

**Minutes**  
**Transylvania County Board of Education**  
**February 23, 2015**

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. Analysis of Student Work
7. RHS School Improvement Plan 2014-2016
8. School Calendar 2015-2016
9. Policy Manual Conversion
10. Integrated Planning for School and Community Study Proposal
11. Facilities Master Plan Proposal
12. FY16 Budget
13. Superintendent's Update
14. Important Dates
15. Public Comment
16. Other Items
17. Closed Session

The Transylvania County Board of Education met in regular session at 6:30 p.m. on February 23, 2015 at the Morris Education Center. The meeting was rescheduled from its previous cancellation on February 16 due to snow. Marty Griffin led in a moment of silence and Cindy Petit led the Pledge of Allegiance. Chairman McCoy welcomed everyone and called the meeting to order. In addition to one guest, the following board members, staff, and media representatives were in attendance:

*BOARD MEMBERS:* Tawny McCoy, Chair; Cindy Petit, Vice Chair; Marty Griffin; Ron Kiviniemi; and Betty Scruggs

*STAFF:* Dr. Jeff McDaris, Superintendent; Jenny Hunter, Administrative Assistant; Chris Campbell, Board Attorney; Jeremy Gibbs, Director of Human Resources; Norris Barger, Director of Business Services; Brian Weaver, Director of 6-12 Curriculum & Instruction; Audrey Reneau, Director of K-5 Curriculum & Instruction; Tammy Bellefeuil, Director of Student Services; Chris Whitlock, Director of Technology Services; Arleca Chapman, Director of Career/Technical Education; Kevin Smith, School-Community Relations Coordinator; Meredith Licht, TCAE President; and Mike Hall, School Resource Officer

*MEDIA:* Park Baker, *Transylvania Times*

1. **Approval of Agenda**  
ON A MOTION BY MR. GRIFFIN, SECONDED BY MRS. PETIT, the meeting agenda for February 23, 2015 was approved as presented.
2. **Public Comment**  
None

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

Dr. McDaris reported the following items:

#### *BLACK HISTORY MONTH*

The month of February is recognized annually as “Black History Month” in the United States, Canada, and the United Kingdom. Classes throughout the Transylvania County Schools have had activities in February recognizing the important people and events of the Civil Rights movement and the contributions and accomplishments of African-Americans in every area of endeavor in history.

#### *NATIONAL SCHOOL COUNSELING WEEK*

The week of February 2-6, 2015 was recognized as National School Counseling Week in celebration of the unique contribution of professional school counselors within U.S. school systems. We salute our local school counselors and the tremendous impact they have in helping students achieve school success and planning for a career.

#### *WESTERN DISTRICT BANDS*

The students listed below competed against hundreds of other musicians from fifteen Western North Carolina counties to earn seats in the Western District Bands at Tuscola High School on January 22 (high school) and January 24 (middle school). Musicians were scored on three criteria: scales/rudiments, prepared solo, and sight-reading. The Western District Bands performed in concert at the Western Carolina University Performing Arts Center on February 14. Students with an asterisk (\*) received high scores and an invitation to audition for All-State Honors Band on March 7 in Davidson County. All-State winners will be invited to the All-State Honor Band Clinic on May 1-3 at UNC-Greensboro.

BREVARD MIDDLE SCHOOL, directed by Donnie Mulligan

*Symphonic Band:* Mikala Gordon, flute (8th chair); James Thompson, clarinet (13th chair); Elise Poché, clarinet (17th chair); \*John Nguyen, bass clarinet (1st chair); \*Alex Ear, bass clarinet (2nd chair); Andy Smith, alto saxophone (3rd chair); \*Luke Milligan, trombone (3rd chair)

*Concert Band:* Luci Eddins, flute (1st chair); Jaclyn Neumann, flute (6th chair); Juliana Rizo, clarinet (11th chair); Jordan Wells, bass clarinet (3rd chair); Asher de la Torr , tenor saxophone (2nd chair); Ally Smith, trumpet (5th chair); Matthew Cunningham, trombone (3rd chair); Miranda Smith, trombone (4th chair); Noah Schoenacher, mallets (2nd chair). Virginia Moore received special mention, bass clarinet (1st alternate)

