Minutes Transylvania County Board of Education October 17, 2016

INVOCATION/PLEDGE OF ALLEGIANCE

CALL TO ORDER/WELCOME

Work Session (4:30 p.m.) - TCS Strategic Plan Special Recognition and Reception for Cindy Petit BUSINESS ITEMS

- 1. Approval of Agenda
- 2. Public Comment
- 3. Good News Report
- 4. Former Students in the Military
- Consent Agenda:
 - A. Minutes
 - B. Personnel Report
- 6. Instructional Update
- 7. Policy:
 - A. 6000 Series (Part A): Support Services
 - B. Policy 6140, Student Wellness
 - C. Fall 2016 PLS Updates
- 8. Merit-Based Bonus Plan
- 9. 6th Grade Athletics Plan
- 10. Request for Authorization of School Trip
- 11. Report from NCSBA District 8 Fall Meeting
- 12. Superintendent's Update
- 13. Important Dates
- 14. Public Comment
- 15. Other Items

The Transylvania County Board of Education met at 4:30 p.m. on October 17, 2016 at the Morris Education Center. Tawny McCoy led in a moment of silence and Cindy Petit led the Pledge of Allegiance. Chairman McCoy welcomed everyone and called the meeting to order. She reported that the board would hold a work session on the district strategic plan, followed by a special recognition and reception, and then the regular business meeting beginning at 6:30 p.m. In addition to three guests, the following individuals attended the work session:

BOARD MEMBERS: STAFF:

Tawny McCoy, Chair Dr. Jeff McDaris, Superintendent Ron Kiviniemi, Vice Chair Jenny Hunter, Administrative Assistant

Marty Griffin

Cindy Petit

Betty Scruggs

Kerry Putnam, Director, School Nutrition Services

Carolyn Barton, Director, School Nutrition Services

Kevin Smith, School-Community Relations Coordinator

April Gaydosh, Principal, BES

Scott Thomas, School Resource Officer

Work Session

Dr. McDaris reported that the TCS strategic plan is being revised to align with the State Board of Education's new strategic plan. The SBOE goals are listed below:

 Every student in the NC Public School System graduates from high school prepared for work, further education and citizenship.

- Every student has a personalized education.
- Every student, every day has excellent educators.
- Every school district has up-to-date financial, business, and technology systems to serve its students, parents and educators.
- Every student is healthy, safe, and responsible.

As a part of the revision process, the superintendent is seeking feedback from various groups regarding where the district plan stands in comparison to the state's plan, what makes TCS unique, and who we want to be as a school system. The board took a 15-minute recess for a working dinner, then participated in an exercise to provide input into what TCS is doing or should be doing to meet each of the five goals. The new strategic plan must be completed by May 2017.

Chairman McCoy reported that she had approached the commissioner chairman about a 2 on 2 meeting to discuss COPS grant funding, and the commissioners suggested going into the schools first to get feedback. The board discussed holding meetings with school staffs, community groups, civic groups and others to discuss facilities and strategic goals, possibly starting in January. Mr. Kiviniemi also suggested having more work sessions with the architect to consider options. Mr. Griffin suggested offering school facility tours for special groups.

The topic of shared facilities was discussed. Dr. McDaris reported that a recent recreation study commissioned jointly by the county commissioners and city council showed a strong need for more athletic facilities in the county. The consultant had also reported that some school systems and local governments have created partnerships to build shared gymnasiums and other facilities.

Mr. Kiviniemi requested that the board look at the existing bond timeline and discuss potential options for community meetings, 2/2 meetings, and other meetings at the November board meeting. The work session concluded at 5:59 p.m.

Special Recognition and Reception

Chairman McCoy reported that Cindy Petit's eight-year tenure on the board of education will be concluding at the end of November. Mrs. Petit was elected to the board for her first term in 2008 and re-elected for a second term in 2012. She served three years as the board vice chair from 2013 through 2015, and has given countless hours over the years advocating for students and schools. Board members shared their thoughts about working with Mrs. Petit:

Mr. Kiviniemi stated that he has enjoyed his four years working with Cindy and thanked her for being a part of the board's great working relationship and civil discourse. He thanked her for her years of service and said that he was sorry she was not running again for re-election.

