

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

398 Hospital Road, Sylva

February 26, 2018

6:00 p.m.

The Jackson County Board of Education met in regular session at 6:00 p.m. on Monday, February 26, 2018, at, 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. Kimberly Elliott, 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. Margaret McRae, the board voted unanimously to approve the Agenda.

SPECIAL RECOGNITION

Dr. Elliott presented Certificates of Appreciation to Mark Hooper, AC Sprinkle, Bryan Brooks, Ricky Morgan, Brandon Bennett, Jason Watson, Darin Allison, and Sue Blankenship, for providing Safety Road Checks to ensure the safety of our students.

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 January 23, 2018.
- B. Open Session Minutes of Joint Meeting with County Commissioners on January 25, 2018.
- C. Open Session Minutes of Special-Called Meeting on February 2, 2018.

INFORMATION AGENDA

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

Dr. Elliott reported on the following:

1. School Safety Press Release.
2. Cullowhee Valley- Regional Science Fair Winners.
3. Smoky Mountain Elem. Soil and Water Conservation Winners.
4. Students in SME 3rd and 4th Grade classroom participated in a poster contest hosted by the Jackson County Soil and Water Conservation. Students applied their knowledge from an Earth's Water/Animal Adaptations curriculum unit and creatively addressed the water cycle and the need for water conservation and clean water - for both humans and animals!
5. Mrs. Jane Fitzgerald, JCSWC, visited SMES on Friday, February 9th and presented the following county-level awards:
 - Stanley Chen, 3rd Grade 1st Place,
 - Hailey Owle, 4th Grade 1st Place,
 - Leah Mintz, 4th Grade 2nd Place,
 - Haley Kirkland, 4th Grade 3rd Place.Both first place finishers will move on to the regional level competition in Waynesville, NC.
6. All of our Blue Ridge District and Smoky District Winter Sports Teams have shown excellence in many areas. A special congratulations to our SMHS Women's Varsity Basketball Team for the conference championship and placing so well in the playoffs.
7. SMHS Merit Scholars:
Lukas Wilde, Kelly Morgan and Eli Costa are recognized as three of the nation's 15,000 National Merit Scholar Finalists. SMHS has not had a Merit Scholar since 2010, and this year we had three out of 1.6 million who tried for the honor.

- B. **Agenda Item:** CCRP Update
Presenter: Angie Dills

College and Career Readiness Program update was tabled for later discussion.

- C. **Agenda Item:** Drug Free Community Grant
Presenter: Laura Cabe, Director of School Nutrition

Laura Cabe updated the board on the Drug Free Communities Grant submission for Jackson County Public Schools. She shared the SHAC Drug Free Communities survey for both middle school and high school students. This survey will help us better understand health issues among teens and within our community. The survey responses will be used to help guide programming for this grant.

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

Ms. Edwards presented the Unaudited Financial Summary as of February 27, 2018.

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 Grant Fund, Capital Outlay Fund, and Other Specific Revenue Fund.*

B. Agenda Item: JCPS Summer Programs

Presenter: Laura Dills and Adam Holt

Ms. Laura Dills and Mr. Adam Holt presented the plan for the JCPS Summer Academic Programs on the Blue Ridge/JCEC campuses and the Smoky Mountain District campuses 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 JCPS Summer Academic Programs.*

C. Agenda Item: Campbell Shatley LLC continuation of services

Presenter: Dr. Kimberly Elliott, Superintendent

Dr. Elliott presented a letter to the board regarding the continuation of legal services from Campbell Shatley LLC 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 continuation of legal services with Campbell Shatley LLC.*

D. Agenda Item: Purchase of 42 Passenger Activity Bus

Presenter: Mark Hooper, Director of Transportation

Mr. Mark Hooper presented a proposal for the purchase of a 42 passenger Activity Bus 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 purchase of a 42 passenger Activity Bus.*

