# Minutes Transylvania County Board of Education May 23, 2011

# INVOCATION/PLEDGE OF ALLEGIANCE CALL TO ORDER/WELCOME BUSINESS ITEMS

- 1. Approval of Agenda
- 2. Public Comment
- 3. Presentation of U.S. Flag
- 4. Former Students in the Military
- 5. Good News Report
- 6. Consent Agenda:
  - A. Minutes
  - B. Personnel Report
- 7. FY11 Budget Amendments
- 8. Application for Lottery Funds
- 9. Stakeholder Satisfaction Survey Results
- 10. Facilities Use Agreement with Brevard College
- 11. Student Safety Concern
- 12. CTE Plan 2011-2012
- 13. Student Handbooks 2011-2012
- 14. Important Dates
- 15. Other Items
- 16. Public Comment

The Transylvania County Board of Education met in regular session at 6:30 p.m. on May 23, 2011 at the Morris Education Center. Present were Chris Whitmire, Chair; Tawny McCoy, Vice Chair; Sue Fox; and Shelia Norman. Also present were Dr. Jeff McDaris, Superintendent: Jenny Hunter; Administrative Assistant; Norris Barger; Director of Business Services; Dr. Scott Elliott; Director 9-12 Education; David Sutton, Director of Human Resources; John Lanier, *Transylvania Times;* and four guests. Mr. Whitmire gave the invocation and Mrs. Fox led the Pledge of Allegiance. Chairman Whitmire called the meeting to order. He reported that Mrs. Petit was absent in order to attend her daughter's athletic awards banquet.

#### 1. Approval of Agenda

ON A MOTION BY MRS. NORMAN, SECONDED BY MRS. FOX, the meeting agenda for May 23, 2011 was unanimously approved.

#### 2. Public Comment

None.

#### 3. Presentation of U.S. Flag

Dr. McDaris reported that Mr. Jack Powers of Brevard would like to donate a United States flag to the Transylvania County Schools. The flag was presented to Mr. Powers many years ago in honor of his father, Dorsey Powers, who served during World War I. The administration is deeply honored and grateful to Mr. Powers for his generosity and will proudly display the flag in a position of honor. Mr. Powers was not able to attend the meeting.

# 4. Former Students in the Military

In honor of Memorial Day, the Board of Education 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. Additional names will be included on the list as they are received.

#### 5. Good News Report

Dr. McDaris reported the following items:

#### FEINSTEIN CHALLENGE FOOD DRIVE

For the eighth annual year, the Transylvania County Schools partnered with Meals on Wheels of Brevard to donate food to the Sharing House of Brevard. This year the students donated 5,275 total food items, a 20% increase over last year. T. C. Henderson donated the largest percentage of items per student body and won the \$100 award. A breakdown of donations per school is listed below:

Brevard Elementary	1,702
Brevard High	1,240
Davidson River	66
Pisgah Forest Elementary	1,037
Rosman Elementary	180
Rosman High	240
T. C. Henderson Elementary	810

#### ST. TIMOTHY UMC HELPS PFES BACKPACK BUDDIES PROGRAM

The Backpack Buddies Program partners Manna Food Bank with the TCS Child Nutrition Department to provide non-perishable food items on a weekly basis to over 170 students and their families in Transylvania County. Last month, the members of St. Timothy's United Methodist Church foresaw a need for additional food for the Backpack Buddies Program during the week of spring break. The church members gathered and purchased additional food items, then packed and delivered the items to PFES the week prior to spring break. Church member, Lisa Thompson, led the project. Many thanks go out for the congregation's kindness and generosity in providing supplemental support for students and families over the holiday.

#### LIBRARY OF CONGRESS ARCHIVE PROJECT

Last summer, Rosman Middle/High School Librarian, Sarah Justice, applied for her school to participate in a website archiving project through the Library of Congress. Rosman was one of 14 schools in the nation chosen to participate. The intent of the program was to create an archive of web pages that were of interest to middle and high school students. The pages would be preserved looking exactly as they do in present day. For example, twenty years from now, one would be able to see what the RHS website looked like in December 2010. With the assistance of Lisa Gillespie's e-Commerce 1 Honors class, RHS created its archive. The project can be found at <a href="https://archive-it.org/k12/">https://archive-it.org/k12/</a> with a link from there to the RHS page.