Mrs. Scruggs spoke of her admiration of Cindy as a role model board member who looks after the needs of students and the community. She thanked Cindy especially for her knowledge and expertise regarding real estate and facilities.

Dr. McDaris stated that is has been his honor and privilege to work alongside Mrs. Petit and stated that he wished everyone could have seen her tenacity in 2/2 budget

meetings with commissioners. He stated that everything she does is for the kids, and he considers her a good friend.

Chairman McCoy reported that she and Cindy started their time together many years ago as students sitting together on the school bus. She thanked Cindy for always advocating for those whose voices needed to be heard.

Mr. Griffin stated that Cindy is a shining example of devotion—to the school system, to family, and to friends--and thanked her for all the time and effort she has devoted to others over the years.

Mrs. Petit recalled that one of her first jobs after being elected to the board was to help hire a new superintendent. She stated that she knew as soon as Dr. McDaris walked into the interview that he was the right person for the job, and she still feels that way today. She said it has been a pleasure serving and thanked everyone for their support. The board presented Cindy with an engraved plaque in appreciation for her years of service and leadership, and recessed for a reception in her honor at approximately 6:10 p.m.

The board came out of recess at 6:30 p.m. to begin the business meeting. In addition to approximately 16 guests, the following people joined the meeting: Chad Donnahoo, Board Attorney; Dr. Jeremy Gibbs, Chief Academic Officer; Norris Barger, Director of Business Services; and Brian Weaver, Senior Director of Human Resources

1. Approval of Agenda

ON A MOTION BY MRS. SCRUGGS, SECONDED BY MR. KIVINIEMI, the meeting agenda for October 17, 2016 was approved as presented.

2. Public Comment

There was no public comment.

3. Good News Report

Dr. McDaris reported the following items:

25-YEAR RECOGNITIONS

Each year the board recognizes the employees who have achieved 25 years of service with the Transylvania County Schools. Board members presented 25-year pins to this year's honorees:

Jill Barger, Office Support, Plant Operations
Dot Ehasz, Substitute Teacher
Alice Tate, Teacher Assistant, Brevard Elementary School
David Siniard, Teacher/Student Liaison, Brevard High School
Anna Poteat, Teacher, Rosman Elementary School
Vernon Bryson, Teacher, Pisgah Forest Elementary School
Michelle Ridenour, Teacher, Brevard Elementary School
Sarah Moser, Teacher, Brevard Elementary School

AMERICAN EDUCATION WEEK

American Education Week, November 13-19, 2016, is a time to celebrate public education and honor the individuals who are making a difference in ensuring that every child receives a quality education. As a thank you, each year the board invites all current and retired school system employees to enjoy a free Thanksgiving lunch on a designated

day in November in the school cafeteria of their choice. This year's Thanksgiving lunch will be held on Thursday, November 17. ON A MOTION BY MR. GRIFFIN, SECONDED BY MRS. PETIT, the board unanimously adopted a proclamation designating the week of November 13-19, 2016 as American Education Week in Transylvania County (see attached).

ROSMAN FORESTRY TEAM WINS COMPETITION

The Rosman High School FFA senior forestry team won the western region forestry competition for the second year in a row. Students competed in four areas: saw timber estimation, forestry tool identification, disease practicum, and tree species identification. Members of the championship team were Jeremiah Hooper, Cray McCall, Daniel Owen, and Shane Blythe. Senior Jeremiah Hooper was also the overall winner of the entire competition, taking the top score out of 172 competitors. These students will go to compete at the state level in Raleigh in June 2017. The RHS junior team earned second place in their division. Junior team members were Emma Galloway, Rebekah Merrill, Hunter Moody, Avery McNeely, and Meredith Maiken. Heather McNeely is the RHS agriculture education teacher and FFA sponsor.

4. Former Students in the Military

The board reviewed the list of former students from Brevard High School, Rosman High School, and Davidson River School who are currently serving or have previously served in the U.S. Military. There were no new names on the list.

5. Consent Agenda

ON A MOTION BY MR. KIVINIEMI, SECONDED BY MR. GRIFFIN, the minutes from the July 18, 2016 closed session, minutes of the September 19, 2016 meeting, and the personnel report for October 17, 2016 (see attached) were unanimously approved.

