

**Minutes
Transylvania County Board of Education
November 21, 2011**

INVOCATION/PLEDGE OF ALLEGIANCE

CALL TO ORDER/WELCOME

BUSINESS ITEMS

1. Approval of Agenda
2. Public Comment
3. Good News Report
4. Former Students in the Military
5. Consent Agenda:
 - A. Minutes
 - B. Personnel Report
6. Non-Faculty Coaches
7. Policy:
 - A. ECD, "Integrated Pest Management"
 - B. GCN/AFC-R, "Professional Educator Evaluation Process"
8. School Improvement Plan Narratives
9. Cathey's Creek Community Center
10. Community Land Trust Board of Directors
11. Technology Purchase / Update
12. Important Dates
13. Public Comment
14. Other Items

The Transylvania County Board of Education met in regular session on November 21, 2011 at 6:30 p.m. at the Morris Education Center. Chris Whitmire, Chair; Tawny McCoy, Vice Chair; Sue Fox; and Shelia Norman were present. Also present were Dr. Jeff McDaris, Superintendent; Eric Crews, *Transylvania Times*; Jennifer Badger, BHS student; and several presenters and guests. Mr. Whitmire gave the invocation and Mrs. McCoy led the Pledge of Allegiance. Chairman Whitmire welcomed everyone and called the meeting to order.

1. **Approval of Agenda**
ON A MOTION BY MRS. FOX, SECONDED BY MRS. MCCOY, the meeting agenda for November 21, 2011 was unanimously approved.
2. **Public Comment**
There was no public comment.
3. **Good News Report**
Dr. McDaris welcomed Brevard High School student representative, Jennifer Badger, to the meeting and recognized the student artwork from Pisgah Forest Elementary School that was on display in the board room. He reported the following items:

"RIDE FOR THE RIVER" DRS FUNDRAISER

On Saturday, October 15, Davidson River School helped sponsor the *Ride for the River (R4R)* Fall Motorcycle Rally fundraiser. Participants could choose the traditional street route or the more challenging 150+ mile Adventure/Dual Sport route. Riders from as far away as Charleston, SC came to enjoy the fall scenery. Both routes ended at Dugan's Pub, where participants were given a special discount on lunch. Hundreds of dollars were raised to fund various programs at

DRS. As always, Davidson River thanks the community for its continued support. Special thanks go to Blue Ridge Quick Print and Dugan's Pub for their contributions to the event.

SENATOR BURR VISITS TCS

On October 25, Transylvania County Schools was honored to have Senator Richard Burr speak to classes at Brevard High School. Senator Burr discussed how government works and fielded questions from students.

TCSEF GRANT HELPS KIDS LEARN ABOUT NATURE

Carrie Norris' second grade class at PFES is learning a lot about nature thanks to a \$1,000 grant from the Transylvania County Schools Educational Foundation. Mrs. Norris was able to purchase approximately \$500 of books on matter, weather, life cycles, and habitats. The remainder of the grant was spent on twenty "Nature Hike" kits. Each kit is equipped with a fanny pack, insect netting, binoculars, magnifying lens, tweezers, nature journal, compass, and other small items. The kits and books are available for all teachers at PFES to check out and use. On October 7, students in Mrs. Norris' class hit the bike path near their school to try out the new equipment.

CHILD NUTRITION RECEIVES BREAKFAST CHAMPIONS AWARD

The Transylvania County Department of Child Nutrition was presented with a Breakfast Champions Award at the recent NCDPI Child Nutrition Directors' Annual Meeting. During the meeting, Director Carolyn Barton was asked to serve on a panel for a discussion on ways to increase breakfast participation. The TCS Child Nutrition Department was also featured in a new video entitled, "Breakfast is Brain Fuel." Video footage shot at TCS was used to apply for grant funding to make the current video, which is being distributed to all systems in North Carolina as part of the state's Breakfast Toolkit. Transylvania County Schools is in its ninth year of providing free Universal Breakfast to all students.

THANKSGIVING MEAL

On Thursday, November 17, a total of 474 TCS staff members and retirees enjoyed a complimentary Thanksgiving meal as part of the celebration of American Education Week. In addition, approximately 300 parents and guests (mostly RES visitors) enjoyed lunch with students. A good day and a good time were had by all.

MANNA STUDENT FOOD DRIVE

Brevard High School contributed 284 pounds of food to the MANNAfest 2011 Student Food Drive. That donation will provide approximately 236 meals to those seeking food assistance in Western North Carolina. This year the 28 schools participating in MANNAfest provided 74,388 pounds of food, up significantly from the 43,671 pounds donated in 2010.