#### NATIONAL TECHNICAL HONOR SOCIETY

Forty-two seniors from BHS and RHS were inducted into the National Technical Honor Society (NTHS) in a ceremony held on May 16 at the Transylvania County Library. Students selected for NTHS must be nominated by a CTE faculty member and evaluated using demanding criteria. Selection for membership is indicative of outstanding performance and skill as well as critical workplace values of honesty,

responsibility, initiative, teamwork, productivity, leadership and citizenship. Inductees are awarded purple and silver honors cords to be worn at graduation individually or with other cords they may have earned as an indication of achievement and leadership.

#### BHS FRESHMAN WINS STATE TENNIS TITLE

Brevard High School freshman, Korey Lovett, won the state singles tennis championship on May 14 in Cary, becoming the first freshman player to win the state title since 1999. Korey won in straight sets, capping off a 22-0 inaugural season with the Blue Devils. Mike Vandegrift is the BHS coach. The Board presented a certificate of achievement to Korey for his outstanding season.

# 6. <u>Consent Agenda</u>

ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. NORMAN, the revised minutes from the May 2, 2011 meeting and the personnel report for May 23, 2011 were unanimously approved.

#### 7. FY11 Budget Amendments

Norris Barger presented the following budget amendments for the 2010-2011 fiscal year:

Budget Amendment No. 3 - State Public School Fund Budget Amendment No. 3 - Federal Grants Fund

Budget Amendment No. 1 - Capital Outlay Fund

ON A MOTION BY MRS. FOX, SECONDED BY MRS. NORMAN, the budget amendments were approved as presented (see attached).

Chairman Whitmire asked for a status report on the RHS condenser coils. Mr. Barger reported that the condenser was original to the school in 1976. He has begun work to catalog the age, condition and estimated life of each mechanical system in the schools. That report will be presented to the Board this fall. Mr. Barger reported that the PFES chiller may be working again by Friday. He noted that the administration had considered moving Pisgah Forest's EOG testing to the Rogow Room due to the excessive heat in the school, but it was decided that the disruption would be too great. Dr. McDaris noted that one of the speakers at a recent meeting had chided the school system for not performing better upkeep on its equipment. He clarified that the problem is not poor maintenance, but the age of our equipment. He stated that without the constant monitoring and excellent maintenance by our crews, we would experience even more frequent breakdowns of systems and equipment that are well past life expectancy.

# 8. <u>Application for Lottery Funds</u>

Mr. Barger presented an application for North Carolina Education Lottery Funds in the amount of \$228,321 to pay for chiller replacement at Pisgah Forest Elementary School and classroom teacher salary reimbursement. ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. FOX, the application for NC Education Lottery Funds was unanimously approved. Mr. Barger reported that fund balance is currently below \$600,000. This will drop even further in the fall when after we pay for more mechanical needs.

#### 9. Stakeholder Satisfaction Survey Results

David Sutton presented the composite results of 2011 Annual Stakeholder Satisfaction Survey and Central Services Satisfaction Survey. This is the twelfth year for the

surveys. Mr. Sutton reported that survey participation rates were good. The central services survey results showed an overall satisfaction rate of 90.6. Only two areas, the quality and choices of food in school cafeterias and the elimination of obsolete and ineffective processes fell below the acceptable range. Report card composites were also very good. Two notable changes from last year were a decrease in satisfaction regarding access to professional development and an increase in support process alignment. Mr. Whitmire noted that the dip in professional development numbers is likely a result of state cuts in staff development funding. Mr. Sutton agreed that there is growing concern and frustration with lack of staff development opportunities, especially at the secondary level. Dr. McDaris noted that teachers do seem to be excited about the four half-day staff development days that have been included in the 2011-2012 calendar. Mr. Sutton reported that more detailed results, including individual school-level results, are available online.