6. Instructional Update

Dr. Jeremy Gibbs gave an update on curriculum and instruction. Topics included professional development (planning with a purpose, and cultivating a learning climate) and school improvement planning. He reported that new two-year school improvement plans would be presented in December. Mr. Kiviniemi asked if the board could expect to see more parental involvement on the school improvement teams. Dr. Gibbs reported that schools have been working to improve levels of parental involvement and make the team meetings meaningful and inviting to parents who are not school employees. Mrs. Scruggs expressed appreciation to Dr. Gibbs for his leadership and focus on positive school climates.

7. Policy

At the September meeting, 12 new policies from the 6000 Series (Part A), Support Services, and 13 old polices and exhibits to be rescinded were presented as first-read information. Brian Weaver reported that policy 6220 (Operation of School Nutrition Services) had been revised and reviewed the changes that were made since the first read. Board members also discussed policy 6125 (Administering Medicines to Students) and policy 4270/6145 (Concussion and Head Injury). Mr. Weaver and Mr. Justice discussed "return to learn" protocols and emphasized that only a physician may release a student to play after a concussion. ON A MOTION BY MRS. SCRUGGS, SECONDED BY MR. GRIFFIN, the board unanimously adopted the 12 new policies from the 6000 series and rescinded the 13 old policies and exhibits as indicated below.

ADOPTED		RESCINDED	
6000	Support Services		
6100	Goals of Student Health Services	JHC	Student Health Services and Requirements
6110	Organization of Student Health Services		
6120	Student Health Services	JHCAA; JHCE; JHCE-R; JHCE-E(1); JHCE-E(2); JHCE-E(3); JHCE-E(4); JHCE-E(5)	Emergency Care for Injury and Sudden Illness; Care for School Children with Diabetes; Exhibits 1-5
6125	Administering Medicines to Students	JHCD; JHCD- E1; JHCD-E2	Administering Medicines to Students; Exhibits 1-2
6131	Do Not Resuscitate Orders	JHCF	Do Not Resuscitate Orders
4270/6145	Concussion and Head Injury		
6200	Goals of School Nutrition Services		
6210	Organization of School Nutrition Services		
6220	Operation of School Nutrition Services		
6225	Free and Reduced Price Meal Services		
6230	School Meal and Competitive Food Standards		

Mr. Weaver presented new policy 6140 (Student Wellness) and old policy JHCA (Student Wellness) as first-read information. He reported that the School Health Advisory Council (SHAC) has made some revisions to policy 6140 based on recommendations from school nurses. Mrs. Scruggs commended the representative makeup of the SHAC, noting that their meetings are well attended with input from a broad spectrum of the health community. She also commended the policy's emphasis on healthy living and its stated goals that would help direct resources. ON A MOTION BY MR. GRIFFIN, SECONDED BY MR. KIVINIEMI, the board unanimously accepted new policy 6140 and old policy JHCA as first-read information. Action on the policies will be requested in November.

Mr. Weaver presented 24 revised policies and one new policy from the NCSBA Fall 2016 PLS updates as first-read information. He pointed out that new policy 7601, Merit-Based Bonuses, is an optional template for use in developing either a policy or a plan. Chairman McCoy asked about new language in policy 9400 (Sale, Disposal, and Lease of Board-Owned Real Property) which states, "The board will lease available board-owned buildings and land to charter schools when required by law." Attorney Donnahoo reported that the language is based on state statute. ON A MOTION BY MR. GRIFFIN, SECONDED BY MR. KIVINIEMI, the board unanimously accepted the 24 revised policies, excluding new policy 7601, as first-read information. Approval of the policies will be requested in November.

Fall 2016 PLS Updates		
1310/4002	Parental Involvement	
1320/3560	Title I Parent Involvement	

2010	Board and Superintendent Relations	
2220	Official School Spokesperson	
3225/4312/7320	Technology Responsible Use	
3320	School Trips	
3460	Graduation Requirements	
3620	Extracurricular Activities and Student Organizations	
4040/7310	Staff-Student Relations	
4110	Immunization and Health Requirements for School Admission	
5000	Schools and the Community	
5022	Registered Sex Offenders	
5027/7275	Weapons and Explosives Prohibited	
6524	Network Security	
7130	Licensure	
7241	Drug and Alcohol Testing of Commercial motor Vehicle Operators	
7425	School Administrator Contracts	
7430	Substitute Teachers	
7720	Employee Political Activities	
7810	Evaluation of Licensed Employees	
7811	Plans for Growth and Improvement of Licensed Employees	
7820	Personnel Files	
9110	Use and Selection of Architects, Engineers, Surveyors, and	
	Construction Managers At Risk	
9400	Sale, Disposal, and Lease of Board-Owned Real Property	

