

**Minutes**  
**Transylvania County Board of Education**  
**December 16, 2024**

INVOCATION / PLEDGE OF ALLEGIANCE

CALL TO ORDER / WELCOME

BUSINESS ITEMS (including amendments and rescissions):

1. Approval of Agenda
2. Student Recognitions
3. Good News Report
4. Consent Agenda:
  - A. Minutes
  - B. Personnel Report
5. School Improvement Plans 2024-2025
6. Policy: Spring 2024 PLS Custom Updates
7. FY25 Budget Amendment
8. Update on District Strategic Plan
9. 41 Confederate Lane Property
10. Bond Project Management
11. Facilities Update
12. Important Dates
13. Public Comment
14. Other Items

The Transylvania County Board of Education met in regular session on December 16, 2024 at 6:00 p.m. at the Morris Education Center. Mrs. Ruth Harris led in a moment of silence and Mr. Ricky Lambert led the Pledge of Allegiance. Chairman Dalton called the meeting to order and welcomed everyone. In addition to approximately 10 guests, the individuals listed below were in attendance.

**BOARD MEMBERS:**

Tanya Dalton, Chair  
Greg Cochran, Vice Chair  
Ruth Harris  
Ricky Lambert  
Chris Wiener

**BOARD ATTORNEY:**

Chris Campbell, Campbell Shatley

**MEDIA:**

Laura Denon, Transylvania Times

**STAFF:**

Dr. Lisa Fletcher, Superintendent  
Jenny Hunter, Administrative Assistant  
Dr. Brian Weaver, Asst. Supt.; Director, HR  
Audrey Reneau, Director, Federal Programs  
Janette Broda, Director, School Nutrition Services  
Michelle Mullinax, Chief Finance Officer  
Carrie Norris, Chief Academic Officer  
Kerry Putnam, Director, Facilities; CTE  
Tessa Brown, Public Information Officer  
Chris Whitlock, Director, IT Services  
Greg Stroup, School Resource Officer

1. **Approval of Agenda**  
ON A MOTION BY MRS. HARRIS, SECONDED BY MR. LAMBERT, the meeting agenda for December 16, 2024 was unanimously approved as presented.
2. **Student Recognitions**  
The board recognized the following students for outstanding achievements in academics and athletics:

### AP Scholars

Each fall, the AP Program recognizes high school students who have demonstrated outstanding college-level achievement through their performance on multiple AP Exams per the criteria listed below:

Award	Criteria
AP Scholar	Granted to students who receive scores of 3 or higher on three or more AP Exams.
AP Scholar with Honor	Granted to students who receive an average score of at least 3.25 on all AP Exams taken, <b>and</b> scores of 3 or higher on four or more of these exams.
AP Scholar with Distinction	Granted to students who receive an average score of at least 3.25 on all AP Exams taken, <b>and</b> scores of 3 or higher on five or more of these exams.
AP International Diploma (APID)	Visit APID to see the criteria for this award.

The following TCS students earned AP Scholar Awards last year:

Christian Adair, RHS – AP Scholar  
 Zoe Axtell, BHS – AP Scholar with Distinction  
 Emma Bailey, BHS – AP Scholar with Distinction  
 Maxton Ballard, BHS – AP Scholar with Honor  
 Matthew Barton, RHS – AP Scholar with Distinction  
 David Bohn, BHS – AP Scholar  
 Steven Bohn, BHS – AP Scholar  
*Andrew Burkett, BHS – AP Scholar (graduated)*  
 Amara Campanini, BHS – AP Scholar  
 Miles Foster, BHS – AP Scholar with Honor  
 Saya Geer-Hardwick, BHS – AP Scholar with Distinction  
 Vaiden Girolamo, BHS – AP Scholar  
 Silvan Guidry, BHS – AP Scholar  
*Julia Hardy, BHS – AP Scholar with Distinction (graduated)*  
 Avan Hinkle, BHS – AP Scholar with Honor  
 Caroline Jenkins, BHS – AP Scholar with Distinction  
 Brooke LaRowe, BHS – AP Scholar with Honor  
 Jesus Lopez De La Santos, BHS – AP Scholar  
*Ryan Merrill, BHS – AP Scholar with Honor (graduated)*  
 Leo Murray, BHS – AP Scholar  
*Brady Odell, BHS – AP Scholar (graduated)*  
 Mya Parlier, BHS – AP Scholar  
*Luke Powers, BHS – AP Scholar with Distinction (graduated)*  
 William Presnell, BHS – AP Scholar  
*Prudence Queen, BHS – AP Scholar (graduated)*  
*Gabriel Rood, BHS – AP Scholar (graduated)*  
*Parker Sisney, BHS – AP Scholar (graduated)*

