

**Minutes  
Transylvania County Board of Education  
June 21, 2021**

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. Request for Authorization of School Trip
7. CTE Plan 2021-2022
8. Social-Emotional Learning & School Mental Health Plan
9. Policy: Spring 2021 Custom Updates
10. FY22 Budget Update
11. FY22 Interim Budget Resolution
12. Bond Projects Update
13. Report from NCSBA Training Activity
14. Superintendent's Update
15. Important Dates
16. Public Comment
17. Other Items

The Transylvania County Board of Education met in regular session at 6:30 p.m. on Monday, June 21, 2021 at the Morris Education Center. Marty Griffin led in a moment of silence and Courtney Domokur led the Pledge of Allegiance. Chairman McCoy welcomed everyone and called the meeting to order. The following individuals were in attendance.

BOARD MEMBERS:

Tawny McCoy, Chair  
Ron Kiviniemi, Vice Chair  
Courtney Domokur  
Marty Griffin  
Kimsey Jackson

BOARD ATTORNEY:

Kris Caudle

STAFF:

Dr. Jeff McDaris, Superintendent  
Jenny Hunter, Administrative Assistant  
Dr. Brian Weaver, Assistant Superintendent  
Norris Barger, Director, Business Services  
Missy Ellenberger, Director, 9-12 Curriculum/Instruction  
Carrie Norris, Director, K-8 Curriculum & Instruction  
Audrey Reneau, Director, Federal Programs, Pre-K, AIG  
Candice Burchill, Theater Arts Teacher, BHS  
Mike Hall, School Resource Officer

MEDIA:

John Lanier, *Transylvania Times*

1. **Approval of Agenda**  
ON A MOTION BY MRS. DOMOKUR, SECONDED BY MR. GRIFFIN, the meeting agenda for June 21, 2021 was unanimously approved.
2. **Public Comment**  
None

**3. Good News Report**

Dr. McDaris reported the following:

***PFES Preschool***

We are very excited about our newest Pre-K classroom, the Ranger Station at Pisgah Forest Elementary School. We have 18 children currently enrolled and are looking forward to the youngest Rangers, ages 3 and 4, attending Transylvania County Schools. The addition of the PFES preschool makes Transylvania a PK-12 district with a preschool classroom in each of our four elementary schools. We see this as a partnership with our families in laying a firm foundation for learning now and in the future.

Dr. McDaris thanked Officer Hall for attending the meeting.

**4. Former Students in the Military**

The board recognized 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. GRIFFIN, SECONDED BY MR. KIVINIEMI, the minutes of the June 7, 2021 meeting, the June 7, 2021 closed session, and the personnel report for June 21, 2021 (attached) were unanimously approved.

**6. Request for Authorization of School Trip**

Brevard High School theater arts teacher Candice Burchill reported that the BHS theater department has been selected to perform at the American High School Theatre Festival (AHSTF) as part of the famed Edinburgh Festival Fringe in Scotland in August 2022. Invitations to apply for AHSTF are extended to programs that have been nominated by state, regional, and national theater organizations from across the country—being selected is a great honor. The Fringe features artists and performers in theater, comedy, dance, physical theater, circus, cabaret, children's shows, musicals, opera, spoken word, exhibitions and events. In addition to four performance dates at the Fringe, students will get to experience two nights in London and 10 nights in Edinburgh, including a show and workshop at the Globe and West End theaters, an event at Edinburgh Castle, a Scottish dance class, sightseeing, and more. Trips outside of the continental United States must be approved by the board upon recommendation by the superintendent. Dr. McDaris reported that he has discussed the plans with Mrs. Burchill and recommends that the board approve the trip.

Mrs. Burchill reported that the trip would involve 15 students and two chaperones. Attendees will be selected from an audition. The cost will be \$6,500 per student which includes airfare, accommodations, transportation, security, onsite doctors, and two meals a day. Grants, scholarship opportunities, and fundraisers are being planned to help students pay for the trip, and ability to pay will not prevent a student from participating. Board members congratulated Mrs. Burchill and the theater students for being selected for this exciting opportunity. Mr. Jackson extended an invitation for the group to come and give a report to the board after they get back.