8. Merit-Based Bonuses

As reported at the last meeting, local boards must develop plans for distributing merit-based bonuses to non-educators for the 2016-2017 year. Only school-based administrators, central office and non-certified staff who are in state funded positions are eligible for the bonuses. Boards must provide DPI with details of how the funds are to be distributed by December 2016. The bonuses will be distributed in January 2017. Brian Weaver presented three different merit-pay options, each based on different criteria, for review.

Board members discussed the options at length. Mr. Kiviniemi stated that he likes the options that include as many eligible staff as possible. Alan Justice reported that because most bus drivers work far less than 30 hours/week, their amounts would be small. Dr. McDaris stated that a case could be made for each option. He noted that bus driver vacancies are hard to fill and drivers perform important and demanding work; the TCS bus garage mechanics keep buses and vehicles running safely and efficiently; custodians make our antiquated buildings and facilities shine; and teacher assistants are vital to our programs and have taken several cuts in recent years.

After further discussion, the board directed Mr. Weaver to develop a fourth option for consideration, to include an additional criteria of having been employed by TCS for at least one full year. In reference to the proposed new policy 7601 (Merit Based Bonuses), Attorney Donnahoo stated that the board did not need a policy for a one-time event and recommended proceeding with a merit based bonus plan, not policy, at the November meeting.

9. 6TH Grade Athletics Plan

Alan Justice presented the finalized sixth grade athletics plan. The board commended athletic directors and coaches for the work that went into the plan and asked to be kept up to date on any changes. ON A MOTION BY MR. GRIFFIN, SECONDED BY MRS.

SCRUGGS, the plan for sixth grade eligibility and participation in interscholastic athletics was unanimously approved. The plan will become effective with the 2016-2017 winter sports.

10. Request for Authorization of School Trip

Brevard High School band director Jim Leatherwood presented a request for the BHS band to perform on a three-day Carnival Cruise during spring break 2017. Board policy states that school trips requiring travel outside of the continental United States must be approved by the board upon recommendation by the superintendent or designee. Mr. Leatherwood reported that the trip would be a good opportunity for students to see professional musicians just a few years older than themselves and learn about future opportunities to travel all over the world. Approximately 80 students and at least 20 chaperones would be going on the trip, including some who have training as lifeguards and first responders. The itinerary would include a stop at a Bahamian island and opportunities for snorkeling and other activities. The cost would be \$750 per student, with fundraisers to be organized to help raise money for the trip. The group would depart by charter buses on April 20, 2017 and arrive in Cape Canaveral the next day to set sail. A visit to the Kennedy Space Center may also be arranged. Dr. McDaris stated that he would meet with Mr. Leatherwood between now and the next meeting bring a recommendation to the board in November.

11. Report from NCSBA District 8 Fall Meeting

Board members gave a report from the NCSBA District 8 Fall Meeting that was held on September 29 at Swain County High School. Mr. Kiviniemi reported that it was an excellent meeting, particularly the legislative update from NCSBA legal counsel Leanne Winner. Mrs. Scruggs stated that she was impressed with a presentation from Swain High School students on a program they had developed to combat apathy in their school. Mr. Griffin reported that the session on Exceptional Children funding was very informative. Chairman McCoy reported that the board received the NCSBA Gold Bell Award for having each member achieve at least 12 hours of CEU training during the 2015-2016 year.

12. Superintendent's Update

Dr. McDaris gave the following updates:

- The State Board of Education and Department of Public Instruction are predicting another round of state budget cuts. Departments are being asked to present options for a 2% cut in their 2017-2019 budgets. That equates to roughly \$173 million in cuts to public schools. The request comes despite a touted large state surplus and some big unmet education needs.
- Billy Higgins of First Citizens Bank and Deputy Jimmy Jones with the Sheriff's Department are both retiring next week. There will be a reception for Mr. Higgins from 1-6 p.m. on October 27 at First Citizens Bank, and a reception for Deputy Jones from 1-5 p.m. on October 28 at the county courthouse. Both of these men have meant a great deal to our community and our schools.
- The NCHSAA has moved some fall playoff dates due to flooding from Hurricane Matthew in eastern parts of the state. However, daily limitations have not changed. Sunday practices and/or competitions are still not permissible for any sport anywhere.