### BHS Men's Cross Country Team

The Brevard High School Men's Cross Country Team won the North Carolina High School Athletic Association 2A State Championship for the SECOND YEAR IN A ROW. Dr. Fletcher shared a letter of congratulations from Que Tucker, Commissioner of the

North Carolina High School Athletic Association. She noted that in addition to excelling on the track, the BHS team excels in the classroom. The team members' weighted GPA is 3.93 and unweighted GPA is 3.68.

Max Bailey  
James Brooks  
Keaton Campbell  
Andrew Gorman  
Ezra Greene  
Avan Hinkle  
Leo Murray  
Ezra Stubbs  
Ben Morgan, Coach

### 3. **Good News Report**

Dr. Fletcher shared the following good news items:

#### ***National Technical Honor Society Inductions***

During two ceremonies that were held on December 4<sup>th</sup> and 5<sup>th</sup>, Transylvania County Schools inducted 102 students into the National Technical Honor Society, the honor society for Career and Technical Education. These students have excelled in learning employability skills, which they will take and build on throughout their careers. Transylvania CTE students earned 1,754 credentials in 2023-24 and are No. 2 in the state for their attainment rate of 83.5%. To achieve membership in the National Technical Honor Society, students must meet the following rigorous academic standards:

- Have a 3.0 or higher unweighted overall GPA and 3.25 or higher unweighted GPA in CTE courses;
- Have been recommended by two teachers, at least one being a CTE teacher;
- Have completed a CTE career pathway, which consists of 3 courses; and
- Demonstrate scholarship and skill.

Congratulations to the following new members of the National Technical Honor Society for 2024-2025:

<b><u>BHS Seniors</u></b>	<b><u>BHS Juniors</u></b>	<b><u>RHS Seniors</u></b>	<b><u>RHS Juniors</u></b>
Eric Alvarado-Ramirez	Victoria Brown	Hunter Arnold	Hope Cook
Raul Alvarado-Ramirez	Ayanna Carter	Matthew Barton	Walter Gunther
William Anders	McKayla Chambers	Tarron Boley	Addyson Houston
Emma Bailey	Janaysia Cornett	Garrett Connor	Ryan Lamb
Maxwell Bailey	Cole Cubbison	Colton Dodson	Kirsten McCall
Maxton Ballard	Paige Dinsdale	Hayley Hogsed	Wyatt Owen
Annaly Baron	Kenadie Dodson	Addison McCall	Tristin Powell
Alaana Bennett	Sarayd Dugan	Addison McCall	Avery Pressley
Steven Bohn	Jack Friedman	Jonathan McCall	Jack Santaloci
Cynthia Boyd	Brooklyn Hill	Carter Mendes	Braylon Simmons
Zion Brown	Gracelyn Jackson	Lillian Orr	
Marguerite Coyne	Jenna Kingdon	Nathaniel Owen	
Raphaella Athena	Sophia Kirk	Kreed Smith	
Dabao	Aaron Lopez-	Brayden Waters	