#### 10. Facilities Use Agreement with Brevard College

Dr. McDaris reviewed the latest revised facilities use agreement with Brevard College and pointed out the changes regarding notice for game cancellation. He advised that the that the agreement is ready for signature. ON A MOTION BY MRS. NORMAN, SECONDED BY MRS. FOX, the Board unanimously approved the two-year facilities use agreement with Brevard College.

### 11. Student Safety Concern

Board members discussed concerns about student safety with regard to the sale of alcoholic beverages at a new restaurant that is opening across the street from Rosman High School. Dr. McDaris reported that he has talked with the alcohol licensing board and was informed that a letter could be placed on file with their agency, which would be reviewed in the event a problem arises. The Board directed Dr. McDaris to send a letter on behalf of the Board documenting their concerns.

#### 12. CTE Plan 2011-2012

Dr. Scott Elliott gave an overview of the Career and Technical Education (CTE) Plan for 2011-2012. The full strategic plan and performance results are available online. Dr. Elliott reported that TCS was one of only three systems that achieved all composite objectives last year within the acceptable limits. He reported that each CTE area will see a brand new course of study in 2012. A new course in entrepreneurship education will also be offered. Strong demand continues for Health Occupations and Foods courses to help meet the need for Certified Nursing Assistant (CNA) and tourism/hospitality jobs in this area. Even though CTE budgets for next year will be reduced, the demand for CTE courses is expected to rise. Chairman Whitmire suggested inviting key leaders to view our CTE classes firsthand and learn more about the program's connection to the needs of the community. Mrs. Norman asked about adding cosmetology courses. Dr. Elliott reported that although there is much interest in this field, our schools lack the lab capabilities to offer aesthetics courses. He noted that BRCC currently offers a nail technology course. In addition, there are hopes to expand the schools' partnership with Blue Ridge Community College by providing more nursing and automotive technology classes and an EMT course on the Transylvania campus.

Dr. Elliott gave an update on the Memory Lane Live Project property line. The offer to purchase has been duly advertised and no upset bids were received. A signed contract has been received from the buyer and the sale is proceeding to closing. He reported that the buyers have been very appreciative of the Board's cooperation with the transfer.

#### 13. Student Handbooks 2011-2012

Dr. Scott Elliott presented updates to the student handbooks for 2011-2012. He reported that the most significant changes fall within the common procedures, particularly at the high school level with regard to tobacco usage and fighting. Dr. McDaris noted that tobacco dip seems to be a bigger problem than smoking among students.

Board members discussed concerns about the level of law enforcement involvement following student fights. Mrs. Norman felt that certain types of fights should not warrant criminal charges being filed. Dr. McDaris pointed out that asking school administrators to differentiate "big" fights from "small" fights would be purely a judgment call and could result in inconsistencies in disciplinary efforts. He explained that it is often one student's parents, not the school, who takes out charges against the other student. In that instance, it is out of the schools' hands. Dr. Elliott gave a reminder that it would be impossible to include in a handbook all of the possible fight-related scenarios that might occur and cautioned against making changes that would prevent principals from enforcing discipline policies. Dr. McDaris gave a reminder that North Carolina principals have been warned to always inform law enforcement of fighting incidents due to a situation that occurred in Moore County in which a principal delayed notifying law enforcement in order to personally investigate the matter himself. The principal was charged personally as result of his actions and received jail time. Dr. Elliott stated that principals are given a lot of decision-making authority for a reason. Every situation is different. Administrators try to find the balance between changing a students' behavior and maintaining standards of conduct for the school as a whole. An act that would result in a criminal charge if it occurred in the Wal-Mart parking lot is just as serious if it occurs in a school hallway. He stated that we should continue to support our principals and encourage them to support the mediation process. Mrs. McCoy suggested that the School Resource Officer always be consulted to help make the determination as to whether the fight rises to the level of a reportable offense and also to advise the parents regarding their legal options. Mr. Whitmire agreed that having the principal consult with the SRO versus automatically notifying law enforcement would help default to a less harsh option. Dr. Elliott will make revisions to the student handbooks to reflect this recommendation. The handbooks will be presented for approval at the next meeting.