ROSMAN HIGH SCHOOL, directed by Chelsey Fandrick

*11th-12th Senior High Honors Band:* Annaliese Brown, clarinet (10th chair)

*9th-10th High School Honors Band:* Kristen Zachry, flute (7th chair); Meredith Maiken, trombone (9th chair); \*Madison Allen, saxophone (2nd chair)

BREVARD HIGH SCHOOL, directed by Jerry Ledford

*11th-12th Senior High Honors Band:* Liam Bishop, alto saxophone (3rd chair); Carly Onnink, clarinet (11th chair); Elizabeth Bailey, clarinet (13th chair); Marlene Pulido, clarinet (14th chair); \*Logan Dye, snare drum (1st chair); \*Maggie Dodson, trumpet (2nd chair); \*Forrest Fisher, trumpet (4th chair)

*9th-10th High School Honors Band: \*Julia Smith, baritone (2nd chair); Ashlea Milligan, French horn (7th chair); \*Tyler Hutchins, trumpet (4th chair); with special mention for Crista Cali, mallets (1st alternate)*

*2015 REGIONAL SCIENCE FAIR WINNERS*

The North Carolina Regional Science Fair was held recently at Western Carolina University. Winners from Transylvania County are listed below:

JUNIOR DIVISION

Emma Dauster (BMS), 2<sup>nd</sup> Place, Biological Science A  
 Clare Kennerly (BMS), 2<sup>nd</sup> Place, Biological Science B  
 Carly Tabor (BMS), 1<sup>st</sup> Place, Chemistry  
 Bobby Brown (BMS), Honorable Mention, Earth and Environmental Science  
 Fritz Ruppert (BMS), 1<sup>st</sup> Place, Earth and Environmental Science  
 Caroline Jones (BMS), 2<sup>nd</sup> Place, Physics  
 Kylee Worley and Eda Royer (BMS), 1<sup>st</sup> Place, Physics

SENIOR DIVISION

Aaron Neumann, Ingrid Findlay and Hannah Lemel (BHS), Honorable Mention, Biological Science A  
 Abigail Williams and Carly Onnink (BHS), 1<sup>st</sup> Place, Biological Science A  
 Carver Nichols (BHS), Honorable Mention, Biological Science B  
 Hannah Field and Ryan Holland (BHS), 2<sup>nd</sup> Place, Biological Science B  
 Sarah Branagan and Crista Cali (BHS), 1<sup>st</sup> Place, Biological Science B  
 Sam Lemel and Bryce Spradlin (BHS), 1<sup>st</sup> Place, Technology and Engineering  
 Joseph Roberts, Eliza Witherspoon and Lauren Tooley (BHS), 2<sup>nd</sup> Place, Chemistry  
 Allison Reece and Lauren DuBreuil (BHS), 2<sup>nd</sup> Place, Earth and Environmental Science  
 Ryulee Park and Aidan Spradlin (BHS), 1<sup>st</sup> Place, Earth and Environmental Science

SPECIAL AWARDS

Department of Environmental Science Award - Carly Tabor (BMS)  
 Geo Science Award - Sarah Branagan and Crista Cali (BHS)  
 Stockholm Water Prize - Fritz Ruppert (BMS), Ryulee Park (BHS), and Aiden Spradlin (BHS)  
 U.S. Navy Award (Junior Division) - Clare Kennerly, Bobby Brown, and Caroline Jones (BMS)  
 U.S. Navy Award (Senior Division) - Carver Nichols (BHS)

Dr. McDaris recognized the student artwork from Brevard Middle School that was on display in the board room and welcomed SRO Hall to the meeting.

**4. Former Students in the Military**

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

**5. Consent Agenda**

ON A MOTION BY MR. KIVINIEMI, SECONDED BY MRS. SCRUGGS, the minutes of the January 20, January 23, January 27, February 2, February 3, and February 5, 2015 meetings and the personnel report for February 23, 2015 (see attached) were unanimously approved.