Gabriel Delgado Lotus Draegen Ephraim Drennen Michelle Drennen Miles Felty Miles Foster Dillon Galloway Jackson Garrett Saya Geer-Hardwick Isabelle Gentle Ava Gorman Isabella Gravley Elsie Hobbs Grace Hogsed Abigail Huter Savannah James Madison Judy Brogen Justice William Kittrell Hannah LaFever Keenan Loomis Jesus Lopez De Los Santos Kaitlin Lovett James Manoogian Elena Masters Zander McCall Ella Mooney Leo Murray Patience Pandolfo Emma Parker Mya Parlier William Presnell III Zane Romero Adeline Schultz Addison Shober Lillian Skeen Ezra Stubbs Kayla Studt Kevin Valencia-Vega Cooper Weaver Judson Weaver Zoey Whitmire AVonta Whitmire Jones	Cervantes Jackelyn Mejia-Perez Ian Merritt Sophia Miguel Greysen Motley Joshua Nelson Carter Powell Julia Sherrill Luke Weaver		
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**County Schools Receive Growth Awards for 2023-2024**

Six of the Transylvania County Schools were recently recognized by the North Carolina State Board of Education and Department of Public Instruction for student performance during the 2023-2024 year:

Brevard High School

- Certificate of Achievement for Outstanding Graduation Rate of 96.8%
- Exceeded Academic Growth Award for exceeding expected academic progress for students during the 2023-24 school year

Brevard Middle School

- Academic Growth Award for achieving expected academic progress for students during the 2023-24 school year

Pisgah Forest Elementary School

- Academic Growth Award for achieving expected academic progress for students during the 2023-24 school year

Rosman Elementary School

- Academic Growth Award for achieving expected academic progress for students during the 2023-24 school year

Rosman High School

- Exceeded Academic Growth Award for exceeding expected academic progress for students during the 2023-24 school year

Rosman Middle School

- Exceeded Academic Growth Award for exceeding expected academic progress for students during the 2023-24 school year

***DRS 1<sup>st</sup> Place Christmas Parade Float***

Many of our schools and programs participated in the County's Christmas parades in early December. Davidson River School teamed up with Pisgah National Forest and won 1st place for their float that included students playing the Taiko drums in the Brevard Parade—Impressive!

***Congratulations to Ashley Owen***

Please join us in congratulating School Health Nurse Ashley Owen who successfully completed the requirements for National School Nurse certification last month. Board certification in school nursing is a formal recognition of advanced knowledge, competence, and a personal commitment to excellence in the specialty practice of school nursing on behalf of the better health and education of school-age children. School Health Nurse April Owenby states, "We are so proud of her and know that she would never share this amazing accomplishment. Our small but strong school nurse team has all obtained national certification now."

***T.C. Henderson Teachers Attend Mathematics Conference***

T.C. Henderson teachers Angie Reese and Samantha Jones recently attended the NC Mathematics Conference in Winston-Salem. We are proud of Ms. Reese and Ms. Jones and all of our teachers that are committed to continuous learning to improve instruction. Reese and Jones will share strategies learned with all staff at TCH.

***BHS Alumni Named Davidson Rhodes Scholar***

BHS 2020 Alumni, Madeline Dierauf, was recently named as a Davidson College's prestigious Rhodes Scholar. Dierauf is currently a senior at Davidson and plans to pursue her master's degree in American Studies and Philosophical Theology at the

University of Oxford in the United Kingdom. Madeline is a songwriter and musician, who plays the fiddle in her band, The Wilder Flower. See the full article on Madeline's accomplishments:

<https://www.davidson.edu/news/2024/11/16/davidson-college-musician-awarded-rhodes>

### ***Backpack Buddies***

On the morning of December 11, volunteers from the Education Center staff, School Nutrition department, the Transylvania County Schools Education Foundation, Grace Brevard Church, school counselors, and social workers, met at the Morris Education Center and packed 300 bags of food for students to take home over the Christmas break as part of the TCS Backpack Buddies Program. Our thanks to everyone who took the time to help ensure that children have access to nutritious food during the holidays when schools are not in session.

