

**Minutes**  
**Transylvania County Board of Education**  
**November 18, 2024**

5:30 p.m. Reception for Board Members McCoy, Jackson and O'Neill

INVOCATION / PLEDGE OF ALLEGIANCE

CALL TO ORDER / WELCOME

BUSINESS ITEMS (including amendments and rescissions):

1. Approval of Agenda
2. Public Comment
3. Former Students in the Military
4. Good News Report
5. Consent Agenda:
  - A. Minutes
  - B. Personnel Report
  - C. Non-Faculty Coaches
6. Annual Financial Report for FY 2023-2024
7. Budget Amendment
8. School Improvement Plans 2024-2025
9. Update on Chronic Absenteeism
10. Policy: Spring 2024 PLS Custom Updates
11. 41 Confederate Lane Property
12. Bond Project Management
13. Facilities Update
14. Important Dates
15. Special Recognitions
16. Other Items
17. Closed Session

The Transylvania County Board of Education met in regular session on November 18, 2024 at 6:00 p.m. at the Morris Education Center. Prior to the meeting, a reception was held at 5:30 p.m. for board members Tawny McCoy, Bryan O'Neill, and Kimsey Jackson, whose terms on the board end on November 30. Chairman Kimsey Jackson led in a moment of silence and Chris Wiener led the Pledge of Allegiance. Chairman Jackson called the meeting to order and welcomed everyone. In addition to approximately 11 guests, the individuals listed below were in attendance:

**BOARD MEMBERS:**

Kimsey Jackson, Chair  
Tanya Dalton, Vice Chair  
Tawny McCoy  
Bryan O'Neill  
Chris Wiener

**BOARD ATTORNEY:**

Chris Campbell, Campbell Shatley

**PRESENTER(S):**

Shannon Dennison, CPA  
Anderson, Smith & Wike, PLLC  
Certified Public Accountants

**STAFF:**

Dr. Lisa Fletcher, Superintendent  
Jenny Hunter, Administrative Assistant  
Dr. Brian Weaver, Asst. Supt.; Director, HR  
Audrey Reneau, Director, Federal Programs  
Carrie Norris, Chief Academic Officer  
Tonya James, Director, Except. Children's Services  
Kerry Putnam, Director, Facilities; CTE  
Courtney Owen, Director, Student Services  
Tessa Brown, Public Information Officer  
Jessica Sharp, Dropout Prevention Coordinator  
Chris Whitlock, Director, IT Services  
School Principals: Mike Kirst, Mick Galloway,  
Jessica McCall, Dr. Rod Brown, Amanda Lewis, Bob  
Dinsdale, Jason Ormsby, Julie Queen, Patrick Chapman  
Greg Stroup, School Resource Officer

## MEDIA:

Laura Denon, Transylvania Times

Dan DeWitt, Brevard NewsBeat

**1. Approval of Agenda**

ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. DALTON, the meeting agenda for November 18, 2024 was unanimously approved as presented.

**2. Public Comment**

Chairman Jackson reviewed the guidelines for public comment.

**Larry Chapman** – Thanked the school board for working with the county commissioners on the school bond projects and expressed appreciation for everyone’s hard work. He also gave special thanks to outgoing board members Bryan O’Neill, Tawny McCoy, and Kimsey Jackson and wished them all the best for the future. He stated that he looks forward to working with the new members on the challenges ahead.

**3. Former Students in the Military**

The board thanks the 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. A list of names is maintained and read aloud twice a year at the board meetings closest to Memorial Day and Veterans Day. Additional names are included as they are received. The board read the list of former students in the military in honor of the recent Veterans Day holiday on November 11, 2024.

**4. Good News Report**

Dr. Fletcher expressed thanks and appreciation to outgoing members Kimsey Jackson, Tawny McCoy, and Bryan O’Neill for their support, advice and encouragement and stated that she would greatly miss working with them. She then shared the following good news:

***American Education Week & Annual Thanksgiving Meal 2024***

American Education Week is November 18-22, 2024. It is a time to honor all the people who make education possible, celebrate the heritage of learning, and recognize excellence in education. Each year the board adopts a proclamation designating American Education Week in Transylvania County. In addition, all current and retired school system employees are invited to a free Thanksgiving meal in the school cafeterias, courtesy of the Board of Education. Volunteers from the central office will help serve the meals. This year’s Thanksgiving meal will be Wednesday, November 20. Dr. Fletcher read the proclamation aloud. ON A MOTION BY MR. WIENER, SECONDED BY MR. O’NEILL, the proclamation designating the week of November 18-22, 2024 as American Education Week in Transylvania County was unanimously adopted (see attached).