TCBOE SPECIAL RECOGNITIONS

At the NCSBA 2011 Annual Conference for Board Member Development held November 14-16 in Greensboro, the Transylvania County Board of Education was one of several boards from across the state honored for outstanding school boardmanship. Each member of the TCBOE had completed at least 12 clock hours of training activities during the 2010-2011 year. Receiving special certificates of merit were members Shelia Norman and Sue Fox. Mrs. Norman and Mrs. Fox each completed over 30 hours of training last year. Additionally, Mrs. Norman was elected to another two-year term on the NCSBA Board of Directors as a representative of

District 8. Chairman Whitmire commended his fellow members for their time and dedication.

SESQUICENTENNIAL LUNCHEON

Chairman Whitmire reported that the Sesquicentennial Luncheon that was held on November 18 was a good event and highlighted how much the school system has contributed to the county's 150th anniversary celebration. He gave special commendation to Sue Fox for all of her work with the Sesquicentennial Committee and the schools.

TCH IS HONOR SCHOOL OF EXCELLENCE

T. C. Henderson Elementary School recently received a banner from the state celebrating their designation as an Honor School of Excellence for 2010-2011.

YOUTH FOOTBALL

Chairman Whitmire commended the Brevard and Rosman Youth Football Teams for their respective undefeated seasons.

4. Former Students in the Military

In honor of Veteran's Day, the Board read aloud 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. Dr. McDaris reported that Drew Richardson, BHS graduate and son of former principal Dave Richardson, was recently featured in a *New York Times* article for his participation in a military rescue mission.

5. Consent Agenda

ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. FOX, the Board unanimously approved the minutes from the October 24, 2011 meeting and the personnel report for November 21, 2011 (see attached).

6. Non-Faculty Coaches

ON A MOTION BY MRS. FOX, SECONDED BY MRS. NORMAN, the Board unanimously approved the following non-faculty coaches for winter sports 2011-2012:

ROSMAN HIGH SCHOOL

Nathan Owens, Varsity Boys Basketball; Asst.
Lester Fox, JV Boys Basketball; Head
Thomas Moman, JV Boys Basketball; Vol. Asst.
Cam Dowdle, Varsity Girls Basketball; Asst.

ROSMAN MIDDLE SCHOOL

Chris Thomas, Boys Basketball; Head (first-time coach, TCS)
Jennifer McCall, Basketball; Asst. (first-time coach, TCS)
Dustin Mehaffey, Wrestling; Head (first-time coach, TCS)

BREVARD HIGH SCHOOL

Chad Owenby, JV Men's Basketball; Head
David Michael Jordan, Wrestling; Vol. Asst.

BREVARD MIDDLE SCHOOL

David McNeil, Boys Basketball; Head
David Hollingsworth, Boys Basketball; Vol. Asst.
Kyle Justice, Wrestling, Head
Mark Ellenberger, Wrestling; Vol. Asst.
Nicole Kearse, Cheerleading; Head/Vol. Asst.

7. Policy

David Sutton presented revised policies ECD and GCN/AFC-R for approval. He reported that no new changes had been made since the Board's initial review in October. There were no questions, and ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. NORMAN, policy ECD, "Integrated Pest Management," was approved as presented. ON A MOTION BY MRS. FOX, SECONDED BY MRS. NORMAN, policy GCN/AFC-R, "Professional Educator Evaluation Process," was approved as presented. Dr. McDaris reported that superintendents are still very concerned about the excessive amount of time that school administrators have to spend on the current teacher evaluation instrument.

8. School Improvement Plan Narratives

David Sutton reported that Transylvania County Schools are currently completing the second and final year of the 2010-2012 school improvement planning cycle. Each school has prepared a report of its school improvement progress in the form of a Section 6 school improvement narrative. Each narrative includes four components: 1) an introductory progress report detailing activities undertaken within each strategic priority area; 2) a summary of results and description of current outcomes within each strategic priority area; 3) a reflective appraisal of school improvement efforts to date; and 4) a preview of next steps to be undertaken through the remainder of the 2010-2012 cycle. Links were provided to view the live narratives; the links will be available on the TCS website beginning tomorrow. Mr. Sutton congratulated the good efforts of the school improvement teams. Board members noted that the progress reports reflect a great deal of thought and planning. Mr. Sutton reviewed the timeline for development of the 2012-2014 school improvement plans and discussed the ramifications of changing from a three-year to a two-year planning cycle. It was agreed to continue the annual reporting cycle to the Board.

