

**Minutes
Transylvania County Board of Education
June 25, 2024**

INVOCATION/PLEDGE OF ALLEGIANCE

CALL TO ORDER/WELCOME

BUSINESS ITEMS (including amendments and rescissions):

1. Approval of Agenda
2. Personnel Report
3. Comporium Telephone Service Contract Renewal
4. FY24 Budget Update
5. Budget Amendments

The Transylvania County Board of Education met in special called session on June 25, 2024 at 8:00 a.m. at the Morris Education Center. The purpose of the meeting was to approve a renewal contract with Comporium, Inc., for voice phone services, year-end budget amendments, and a personnel report; and to receive a budget update. Chairman Kimsey Jackson led in a moment of silence and Tawny McCoy led the Pledge of Allegiance. Chairman Jackson called the meeting to order and welcomed everyone. In addition to two guests, the individuals listed below were in attendance.

BOARD MEMBERS:

Kimsey Jackson, Chair
Tanya Dalton, Vice Chair
(attended via phone)
Tawny McCoy
Bryan O'Neill
Chris Wiener

STAFF:

Dr. Lisa Fletcher, Superintendent
Jenny Hunter, Administrative Assistant
Dr. Brian Weaver, Assistant Superintendent/HR
Gabi Juba, Chief Finance Officer
Audrey Reneau, Director, Federal Programs
Tessa Brown, Public Information Officer
Chris Whitlock, Director, Technology Services
Blake Tesnow, Technology Services

BOARD ATTORNEY:

None

MEDIA:

Laura Denon, Transylvania Times
Dan DeWitt, Brevard NewsBeat

1. **Approval of Agenda**
ON A MOTION BY MR. O'NEILL, SECONDED BY MRS. MCCOY, the meeting agenda for June 25, 2024 was unanimously approved as presented.
2. **Personnel Report**
ON A MOTION BY MRS. MCCOY, SECONDED BY MR. O'NEILL, the personnel report for June 25, 2024 was unanimously approved via roll call (see attached).
3. **Comporium Telephone Service Contract Renewal**
Technology Director Chris Whitlock reviewed the five-year renewal contract between Transylvania County Schools and Comporium, Inc., for voice phone services as presented at the last meeting. In response to the question that was raised at the last meeting regarding how the large cost savings was realized, Mr. Whitlock reported that he had begun negotiating with Comporium in February. After many weeks, Comporium agreed to come down on price and tailor a package to provide the services that we needed. Mr. O'Neill commended Mr. Whitlock for his work achieving the reduction in

cost. MR. WIENER MADE A MOTION to approve the 60-month renewal contract between Comporium, Inc., and Transylvania County Schools for voice phone services in the amount of \$2,454 per month. MRS. MCCOY SECONDED and the motion passed unanimously on a roll call vote.

4. **FY24 Budget Update**

Finance Officer Gabi Juba presented a year-end expenditure report. She noted that the report does not include the June 30 payroll numbers. Ms. Juba reported that expenditures are on track for the end of the fiscal year. There were no questions from the board.

5. **Budget Amendments**

Ms. Juba presented the following year-end budget amendments for FY24:

- **Budget Amendment No. 4 for the State Public School Fund** – to reflect actual (ABC transfers and additional allotments).
- **Budget Amendment No. 3 for the Local Current Expense Fund** – to reflect actual expenditures and budgeted miscellaneous revenue
- **Budget Amendment No. 4 for the Federal Grants Fund** – to reflect actual expenditures and additional allotments

Ms. Juba presented the following year-end budget amendments that also address payment for HVAC repairs depending on whether or not funding for HVAC repairs was approved at the board of commissioners' meeting on June 24, 2024:

If funding from the county for HVAC repairs was approved on 6/24/24:

- **Budget Amendment No. 1 for the Capital Outlay Fund** – to reflect actual expenditures and budgeted miscellaneous revenue

If funding from the county for HVAC repairs was not approved on 6/24/24:

- **Budget Amendment No. 1A for the Capital Outlay Fund** – to reflect actual expenditures and budgeted miscellaneous revenue, and approval to move \$1,131,880.23 from Fund 8 fund balance to Fund 4. Approval to appropriate \$381,702 from Fund 4 (the fund balance per audited financial statements).