Attorney Kris Caudle discussed waivers of liability, parental consent forms, and other requirements per board policy and recommended that board approval be contingent upon review and approval of the travel contract and other documents by the board

attorney. Mrs. Burchill stated that she will forward the documents for review. She noted that the decision is time sensitive because the package involves an advance visit by the teacher in order to view accommodations, etc. The advance trip, which Mrs. Burchill would take this summer, requires a deposit. ON A MOTION BY MR. KIVINIEMI, SECONDED BY MR. GRIFFIN, the board unanimously approved the superintendent's recommendation to approve the Brevard High School theater students' trip to Edinburgh, Scotland in August 2022 with the caveat that the travel contract and other necessary documents be vetted and approved by the board attorney and that the requirements of policy 3320 and regulations 3320-R (School Trips) be met.

**7. CTE Plan 2021-2022**

On June 7, Missy Ellenberger presented the Career and Technical Education (CTE) plan for 2021-2022 as first-read information. She has since been informed that the new CTE data will not be available from the state until this fall. The plan will be populated with the new data at that time. She addressed questions from board members regarding fifth grade career exploration, performance indicators, state benchmarks, and funding of CTE positions. ON A MOTION BY MR. GRIFFIN, SECONDED BY MR. JACKSON, the Career and Technical Education Plan for 2021-2022 was unanimously approved. .

**8. Social-Emotional Learning & School Mental Health Plan**

On November 5, 2020, the State Board of Education adopted the School-Based Mental Health Initiative that requires each LEA to adopt and implement a plan for promoting student mental health and well-being by July 1, 2021. Missy Ellenberger presented an outline of the Transylvania County Schools Social Emotional Learning (SEL) and Mental Health Plan for 2021-2022. The actual SEL Improvement Plan will be a living document to be reviewed/updated at each team meeting and updated quarterly based on data. Mr. Kiviniemi asked if the state has provided any funding to pay for services or hire mental health professionals. Mrs. Ellenberger reported that federal ESSER funds will be used to hire two new school counselors. She reviewed SEL training schedules for teachers and staff for the coming year. The full plan will be published on the district website and filed with the Department of Public Instruction. ON A MOTION BY MR. GRIFFIN, SECONDED BY MR. JACKSON, the Transylvania County School Social-Emotional Learning and Mental Health Plan for 2021-2022 was unanimously approved.

**9. Policy: Spring 2021 Custom Updates**

Dr. Brian Weaver presented as first-read information 46 revised policies from the NCSBA Spring 2021 Custom Policy Updates and one revised policy (2310, Public Participation at Meetings) from our board attorneys. One policy (1610/7800, Professional and Staff Development) reflects an impending deadline for a school-based mental health plan (see item no. 8 above). Other policies contain only minor changes such as updates to legal references, statutes that have been recodified, new hyperlinks, and updated terminology. A few are related to the COVID-19 response, and some contain changes from our board attorneys in addition to the NCSBA changes. There were no new policies. Chairman McCoy noted that two board members would miss the July 19 meeting due to family vacations; therefore, she recommended that second-read approval of the policies be postponed until the August 2 meeting. There were no objections.

Mr. Griffin had several questions and comments regarding policy 1310/4002, Parental Involvement, and requested more information on student rights.

Mr. Jackson asked if the NC School Boards Association is a legislative body and what authority it has. Dr. McDaris explained that the NCSBA is a professional organization

comprised of all member school boards in North Carolina. It works with school board attorneys in developing policies for local boards based on federal and state law. It is governed by a board of directors comprised of representative school board members from across the state. It provides insurance policies and risk management services for public school districts. Its governmental relations staff monitors and lobbies the state legislature as the unified voice for all 115 NC school districts. It provides training and resources for school board members, superintendent search services, and other support services.

Mr. Jackson asked what happens if a board does not accept the NCSBA's policy recommendations. Dr. Weaver reported that some policy updates are suggested and some are highly recommended. Some we may choose not to adopt because they may not be applicable to our system. When staff receive the spring and fall updates from NCSBA, we also receive updates that our attorneys recommend to their client systems. We review both sets of recommendations and present to the board the most appropriate updates for our school system.

Mr. Jackson asked if the North Carolina High School Athletic Association (NCHSAA) is a legislative body. Dr. McDaris explained that the NCHSAA is not a legislative body. School districts do not have to be NCHSAA members, but districts that are not members do not have anyone to play. The NCHSAA has an executive director and governing board comprised of principals, athletic directors, assistant superintendents, some superintendents, and coaches. Its overall function is to govern athletic eligibility and align districts to ensure fair competitions. Dr. McDaris remarked that Transylvania did well in the recent NCHSAA realignment. Our student athletes should see reduced travel time and less instructional time missed during the school day.