9. Cathey's Creek Community Center

Norris Barger reported that a question has arisen regarding ownership of the building that serves as the Cathy's Creek Community Center. The property, owned by the Board of Education, was originally used as a school building. It was then leased to the Selica Community Center for a period of 25 years; that lease expired long ago. At some point after that, the county tax records came to list the building as being owned by the Cathey's Creek Community Center. However, the paperwork does not exist prior to 1978 showing how or if transfer of ownership actually took place. Mr. Barger has spoken with Attorney Shatley, Chairman Whitmire, and Superintendent McDaris about the Board's options. There was general agreement that the school system does not need or want the property and would be happy to allow Cathy's Creek Community Center to take over the building. Mr. Barger presented four options to transfer *de facto* ownership to the Center:

- *Option 1 - Sale of surplus property.* Because the Center is not a governmental agency, it must be an arms' length transaction, and must be advertised for upset bids for 10 days after the bid.
- *Option 2 - Lease up to 10 years.* The property may be leased for a period up to 10 years, with provisions for renewal clearly stated in the lease.
- *Option 3 - Lease over 10 years.* Any lease term longer than 10 years is treated as a sale and must go through the upset bid process.

- *Option 4 - Transfer through the county to the Center.* A transfer may be made to Transylvania County with the understanding that the property would then be immediately transferred to the Center. This option would allow the Board to bypass the upset bid process.

Mr. Barger recommended getting a title search prior to either of the leasing options. If Option 1 or 4 is chosen, he recommended using a quitclaim deed. He stated that any deed or agreement could include a caveat specifying that if the building ever ceased to be used as the Community Center, title would revert to the Board of Education. Mr. Whitmire asked whether the Center would need to have non-profit status in order to accept the property as a gift. Mrs. McCoy advised that the Center most likely would have to form as a legal entity. There was some discussion of this issue with the members of the Cathey's Creek community who were present.

The Board reached consensus to pursue Option 4, and Mr. Barger was directed to bring something back for the Board's consideration at the December meeting or as soon thereafter as possible. Dr. McDaris predicted that that the quitclaim deed might be a good template to follow if there were ever a similar issue with the Balsam Grove or Dunn's Rock Community Centers. Mr. Barger stated that he would look into those properties as well.

Mrs. Jackie Whitmire spoke about the importance of preserving historic buildings as a part of our county's heritage. It was noted that there will be a display by the various community centers on December 3 from 11-3 at the Transylvania County Library. Mrs. Fox added that the Christmas parades will also feature displays by the community centers as part of the Sesquicentennial celebration.

10. Community Land Trust Board of Directors

ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. NORMAN, the Board unanimously reappointed Chris Whitmire to a second three-year term on the Transylvania Community Land Trust Board of Directors.

11. Technology Purchase / Update

Dr. McDaris reported that TCS is taking the first step in achieving its goal of providing 1:1 computer access by providing netbooks (small, lightweight laptop computers) that will be assigned to each student for use at school and home during the school year. Dony Merrill presented a request to purchase 400 units for Rosman High School for the beginning of the second semester. Enrollment at RHS is at 359, and an overage of 10% is recommended for breakage, damage, etc. Following the initial rollout at RHS, the next step will be to provide netbooks for Brevard High School as funds permit. Mrs. Merrill reported that students and staff are very excited about this project.

Mr. Whitmire asked about readiness for the state's online EOC testing. Mrs. Merrill stated that the netbooks would be compatible with EOC testing. Mr. Whitmire asked about backup contingencies for machines that break down. Mrs. Merrill reported that she and her staff are exploring options for students to backup their home directories on the district network. She predicted that each student who accepts a netbook will have to sign a contract outlining responsibilities for use, loss, destruction, etc.

Mrs. Norman asked about the timeframe for equipping students at BHS. Mrs. Merrill stated that they want to watch and learn from the spring semester and make any

necessary corrections before implementing the next phase. Dr. McDaris explained that because the district could not afford to equip both high schools at the same time, the decision was made to start with Rosman since BHS already has more computer access than RHS. The technology department has been upgrading technology and wireless saturation throughout the system in preparation for this project.