If funding from the county for HVAC repairs was approved on 6/24/24:

- **Budget Amendment No. 1 for the Restricted Grants Fund** – to reflect actual expenditures and budgeted miscellaneous revenue.

If funding from the county for HVAC repairs was not approved on 6/24/24:

- **Budget Amendment No. 1A for the Restricted Grants Fund** – to reflect actual expenditures and budgeted miscellaneous revenue, and approval to move \$1,131,880.23 from Fund 8 fund balance to Fund 4. This is a majority of unrestricted fund balance.

Ms. Juba noted that approving the 1A budget amendments would deplete the Fund 4 fund balance and almost all of the Fund 8 fund balance.

ON A MOTION BY MRS. MCCOY, SECONDED BY MR. O'NEILL, the board approved via unanimous roll call Budget Amendment No. 4 for the State Public School Fund, Budget Amendment No. 3 for the Local Current Expense Fund, Budget Amendment No. 4 for the Federal Grants Fund, Budget Amendment No. 1A for the Capital Outlay Fund, and Budget Amendment No. 1A for the Restricted Grants Fund as presented (see attached).

There was no further business, and ON A MOTION BY MR. WIENER, SECONDED BY MRS. MCCOY, the meeting was adjourned at 8:15 a.m. via unanimous roll call vote.

Respectfully submitted,

Chairman

Secretary

PERSONNEL REPORT
June 25, 2024

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

Licensed Personnel
None

Classified Personnel
None

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

Licensed Personnel
None

Classified Personnel
Louissa Shore, Custodian, RHS, effective August 1, 2024

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

Licensed Personnel
Dusty Robinson, from Teacher, BMS, to Assistant Principal, BMS, effective July 8, 2024

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 & Tutors
None

Substitute School Nutrition Workers
None

Budget Amendment - State Public School Fund

Amendment no. 4

Function Code	Description	Current Budget	Increase (Decrease)	Amended Budget
	REVENUES			
	Revenues	\$28,360,561	\$993,523	\$29,354,084
	EXPENDITURES			
5XXX	Instructional Services	24,615,883	669,985	\$25,285,868.15
6XXX	System-Wide Support Services	3,629,935	323,538	\$3,953,472.56
7XXX	Ancillary Services	114,744	0	\$114,743.50
	TOTAL EXPENDITURE BUDGET	\$28,360,561	\$993,523	\$29,354,084

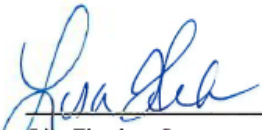
EXPLANATION:

To reflect actual (see attached for additional allotment).

Passed by majority vote of the Transylvania County Board of Education this 25th day of June, 2024.