***TCSEF Creative Classroom Grant Applications for 2025-2026 Available***

The Transylvania County Schools Education Foundation (TCSEF) has opened applications for the Creative Classroom Grants for 2025-2026. The Foundation offers the Creative Classroom Grants as a supplement to the resources available to Transylvania County Schools for the purpose of preserving, advancing and enriching public education in Transylvania County. Visit [tcsef.org/creative-classroom-grants/](https://tcsef.org/creative-classroom-grants/) to submit an application.

- Applications are due by **December 6, 2024**.

- Grants will be awarded in early 2025.
- All teachers and staff employed with Transylvania County Public Schools are eligible to apply for the grants.
- Winners will have 18 months to use awarded funds.

### ***Chief Academic Officer Accepted into DPI Navigate NC Program***

Congratulations to Chief Academic Officer, Carrie Norris, who was recently accepted into the Navigate NC program with the Department of Public Instruction. During this year-long program, Mrs. Norris will collaborate with colleagues across the state on best practices for learning, instruction, and leadership.

### ***BES Digital Citizenship Week***

Last month at Brevard Elementary School, students of all ages celebrated Digital Citizenship Week by learning about media balance and how to make healthy choices when using technology. Students participated in technology-related activities using Legos, magnetic tiles, writing, and games like charades that are healthy alternatives to screen time.

### ***School Leaders Take the NC Crunch Challenge***

The NC Crunch, co-hosted by the Farm to School Coalition of North Carolina, celebrates agriculture, nutrition, and farm to school activities for Farm to School Month in October. Annual NC Crunch events offer kids and adults an opportunity to taste and learn about locally grown NC produce as well as honor all those who contribute to feeding our kids and communities—from farmers, farmworkers, and food hub distributors, to School and Early Care Nutrition professionals, educators, garden coordinators, bus drivers, and transportation professionals. It's also a fun way to connect food and agriculture to all kinds of classroom curricula – from science to art. Our principals and directors showed their support by taking the NC Crunch Challenge last month: [https://core-docs.s3.amazonaws.com/transylvania\\_county\\_schools\\_ar/article/image/large\\_43fc7da1-d49b-4771-9cf0-3b845096f565.jpeg](https://core-docs.s3.amazonaws.com/transylvania_county_schools_ar/article/image/large_43fc7da1-d49b-4771-9cf0-3b845096f565.jpeg)

### ***Congratulations to All Fall Sport Athletes, Teams and Coaches!***

- In the Blue Ridge Athletic Conference, the BMS Boys Cross Country finished in 3rd place overall with two individual placers; taking 3rd was Charlie Faulkner and 10th was Parker Laughridge.
- BMS Boys Soccer finished in 8<sup>th</sup> place.
- BMS Volleyball had a great season and finished in 2nd place.
- BMS Football had a good season and came in at 4th place.
- RHS Football was excited to win the last game that will be played on the grass field.
- RHS Volleyball came in second in conference and beat the undefeated Draughn team in 3 sets for their last regular game of the season.
- BHS Men's Varsity Soccer won their Conference Championship—Outstanding!
- BHS Football defeated R-S Central to clinch the Mountain Foothills 7 Conference title with a record of 5-0. On Friday night they beat Anson High School 42-6 at home in the first round of the 2A NCHSAA State Playoffs. They will play away this week on the 22<sup>nd</sup> at Bunker Hill in the second-round playoff game. Go Devils!
- Congratulations to the BHS Men's Cross Country Team –**MEN'S STATE CROSS COUNTRY CHAMPIONS FOR THE SECOND YEAR IN A ROW!**

***FFA Students Volunteer at WNC State Fair***

Agriculture teachers Clayton, McNeely and Harris from Brevard and Rosman High Schools took 34 Future Farmers of America students to volunteer at the MOOternity Ward at the Western North Carolina State Fair in September. Students cared for jersey cows that were due to calve that week, along with some new babies and younger cattle. They interacted with the public to educate them about the dairy industry and where our local milk comes from and also got to explore the fair. Avery Pressley, RHS junior, participated in the ice cream eating contest and took home the championship trophy!

