

Minutes
Transylvania County Board of Education
July 18, 2011

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. LEA Data Profile of Students with Disabilities
7. College Board AP Exams
8. Policy:
 - A. Overview of Discipline Policy Changes
 - B. BDA: "Hearings Before the Board"
 - C. GBEAA: "Staff Protection"
 - D. GCPA: "Professional Personnel Reduction in Force"
 - E. GDPA: "Non-Certified Personnel Reduction in Force"
 - F. JFA: "Student Discipline Hearing Procedures"
 - G. JFC: "Student Conduct/Discipline"
 - H. JFCA: "Criminal Behavior"
 - I. JFCB: "Gang-Related Activity"
 - J. JFCL: "Student Sex Offenders"
 - K. JFDA: "School Plan for Management of Student Behaviors"
 - L. JFDB: "Parental Involvement in Student Behavior Issues"
 - M. JGD: "Short-Term Suspension"
 - N. JGDA: "Long-Term Suspension, 365-Day Suspension, and Expulsion"
 - O. JGDB: "Drugs and Alcohol"
 - P. JGDC: "Weapons, Bomb Threats, Terrorist Threats, and Clear Threats to Safety"
 - Q. JGDD: "Requests for Readmission of Students Suspended for 365 Days or Expelled"
 - R. JP: "Student Discipline Records"
 - S. JQ: "Alternative Learning Schools/Programs"
9. Proposed Rental Alternatives for RHS Classrooms
10. Designation of School Treasurer
11. Important Dates
12. Other Items
13. Public Comment
14. Closed Session (Superintendent's Annual Evaluation)

The Transylvania County Board of Education met in regular session at 6:30 p.m. on July 18, 2011, at the Morris Education Center. Present were Chris Whitmire, Chair; Tawny McCoy, Vice Chair; Sue Fox; and Cindy Petit. Also present were Dr. Jeff McDaris, Superintendent; Jenny Hunter, Administrative Assistant; David Sutton, Director of Human Resources; Dr. Scott Elliott, Director of 9-12 Education; Eric Crews, *Transylvania Times*; Justin Bell, School Resource Officer; and two guests. Mrs. McCoy gave the invocation and Mr. Whitmire led the Pledge of Allegiance. Chairman Whitmire welcomed everyone and called the meeting to order.

1. **Approval of Agenda**
ON A MOTION BY MRS. FOX, SECONDED BY MRS. PETIT, the meeting agenda was approved as presented.
2. **Public Comment**
There was no public comment.
3. **Good News Report**
Dr. McDaris stated that Transylvania County Schools had recently requested a waiver of 5 days and 25 instructional hours from the new 185 instructional day school calendar requirement. The 5 days would be converted to teacher workdays and would be used for professional development training on the new essential standards and common core curriculum. On July 12, the superintendent received notice from the Department of Public Instruction that the calendar waiver has been approved for the 2011-2012 school year.
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. Dr. McDaris reported that one new name, Jack Hendrix, has been added to the list. Mrs. Fox requested that Caleb Ashe be added to the list. Additional names will be included as they are received.
5. **Consent Agenda**
ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. FOX, the minutes from the June 1 and June 6, 2011 meetings and the revised personnel report for July 18, 2011 were unanimously approved.
6. **LEA Data Profile of Students w/Disabilities**
Dr. McDaris reported that the Individuals with Disabilities Education Improvement Act (IDEA) requires the Department of Public Instruction to monitor LEAs on a regular basis to ensure compliance with state and federal laws and regulations that govern the provision of special education services to appropriately identified children. LEA Data Profiles are to be used for the development of the Continuous Improvement Performance Plans (CIPP). Dr. McDaris presented a summary of the most recent Data Profile for Transylvania County Schools and addressed questions from the Board. Mrs. Petit requested an update on the Occupational Course of Study (OCS). Dr. McDaris reported that North Carolina was required this year to give the same test to qualify for a high school diploma to OCS students as to non-OCS students. In the past, North Carolina was allowed to provide a separate OCS diploma option. Dr. McDaris reported that the test was a real challenge for some OCS students.
7. **College Board AP Exams**
Dr. Scott Elliott discussed fees and requirements for College Board Advanced Placement (AP) exams and requested direction from the Board regarding procedures for the 2011-2012 year. Currently, students enrolled in AP courses are required to pay the AP exam fee (\$87 per test) and to sit for the test. Fees are returned to students who score a 3 or higher on the test. Fees are not returned to students scoring below a 3. Students may qualify for fee reductions or waivers based on family income. AP students who elect not to take the AP test receive a reduction of eight points on their final class average (a reduction of one quality point). In 2011, TCS administered 166 AP exams in 11 different subjects. Estimating a 70% pass rate and 19 fee waivers, the cost to TCS for fee