 Kimsey Jackson, Chairman



 Lisa Fletcher, Secretary

PRC	Description	Amount	Reason
001	Classroom Teachers	400,000	Appropriating additional funding based on salaries (this is a position allotment, but our budgeting system is in dollars).
002	Central Office Administration	4,068	Additional Allotment
003	Non-Instructional Support Personnel	136350	Additional Allotment
004	K-5 Program Enhancement Teachers		
005	School Building Administration		
006	School Psychologist - Position	(87,169)	ABC transfer
007	Instructional Support		
008	School Psychologist Conversion to Dollars	87,169	ABC transfer
009	Non-Contributory Employee Benefits	420,000	Allotment based on actuals.
012	Driver Training		
013	CTE-Months Of Emplment	(38,950)	ABC transfer
014	CTE-Program Support	39,160	ABC transfer and allotment
015	School Technology Fund		
016	Summer Reading Camp	49673	Initial Allotment
019	Small County		
023	CTE Modernization and Support Grant		
024	Disadvantaged Student Supp		
027	Teacher Assistants	11,913	Additional Allotment
029	Behavioral Support		
032	Exceptional Children	20,614	Additional Allotment
034	Academic/Intellectually Gifted	1,757	Additional Allotment
039	School Safety Grant		
040	School Safety Grant		
045	Compensation Bonus		
046	Test Result Bonus		
048	Test Result Bonus - (Ap/Ib, CTE, Principal)		
054	Limited English (LEP)	997	Additional Allotment
056	Transportation	2,615	Additional Allotment
061	Classroom Material, Instr Supplies, Equipment	(125,519)	ABC transfer and allotment
063	Special Program Funds - Ec	59,150	Additional Allotment
064	CTE Grade Expansion Program Grant		
067	Assistant Principal Interns-MSA		
069	At-Risk Student Ser/Alternative Schools	11,471	Additional Allotment
071	Supplemental Funds for Teacher Compenstation		
073	School Connectivity		
083	CTE - Credential Program Support		
085	Early Grade Reading Proficiency		
087	LEA Replacement of Stop Arm Cameras		
120	LEA Financed Purchase Of School Buses		
121	CRF Summer Learning Program		
122	CRF-School Health Support		
123	CRF - Nondigital Resources		
124	CRF-Student Computers And Devices		
125	CRF-Student Devices		
126	CRF-Personnel Computers And Devices		
127	CRF-Connectivity School Buses		
128	CRF-Home And Community Wifi		
130	Textbooks		
131	Textbook & Digital Resources (Dollar Transfer)	224	Additional Allotment
132	CRF-Exceptional Children		
135	CRF-Cybersecurity		
137	CRF-Personal Protective Equipment		
141	ARRA - Title I		
154	Covid-19 Supplemental Funds		

993,523

Budget Amendment - Local Current Expense Fund

Amendment no. 3

Function Code	Description	Current Budget	Increase (Decrease)	Amended Budget
	REVENUES			
	Revenues	\$ 13,199,152	\$500,000	\$ 13,699,152
	Appropriated Fund Balance	123,720		123,720
	EXPENDITURES		0	
5XXX	Instructional Services	\$ 8,052,658	0	\$8,052,658.00
6XXX	System-Wide Support Services	4,162,418	415,000	\$4,577,418.00
7XXX	Ancillary Services	4,348	10,000	\$14,348.00
8XXX	Non-Programmed Charges	1,362,171	75,000	\$1,437,171.00
	TOTAL EXPENDITURE BUDGET	\$13,581,595	\$500,000	\$14,081,595


EXPLANATION:

To reflect actual expenditures and budgeted miscellaneous revenue.

Passed by majority vote of the Transylvania County Board of Education this 25th day of June, 2024.



 Kimsey Jackson, Chairman



 Lisa Fletcher, Secretary

Budget Amendment - Federal Grants Fund

Amendment no. 4

Function Code	Description	Current Budget	Increase (Decrease)	Amended Budget
	REVENUES			
	Revenues	\$7,505,817	\$147,081	\$7,652,898
	EXPENDITURES			
5XXX	Instructional Services	4,826,674	124,114	\$4,950,787.58
6XXX	System-Wide Support Services	2,161,976	31,854	\$2,193,829.76
8XXX	Non-Programmed Charges	517,167	(8,886)	\$508,281.12
	TOTAL EXPENDITURE BUDGET	\$7,505,817	\$147,081	\$7,652,898

EXPLANATION:

To reflect actual (see attached for additional allotment).

Passed by majority vote of the Transylvania County Board of Education this 25th day of June, 2024.