Chairman Whitmire asked the Board members if there were any other policies that they want to review. Dr. Elliott reported that the Board may eventually need to look at the substance abuse policy as it pertains to second offense consequences.

Mr. Whitmire commended the ongoing improvements to the student handbooks. Dr. Elliott reported that he is considering introducing only three common handbooks beginning with the 2012-2013 year--one for elementary, one for middle, and one for high school. This would further simplify the process and increase uniformity. Principals are supportive of the idea. Also for 2012-2013, the elementary and middle schools principals would like to make their student handbooks more developmentally appropriate for the younger age groups.

Dr. McDaris reported that state legislators have introduced a bill that would change the consequences for bringing a firearm onto a school campus from a felony to a misdemeanor if it could be proved that the firearm was brought "accidentally." He stated that this bill bears watching and could have serious ramifications for local weapons policies.

#### 14. Important Dates

May 24 Scholars' Recognition Evening, 5:30 p.m., BHS May 26 RHS Senior Projects, 3-5 p.m., RHS

May 26 BHS Spring Band/Chorus Concert, 7:00 p.m., BHS Auditorium

May 26, 27 "Dr. John's Traveling Medicine Show", 7:30 p.m., RHS Auditorium

May 30 Early dismissal at 1:00 p.m.

June 6 REGULAR MEETING, 6:30 p.m., MEC

June 7 Bus Driver Banquet, 6:00 p.m., Old Hickory House Restaurant

June 10 DRS Graduation, 1:00 p.m., DRS

June 10 BHS Graduation, 6:00 p.m., Brevard Music Center RHS Graduation, 10:00 a.m., Brevard Music Center

June 14 Last pupil day; student dismissal at 1:00 p.m.

June 15, 16 Teacher workdays

June 20 Begin 4-day summer schedule

June 20 REGULAR MEETING; Retiree Recognition, 6:30 p.m., TBA

July 4 Holiday

July 18\* REGULAR MEETING, 6:30 p.m., MEC

\*In July, the Board meeting schedule changes from two regular meetings per month (February through June) to one regular meeting per month (July though January).

Chairman Whitmire gave a reminder of an elected officials' event on June 1, 2011 at 5:30 p.m. He encouraged everyone to attend the county commissioners' budget workshops that are scheduled for June 1, 2, 6, 7, and 8. Dr. McDaris reported that he might be late for the June 1 workshop due the Western Region Superintendents' Council meeting that is scheduled for that same evening in Maggie Valley.

Mrs. Fox asked Ms. Hunter to send out details on the NSBA Southern Region Conference in July. She noted that the conference's Asheville location would provide a good opportunity to earn CEU credit without incurring hotel or mileage expenses.

#### 15. Other Items

Dr. Elliott gave a reminder of Scholar's Recognition Evening on May 24, 2011 and thanked members for their participation in this annual event.

#### 16. Public Comment

None.

Respectfully submitted

There was no further business, and ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. NORMAN, the meeting was adjourned at 8:55 p.m.

respectivity submitted,		
Chairman	Secretary	

# PERSONNEL REPORT 5/23/11

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

#### Licensed Personnel

Tim Childress, Teacher, BMS, effective June 16, 2011 Elijah Putnam, Teacher, RMS, effective June 30, 2011 Kristine Renner, Media Coordinator, MEC, effective July 29, 2011

#### Classified Personnel

Sherrie Finnan, Teacher Assistant, PFES, effective May 27, 2011

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

#### Licensed Personnel

None

#### Classified Personnel

None

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

None

#### Substitute Child Nutrition Workers

None

#### For information

The administrators named here are eligible for renewal of their contracts:

Mike Bailey, four-year contract, effective July 1, 2011, through June 30, 2015 Tammy Bellefeuil, four-year contract, effective July 1, 2011, through June 30, 2015 Arleca Chapman, four-year contract, effective July 1, 2011, through June 30, 2015 Kim Elliott, four-year contract, effective July 1, 2011, through June 30, 2015 Scott Elliott, four-year contract, effective July 1, 2011, through June 30, 2015 Donna Wilde, four-year contract, effective July 1, 2011, through June 30, 2015 Donna Wilde, four-year contract, effective July 1, 2011, through June 30, 2015