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 The superintendent will join BES students and staff in their "Walk to School" celebration on October 19.

13.

Important Dates	
Oct. 19	Early dismissal for students, 12:00 noon
Nov. 8	Election Day
Nov. 11	Veterans Day holiday
Nov. 16-18	NCSBA Annual Conference for Board Member Development,
	Greensboro
Nov. 21	REGULAR MEETING, 6:30 p.m., MEC
Nov. 23	Annual leave day (no students)
Nov. 24-25	Thanksgiving holidays
Dec. 19	REGULAR MEETING, 6:30 p.m., MEC
Dec. 21-22	Annual leave days (no students)
Dec. 23-Jan. 1	Christmas break
Jan. 16	MLK holiday
Jan. 17	REGULAR MEETING, 6:30 p.m., MEC
Jan. 23	Teacher workday (no students)
Jan. 24	Second semester begins

14. **Public Comment**

Josh Tinsley, BHS teacher, remarked that the superintendent's comments about the outstanding work of our custodians is spot on.

Davis Whitfield-Cargile, candidate for school board, stated that he has been impressed with the board's work and dedication to students. He stated that he believes public schools are the bedrock of our community and commended Transylvania County Schools for their excellence, even in the face of numerous needs. He stated that he looks forward to working with the board if elected.

15. Other Items

Chairman McCoy asked the superintendent to draft a letter outlining the board's concerns about the proximity of the proposed bypass to Brevard Middle School.

Dr. McDaris recognized the student artwork from Brevard Elementary School that was on display in the board room and thanked SRO Thomas for being in attendance.

Mrs. Petit stated that she has enjoyed working with the board and the schools and wished everyone the best in the future.

There was no further business, and ON A MOTION BY MR. GRIFFIN, SECONDED BY MRS. PETIT, the meeting was adjourned at 8:40 p.m.

Respectfully submitted,		
Chairman	 Secretary	
Chairman	Secretary	

American Education Week

Proclamation

WHEREAS, public schools are the backbone of our democracy, providing young people with the tools they will need to maintain our nation's precious values of freedom, civility, and equality; and

WHEREAS, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and

WHEREAS, education employees in every role work tirelessly to serve our children and communities with care and professionalism; and

WHEREAS, schools are community linchpins, bringing together adults and children, educators and volunteers, business leaders and elected officials in a common enterprise;

NOW, THEREFORE,

I, Tawny McCoy, serving as Chairman of the Transylvania County Board of Education, do hereby proclaim November 13-19, 2016 as **AMERICAN EDUCATION WEEK** in Transylvania County.

Signed this 17th day of October 2016.

Chairman

October 17, 2016

PERSONNEL REPORT October 17, 2016

I. ACCEPT THE REPORT OF RESIGNATIONS/TERMINATIONS ACCEPTED/INITIATED BY THE SUPERINTENDENT FROM/FOR THE FOLLOWING PERSONS:

<u>Licensed Personnel</u>

Jennifer Anderson, Principal, BHS, effective November 4, 2016

Classified Personnel

None

II. APPROVE THE EMPLOYMENT RECOMMENDATIONS MADE BY THE SUPERINTENDENT FOR THE FOLLOWING PERSONS:

Licensed Personnel

Alana Richards, Teacher, TCS, effective December 5, 2016

Classified Personnel

Gregory Galloway, Bus Driver, TCS, effective October 18, 2016
Margaret Stone, Teacher Assistant, PFES, effective November 1, 2016

III. ACCEPT THE REPORT OF TRANSFER OF ASSIGNMENT MADE BY THE SUPERINTENDENT FOR THE FOLLOWING PERSONS:

Licensed Personnel

None

Classified Personnel

None

IV. APPROVE THE SUPERINTENDENT'S RECOMMENDATION FOR THE FOLLOWING SUBSTITUTE EMPLOYEES:

Substitute Teachers

Jessica Bracken Cindy Cochran Teena Sink Carol Sowers Margaret Stone

Substitute School Nutrition Workers

None