**5. Consent Agenda**

ON A MOTION BY MR. O'NEILL, SECONDED BY MRS. MCCOY, the following consent items were unanimously approved:

- A. Minutes of the September 3, 2024 meeting
- B. Personnel report for November 18, 2024 (attached)
- C. Non-faculty coaches for winter sports 2024-2025 (see below)

**BHS**

Andrew Freeman - Head Men's JV Basketball  
 Alicia Vergho - Women's Assistant Varsity Basketball  
 Diane Ayers - Basketball Statistician  
 Maddie Groves - Head Varsity Basketball Women's Cheerleading  
 Jeff Rice - Head Men's Wrestling Coach  
 Nathan Turner - Head Varsity Women's Wrestling  
 Mark Ellenberger - Assistant Varsity Wrestling  
 Jimmy Jones - Weight Certification  
 Patricia Poche - Head Swimming  
 Jackie Witherspoon - Assistant Indoor Track  
 Tyree Griffin - Men's Basketball Assistant (V)  
 Charles Howard - Men's Basketball Assistant Coach (V)  
 Joe Ellenberger - Women's Wrestling Assistant Coach- (V)  
 Cassie Smantana - Swimming Coach (V)  
 Hannah Souther - Assistant Cheer Coach (V)

**RHS**

Chaz West - Head JV Men's Basketball  
 Brian Bullock - Men's Assistant Basketball (V)  
 Tyler Stamey – Men's Assistant Basketball (JV)  
 Candace Reese - Head Women's JV Basketball  
 Kim Green - Basketball Statistician  
 Cambrie Lyday - Head Varsity Women's Basketball Cheerleading  
 Amber Shook - Head Women's JV Basketball Cheerleading  
 Joanna Allen - Assistant Indoor Track

**BMS**

Wayne Rundell - Head Men's Basketball  
 Octavian Griffin - Men's Assistant Basketball  
 Kyle Justice - Head Wrestling  
 Brandon Bruggman - Assistant Soccer (Fall)

**RMS**

Jerry Hufzinger – Men's Assistant Basketball  
 Blakely Garber - Assistant Cheer Coach (V)

6. **Annual Financial Report for FY2023-2024**

Ms. Shannon Dennison with Anderson, Smith & Wike PLLC, Certified Public Accountants, presented the Transylvania County Schools Annual Financial Report for the fiscal year ended June 30, 2024. She reported a significant deficiency (defined as a deficiency in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance). The district had small overages in expenditures from certain funds as of June 30, 2024. Mr. O'Neill asked what is being done to address this. Dr. Brian Weaver reported that as Interim Finance Officer, he is working with NCASBO on budget amendments. The deficiencies were based on failures to account for transfers of funds (budget amendments), not spending money that we did not have. Dr. Weaver noted most of the deficiencies could have been resolved had we not been dealing with staff changes at the time. Ms. Dennison noted there were no funds lost; it was very much just a timing issue. Ms. Dennison also reviewed revenues, fund balances, and other analyses for the fiscal year.

7. **Budget Amendment**

Dr. Brian Weaver presented Budget Amendment No. 1 for the 2024-2025 fiscal year that included a detailed memorandum summarizing the changes. He recommended this to be the new format going forward. The board gave consent agreement to the new format. ON A MOTION BY MR. WIENER, SECONDED BY MRS. MCCOY, Budget Amendment No. 1 for the 2024-2025 fiscal year was unanimously approved as presented (see attached).

8. **School Improvement Plans 2024-2025**

Chief Academic Officer Carrie Norris presented an overview of the School Improvement Plans for 2024-2025 as first-read information. She reported that the plans are living documents that are reviewed each summer and revised as appropriate based on results. Mrs. McCoy expressed thanks to each of the principals for their hard work on the plans and for being present at the meeting to answer questions. Approval of the plans will be requested at the next regular meeting on December 16.

9. **Update on Chronic Absenteeism**

Transylvania County Schools Dropout-Prevention Coordinator Jessica Sharp gave an update on chronic absenteeism and dropout prevention efforts in the schools. Year after year, attendance is the number one reason that students drop out. Chronic absenteeism is defined as missing 10% or more of the school year. Preliminary 2023-24 data shows a decrease in chronic absences and total dropouts. This year we are adapting interventions used at the high schools for the middle schools. Mr. Wiener noted that the alternative school numbers are still very high and asked if truancy court is helping. Ms. Sharp stated that we have not had truancy court long enough to see much data, but feels that it will help eventually. Being able to intervene at a younger age will hopefully help break some of the bad habits. Mr. Wiener offered to help with data analytics if needed and thanked Ms. Sharp for her creating data trend lines. Board members commended Ms. Sharp for her work and all that she does to help students succeed.