### ***Can'd Aid Donates Instruments to PFES***

The Can'd Aid Organization visited Pisgah Forest Elementary School on Friday, December 6 with a few presents in tow! Can'd Aid partnered with Woody Platt & Company to give Pisgah Forest Elementary School's music program new guitars and banjos. Ms. Hazel Ketchum is the music teacher at PFE and was thrilled to receive the donation. Platt & Co. gave a musical performance before revealing the presents to the students. Afterward, the student's string instrument cohort came up on stage to play a few songs, including Rudolph the Red-Nosed Reindeer, with the members. Students and staff sang along, excited with the new gifts from Can'd Aid and filled with the Christmas spirit. Can'd Aid partners with nationally touring bands to facilitate instrument donations in underserved school districts nationwide. They also rally volunteers to assemble art kits for kids in foster care, assemble and donate bikes and skateboards for deserving youth in underserved communities nationwide, build and maintain access to trails and parks, and more. For more information, visit <https://candaid.org/>.

### ***Brevard Bands Winter Concert***

The Brevard Bands Winter Concert featuring the Brevard Middle School 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> Grade Bands and the Brevard High School Wind Symphony will be held on Tuesday, December 17, at 6:30 p.m. at the Porter Center Auditorium, Brevard College. Admission is \$5.00.

### ***Rosman Students in UNCW Honor Band Festival***

Congratulations to Camden Stamey, Ayden Gibson, and Kadin Chaga for being selected to participate in the 13<sup>th</sup> Annual UNCW Honor Band Festival that was held on Saturday, December 7, 2024 in Kenan Auditorium at the University of North Carolina at Wilmington. Kadin plays Bass Clarinet, Camden plays Flute, and Ayden plays Alto Saxophone. Tiffany Hurley is the Band Director for RMS and RHS.

### ***TCS School Nutrition Receives Award***

The North Carolina Department of Public Instruction presented the Transylvania County Department of School Nutrition the Rural Non-Congregate Innovation Award for their efforts to reach and feed as many children as they could by using a home delivery mobile route system and offering two pick-up meal sites at Champion Park Pool and Brevard Middle School. The School Nutrition Program served over 26,000 breakfast and lunch meals last summer. School Nutrition Director Janette Broda and staff members were in attendance and recognized for their achievement by the board.

**4. Consent Agenda**

ON A MOTION BY MR. COCHRAN, SECONDED BY MR. WIENER, the following consent items were unanimously approved:

- Minutes of the September 16, 2024 meeting
- Minutes of the October 21, 2024 meeting
- Personnel report for December 16, 2024 (attached)

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

Chief Academic Officer Carrie Norris presented the School Improvement Plans for 2024-2025 for second-read approval. She reviewed that the plans are living documents and will be revised throughout the year. Mr. Wiener stated that he would like to see more documentation of data and sequence of work. ON A MOTION BY MR. WIENER, SECONDED BY MR. COCHRAN, the School Improvement Plans for 2024-2025 were unanimously approved.

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

Before discussion, it was noted that the board is in its fourth month of reviewing the policies from the NCSBA Spring 2024 PLS Custom Updates. For the benefit of the three new board members, a brief review of the activity to date was provided:

**Sept. 16** – The board received 18 policies from the Spring Custom Updates and one policy from the July Special Custom Updates as first-read information. The 19 updates contained revisions to 17 existing policies and two new policies.

**Oct. 21** – The 19 policies were presented for second-read approval. Mr. Wiener requested to postpone all of the policies for another month due to his lack of time to review and his general concerns regarding policies. It was recommended that Mr. Wiener set a time to meet with Dr. Brian Weaver to discuss his specific concerns before the next board meeting. Per Dr. Weaver's recommendation, the board approved 4 policies due to their bearing on student safety and/or time-sensitive nature. The remaining 15 policies were postponed to the November 18 meeting.