E. Agenda Item: Field Trips

Presenter: Dr. Kim Elliott, Superintendent

1. Chapel Hill and Charlotte - Blue Ridge Early College, Grades 7-8, Chapel Hill, NC, March 13-16, 2018, TT4434
2. Charleston - Cullowhee Valley Elementary School, Grade 8, Charleston, SC, May 2 to 4, 2018, TT 4484
3. Dollywood – Smoky Mountain High School, Grades 9-12, Pigeon Forge, TN, April 27, 2018, TT 4365.
4. Forbidden Caverns - Scotts Creek Elementary School, Grade 6, Sevierville, TN, May 4, 2018, TT 4402
5. U.S. Space and Rocket Center – Blue Ridge School, Grade 6, Chattanooga, TN, April 10 to 13, 2018, TT 4338.
6. Woodruff Arts Center - Smokey Mountain High School, Grades 9-12, Atlanta, GA, Apr. 14-15, 2018, TT 4408.
7. YMCA Camp Greenville – Cullowhee Valley Elementary School, Grade 7, Cleveland, TN, Apr. 17 to 19, 2018, TT 4485.

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 Mrs. Margaret McRae, the board voted unanimously to approve the above listed field trips.*

F. Agenda Item: Policy Updates

Presenter: Dr. Kim Elliott, Superintendent

Second Reading:

1. Teacher Contracts (7410)

Updates:

1. Professional and Staff Development (1610/7800)
2. Public Participation at Board Meetings (2310)
3. Board Policies (2400)
4. Copyright Compliance (3230/7330)
5. Conflict Resolution (3431)
6. Staff-Student Relations (4040/7310)
7. Child Abuse – Reports and Investigations (4240/7312)
8. Tobacco Products – Students (4320)
9. Student Fees (4600)
10. Smoking and Tobacco Products (5026/7250)
11. Student Health Services (6120)
12. Operation of School Nutrition Services (6220)
13. Bus Routes (6321)
14. Organization of Purchasing Function (6410)
15. Vendor Lists (6442)
16. Disposal of Surplus Property (6560)
17. Resignation (7900)
18. Professional Employees: Demotion and Dismissal (7930)
19. Classified Personnel: Suspension and Dismissal (7940)
20. Grants and Funding for Special Projects (8210)
21. School Finance Officer (8510)
22. Site Selection (9010)

23. Use and Selection of Architects, Engineers, Surveyors, and Construction Managers at Risk (9110)
24. Sale, Disposal, and Lease of Board-Owned Real Property (9400)

Dr. Elliott presented 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.*

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 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 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. Bryson, April – K-12 Instructional Coach, District-wide
2. (Motion to move for separate vote) Buchanan, Jacob – Assistant Superintendent, Central Office
3. Chapman, Jeremy - EC Teacher Assistant, School of Alternatives
4. Dyer, Joyce – Tutor, Scotts Creek Elementary School
5. Forsythe, Cristina – Part-time Teacher, Smoky Mountain High School
6. Frady, Tiffany – Percussion Instructor, Smoky Mountain High School
7. Hammer, Kelly – EC Teacher Assistant, Smoky Mountain High School
8. Jones, Kathryn – K-12 Instructional Coach, District-wide
9. Kittle, Tyler – Jazz Instructor, Smoky Mountain High School
10. Loyd, Megan – Color Guard Instructor, Smoky Mountain High School
11. Martin, Galen – Tutor, Fairview Elementary School
12. Martin, Galen – Interim Teacher, Fairview Elementary School
13. Mastrolla, Christy – School Nutrition Assistant, Fairview Elementary School
14. Mathis, Derek – Tutor, Cullowhee Valley Elementary School
15. Moses, Jade – Color Guard Instructor, Smoky Mountain High School
16. Mulligan, Tyler – Interim EC Teacher, Smoky Mountain High School
17. Nicholson, Shayla – Tutor, Cullowhee Valley Elementary School
18. Payne, Brittany – After School Tutor, Fairview Elementary School

19. Porter, Autumn – Tutor, Cullowhee Valley Elementary School
20. Starnes, Alana – Interim EC Teacher, Scotts Creek Elementary School
21. Stewart, Cathy – Tutor, Cullowhee Valley Elementary School
22. Taylor, Ashley – EC Data Manager, Central Office
23. Williams, Shane – EC Teacher Assistant, Smoky Mountain High School
24. Witherspoon, Allison – Tutor, Cullowhee Valley Elementary School