10. **Policy: Spring 2024 Custom Updates**

At the October 21 meeting, 19 policies from the Spring 2024 PLS Custom Updates and the July 2024 Special Custom Updates were presented for second-read approval. At that meeting, Mr. Wiener requested that the policies be postponed for another month. Four policies were approved at Dr. Weaver's request. The 15 remaining policies are being re-presented for approval at this meeting. MR. WIENER MADE A MOTION to table five policies: 3220, 3225/4312/7320, 3420, 3460, and 6125 because he wants the

incoming board members to have an opportunity for input before the board takes action to approve the policies. MR. O'NEILL SECONDED and the motion passed unanimously.

Mr. Wiener suggested two revisions to policy 1310/4002: line 305, remove reference to grades 5-12; and line 449, remove reference to grades K-3. Mr. Campbell expressed concern because this is an annual notice. He asked Mr. Wiener to propose these types of changes ahead of time so that they may be thoroughly.

Mr. Wiener suggested two revisions to policy 4270: in line 4, add "for all students", because, as he stated, concussions also happen to non-athletes; and in line 59, include a reference to "return to learn." Mr. Campbell expressed concern regarding the suggested changes because the policy was specifically targeted for athletics. He recommended that the two policies be tabled while he reviews the underlying statutes. ON A MOTION BY MR. WIENER, SECONDED BY MR. O'NEILL, policy 1310/4002 and policy 4270 were unanimously tabled. ON A MOTION BY MR. WIENER, SECONDED BY MRS. MCCOY, the remaining eight policies were unanimously approved as presented.

- **1310/4002, Parental Involvement.** Adds language from SBE policy PRNT-002 in subsection C.2.e. In subsection C.3., adds a reference to the notifications required by law when a school and/or school system is identified as low-performing. Clarifies language in subsection C.4.g. In Section H, references the reporting requirements of SBE policy PRNT-002. Corrects minor errors in Section D. Updates the legal references.
- **1760/7280, Prohibition Against Retaliation.** Clarifies language.
- **2127, Board Member Technology Use.** Changes Twitter to X. Revises the language in subsection C.3.c to reflect the new legal standard established in a recent U.S. Supreme Court case. Updates legal references.
- **3220, Technology in the Educational Program.** Adds new Section D to address the use of generative artificial intelligence (AI). Adds information on training on the use of generative AI in Section E. Updates the other resources.
- **3225/4312/7320, Technology Responsible Use.** In Section G, references generative AI guidelines as described in policy 3220. Adds other resources.
- **3420, Student Promotion and Accountability.** Creates new Section K to address students receiving high school credit for courses taken while studying abroad. Adds a reference to three-year high school graduation in Section L. Updates the legal references. (See lines 220-223 for revisions based on recommendations from September 16.)
- **3460, Graduation Requirements.** Adds new student notice requirements in the paragraph preceding Section A. Reorganizes information from the paragraph preceding Section A into other parts of the policy. Adds a reference in Section A to policy 3420 in regard to credit for courses taken abroad. Changes the local graduation "requirements" to local graduation "recommendations." Adds information in C.4 regarding graduation high school in three years. Updates the diploma endorsements language. Includes various other minor changes. Updates the legal references. Custom language in c.7 has been removed for consistency with G.S.115C-83.31(c).
- **3620, Extracurricular Activities and Student Organizations.** Removes the local attendance standard for interscholastic athletics participation in light of the new SBE attendance standard effective July 1, 2024. Removes language referencing NCHSAA

eligibility rules and adds a reference to applicable eligibility standards of law in B.1.a. Adds a new subsection B.1.c to grant students who transfer schools within the school system immediate eligibility to participate in interscholastic athletics. Adds a new subsection B.1.d to address the participation of home school students in interscholastic athletics (**The board must select one of the three options. The county athletic director, high school principals, and school athletic directors recommend Option 2 with local modifications**). Removes C.3. Includes other minor editorial changes. Updates the legal references.

