Beta Chapter striving for academic achievement, exemplary character, and demonstrated leadership and service to others.
6. Dr. Elliott gave a special thank you to Cullowhee Valley School and Principal Kathryn Kantz for hosting the movie crew last year on their campus during the filming of *Three Billboard Outside Ebbing Missouri*. Ms. Kantz and her daughter were honored guests for a special screening of the movie in Sylva last week.
7. Teri Walawender has been named Cashiers' Chamber of Commerce Educator of the Year, during a reception attended by Dr. Elliott and board member, Margaret McRae.

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

Mrs. Edwards presented the Unaudited Financial Summary as of November 21, 2017.

## ACTION AGENDA

- A. **Agenda Item:** Budget Amendments  
**Presenter:** Mrs. 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 Mrs. Elizabeth Cooper the board voted unanimously to approve the state public school fund, federal grant fund, other specific revenue fund, capital outlay fund, and other local transfers.*

- B. **Agenda Item:** Policy Updates  
**Presenter:** Dr. Kim Elliott, Interim Superintendent  
Policy Updates:

Rescind:

1. Local Purchasing Requirements for Equipment, Materials, and Supplies (6440)

Final Reading:

1. Business Advisory Council (2670)

Updates:

1. Prohibition Against Discrimination, Harassment and Bullying (1710/4021/7230)
2. Dual Enrollment (3101)
3. Online Instruction (3102)
4. Curriculum and Instructional Guides (3115)
5. Grouping for Instruction (3130)
6. Selection of Instructional Materials (3200)
7. Parental Inspection of and Objection to Instructional Materials (3210)
8. Evaluation of Student Progress (3400)
9. Testing and Assessment Program (3410)
10. Student Promotion and Accountability (3420)
11. School Improvement Plan (3430)
12. Class Rankings (3450)
13. Student Voter Registration and Preregistration (3640/5130)
14. School Assignment (4150)
15. Schools and the Community (5000)
16. School Meal and Competitive Foods Standards (6230)
17. Purchasing Requirements (6430)
18. Network Security (6524)
19. Resource Conservation (6530)
20. Licensure (7130-R)
21. Employee Use of Social Media (7335)
22. Prequalification of Bidders for Construction Projects (9115)
23. Bidding for Construction Work (9120)

Dr. Elliott presented the proposed changes to above listed policy updates 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 policy updates as listed above.*

### **CLOSED SESSION**

*The board unanimously approved a motion by Mrs. Ali Laird-Large and seconded by Mrs. Elizabeth Cooper, 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**

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

A. Closed Session Minutes of Meeting on October 30, 2017

### **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. Elliott. The board unanimously approved the following recommendations:

#### **Employee Recommendations:**

1. Alley, Cierra – Afterschool Assistant, Scotts Creek Elementary School
2. Buchanan, Kimberly – School Nutrition Assistant, Fairview Elementary School
3. Carpenter, Donna – Substitute School Nutrition Assistant, Cullowhee Valley Elementary School, Fairview Elementary School, Scotts Creek Elementary School, and Smoky Mountain High School
4. Corn, Peggy – Custodian and Bus Driver, Fairview Elementary School
5. Elders, Melissa – School Nutrition Assistant, Smokey Mountain Elementary School
6. Guelcher, Jeff – Friday Field Trip Assistant, Cullowhee Valley Elementary School
7. Hawkins, Bruce – Field Trip and Activity Bus Driver, Smokey Mountain Elementary School
8. Jenkins, Casey – School Counselor, Smokey Mountain Elementary School
9. Lovedahl, Rebekah – Afterschool Director, Fairview Elementary School
10. Massengill, Rose – School Nutrition Assistant, Fairview Elementary School
11. Stafford, Carl – Custodian and Bus Driver, Smoky Mountain High School
12. Trull, Maria – Teacher, Smokey Mountain Elementary School
13. Updegraph, Dan – Field Trip and Activity Bus Driver, Smokey Mountain Elementary School
14. Williamson, Suzanne – School Nutrition Assistant, Smokey Mountain Elementary School

#### **Employee Resignations:**

1. Dudlee-Hart, Noree – Tutor, Scotts Creek Elementary School
2. Springer, Amanda – School Nutrition Assistant, Smokey Mountain Elementary School
3. Stiles, Anna Desiree – School Nutrition Assistant, Smokey Mountain Elementary School
4. Walker, Sherry – Custodian, Smoky Mountain High School

#### **Special Requests: Leave of Absence:**

1. Tuttle, Aaron – Bus Driver, Cullowhee Valley Elementary School

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

1. Mayse, Tim – Assistant Coach Varsity Boys Basketball, Blue Ridge Early College – Returning Staff
2. Mayse, Tim – Assistant Coach Junior Varsity Boys Basketball, Blue Ridge Early College – Returning Staff
3. Steinel, Ashley – Assistant Coach Varsity Girls Basketball, Blue Ridge Early College
4. McCrickard, Ben – Head Coach Junior Varsity Boys Basketball, Blue Ridge Early College

**Transfers Requiring Action:**

1. Macke, Stacy – From School Counselor at Cullowhee Valley Elementary School to School Counselor at Smoky Mountain High School

**Dismissals/Separations:**

1. Pruitt, William – Custodian and Bus Driver, Smokey Mountain Elementary School

**ANNOUNCEMENTS**

**The next regularly scheduled business meeting of the Board of Education is December 12, 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 6:40 p.m.

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Ken Henke, Chairman

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Dr. Kim Elliott, Secretary