 Kimsey Jackson, Chairman



 Lisa Fletcher, Secretary

PRC	Description	Amount	Reason
017	Vocational Ed - Program Improvement		
026	Homeless Grant		
049	IDEA Pre-School Handicapped Grant	842	Additional Allotment
050	IASA Title I - LEA Basic Program	3,206	Additional Allotment
053	Sch Improvement		
060	IDEA VI-B Handicapped	48,124	Additional Allotment
102	Sch Repair & Renovation - Tech		
103	Improving Teacher Quality	919	Additional Allotment
104	Title III Language Acquisition		
105	Title I - School Improvement		
108	Student Support and Academic Enrichment		
109	Rural and Low Income Schools		
111	Title III Language Acquisition Increase		
115	TSI School Improvement	21,102	Initial Allotment
118	IDEA Preschool Targeted Assistance	934	Additional Allotment
119	IDEA VI B Special Needs		
146	Light the Way Grant		
163	Cares Act 2020		
167	ESSER I EC Grant		
169	GEER-Student Health Support		
170	GEER-Supplemental Instructional Services		
171	ESSER II - K-12 Emergency Relief Fund	67,680	Correcting DPI mistake
173	ESSER II - Supplemental Contracted Instructional Support		
174	ESSER II - School Nutrition COVID Support		
176	ESSER II - Learning Loss Funding		
177	ESSER II - Cummmer Career Accelerator Program		
178	ESSER II - Competency-Based Assessment		
181	ESSER III - K-12 Emergency Relief Fund		
183	ESSER III - Homeless I		
184	ESSER III - Homeless II		
185	ESSRT III - ARP IDEA Grant to States		
186	ESSER III - IDEA Preschool		
192	Cyberbullying & Suicide Prevention Grant		
193	Gaggle Grant		
194	ESSER III - CTE - Hospitality		
198	ARP - ESSER III - NBPTS Certification Fee Reimbursement Program	4,275	Initial Allotment
203	ESSER III - Teacher Bonuses		
205	ESSER III - Driver Training		
		147,082	

Budget Amendment - Capital Expense Fund Amendment no. 1A

Amendment no. 1

**If funding from the county for HVAC is approved on 6/24/24. **If funding from the county for HVAC is NOT approved on 6/24/24.

Function Code	Description	Current Budget	Increase (Decrease)	Amended Budget	Current Budget	Increase (Decrease)	Amended Budget
	REVENUES						
	Revenues	\$ 4,391,046	\$36,656	4,427,702	\$ 4,427,702	\$0	4,427,702
	Appropriated Fund Balance					1,513,583	1,513,583
	EXPENDITURES						
5XXX	Instructional Services	\$ 758,136	(68,814)	\$689,521.63	\$ 758,136	(28,659)	\$729,677.35
6XXX	System-Wide Support Services	3,632,710	79,620	\$3,712,330.06	3,632,710	1,542,242	\$3,661,368.69
8XXX	Non-Programmed Charges		25,850	\$25,850.00		25,850	\$25,850.00
	TOTAL EXPENDITURE BUDGET	\$4,391,046	\$36,656	\$4,427,702	\$4,391,046	\$1,539,434	\$4,416,896

EXPLANATION:

To reflect actual expenditures and budgeted miscellaneous revenue.

Approval to move \$1,131,880.23 from Fund 8 fund balance to Fund 4. Approval to appropriate \$381,703 from Fund 4 (the fund balance per FY23 audited financial statements).

Passed by majority vote of the Transylvania County Board of Education this 25th day of June, 2024.


Kimberly Jackson, Chairman


Lisa Fischer, Secretary

Budget Amendment - Restricted Expense Fund Amendment no. 1A

**If funding from the county for HVAC is approved on 6/24/24. **If funding from the county for HVAC is NOT approved on 6/24/24.

Function Code	Description	Current Budget	Increase (Decrease)	Amended Budget	Current Budget	Increase (Decrease)	Amended Budget
	REVENUES						
	Revenues	\$ 1,369,695	\$57,665 \$	1,427,360 \$	1,369,695	\$3,058,007 \$	4,427,702
	Appropriated Fund Balance				-	1,131,880	1,131,880
	EXPENDITURES						
5XXX	Instructional Services	\$ 1,245,104	0		1,245,104	(11,575)	\$1,233,529.11
6XXX	System-Wide Support Services	41,863	47,596	\$89,459.27	41,863	1,179,477	\$1,221,339.50
7XXX	Ancillary Services	82,728	21,644	\$104,371.77	82,728	21,644	\$104,371.77
	TOTAL EXPENDITURE BUDGET	\$1,369,695	\$57,665	\$1,427,360	\$1,369,695	\$1,189,545	\$2,559,240

EXPLANATION:

To reflect actual expenditures and budgeted miscellaneous revenue.

Approval to move \$1,131,880.23 from Fund B fund balance to Fund 4 (this is a majority of unrestricted fund balance).

Passed by majority vote of the Transylvania County Board of Education this 25th day of June, 2024.


 Kimsey Jackson, Chairman


 Lisa Fletcher, Secretary