- **4040/7310, Staff-Student Relations.** Revises language in subsection C.4 to reference policy 7130, which now contains the reporting requirements from new 16 N.C.A.C.6C .0608. Updates legal references and cross references.
- **4140, Foreign Exchange Students (NEW).** Addresses the admission of foreign exchange students with J-1 visa status.
- **4240/7312, Child Abuse and Related Threats to Child Safety.** Revises language in Section D to reference policy 7130, which now contains the reporting requirements from new 16 N.C.A.C.6C .0608. In Section H, adds a new statutory requirement that applies with the beginning of the 2024-2025 school year. Updates legal references and cross references.
- **4270/6145, Concussion and Head Injury.** Updates statutory references throughout the policy. Includes other minor changes. Updates legal references and other resources.
- **5071/7351, Electronically Stored Information Retention.** Updates legal references.
- **6125, Administering Medicines to Students.** Updates the division names of N.C. Department of Health and Human Services. Updates the other resources.
- **8510, School Finance Officer.** Updates the duties of the school finance officer based on the information in State Board of Education Policy FINO-000. Adds new Section C regarding continuing professional education. Updates legal references and cross references.

#### 11. **41 Confederate Lane Property**

Dr. Fletcher gave an update on the status of the 41 Confederate Lane property. It would cost an estimated \$15,000 for cleanup. The dwelling cannot be salvaged. The planning board does have the funds to perform the cleanup. The local community land trust is still doing due diligence to determine if they want the property. The tax bill continues to accrue. The board will discuss further at the next meeting.

#### 12. **Bond Project Management**

Dr. Fletcher gave an update on the bond project management agreement. The next step will be development of an interlocal agreement between the Board of Education and the Board of Commissioners. She noted that at their last meeting the commissioners agreed to support the board's original request to fund the HVAC improvements at BMS and piping at PFES. They also approved the \$220,000 budget item for regular maintenance repairs. Dr. Fletcher thanked the commissioners for their support.

#### 13. **Facilities Update**

Facilities Director Kerry Putman reported that he had submitted the authorization to proceed with repairs to the RHS football field. Equipment should be arriving before January 6. Work will begin on the RHS retaining wall as soon as a firm has been

selected. Options will be presented to the board at the next regular meeting. Mr. Putnam thanked the outgoing board members for their service.

*Chairman Jackson called for a short recess at 7:35 p.m. The meeting reconvened at 7:44 p.m.*

#### 14. **Important Dates**

Nov. 18-20	NCSBA Annual Conference for Board Member Development	3 days	Greensboro
Nov. 27-29	Thanksgiving break		
Dec. 3	SPECIAL CALLED MEETING	6:00 p.m.	MEC
Dec. 12-13	NCSBA CORE Training	2 days	Raleigh
Dec. 16	REGULAR MEETING	6:00 p.m.	MEC
Dec. 20	Noon dismissal - students		
Dec. 23 – Jan. 3	Winter break		
Jan. 6	Students return from break		
Jan. 13-14	NCSBA CORE Training	2 days	Raleigh
Jan. 17	First semester ends		
Jan. 20	MLK Day (teacher workday)		
Jan. 21 (Tues.)*	REGULAR MEETING	6:00 p.m.	MEC
Jan. 29-30	NCSBA CORE Training	2 days	Asheville

\*The January board meeting will be held on Tuesday, 1/21/25 due to the Martin Luther King Jr. holiday on Monday, 1/20/25.

#### 15. **Special Recognitions**

Dr. Fletcher gave special recognitions to Tawny McCoy, Kimsey Jackson, and Bryan O'Neill, whose tenures on the Transylvania County Board of Education end this month. Each member received an engraved plaque in appreciation for their years of dedicated service and leadership.

- Tawny McCoy was elected to her first term on the board in 2008. She was elected as vice chair in June of 2009 and served 3.5 years in that capacity through 2012. She was elected as chairman in 2013 and served 11 years in that office. She is stepping down after 16 years on the board.
- Kimsey Jackson was elected to the board in 2020. During his four-year term, he served one year as vice chairman in 2023 and one year as chairman in 2024.
- Bryan O'Neill was appointed to the board in August 2023 to fill the remainder of Ron Kiviniemi's unexpired term until the 2024 election. He has served on the board for one year and three months.

Attorney Campbell, Vice Chairman Tanya Dalton, and Mr. Chris Wiener expressed their thanks and appreciation to the outgoing members. Mr. O'Neill, Mrs. McCoy, and Mr. Jackson expressed their gratitude for the opportunity to serve, reviewed the board's accomplishments, and wished the new board continued success in the future.



**16. Other Items**

Dr. Fletcher recognized the student artwork from T.C. Henderson that was on display in the board room and thanked School Resource Officer Greg Stroup for securing the meeting.

