

**Minutes  
Transylvania County Board of Education  
July 15, 2008**

CALL TO ORDER/WELCOME  
BUSINESS ITEMS

1. Policy Work Session
2. Closed Session

ADJOURN

The Transylvania County Board of Education met in special session at 6:30 p.m. on July 15, 2008, at the Morris Education Center. The purpose of the meeting was to conduct a policy work session. Present were Teresa McCall, Chairman; Mike Rogers, Vice Chairman; Bill Cathey; Jenni Pogue; and Chris Whitmire. Also present were Dr. Sonna Lyda, Superintendent; David Sutton, Director of Personnel; Chris Campbell, Board Attorney; Jenny Hunter, Administrative Assistant; and approximately 10 guests. Chairman McCall called the meeting to order.

1. **Policy Work Session**

***Policy JI – “Wireless Communication and Electronic Devices”***

Dr. Lyda presented the latest revisions to Policy JI from the policy committee. Board members had some areas of concern and suggestions for clarification. Mr. Campbell addressed questions and provided legal opinions on specific areas of concern. He noted that many school districts are watching Transylvania County on this issue to gauge the success of a student cell phone ban. Mr. Campbell will incorporate the Board’s suggested changes into the policy for review at the next regular meeting.

***Policies GCN/AFC and GCN/AFC-R – “Professional Educator Evaluation System” (formerly “Continuous Improvement Process for Professional Employees”)***

Chris Campbell presented changes to Policy GCN/AFC and Regulations GCN/AFC-R that were made to align with the Department of Public Instruction’s new teacher evaluation instrument. The revisions also clarify Action Plan procedures. He emphasized that teacher evaluation and renewal decisions must be based on a global review of all professional actions and conduct, as presented in written documentation in the employee’s personnel file. The revisions also clarify the rights and ability of the superintendent to terminate an employee with cause. Board members suggested revisions to the Action Plan timeline. After some debate, all agreed on five calendar days, with 24 hours to sign and return. Board members emphasized that Action Plans are not punishments, but opportunities for improvement.

***“Voluntary Resignation for Professional Employees”***

Mr. Campbell reviewed a new policy that sets out the roles and process of terminating employment, giving a teacher being non-renewed an opportunity to resign. The policy separates the issues of one’s performance and one’s future with the school system by creating a dynamic in which the evaluators (principals) are not the ones to counsel with the employee on their future with the school system. The principal would perform the summative with the employee, and the superintendent would discuss their continued employment with the school system. Mr. Campbell stated that the policy attempts to give employees an opportunity to move on with dignity.

The Board discussed the need for staff to become familiarized with the new and revised personnel policies. A suggestion was made to create a "flowchart" diagram to help employees visualize the processes.

**2. Closed Session**

Chairman McCall noted that the closed session had been moved up from the July 21, 2008 agenda due to the fact that the full board would not be present at the July 21 meeting. ON A MOTION BY MR. ROGERS, SECONDED MR. WHITMIRE, the Board went into closed session at 8:52 p.m. to discuss information that is not a public record (employee personnel files), pursuant to N.C.G.S. 143-318.11(a)(1) and 115C-319. Present in the closed session were Mrs. McCall, Mr. Rogers, Mr. Cathey, Mrs. Pogue, and Mr. Whitmire. The Board discussed the superintendent's annual evaluation. No action was taken. ON A MOTION BY MR. ROGERS, SECONDED BY MRS. POGUE, the Board reconvened in open session at 10:52 p.m.

There was no further business, and ON A MOTION BY MR. CATHEY, SECONDED BY MR. ROGERS, the meeting was adjourned at 10:52 p.m.

Respectfully submitted,

---

Chairman

---

Secretary