Mr. Jackson asked if the NC Department of Public Instruction (DPI) is mandated by the state legislature. Dr. McDaris explained that DPI has authority over school curriculum and programs. They answer to the State Board of Education (SBOE). State Board members are appointed by region. There are different levels of authority among the state legislature, SBOE and DPI.

ON A MOTION BY MR. KIVINIEMI, SECONDED BY MRS. DOMOKUR, the 47 policies listed below were unanimously accepted as first-read information.

Spring 2021 Custom Updates (first-read information)	
1310/4002	Parental Involvement
1510/4200/7270	School Safety
1610/7800	Professional and Staff Development
1710/4020/7230	Discrimination and Harassment Prohibited by Federal Law
2310	Public Participation at Meetings
2440	Policy Review and Evaluation
3102	Online Instruction
3230/7330	Copyright Compliance
3300	School Calendar and Time for Learning
3460	Graduation Requirements
3470/4305	Alternative Learning Programs/Schools
3610	Counseling Program
3620	Extracurricular Activities and Student Organizations
3640/5130	Student Voter Registration and Preregistration
4040/7310	Staff-Student Relations

4050	Children of Military Families
4125	Homeless Students
4240/7312	Child Abuse and Related Threats to Child Safety
4270/6145	Concussion and Head Injury
4335	Criminal Behavior
4400	Attendance
4700	Student Records
5000	Schools and the Community
5020	Visitors to the Schools
5030	Community Use of Facilities
5070/7350	Public Records - Retention, Release, and Disposition
5071/7351	Electronically Stored Information Retention
5210	Distribution and Display of Non-School Material
6120	Student Health Services
6125	Administering Medicines to Students
6140	Student Wellness
6210	Organization of School Nutrition Services
6220	Operation of School Nutrition Services
6230	School Meal and Competitive Food Standards
6305	Safety and Student Transportation Services
6315	Drivers
6320	Use of Student Transportation Services
6321	Bus Routes
6450	Purchase of Services
7100	Recruitment and Selection of Personnel
7130	Licensure
7232	Discrimination and Harassment in the Workplace
7430	Substitute Teachers
7720	Employee Political Activities
8310	Annual Independent Audit
8341	Limited Claim Settlement
9020	Facility Design

#### 10. **FY22 Budget Update**

Dr. McDaris gave a summary of the Senate's proposed budget for FY22. It contains big tax cuts along with raises for most state employees, though not as much as hoped for based on the large amount of revenue the state has to work with. The Senate budget provides a 1.5% raise for most state employees (including teachers, principals and other school personnel) in each year of the biennium, for a total 3% raise over the next two years. It provides a \$1,500 bonus for all state employees making less than \$75,000 a year and a \$1,000 bonus for all state employees making over \$75,000. Teachers and principals would receive an additional \$300 bonus. There is no cost of living adjustment for retired state employees in the Senate budget. The Senate's budget is expected to get its final vote by the weekend. The House will then release its budget. Once the two chambers have agreed on a final version, the budget will go to the Governor's desk.

#### 11. **FY22 Interim Budget Resolution**

Each June, the board must approve an interim budget resolution in order to pay salaries and normal operating expenses for the period beginning July 1 of the new fiscal year until the final budget resolution is adopted. ON A MOTION BY MR. GRIFFIN, SECONDED BY MRS. DOMOKUR, the board unanimously adopted an interim budget resolution for the period beginning July 1, 2021 until adoption of the 2021-2022 budget resolution (see attached).

**12. Bond Projects Update**

Norris Barger reported good participation at the RHS bid opening on June 16. There may be some re-bids on June 25. The BHS bid opening will be held on June 23 with re-bids on July 1. Representatives from Vannoy and Clark-Nexsen will attend the special board meeting on July 13 to discuss the bids.

Mr. Jackson asked how much the school system has spent this year in total. Mr. Barger reported that we have not yet completed the current fiscal year; he will present year-end budget amendments at the July 19 meeting. Mr. Jackson asked about the local budget. Chairman McCoy reported that she had spoken with Chairman Chappell and he does not anticipate any changes from what was proposed previously. The county is holding a 2% reserve for potential state raises, but that could change depending on the final state budget.