**17. Closed Session**

Per G.S. [115C-105.27\(c\)\(1\)](#), as part of the School Improvement Plan approval process, the superintendent is required to review the safety components of the school improvement plans with the board and make recommendations to the board. The safety components of the plans are not public records open to inspection [N.C.G.S. 115C-105.27(a)(2)], and the board's review of the safety components must be done in closed session 115C-105.27(c)(1). This process must take place before the board votes on the overall School Improvement Plans. ON A MOTION BY MR. WIENER, SECONDED BY MR. O'NEILL, the board unanimously entered into closed session pursuant to N.C.G.S. § 115C-318.11 subsection (a)(8) to formulate and adopt the school safety components of school improvement plans; and pursuant to N.C.G.S. § 143-318.11 subsection (a)(3) to discuss the lawsuit of *John Doe, by and through guardian ad litem, Jami Reese, v. Transylvania County Board of Education*, 22 CVS 1168. Following a brief recess, the closed session convened at approximately 8:04 p.m. Present in the closed session were board members Kimsey Jackson, Chair; Tanya Dalton, Vice Chair; Tawny McCoy; Bryan O'Neill, and Chris Wiener. Board Attorney Chris Campbell, Dr. Lisa Fletcher, Superintendent; and Dr. Brian Weaver, Assistant Superintendent, were also present in the closed session. Chris Whitlock, IT and Safe Schools Director, was present for the first portion of the closed session. At approximately 8:25 p.m., BY MOTION MADE BY MR. WIENER AND SECONDED BY MRS. MCCOY, the board returned to open session.

There was no further business, and ON A MOTION BY MR. WIENER, SECONDED BY MR. O'NEILL, the meeting was adjourned at 8:25 p.m.

Respectfully submitted,

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Chairman

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Secretary

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*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, Kimsey Jackson, serving as Chairman of the Transylvania County Board of Education, do hereby proclaim November 18-22, 2024 as **AMERICAN EDUCATION WEEK in Transylvania County**.

Signed this 18<sup>th</sup> day of November 2024.

  
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Chairman  
Transylvania County Board of Education



**PERSONNEL REPORT  
November 18, 2024**

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

Licensed Personnel

Jennifer Victory, Teacher, PFES, effective December 31, 2024

Classified Personnel

Jill Barger, Office Support, Plant Operations, effective January 31, 2025

Jill Chaney, Custodian & Bus Driver, PFES, effective November 8, 2024

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

Licensed Personnel

Jacob Pace, Teacher, BHS, effective January 3, 2025

Classified Personnel

Faith Bishop, Part-time Custodian, BHS, effective October 23, 2024

Michelle Mullinax, Chief Finance Officer, MEC, effective December 2, 2024

Leslie Odom, Teacher Assistant, BMS, effective November 4, 2024

- 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 LEAVES OF ABSENCE RECOMMENDED BY THE SUPERINTENDENT FOR THE FOLLOWING PERSONS:

Licensed Personnel

None

Classified Personnel

None

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

Substitute Teachers

Ashley Derks

Kaleena Dotson

Sean Endres

Andrew Hiatt

Patti Lance

Haley Melton

Lauren Reynolds

Substitute School Nutrition Workers

None



# TRANSYLVANIA COUNTY SCHOOLS

225 Rosenwald Lane, Brevard, NC 28712-3299  
 828-884-6173 | www.tcsnc.org  
 Dr. Lisa Fletcher, Superintendent

Board of Education  
 Kimsey Jackson, Chair  
 Tanya Dalton, Vice Chair  
 Bryan O'Neill  
 Chris Wiener

November 18, 2024

**MEMORANDUM**

To: Dr. Lisa Fletcher, Superintendent  
 Members, Transylvania County Board of Education

From: Dr. Brian Weaver, Interim Finance Officer

Subject: Budget Amendment #1

Attached is Budget Amendment #1 for the 2024-25 Budget for Transylvania County Schools.