**Nov. 18** – Fifteen policies were presented for third-read approval. Mr. Wiener moved to table 5 of the policies because he wanted incoming members to have an opportunity for input before the board takes action, and at the board attorney's recommendation, moved to table 2 more policies for which he was proposing new changes. Board Attorney Chris Campbell advised that before a board member proposes changes to a policy that is up for approval, he or she should first communicate the proposed changes to the attorney and Dr. Weaver so that the changes may be vetted beforehand. The 8 policies that were not tabled were approved as presented.

Dr. Brian Weaver gave an overview of the NCSBA PLS (Policies to Lead the Schools) service that provides updates to nearly 95% of NC school systems. Regular updates are provided twice a year in the spring and fall. Updates are delivered in large batches and are based primarily on legislative changes. They are researched and written by NCSBA policy attorneys. There may be additional special updates in addition to the fall and spring updates. All updates are also reviewed by our board attorneys. Some updates are minor changes and some are more substantial. At any time, if a board member

wants to review a policy, they should let Dr. Fletcher or Dr. Weaver know. This gives the administration the time necessary to provide a thorough evaluation.

The board discussed the seven policies listed below that were presented for approval.

- **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.

Mr. Campbell reported that most of the updates to this policy came from the Parents' Bill of Rights. Regarding Mr. Wiener's previous suggestions to line 305, legally and administratively, he sees no problem with making the change. Regarding Mr. Wiener's request to remove the reference to grades K-3 in line 449, Mr. Campbell recommended not changing the language. If the General Assembly did not see a need to take it beyond the third grade, he would keep the language as is. He believes it unlikely that a standardized health screening form would be used above third grade.

- **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.

Mrs. Harris suggested that the language in line 108 may be technically incorrect. Mr. Wiener stated that he is very concerned about a shift toward integrating digital learning and away from physical reading materials. He believes that the board needs to look the expectations outlined in the first two paragraphs with what it wants to stand for as a district. Mr. Lambert reported that he had heard from some teachers earlier that they think books are becoming obsolete. Mrs. Harris discussed passive and generative tech integration and the need to get students more socially integrated and less passively integrated. Dr. Fletcher stated that she views this as teachers using technology as an assistive tool to help plan, create lesson plans, be more prepared, and better individualize instruction. Dr. Weaver pointed out that teachers could be passive with textbooks also. He stated that the board can continue to table policies indefinitely or they can put them on the books, move on and revisit them in the future. He charged the board to decide how it wants to manage this process. Mr. Campbell gave a reminder that this is an existing policy and that the board is being asked to merely approve the changes. Mr. Wiener recommended that the policy be approved as presented and that the board create a policy subcommittee for policy review. Chairman Dalton recommended that the board move on and approve the remaining seven policies unless there are significant concerns.

- **3225/4312/7320, Technology Responsible Use.** In Section G, references generative AI guidelines as described in policy 3220. Adds other resources.
- **6125, Administering Medicines to Students.** Updates the division names of N.C. Department of Health and Human Services. Updates the other resources.



ON A MOTION BY MR. LAMBERT, SECONDED BY MRS. HARRIS, policies 3220, 3225/4312/7320, and 6125 were unanimously approved as presented.

MR. WIENER MADE A MOTION for the administration to make both of his suggested revisions to policy 1310. MR. COCHRAN SECONDED and the motion passed unanimously.

- **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 legal resources.

Mr. Wiener asked a number of questions about the benefits of credit by demonstrated mastery vs. EOCs and what can be done to better promote and incentivize students to pursue demonstrated mastery. Dr. Weaver stated that he would look into it. Chairman Dalton called for a motion on the policy. After further discussion by Mr. Wiener, MR. WIENER MADE A MOTION to approve policy 3420 as presented. MR. LAMBERT SECONDED and the motion passed unanimously.

- **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).

Mr. Wiener asked whether language in line 226 meant that we are taking away a student’s ability to graduate early. Mr. Campbell explained that if a student has the credits to graduate early, they can. This is about creating a pathway to graduate early. ON A MOTION BY MRS. HARRIS, SECONDED BY MR. LAMBERT, policy 3460 was unanimously approved as presented.