reimbursements would be \$8,613. The budget for this year is \$5,350. Dr. Elliott reported that he had surveyed 15 different school systems regarding AP practices and funding options and found very little consistency. He recommended that TCS consider changing its requirements by making the AP exam optional, reducing or eliminating fee reimbursement, and eliminating the eight-point grade reduction for students choosing not to test. He predicted that the proposed changes would have little impact on the overall test participation rate because students would continue to be motivated to take the exams in order to obtain Advanced Placement credit for college.

The Board discussed the proposed changes. Mr. Whitmire stated that he was opposed to the eight-point grade reduction because he feels that a student who challenges themselves by taking an AP course should not be penalized by choosing not to take the exam. Mrs. McCoy stated that in her experience, our AP teachers teach rigorously and grade accurately, and final grades should reflect the students' performance. Dr. Elliott reported that the small portion of students who have opted out of taking the test in the past usually did so because they felt unprepared and did not expect to pass the test.

Mr. Whitmire stated that he would favor reimbursement of all or part of the fee if that is all the budget can support because so little is spent on our best and brightest students. Mrs. Fox stated that she would support no reimbursement since students can qualify for fee reductions or waivers based on family income. Dr. McDaris observed that many families see the \$87 as a worthwhile investment in terms of earning college credit. Mrs. McCoy pointed out that parents would have nearly a full school year to set aside money for the test(s) since the AP exams are always given during the first two weeks of May.

The Board reached unanimous consensus to encourage but not require AP exam participation, eliminate the eight-point grade reduction for students who do not take the AP test, and require students to pay the AP exam fee without reimbursement with the stipulation that the school system may provide some prorated assistance in years when funds are available.

8. Policy

David Sutton reported that Session Law 2011-282, ratified on June 23, 2011, extensively changed the NC statutes governing student discipline. The legislative changes became effective when they were ratified and apply to all North Carolina school systems beginning with the 2011-2012 school year. The changes necessitate revising existing board policies and establishing some new board policies regarding student conduct, short- and long-term suspensions and other local procedures prior to the first day of school. Mr. Sutton presented the following policies for first-read information:

ADD the following NEW policy to Section B:

1. BDA: "Hearings Before the Board"

REVISE the following regulations and policy in Section G:

1. GBEAA-R: "Staff Protection"
2. GCPA: "Professional Personnel Reduction in Force"

ADD the following NEW policy to Section G:

3. GDPA: "Non-Certified Personnel Reduction in Force"

RESCIND the following policies (and their accompanying regulations and exhibits) from Section J:

1. JFA, JFA-R: "Student Due Process"
2. JFC, JFC-R: "Student Conduct/Discipline"
3. JGD, JGD-E: "Student Short-Term Suspension"
4. JGDA, JGDA-R, JGDA-E1, JGDA-E2, JGDA-E3: "Student Long-Term Suspension"
5. JGDB, JGDB-E: "Student Long-Term Suspension - Substance Abuse"
6. JGDC: "Student Long-Term Suspension - Weapons"
7. JGE, JGE-R: "Student Expulsion"
8. JHG: "Reporting Serious Incidents"

ADD the following NEW policies to Section J:

1. JFA: "Student Discipline Hearing Procedures"
2. JFC: "Student Conduct/Discipline"
3. JFCA: "Criminal Behavior"
4. JFCB: "Gang-Related Activity"
5. JFCL: "Student Sex Offenders"
6. JFDA: "School Plan for Management of Student Behaviors"
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14. JQ: "Alternative Learning Schools/Programs"

Mr. Sutton reported that the Legislature's intent was to emphasize the due process rights of students and parents, minimize the number of days students spend out of school for disciplinary suspensions, and eliminate "zero tolerance" policies except in narrowly defined circumstances. Another intent was to maximize parental involvement and the development of school level plans for the management of student behavior. Mr. Sutton reported that because the 2011-2012 student handbooks contain references to student discipline policies that will have been rendered obsolete, the district will need to immediately develop a Student Code of Conduct which can be put into students' hands on August 15. New school-level behavior management plans will be developed over the course of the 2011-2012 year.