After approval of the amendment, the allocations for all funds will be as follows:

Fund	Beginning Budget	Amendment	Amended Budget
(1) State Public School	\$28,003,948.00	\$440,917.00	\$28,444,865.00
(2) Local Current Expense	\$13,837,492.00		\$13,837,492.00
(3) Federal Grants	\$445,688.99	\$1,055,451.80	\$1,501,140.79
(4) Capital Outlay	\$815,307.00		\$815,307.00
(5) Child Nutrition	\$2,914,811.00		\$2,914,811.00
(8) Restricted Local Fund	\$1,181,853.00	\$146,355.69	\$1,328,208.69
<b>Total</b>	<b>\$47,199,099.99</b>	<b>\$1,642,724.49</b>	<b>\$48,841,824.48</b>

Since the Beginning Budget was approved at the October Board meeting, additional allocations were received in the following state programs: \$58,384 in PRC 085-Literacy Intervention, \$180,000 in PRC 029-EC Behavioral Support, \$108,000 in PRC 063-EC Special Funds, \$10,026 in PRC 073-School Connectivity, \$33,372 in PRC 048-Principal Bonus Paid and \$51,135 in PRC 023-CTE Modernization Grant.

Within the Federal Grant Funds, the following programs were allocated: \$46,099 in PRC 049-Pre-K Grant Year 5, \$10,476.26 in PRC 050-Title I Grant Year 4, \$1800.00 in PRC 111-Title III Grant Year 4, \$9,442.29 in PRC 108-Title IV Grant Year 4, \$16,554.64 in PRC 103 Title III Grant Year 4, \$796,509 in PRC 060 -Title VI-B Handicapped Grant Year 5, \$300,384 in PRC 105-Title I School Improvement Grant Year 5, \$5,420 in PRC 017-CTE Program Improvement Grant Year 5 and \$68,766.61 in PRC 105-Title I School Improvement Grant Year 4. Please note the state awards federal funds based on Grant Year(s) beginning in 2024-25.

Within the Other Specific Revenue Fund, the following allocations were made: \$18,043.06 in PRC 056- Insurance Settlement for School Bus Repairs, \$39,922 in PRC 701-Before/After School Program, and \$88,390.63 in PRC 525 and PRC 526 for FY 24 carry over funds for Patton Endowment.

There were no changes within the Local Current Expense Fund, Capital Outlay Fund and School Nutrition Fund.

I respectfully request approval and acceptance of this budget amendment.

Thank you in advance for your consideration.



**TRANSYLVANIA COUNTY SCHOOLS  
FISCAL YEAR 2024-25  
BUDGET AMENDMENT #1**

*BE IT RESOLVED* by the Board of Education of the Transylvania County School Administrative Unit:

**Section I** - The following amounts are hereby appropriated for the operation of the school administrative unit in the **State Public School Fund** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Purpose Description	Initial Budget	Amendment	Amended Budget
5000 Instructional Services	\$24,205,610.00	\$430,891.00	\$24,636,501.00
6000 System-Wide Support Services	\$3,683,594.00	\$10,026.00	\$3,693,620.00
7000 Ancillary Services	\$114,744.00		\$114,744.00
<b>TOTAL</b>	<b>\$28,003,948.00</b>	<b>\$440,917.00</b>	<b>\$28,444,865.00</b>

**Section II** - The following revenues are estimated to be available to the **State Public School Fund** for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Purpose Description	Initial Budget	Amendment	Amended Budget
3000 State Public School Fund Revenue	\$28,003,948.00	\$440,917.00	\$28,444,865.00
<b>TOTAL</b>	<b>\$28,003,948.00</b>	<b>\$440,917.00</b>	<b>\$28,444,865.00</b>

**Section III** - The following amounts are hereby appropriated for the operation of the local education agency in the **Local Current Expense Fund** for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Purpose Description	Initial Budget	Amendment	Amended Budget
5000 Instructional Services	\$8,322,943.00		\$8,322,943.00
6000 System-Wide Support Services	\$4,147,965.00		\$4,147,965.00
7000 Ancillary Services	\$4,413.00		\$4,413.00
8000 Non-Programmed Charges	\$1,362,171.00		\$1,362,171.00
<b>TOTAL</b>	<b>\$13,837,492.00</b>	<b>\$0.00</b>	<b>\$13,837,492.00</b>

**Section IV** - The following revenues are estimated to be available to the **Local Current Expense Fund** for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Purpose Description	Initial Budget	Amendment	Amended Budget
4000 County Appropriation	\$13,724,833.00		\$13,724,833.00
Fund Balance Appropriated	\$112,659.00		\$112,659.00
<b>TOTAL</b>	<b>\$13,837,492.00</b>	<b>\$0.00</b>	<b>\$13,837,492.00</b>