- **4270/6145, Concussion and Head Injury.** Updates statutory references throughout the policy. Includes other minor changes. Updates legal references and other resources.

Mr. Wiener expressed concerns that the policy as written does not recognize that concussions can happen to non-athletes and should include protocols for all students, not just athletes. Mr. Campbell proposed changes to the opening paragraph. ON A MOTION BY MR. WIENER, SECONDED BY MR. LAMBERT, policy 4270 was unanimously approved with revisions as recommended by the board attorney.

## 7. **FY25 Budget Amendment**

Dr. Brian Weaver present Budget Amendment No. 2 and memorandum for the 2024-2025 fiscal year and answered questions from the board. Mr. Wiener requested a new format for future budget amendments with additional columns reflecting previous activity carried forward. Carrie Norris addressed questions regarding Reading Camp funds. ON

A MOTION BY MR. WIENER, SECONDED BY MRS. HARRIS, Budget Amendment No. 2 for the 2024-25 fiscal year was approved as presented with the proviso that the board receive an updated memorandum with the additional columns as requested in time for the next school board meeting. MRS. HARRIS SECONDED and the motion passed unanimously.

**8. Update on District Strategic Plan**

Dr. Lisa Fletcher shared sample templates from Brunswick County Schools, Harnett County Schools, and Cumberland County Schools for consideration as possible models to be used with the new Transylvania County Schools district strategic plan that is being developed. Board members were in favor of the one-page templates and discussed having a screensaver with the TCS goals, values, vision, etc., for all TCS screens and the district website. Mrs. Harris asked if the board could review interim metrics throughout the year instead of waiting until the end of the year. Mr. Wiener discussed culling data as broadly as possible to reflect student achievement in areas other than just standardized testing.

**9. 41 Confederate Lane Property**

Board Attorney Chris Campbell gave a brief background review. The property located at 41 Confederate Lane was condemned due to illicit activity. It was then forfeited and ownership was transferred by the courts to the school system. There is a two-year old tax bill owed on the property. The local land trust is looking at the lot for possible teacher housing. It would take approximately \$15,000 to clean up the property. The Planning Board only receives \$20,000 annually to go toward projects like this; however, they are looking for other funding to try to help due to the importance of creating more teacher housing. The Planning Board has placed this on their December 19 agenda for further discussion. If the board were to sell the property, it would still be responsible for paying the tax bill. Dr. Fletcher recommended that the board approve payment of the tax bill before December 31, 2024 in order to prevent additional interest from accruing. ON A MOTION BY MR. WIENER, SECONDED BY MRS. HARRIS, the board unanimously authorized payment of the property tax bill for 41 Confederate Lane, Brevard, NC in the amount of \$1,677.04. Mr. Wiener stated that the next step should be to contact the county and ask for the tipping fees to be waived. He reported that he has spoken with crews who could crush the existing dwelling if tipping fees were waived.

**10. Bond Project Management**

At the last meeting, Dr. Fletcher reported that the next step in the bond project management process would be an interlocal agreement between the Board of Education and the Board of Commissioners. She is waiting to hear back from the county. They have been delayed with FEMA work recently from the hurricane and relief efforts.

**11. Facilities Update**

Facilities Director Kerry Putman presented a preliminary engineering report from McGill Associates for the retaining wall behind Rosman High School that offered three options for the board's consideration. Mr. Putnam recommended Option 3 (remove the wall and reconfigure the site) to ask the commissioners to advertise for bids. Following discussion, ON A MOTION BY MR. WIENER, SECONDED BY MR. COCHRAN, the board unanimously approved recommending Option 3 in the estimated amount of \$652,780 to the Board of Commissioners for repairs to the Rosman High School retaining wall.

Mr. Putman reported that a catastrophe was avoided last week when 800 gallons of oil from a temporary oil tank under the RHS parking lot were contained before they could leak out and drain into the river. We are exploring how to safely remove below-ground oil tanks at all schools and convert to above-ground propane tanks.