Employee Resignations:

1. Corsair, Mary – Tutor, Fairview Elementary School
2. Dyer, Joyce – Tutor, Scotts Creek Elementary School
3. Frazier, Janet – Instructional Technology Coordinator, Central Office
4. Kelly, Tamara – Teacher, Fairview Elementary School
5. Kilby, Charles – Bus Driver, Fairview Elementary School
6. Parris, Sarah – Teacher Assistant, Blue Ridge School
7. Stiwinter, Donna – Substitute School Nutrition Assistant, Blue Ridge School
8. Williamson, Suzanne – School Nutrition Assistant, Smokey Mountain Elementary School

Employee Retirements:

1. Fisher, Dorothy – Custodian and Bus Driver, Blue Ridge Early College

Staff, Non-Staff, and Returning Coach Recommendations:

1. Ashe, Jimmy – Assistant Coach Track, Smoky Mountain High School – Non-Staff Coach
2. Borchelt, Nathan – Head Coach Baseball, Cullowhee Valley Elementary School – Non-Staff Coach
3. Brooks, Beth – Head Coach Softball, Smokey Mountain Elementary School – Returning Staff Coach
4. Brooks, Whitney – Assistant Coach Softball, Smokey Mountain Elementary School – Non-Staff Coach
5. Day, Joey – Head Coach Middle School Softball, Blue Ridge Early College – Returning Non-Staff Coach
6. Deaver, Gage – Assistant Coach Baseball, Fairview Elementary School – Non-Staff Coach
7. Frazier, James – Head Coach Baseball, Fairview Elementary School – Non-Staff Coach
8. Frizzell, Nathan – Head Coach Junior Varsity Baseball, Smoky Mountain High School – Returning Staff Coach
9. Gibson, Demetrius – Head Coach Baseball, Smokey Mountain Elementary School – Non-Staff Coach
10. Hopkins, Michael – Assistant Coach Softball, District-wide – Non-Staff Coach
11. Mayse, Tim – Head Coach Varsity Golf, Blue Ridge Early College – Returning Staff Coach
12. Mirelas, Cristian – Assistant Coach Varsity Baseball, Blue Ridge Early College - Returning Non-Staff Coach
13. Mull, Jim – Head Coach Middle School Baseball, Blue Ridge Early College – Returning Non-Staff Coach

14. Patterson, Katelynn – Assistant Coach Softball, Cullowhee Valley Elementary School – Non-Staff Coach
15. Phillips, Kevin – Assistant Coach Middle School Baseball, Blue Ridge Early College – Returning Non-Staff Coach
16. Provost, Michelle – Head Coach Track, District-wide – Returning Staff Coach
17. Reddin, Colby – Assistant Coach Soccer, District-wide – Returning Staff Coach
18. Rhoads, Emory – Head Coach Soccer, District-wide – Staff Coach
19. Scifers, Jonathan – Assistant Coach Track, Fairview Elementary School – Returning Non-Staff Coach
20. Steinel, Ashley – Head Coach Varsity Softball, Blue Ridge Early College – Returning Staff Coach
21. Watson, Jason – Head Coach Varsity Baseball, Blue Ridge Early College – Returning Non-Staff Coach

Employee Recommendations:

1. Buchanan, Jacob – Assistant Superintendent, Central Office

Action: *Upon a motion made by Mrs. Ali Laird-Large and seconded by Mr. Wes Jamison, the board voted four to one to approve the separate personnel agenda per board motion as recommended by Dr. Elliott. Motion carried.*

ANNOUNCEMENTS

The next regularly scheduled business meeting of the Board of Education is March 27, 2018, at 6:00 p.m., at the Administrative Offices of the Board of Education, Sylva, North Carolina.

ADJOURNMENT

There being no objection, Chairman Henke adjourned the meeting at 7:36 p.m.

Ken Henke, Chairman

Dr. Kim Elliott, Secretary