**Section V** - The following amounts are hereby appropriated for the operation of the local education agency in the **Federal Grants Fund** for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Purpose Description	Initial Budget	Amendment	Amended Budget
5000 Instructional Services	\$401,054.42	\$1,028,291.93	\$1,429,346.35
6000 System-Wide Support Services	\$3,244.71		\$3,244.71
7000 Ancillary Services	\$0.00		\$0.00
8000 Non-Programmed Charges	\$41,389.86	\$27,159.87	\$68,549.73
<b>TOTAL</b>	<b>\$445,688.99</b>	<b>\$1,055,451.80</b>	<b>\$1,501,140.79</b>

Section VI - The following revenues are estimated to be available to the Federal Grants Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Purpose Description	Initial Budget	Amendment	Amended Budget
3000 Federal Grants Allotted Through NCDPI	\$445,688.99	\$1,055,451.80	\$1,501,140.79
<b>TOTAL</b>	<b>\$445,688.99</b>	<b>\$1,055,451.80</b>	<b>\$1,501,140.79</b>

Section VII - The following amounts are hereby appropriated for the operation of the local education agency in the Capital Outlay Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Purpose Description	Initial Budget	Amendment	Amended Budget
5000 Instructional Services	\$487,107.00		\$487,107.00
6000 System-Wide Support Services	\$328,200.00		\$328,200.00
7000 Ancillary Services	\$0.00		\$0.00
9000 Capital Outlay	\$0.00		\$0.00
<b>TOTAL</b>	<b>\$815,307.00</b>	<b>\$0.00</b>	<b>\$815,307.00</b>

Section VIII - The following revenues are estimated to be available to the Capital Outlay Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Purpose Description	Initial Budget	Amendment	Amended Budget
3000 State and Federal Funds			\$0.00
4000 County Appropriation	\$815,307.00		\$815,307.00
4910 Fund Balance Appropriated			\$0.00
<b>TOTAL</b>	<b>\$815,307.00</b>	<b>\$0.00</b>	<b>\$815,307.00</b>

Section IX - The following amounts are hereby appropriated for operation of the local education agency in the Child Nutrition Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Purpose Description	Initial Budget	Amendment	Amended Budget
7000 Ancillary Services	\$2,914,811.00		\$2,914,811.00
<b>TOTAL</b>	<b>\$2,914,811.00</b>	<b>\$0.00</b>	<b>\$2,914,811.00</b>

Section X - The following revenues are estimated to be available to the Child Nutrition Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Purpose Description	Initial Budget	Amendment	Amended Budget
3000 State and Federal Revenues	\$2,512,561.00		\$2,512,561.00
4000 Local and Other Revenues	\$402,250.00		\$402,250.00
<b>TOTAL</b>	<b>\$2,914,811.00</b>	<b>\$0.00</b>	<b>\$2,914,811.00</b>

**Section XI** - The following amounts are hereby appropriated for operation of the local education agency in the **Other Specific Revenue Fund** for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Purpose Description	Initial Budget	Amendment	Amended Budget
5000 Instructional Services	\$1,150,958.00	\$88,390.63	\$1,239,348.63
6000 System-Wide Support Services	\$30,895.00	\$18,043.06	\$48,938.06
7000 Ancillary Services	\$0.00	\$39,922.00	\$39,922.00
8000 Non-Programmed Charges	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$1,181,853.00</b>	<b>\$146,355.69</b>	<b>\$1,328,208.69</b>

**Section XII** - The following revenues are estimated to be available to the **Other Specific Revenue Fund** for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Purpose Description	Initial Budget	Amendment	Amended Budget
3000 State Revenues	\$450,000.00		\$450,000.00
3000 Federal Revenues	\$255,895.00		\$255,895.00
4000 Local and Other Revenues	\$350,958.00	\$146,355.69	\$497,313.69
4000 Fund Balance Appropriated-Medicaid	\$125,000.00		\$125,000.00
<b>TOTAL</b>	<b>\$1,181,853.00</b>	<b>\$146,355.69</b>	<b>\$1,328,208.69</b>

**Section XIII** - The Board hereby authorizes the Superintendent to transfer appropriations within a fund under the following conditions:

A. Amounts transferred do not exceed a cumulative total of plus or minus ten percent (10%) between functions.

Any such transfer shall be reported to the Board at its next regular meeting and recorded in the minutes.

**Section XIV.** Copies of the Budget Resolution shall be furnished immediately to the Superintendent and Finance Officer for the direction in carrying out their duties.

**READ AND APPROVED THIS EIGHTEENTH OF NOVEMBER 2024.**

  
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 Kimsey Jackson, Chairman, Board of Education

  
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 Dr. Lisa Fletcher, Secretary, Board of Education