**12. Important Dates**

Dec. 20	Noon dismissal - students		
Dec. 23 – Jan. 3	Winter break		
Jan. 6	Students return from break		
Jan. 17	First semester ends		
Jan. 20	MLK Day (teacher workday)		
Jan. 21	Second semester begins		
Jan. 21 (Tues.)*	REGULAR MEETING	6:00 p.m.	MEC
Jan. 29-30	NCSBA CORE Training	2 days	Asheville
Feb. 14	Noon dismissal – students		
Feb. 17	Teacher workday		
Feb. 17	REGULAR MEETING	6:00 p.m.	MEC

\*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.

**13. Public Comment**

None

**14. Other Items**

None

There was no further business, and ON A MOTION BY MR. WIENER, SECONDED BY MR. COCHRAN, the meeting was adjourned at 8:05 p.m.

Respectfully submitted,

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary

**PERSONNEL REPORT  
December 16, 2024**

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

Licensed Personnel

Mary Katherine Chambers, Media Coordinator, TCH, effective January 31, 2025  
Heather Smith, Teacher, BES, effective January 10, 2025  
Rebecca Winans, Teacher, BES, effective December 3, 2024

Classified Personnel

Doris Heath, Custodian, RMS & RHS, effective December 19, 2024  
Ashley Pendleton, Teacher Assistant & Bus Monitor, BES, effective December 20, 2024

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

Licensed Personnel

Sydney Gilbert, Teacher, PFES, effective December 16, 2024

Classified Personnel

Christie Cabe, Bus Driver, TCS, effective January 6, 2025  
Richard Ream, Bus Monitor, BES, effective December 17, 2024

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

Licensed Personnel

Leah Worley, from Teacher, BES, to Media Coordinator, TCH, effective August 18, 2025

Classified Personnel

Sheila Burnette, from Office Support, PFES, to Office Support, Plant Operations, effective January 6, 2025

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

Licensed Personnel

Allison Whitmire, Teacher, BES, Discretionary Leave under Local BOE Policy 7510, effective January 1, 2025 to June 13, 2025

Classified Personnel

None

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

Substitute Teachers

Alicia Guinn  
Sandra Ziegler

Substitute School Nutrition Workers

John Baynard  
Staci Hoxit



# TRANSYLVANIA COUNTY SCHOOLS

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

Board of Education  
 Tanya Dalton, Chair  
 Greg Cochran, Vice Chair  
 Ruth Harris  
 Ricky Lambert  
 Chris Wiener

December 16, 2024

**MEMORANDUM**

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

From: Dr. Brian Weaver, Assistant Superintendent

Subject: Budget Amendment #2

Attached is Budget Amendment #2 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	\$28,444,865.00	\$207,549.31	\$28,652,414.31
(2) Local Current Expense	\$13,837,492.00		\$13,837,492.00
(3) Federal Grants	\$1,501,140.79	\$1,209,003.00	\$2,710,143.79
(4) Capital Outlay	\$815,307.00	\$1,093,154.00	\$1,908,461.00
(5) Child Nutrition	\$2,914,811.00		\$2,914,811.00
(8) Restricted Local Fund	\$1,328,208.69	\$17,297.51	\$1,345,506.20
<b>Total</b>	<b>\$48,841,824.48</b>	<b>\$2,527,003.82</b>	<b>\$51,368,828.30</b>

Since Budget Amendment #1 was approved at the November Board meeting, additional allocations were received in the following state programs: \$100 in PRC 003-Non-Instructional Support sub reimbursement, \$5000 in PRC 089-Feminine Hygiene, \$46,037 in PRC 089-EC Special Reserve, \$134,877 in PRC 230-Hurricane Relief and Recovery, and \$35,987 in PRC 083-CTE Credentials. A reversion of \$14,451.69 was made in PRC 016 Summer Reading Camp for unspent funds.

Within the Local Current Expense, a transfer of \$600 was made between purpose/function codes.