The licensed employees named here are eligible for a one-year renewal of their probationary contracts:

Ashton Barton, Teacher, RMS Allison Baum, Teacher, BMS Peggy Bayne, Media Coordinator, RES Sharon Bentley, Part-time Speech-Language Pathologist, BES Beth Branagan, Social Worker, DRS Christy Bryson, Teacher, RHS Tamira Carbuhn, Teacher, BES & PFES Kathy Carr, Teacher, RHS Luanna Carter, Career Development Coordinator, BHS Kristi Clark, Teacher, PFES Keisha Dawalt, Teacher, PFES Clare Desmelik, Teacher, BHS Jessica Edney, Teacher, BHS Carrie Elmore, Teacher, BHS Kelley Eyster, Teacher, BMS Ami Fish, Counselor, RES & TCH Katie Gray, Teacher, BMS Amanda Griffin, Teacher, RMS Meredith Guice, Teacher, BES Jane Hamilton, Teacher, PFES Adria Hardy, Teacher, BHS Dan Harris, Teacher, BHS Kristy Hasman, Teacher, RMS Sharon Hedgepeth, Teacher, BES Trina Hendricks, Teacher, BHS Kelly Hooper, Teacher & Coach, RMS & RHS Holly Jones, Teacher, RHS Sarah Kipp, Teacher, BHS Jessica Levesque, Part-time Teacher, DRS Courtney Mackey, Teacher, PFES Jennifer McCall, Teacher, RMS Shellah Dolly McCall, Teacher, BHS Stephanie McCall, Teacher, RES John McDaris, Teacher & Coach, BHS Connie McGaha, Teacher, BES Jackie Miller, Teacher, BES

Dustin Morgan, Teacher, RMS

Heidi Morgan, Teacher & Coach, BHS Tammy Morris, Teacher, BES Thomas Nordmann, Teacher, BES Claire Olinik, Teacher, RMS & RHS Brooks Owenby, Teacher, BHS Scott Phelps, Media Coordinator, TCH Megan Robertson, Teacher, RES Dusty Robinson, Teacher & Coach, RHS Katrina Ronneburger, Teacher, BHS Betty Scruggs, Part-time Teacher, BES Sara Seagraves, Teacher, BHS Angela Shiflet, Teacher, PFES Debora Smith, Teacher, PFES Rivers Smith, Teacher, BMS Lisa Smith, Teacher, BMS Brooke Snipes, Teacher, PFES Heidi Spradlin, Teacher, BMS Kevin Spradlin, Teacher, BHS Aaron Whitmire, Teacher, RMS & RHS Ashley Witt, Counselor, PFES Matthew Witt, Teacher & Coach, RHS

Function Code	Description	Current Budget	Increase (Decrease)	Amended Budget
	REVENUES			
	Revenues	\$19,053,878	\$84,607	\$19,138,48
	EXPENDITURES			
5100	Regular Instructional	12,924,113	6,737	12,930,85
5200	Special Instructional	2,139,678	72,803	2,212,48
5300	Alternative Programs	703,839		703,83
5400	School Leadership	776,428		776,42
5800	School-Based Support	854,687		854,68
6100	Support And Development	235,431		235,43
6200	Special Population Support And Dev	2,993		2,99
6300	Alternative S & D	200		20
6400	Technology Support	137,812		137,83
6500	Operational Support	812,101	5,067	817,16
6600	Financial And Human Resources	214,765		214,76
6900	Policy And Leadership	172,448		172,44
7100	Regular Community Service	7,980		7,98
8100	Pay To Oth Govt & Tfrs Of	87,669		87,66
	TOTAL EXPENDITURE BUDGET	\$19,070,144	\$84,607	\$19,154,75

# **EXPLANATION:**

5100 - Additional substitute and supplies allotment

5200 - Developmental daycare and behavioral support

6500 - Additional fuel allotment

Passed by majority vote of the Transylvania County Board of Education this 23rd day of May, 2011