Mr. Whitmire suggested adding language to policies GCPA and GDPA that would provide for documentation to be placed in an employee's personnel file regarding the reason the employee was let go under reduction in force measures. There was some discussion as to what is meant by "minor physical altercation" in Policy JFC and whether or not a student sex offender (Policy JFCL) would have the right to play a sport or participate in extracurricular activities. Mr. Sutton will clarify these issues with the board attorney.

Mrs. McCoy asked how much more administrative work the new policies would add. Dr. Scott Elliott explained that a lot of revision work needs to be done very quickly this year; after that the workload should resume as normal. He predicted that with the development of the Student Code of Conduct, future student handbooks would become

much smaller and more school-specific in nature. Mr. Sutton added that the elimination of zero tolerance policies for certain offenses would provide more leeway among schools regarding student discipline. Administrators will need to strive for consistency in this area.

Approval of the new and revised policies and rescission of the old policies will be requested at a special meeting to be scheduled during the first week of August. Dr. McDaris proposed August 1 as the meeting date.

9. Proposed Rental Alternatives for RHS Classrooms

Dr. McDaris gave a report on options for the temporary relocation of Rosman High School CTE classes during renovations this fall. The administration had looked into renting the former Vitalie building in Rosman for carpentry and welding classrooms; however, the county inspection visit revealed ADA compliance issues that would necessitate a number of expensive renovations, thereby making this option cost prohibitive. Other possible rental spaces have similar ADA compliance issues. The administration has also reviewed the feasibility of transporting RHS classes to the BHS campus. The downside of this option would be the loss of nearly 30 minutes of instruction time per day to bus travel. A third option being considered is the More at Four (MAF) facility on the RES campus. Now that the More at Four program has been moved from DPI to the Department of Health and Human Services and is no longer under the school system's oversight, two MAF classrooms have been freed up. Additional options are also being explored. Dr. McDaris expressed appreciation to Mrs. Petit for her assistance in finding available rental properties.

Chairman Whitmire asked whether it would be possible to 1) get a building code waiver for the Vitalie facility, or 2) provide instruction during the bus ride if the teacher were not the bus driver. Dr. McDaris reported that 1) a waiver is unlikely but could be looked into, and 2) the type of instruction needed for these classes would not easily lend itself to the confines of a bus. The hoped-for solution would be to find a sizeable facility that can pass inspection for temporary use without the need for costly renovations.

10. Designation of School Treasurer

In accordance with N.C.G.S. 115C-448, Dr. McDaris presented a recommendation from Principal Tammy Bellefeuil and Norris Barger for the Board to designate Debbie Siniard as the treasurer for Brevard Elementary School. ON A MOTION BY MRS. FOX, SECONDED BY MRS. MCCOY, the Board appointed Debbie Siniard as the BES school treasurer.

11. Important Dates

Aug. 2-4	RMS Sixth Grade Academy, 8:30-11:00 am, RMS
Aug. 4	Administrators' Retreat, 7:45 am - 7:00 pm, Rogow Room
Aug. 8	Resume regular schedule
Aug. 8-9	New Teacher Orientation, 9 am-3:30 pm, Rogow Room
Aug. 9	TCS Staff Picnic, 3-8 pm, Sycamore Flats
Aug. 10-12	Teacher Workdays
Aug. 11	Gr. 7 "Meet the Teacher", 6:00 p.m., RMS
Aug. 12	Elementary Open Houses, 4-6 p.m., BES, PFES, RES, TCH
Aug. 15	First pupil day
Aug. 15	REGULAR MEETING, 6:30 p.m., MEC
Aug. 30	BHS Open House, 6:00 p.m., BHS
Sept. 5	Labor Day Holiday

Sept. 12 RHS Open House, 5-7 p.m., RHS
Sept. 19 REGULAR MEETING, 6:30 p.m., Rogow Room

12. Other Items

The Board agreed to schedule a special meeting on Monday, August 1, 2011, at 8:00 a.m. to approve the new and revised policies that were presented earlier in the meeting.