Within the Federal Grant Funds, the following programs were allocated: \$21,685.00 in PRC 104 Grant Year 5, \$144,064 in PRC 103-Title II Grant Year 5, \$74,478 in PRC 108-Title IV Grant Year 5, and \$968,776 in PRC 050-Title I Grant Year 5. Please note the state awards federal funds based on Grant Year(s) beginning in 2024-25.

An additional appropriation of \$1,093,154 was made within the Capital Outlay Fund to budget for capital projects which include replacement of air handlers and roof repairs.

Within the Other Specific Revenue Fund, the following allocations were made: \$17,297.51 in PRC 577- Hearing Impaired carryover funds. A transfer of \$19,868.00 was made between purpose function 5XXX to 6XXX.

There were no changes within the 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 #2**

*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	\$24,636,501.00	\$166,001.00	\$24,802,502.00
6000	System-Wide Support Services	\$3,693,620.00	(\$14,451.69)	\$3,679,168.31
7000	Ancillary Services	\$114,744.00	\$56,000.00	\$170,744.00
<b>TOTAL</b>		<b>\$28,444,865.00</b>	<b>\$207,549.31</b>	<b>\$28,652,414.31</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	\$28,444,865.00	\$207,549.31	\$28,652,414.31
<b>TOTAL</b>		<b>\$28,444,865.00</b>	<b>\$207,549.31</b>	<b>\$28,652,414.31</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	(\$600.00)	\$8,322,343.00
6000	System-Wide Support Services	\$4,147,965.00	\$600.00	\$4,148,565.00
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	\$1,429,346.35	\$1,177,216.69	\$2,606,563.04
6000	System-Wide Support Services	\$3,244.71		\$3,244.71
7000	Ancillary Services	\$0.00		\$0.00
8000	Non-Programmed Charges	\$68,549.73	\$31,786.31	\$100,336.04
<b>TOTAL</b>		<b>\$1,501,140.79</b>	<b>\$1,209,003.00</b>	<b>\$2,710,143.79</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	\$1,501,140.79	\$1,209,003.00	\$2,710,143.79
<b>TOTAL</b>	<b>\$1,501,140.79</b>	<b>\$1,209,003.00</b>	<b>\$2,710,143.79</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	\$1,093,154.00	\$1,421,354.00
7000 Ancillary Services	\$0.00		\$0.00
9000 Capital Outlay	\$0.00		\$0.00
<b>TOTAL</b>	<b>\$815,307.00</b>	<b>\$1,093,154.00</b>	<b>\$1,908,461.00</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	\$1,093,154.00	\$1,908,461.00
4910 Fund Balance Appropriated			\$0.00
<b>TOTAL</b>	<b>\$815,307.00</b>	<b>\$1,093,154.00</b>	<b>\$1,908,461.00</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	\$1,239,348.63	-\$2,570.49	\$1,236,778.14
6000 System-Wide Support Services	\$48,938.06	\$19,868.00	\$68,806.06
7000 Ancillary Services	\$39,922.00		\$39,922.00
8000 Non-Programmed Charges	\$0.00		\$0.00
<b>TOTAL</b>	<b>\$1,328,208.69</b>	<b>\$17,297.51</b>	<b>\$1,345,506.20</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	\$497,313.69	\$17,297.51	\$514,611.20
4000 Fund Balance Appropriated-Medicaid	\$125,000.00		\$125,000.00
<b>TOTAL</b>	<b>\$1,328,208.69</b>	<b>\$17,297.51</b>	<b>\$1,345,506.20</b>

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

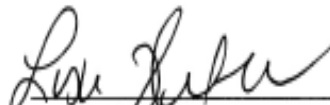
A. Amounts transferred do not exceed a cumulative total of plus or minus ten percent (10%) between functions.

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 SIXTEENTH DAY OF DECEMBER 2024.**

  
 Tanya Dalton, Chairman, Board of Education

  
 Dr. Lisa Fletcher, Secretary, Board of Education