Chris Whitmire, Chairman

Jeff McDaris, Secretary

		Budget	(Decrease)	Budget
	REVENUES			
	Revenues	\$4,044,548	\$1,240	\$4,045,788
	EXPENDITURES	4		
5100	Regular Instructional	381,355	(1,771)	379,584
5200	Special Instructional	1,123,298	4,770	1,128,068
5300	Alternative Programs	1,039,578	101,188	1,140,766
5400	School Leadership	109,062	0	109,062
5500	Co-Curricular	0	0	(
5800	School-Based Support	316,309	118,136	434,445
6100	Support And Development	144,810	(108,672)	36,138
6200	Special Population Support And Dev	49,788	0	49,788
6300	Alternative S & D	37,108	0	37,108
6400	Technology Support	0	0	(
6500	Operational Support	875,656	0	875,656
6600	Financial And Human Resources	52,104	0	52,104
6700	Accountability S & D	0	0	(
6900	Policy And Leadership	0	0	(
8100	Pay To Oth Govt & Tfrs Of	59,267	2,503	61,770
8200	Unbudgeted Reserves	212,569	(114,914)	97,655
	TOTAL EXPENDITURE BUDGET	\$4,400,904	\$1,240	\$4,402,144

# **EXPLANATION:**

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Passed by majority vote of the Transylvania County Board of Education this 23rd day of May, 2011

hris Whitmire, Chairman

Jeff McDaris, Secretary

PRC	Description	Current Budget	Change -	Marinish S Territoria
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017	Vocational Ed - Program Improvement	\$ 50,863	\$ 1,642	\$ 52,505
026	Homeless Grant	19,675	(950)	18,725
044	IDEA VI B Capacity Bldg/Improve	28,687		28,687
048	Safe and Drug-Free Schools	2,132	202	2,334
049	IDEA Pre-School Handicapped Grant	46,145	13,362	59,507
050	IASA Title I - LEA Basic Program	1,019,848	2,815	1,022,663
060	IDEA VI-B Handicapped	716,606	4,429	721,035
082	IDEA VI B State Improve	10,000		10,000
103	Improving Teacher Quality	223,055	(3,947)	219,108
118	IDEA VI B Special Needs	3,679	16,321	20,000
140	ARRA Economic Stabilization	1,255,764	-	1,255,764
141	ARRA Title 1	238,208	(9,962)	228,246
144	ARRA IDEA VI-B	390,443	(4,953)	385,490
145	ARRA Preschool	15,512	303	15,815
148	ARRA McKinney Vento	23,944	(18,022)	5,922
156	Race to the Top	356,343		356,343
		\$ 4,400,904	\$ 1,240	\$ 4,402,144

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Function Code	Description	Current Budget	Increase (Decrease)	Amended Budget
	DEVENIES			
	REVENUES	. ¢1 074 490	\$121,740	\$1,196,229
	Revenues	\$1,074,489	\$121,740	
	Appropriated Fund Balance	20,250		20,250
	EXPENDITURES			
5100	Regular Instructional	163,776		163,776
5200	Special Instructional	44,720		44,720
5300	Alternative Programs	0		0
5400	School Leadership	0		0
5500	Co-Curricular	112,519		112,519
5800	School-Based Support	414,100		414,100
6100	Support And Development	0		0
6300	Alternative S & D	0		0
6400	Technology Support	0		0
6500	Operational Support	272,500	116,740	389,240
6600	Financial And Human Resources	0		0
6700	Accountability S & D	0		0
6900	Policy And Leadership	2,200		2,200
8100	Debt Service/Contingency	84,924	(20,000)	64,924
9100	Category I Projects	0	25,000	25,000
	TOTAL EXPENDITURE BUDGET	\$1,094,739	\$121,740	\$1,216,479

# **EXPLANATION:**

6500 - \$96,740 PFES chiller, \$20,000 RHS condenser coils

9100 - QSCB expenses

Passed by majority vote of the Transylvania County Board of Education this 23rd day of May, 2011

ris Whitmire, Chairman

Jeff McDarks, Secretary