**13. Report from NCSBA Training Activity**

North Carolina statute requires board of education members to receive a minimum of 12 hours of professional development training every two years. Local board policy requires members who attend a professional development activity to give a report of the event to other board members. On June 17-18, Marty Griffin attended the NCSBA Summer Policy Conference. He reported on sessions that he had attended on student discipline, extracurricular activities and liability insurance, professional development for teachers related to the new mental health plan, what schools learned this past year regarding remote learning, and return-to-work concerns related to employees with "long-haul" COVID-19 health issues. He also emphasized the need for administrators and teachers to have a clear understanding of board policies and the difference between policy and practice.

**14. Superintendent's Update**

See item no. 10 above.

**15. Important Dates**

The schedule for the superintendent's 2020-2021 evaluation calls for the board to meet in closed session on July 19 to prepare a consensus evaluation. Two members will not be in attendance on July 19 meeting; therefore, Dr. McDaris recommended that the board postpone the closed session until the full board will be present on August 2. He and the board would then meet on August 16 to review the evaluation and discuss performance goals for the next year. There was consensus agreement to revise the evaluation timeline as described.

July 5	Independence Day holiday
July 13	SPECIAL MEETING, 5:30 p.m., MEC
July 19	REGULAR MEETING, 6:30 p.m., MEC
July 26, 27 or 29	Possible JOINT MEETING (unconfirmed)
Aug. 2	REGULAR MEETING, 6:30 p.m., MEC
Aug. 9	Regular 5-day schedule resumes
Aug. 9-13	Teacher workdays
Aug. 16	First student day
Aug. 16	REGULAR MEETING, 6:30 p.m., MEC
Sept. 3	Remote learning day
Sept. 6	Labor Day holiday
Sept. 20	REGULAR MEETING, 6:30 p.m., MEC

16. **Public Comment**  
None

17. **Other Items**  
Board members expressed their thanks and appreciation to John Lanier, editor of the *Transylvania Times*, who is retiring his month, for his years of excellent reporting on school board meetings and the schools with the utmost professionalism, accuracy, and integrity. Mr. Griffin stated that he had never known a better teacher and coach, and Dr. McDaris issued a standing invitation to Mr. Lanier to have lunch together any time.

There was no further business, and MR. JACKSON MADE A MOTION, SECONDED BY MRS. DOMOKUR, to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

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Chairman

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Secretary

**PERSONNEL REPORT  
June 21, 2021**

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

Licensed Personnel

None

Classified Personnel

Alesci Chantel Dalton McJunkin, Teacher Assistant, BHS, effective June 4, 2021

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

Licensed Personnel

Yvonne Cullipher, Teacher, TCH, effective August 9, 2021

Christina Duke, Teacher, RES, effective August 9, 2021

Faith Edwards, Teacher, TCH, effective August 9, 2021

Classified Personnel

Amanda LaRowe, Teacher Assistant, BMS, effective August 12, 2021

Shannon O'Neal, Teacher Assistant, RES, effective August 12, 2021

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

Licensed Personnel

Amanda Lewis, from Instructional Coach, RMS & RHS, to Grant-funded Assistant Principal Internship, RMS, effective for the 2021-2022 school year

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 School Nutrition Workers

None



The licensed employees named here are recommended for a Temporary Contract to Provide Services during Summer School 2021:

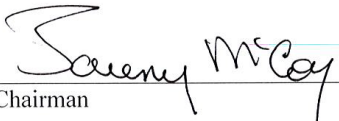
Emily Atkinson  
Paige Capps  
Kristi Clark  
Albert Evans  
Amy Galloway  
Grant Godfrey  
Cheryl Goins  
Mary Griffin  
Jean Holland  
Michael Jordan  
Alicia LaDow  
James Markey  
Sarah Monteith  
Kelly Muse  
April Nelson  
Claire O'Connor  
Scott Russell  
Monica Schultz  
Sabrina Shook  
Michael Terry


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**TRANSYLVANIA COUNTY BOARD OF EDUCATION**  
**INTERIM BUDGET RESOLUTION**  
**2021-2022**

**BE IT RESOLVED BY THE TRANSYLVANIA COUNTY BOARD OF EDUCATION** that interim appropriations be made available for the purpose of paying salaries and the usual and customary expenses of the Transylvania County Schools for the period beginning July 1, 2021 until adoption of the 2021-2022 Budget Resolution. Interim appropriations so made and expended shall be charged to the proper appropriations in the Budget Resolution.

Passed by majority vote of the Transylvania County Board of Education on the 21<sup>st</sup> day of June 2021.

  
\_\_\_\_\_  
Chairman

  
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Secretary