**6. Analysis of Student Work**

Brian Weaver reported that Transylvania County Schools will apply for a waiver with the State Board of Education not to participate in the Analysis of Student Work process for the 2014-2015 school year. Analysis of Student Work (ASW) is a process to collect data to populate Standard 6 for educators teaching in grades/subjects where there is no End-of-Grade (EOG), End-of-Course (EOC), Common Exam, or Career Technical Education (CTE) assessment. It involves the collection of student work/artifacts to document student growth. Mr. Weaver reported that due to delays in the state ASW system, the 34 eligible TCS teachers were surveyed to see if they felt they had enough time to submit artifacts this year. Thirty-two of the 34 teachers voted to delay participation. Mr. Weaver reported that the deadline to apply for a waiver is March 18. The Board had no objections to the waiver request.

**7. RHS School Improvement Plan 2014-2016**

Jeremy Gibbs presented the Rosman High School Improvement Plan for 2014-2016. The plan has been revised since its first review in December. Mr. Gibbs and Dr. McDaris addressed questions from board members about mid-course assessments in high school math and biology and potential data collection regarding Smart Lunch. Mr. Gibbs gave a reminder that the school improvement plans are living documents. ON A MOTION BY MRS. SCRUGGS, SECONDED BY MR. GRIFFIN, the RHS school improvement plan for 2014-2016 was unanimously approved.

**8. School Calendar 2015-2016**

Jeremy Gibbs presented the proposed calendar for the 2015-2016 school year as recommended by the district calendar committee. The calendar was initially presented to the Board in the spring of 2014. Mr. Gibbs reported that no changes have been made to the calendar and the draft has been available on the district website since that time. He recommended that the 2015-2016 calendar be approved as presented.

Mr. Kiviniemi asked if there was any possibility of legislation being passed to return calendar flexibility to local boards. Dr. McDaris reported that each party has submitted several calendar bills, but it is unlikely they will be allowed to reach the Senate floor.

Mr. Griffin expressed concern about the five teacher workdays scheduled for the week before school starts. With the likelihood of weather-related closures in January, February and March, he feels it would be better to have more workdays within the second semester to use as potential makeup days. He stated that he could not approve the calendar as presented.

Mr. Kiviniemi stated that as a former elementary school principal, he knows how much elementary teachers need workdays at the beginning of the year. Mr. Griffin gave a reminder that teachers have five fewer workdays now than they used to have. Mrs. McCoy reported that she has also heard comments about there being too many workdays at the beginning of the year. Mrs. Scruggs suggested looking at moving at least one of the workdays.

Mr. Gibbs reported that teacher feedback had driven the calendar committee's decision to place the five workdays at the start of the year. He asked if the Board would like to return the calendar to committee, cautioning that it would be difficult to reassemble the same group of teachers, parents, and staff who had developed the calendar originally. Mr. Kiviniemi and Mrs. McCoy were not in favor of returning the calendar to committee. The Board directed Mr. Gibbs to obtain feedback on moving one or two of the five

workdays into the second semester, leaving the calendar as is, and/or changing when the optional workday occurs (currently designated as Friday). Due to the short turnaround before the next regular meeting on March 2, the calendar will be readdressed at either the March 2 meeting or the following meeting on March 16.

Dr. McDaris gave an update on the 2014-2015 calendar. Four days have been missed to date, and more bad weather is predicted. March 27, April 3 (noon dismissal) and June 11 have become make-up days. Graduation is set for June 12 and 13 and cannot be changed due to the Brevard Music Center's summer performance schedule. State law dictates that the school year must end no later than the Friday closest to June 11. That leaves the only remaining make-up options as Saturdays, spring break, Memorial Day, or possibly extending the school day. Dr. McDaris stated that he is not in favor of adding time to the school day because it does not provide as much meaningful instruction as having another class period, and it creates a very tiresome day for young children and school bus riders.

#### 9. **Policy Manual Conversion**

Jeremy Gibbs presented options from the North Carolina School Boards Association (NCSBA) for converting the existing board policy manual to a new policy manual based on and aligned with the NCSBA Policies to Lead the Schools (PLS). He recommended that the Board select Option 3, the customized policy manual, because it is designed for boards that want their new policy manual to be aligned with the PLS manual, and also to accommodate a number of local policies that are unique to the district. Mr. Gibbs estimated approximately 18 months to complete the conversion, with sets of policies being brought to the Board at regular intervals as staff workloads allow. The cost of the conversion is \$24,900 and could be spread over three fiscal years at \$8,300 per year.