The Board reviewed unit pricing from three vendors: Tiber Creek Consulting (\$405); CDW (\$685); and the HP e-procurement (\$556.87). Mrs. Merrill recommended purchasing from Tiber Creek Consulting for the best price and value. ON A MOTION BY MRS. FOX, SECONDED BY MRS. MCCOY, the Board unanimously approved a purchase of 400 netbooks for Rosman High School from Tiber Creek Consulting at a cost of \$405 per unit.

Chairman Whitmire invited Jennifer Badger to share her comments or concerns. Miss Badger stated that she really likes the new Smart Lunch program at BHS. She feels that it allows students to be more productive with their time and increases opportunities to get extra help if needed. Meredith Licht, teacher, concurred, saying that giving students the option to use the lunch hour to eat, participate in clubs, labs, or remediation is working out very well.

12. Important Dates

Nov. 23	Teacher Leave Day
Nov. 24-25	Thanksgiving Holidays
Dec. 6	BHS Senior Projects
Dec. 8	RHS Senior Projects
Dec. 8	Superintendent's Communication Council, 3:45 p.m., MEC
Dec. 12	Parent Advisory Council, 7:30 a.m., MEC
Dec. 12	REGULAR MEETING, 6:30 p.m., MEC
Dec. 13	Student Advisory Council, 7:30 a.m., MEC
Dec. 23-Jan. 3	Christmas Break

13. Public Comment

There was no public comment.

14. Other Items

Dr. McDaris reported that the Mayor of Rosman has asked the Board to consider a request for an additional sidewalk easement in order to provide a sidewalk extension for the new CTE building. Mr. Barger gave an overview of the proposed area. Board members had no objection to the request, and ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. FOX, the Board approved the permanent sidewalk easement. Dr. McDaris noted that the project will also provide curbing and guttering to improve the entrance to the school.

Mr. Barger reported that the Rosman CTE project is slightly ahead of schedule. Chairman Whitmire requested that a ribbon cutting/celebration ceremony be arranged for the completion of the building.

Mrs. Norman gave a report from the NCSBA Annual Conference. She attended a number of very good sessions, and stated that she was very proud to be on hand to accept the school boardmanship awards for Transylvania County.

Mr. Whitmire reported that the special board meeting that was held on November 16 at BHS to discuss the proposed turf project at BHS went well. He wished the Transylvania Sports and Recreation Foundation great success in their fundraising efforts.

Mrs. Norman stated that she is excited about providing technology for all students as important preparation for the global marketplace.

Mr. Whitmire reported that Cindy Petit was absent due to illness.

There was no further business, and ON A MOTION BY MRS. NORMAN, SECONDED BY MRS. MCCOY, the meeting was adjourned at 8:07 p.m.

Respectfully submitted,

Chairman

Secretary

**PERSONNEL REPORT
11/21/11**

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

Licensed Personnel

Jessica Edney, Teacher, BHS, effective December 22, 2011
Thomas Nordmann, Teacher, BES, effective November 22, 2011
Betty Russell, Teacher, BHS, effective December 31, 2011

Classified Personnel

Michelle Cates, Teacher Assistant, BMS, effective January 6, 2012

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

Licensed Personnel

John Moore, Part-Time Teacher, DRS, effective November 30, 2011

Classified Personnel

William Nelson, Bus Driver, TCS, effective November 22, 2011
Rick Taylor, Bus Driver, BMS, effective November 1, 2011

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

Licensed Personnel

Lisa Pauer, from Teacher Assistant, BES, to Teacher, BES, effective November 28, 2011

Classified Personnel

Laraine Kerber, from Child Nutrition Substitute Worker, TCS to Child Nutrition Worker, BMS, effective November 14, 2011
Kristen Roberts, from Child Nutrition Substitute Worker, TCS, to Child Nutrition Worker, RES, effective November 14, 2011
Sauwana Robinson, from Child Nutrition Substitute Worker, TCS, to Child Nutrition Worker, BHS, effective November 14, 2011
Rita Searcy, from Child Nutrition Substitute Worker, TCS, to Child Nutrition Worker, BES, effective November 14, 2011

IV. APPROVE THE LEAVES OF ABSENCE RECOMMENDED BY THE SUPERINTENDENT FOR THE FOLLOWING PERSONS:

Licensed Personnel

Sarah Baldwin, Teacher, BES, GCBDB leave, effective November 30, 2011, through June 5, 2012
Rebecca McCord, Teacher, BHS, GCBDB leave, effective March 23, 2012, through May 14, 2012

Classified Personnel

None

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

Substitute Teachers

None

Substitute Child Nutrition Workers

Irene Stowe