Attorney Campbell reported that most WNC school systems have gone to the PLS system due to the time and cost of revising local policies to stay in compliance with the numerous state, federal and regulatory changes each year. He recommended Option 3 as the best choice for Transylvania due to the number of local policies to be incorporated. Mr. Griffin reported that when he attended board member training in Raleigh, Transylvania was one of the few systems in the state not already converted to the PLS policy system. The Board was in agreement to proceed with the policy manual conversion. Chairman McCoy confirmed that the cost of the conversion could be handled within existing funds. A contract for the conversion services will be submitted in March for approval.

#### 10. **IPSAC Proposal**

Jeremy Gibbs presented a proposal from the Operations Research and Education Laboratory (OREd) at North Carolina State University for an *Integrated Planning for School and Community (IPSAC) Limited Study* for Transylvania County Schools. The IPSAC study would provide a ten-year forecast of school membership and general population trends in Transylvania County that, along with the new facilities master plan, will be used for long-range educational planning. Mr. Gibbs noted that a preliminary analysis by the OREd indicates no significant increase or decrease in student population is likely. The cost of the IPSAC study is \$10,000. Mr. Barger stated that the cost could be paid within existing funds. Board members were in agreement that the OREd laboratory's proven experience and expertise would make it the best provider for the Transylvania study. ON A MOTION BY MR. KIVINIEMI, SECONDED BY MR. GRIFFIN, the Board unanimously approved the IPSAC proposal as presented.

**11. Facilities Master Plan Proposal**

At its work session on February 2, the Board reviewed the proposed fee schedule from Clark Nexsen for the new facilities master plan and agreed to remove a \$10,000 add-on for a demographic study. Norris Barger presented the revised proposal for approval. ON A MOTION BY MR. KIVINIEMI, SECONDED BY MRS. SCRUGGS, the revised Clark Nexsen proposal for the system-wide facilities master plan in the amount of \$50,000 was unanimously approved.

**12. FY16 Budget**

Norris Barger gave an update on the FY16 budget. He reported that the employer cost for health insurance and the retirement rate are expected to increase for FY16. Governor McCrory has proposed raising salaries for first year teachers and a possible step increase for other teachers; however, cost-of-living increases for other state employees are thought to be unlikely. Mr. Barger reported that the state education budget will be a net zero increase budget, meaning that any expansion items would be funded from cuts to existing programs/items. Dr. McDaris added that there will be no state ADM adjustment. If a system has an increase in average daily membership, the state will reallocate within existing funds, resulting in decreased funding per pupil. Mr. Barger reported that he would have capital outlay updates to present soon.

**13. Superintendent's Update**

Dr. McDaris reported the following items:

- Pisgah Forest Elementary and T. C. Henderson Elementary have been recognized as two of the state's top performing Title 1 schools.
- The school system is eligible to receive additional E-rate and NCLB funds to pay for technology upgrades designed to improve high-density wireless accessibility in the schools. Chris Whitlock reported that the district could receive approximately \$535,000 in awards in early March. Bid requests would go out soon after in order to have the work completed by August 1. Mr. Whitlock noted that installers may need to start working in the schools before the end of the year due to the short turnaround.
- Dr. McDaris met with Transylvania Regional Hospital representatives recently regarding the planned closure of the local birthing center. There are approximately 300 births in the county per year, and over half already take place at Pardee or Mission. The closure is a fiscal necessity until the local economy improves and attracts more young families.
- Dr. McDaris will be part of a team of educators traveling to Washington, DC in March to give input on the reauthorization of ESEA.

**14. Important Dates**

|            |  |
|------------|--|
| Mar. 2     | REGULAR MEETING, 6:30 p.m., MEC                  |
| Mar. 11    | Students dismissed at noon                       |
| Mar. 16    | REGULAR MEETING, 6:30 p.m., MEC                  |
| Mar. 27    | Proposed makeup day for Feb. 17                  |
| Apr. 3     | Proposed makeup day for Feb. 19                  |
| Apr. 6-10  | Spring Break                                     |
| Apr. 14-16 | Kindergarten Orientation, BES, PFES, RES and TCH |
| Apr. 20    | REGULAR MEETING                                  |
| Apr. 27-29 | AdvancED District Accreditation External Review  |
| Apr. 27    | AdvancED interviews, 10:45 a.m., MEC             |

Apr. 29 SPECIAL MEETING to receive exit report, TBD, MEC

Proposed Calendar Revisions:

February 17 is to be made up on March 27.

February 18 is to be made up on June 11.

February 19 is to be made up on April 3 (noon dismissal).

February 20 will not be made up.

Mr. Kiviniemi recommended that the Board consider holding a special budget meeting in April. There is only one regular meeting that month due to spring break.

15. **Public Comment**

None

16. **Other Items**

Mr. Kiviniemi stated that he would like to see a TIME science program be established at Rosman High School.

Chairman McCoy and Mrs. Scruggs commended the recent VIZ (student VISION) event and thanked everyone who provides encouragement and support for students to be able to pursue leadership opportunities such as this.

Mr. Griffin commended the BHS and RHS wrestling teams for their achievements at the state championship tournament last weekend. Dr. McDaris reported that the superintendent of Mitchell County Schools, state champions, had told him that Rosman was one of the toughest teams they had wrestled overall.

Chairman McCoy thanked the administrators for being in attendance and available for dialogue with the Board.

17. **Closed Session**

ON A MOTION BY MRS. MCCOY, SECONDED BY MR. GRIFFIN, the Board went into closed session at 8:10 p.m. to discuss and take action on the school safety components of the Transylvania County School Improvement Plans, pursuant to N.C.G.S. § 143-318.11(a)(8) and § 115C-105.27 (c1). Present in the closed session were the five board members, Dr. Jeff McDaris, Jeremy Gibbs, and Attorney Chris Campbell. ON A MOTION BY MR. KIVINIEMI, SECONDED BY MR. GRIFFIN, the Board reconvened in open session at 8:35 p.m. ON A MOTION BY MR. KIVINIEMI, SECONDED BY MR. GRIFFIN, the Board voted unanimously to commit its findings into writing.

There was no further business, and ON A MOTION BY MRS. SCRUGGS, SECONDED BY MR. GRIFFIN, the meeting was adjourned at 8:36 p.m.

Respectfully submitted,

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary

**PERSONNEL REPORT  
February 23, 2015**

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

Licensed Personnel

Amanda Lippard, Teacher, BHS, effective February 27, 2015  
Jason Lippard, Teacher, BHS, effective February 27, 2015  
Rivers Smith, Teacher, BHS, effective February 6, 2015  
Leah Worley, Teacher, PFES, effective February 16, 2015

Classified Personnel

Dale Devon Holmes, Teacher Assistant for ISS, BHS, effective February 10, 2015  
Vanessa McCoy, Teacher Assistant, BMS, effective February 13, 2015

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

Licensed Personnel

Laura Dawson, Teacher, PFES, effective February 11, 2015  
Jayne Fought, Interim Teacher, BHS, effective February 17, 2015 through June 12, 2015  
Jodi Huggins, Teacher, BMS, effective date TBD  
Mary Beth Shumate, Interim Teacher, 74% (29.6 hours/week), BHS, effective February 9, 2015 through June 12, 2015

Classified Personnel

Janna Barton, Part-Time Teacher Assistant, BES, February 12, 2015  
Christopher Blackburn, Part-Time Temporary Student Employee, Building Futures Program, effective February 16, 2015  
Richard Bragg, Bus Driver, TCS, effective February 17, 2015  
Whitley Galloway, Part-Time Temporary Student Employee, Building Futures Program, effective February 23, 2015  
Kellie Grinestaff, Before & After School Program Worker, PFES, effective February 9, 2015 through June 10, 2015  
Barbara Hegger, Bus Driver, TCS, effective February 17, 2015  
Patrick Lamm, Bus Driver, TCS, effective February 17, 2015  
Scott Moss, Part-Time Temporary Student Employee, Building Futures Program, effective February 16, 2015  
Nicole Noran, Part-Time Teacher Assistant, RES, effective March 2, 2015 through June 12, 2015  
Clarence Raines, Bus Driver, TCS, effective February 17, 2015  
Eric Stephens, Bus Driver, TCS, effective February 17, 2015

- 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

Coleen Byrd

Robert Miles Christian

Callin Driver

Robert Jenkins

Monique Lassiter

Natasha McCall

Kim McPherson

Karlee Nichols

Melissa Price

Substitute Child Nutrition Workers

None