Chairman Whitmire gave a report from the NSBA Southern Region Conference that was held on July 13-15, 2011 in Asheville. Mr. Whitmire, Mrs. Fox, and Mrs. Norman attended the conference.

Mr. Whitmire gave a progress report from the Community Land Trust committee. The group has a number of strategic planning meetings scheduled over the next several weeks. The next major goal will be to convey the Gillespie Circle property to the CLT as the property owner.

Mr. Whitmire reported that a meeting of the Transylvania Sports and Recreation Foundation will be held on July 21. The Sports and Recreation Foundation is a group of private citizens who have as their goal the improvement of athletic and recreational facilities for the schools and county.

Mrs. Fox reported that the Sesquicentennial Committee has several more activities planned as the county approaches the culmination event this December. Next up will be a sesquicentennial carnival on September 3. Mrs. Fox stated that she is very proud of the schools' extensive involvement and participation in the sesquicentennial celebration activities.

13. Public Comment

There was no public comment.

14. Closed Session

ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. FOX, the Board went into closed session at 9:15 p.m. to discuss a confidential personnel matter (superintendent's annual evaluation), pursuant to N.C.G.S. 143-318.11(a)(1) and 115C-319-32. Present in the closed session were Mr. Whitmire, Mrs. McCoy, Mrs. Fox and Mrs. Petit. ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. FOX, the Board reconvened in open session at 10:20 p.m. No action was taken in the closed session.

There was no further business, and ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. PETIT, the meeting was adjourned at 10:25 p.m.

Respectfully submitted,

Chairman

Secretary

**PERSONNEL REPORT
7/18/11**

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

Licensed Personnel

Sharon Bentley, Part-Time Speech-Language Pathologist, TCS, effective June 16, 2011
Chesley Huskins, Media Coordinator, BHS, effective July 11, 2011
Heidi Morgan, Teacher & Coach, BHS, effective July 18, 2011

Classified Personnel

Jennifer Christian, Teacher Assistant, BMS, effective July 14, 2011
Wendy Taylor Moore, Student Advocate, BMS & DRS, effective July 1, 2011

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

Licensed Personnel

Kathryn Bailey, Teacher, BHS & BMS, effective August 10, 2011
Candice Brown, Teacher, BHS, effective August 10, 2011
Debbie Cooper, Part-Time Teacher, TCH, effective August 10, 2011
Mary Catherine Griffin, Teacher, BMS, effective August 10, 2011
Kate Lalor, Lead Teacher, BMS, effective August 1, 2011
Mark Phillips, Interim Teacher, BMS, effective August 10, 2011 for the 2011-2012 school year
Sarah Chapman Reid, Teacher, RMS, effective August 10, 2011
Chelsea Shew, Teacher, BHS, effective August 10, 2011
Lena Zaludek, Teacher, RMS, effective August 10, 2011

Classified Personnel

None

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

Licensed Personnel

Jason Brubaker, from Teacher, BHS, to Teacher, BES, effective August 10, 2011
Mark Bumgarner, from Teacher & Coach, BES, to Teacher & Athletic Director, BMS, effective August 10, 2011
Christina Dodson, from Teacher, BMS, to Teacher, BHS, effective August 10, 2011
Amy Galloway, from Teacher, BMS, to Media Coordinator, BMS, effective August 10, 2011
Jane Hamilton, from Teacher, PFES, to Teacher, RES, effective August 10, 2011
Alana Marshall, from Lead Teacher, BMS, to Teacher, RMS, effective August 10, 2011

Classified Personnel

Todd Anderson, from Teacher Assistant, RHS, to Student Advocate, RHS, effective August 10, 2011

IV. APPROVE THE LEAVES OF ABSENCE RECOMMENDED BY THE SUPERINTENDENT FOR THE FOLLOWING PERSONS:

Licensed Personnel

Carrie Elmore, Teacher, BHS, GCBDB Leave effective August 10, 2011, through
January 1, 2012

Classified Personnel

Tonya James, Teacher Assistant, BHS, GCBDB Leave effective September 5, 2011,
through December 25, 2011

V. APPROVE THE SUPERINTENDENT'S RECOMMENDATION FOR THE FOLLOWING
SUBSTITUTE EMPLOYEES:

Substitute Teachers

James Gearing

Substitute Child Nutrition Workers

Donna Allstaedt

Nikitra Davis

Tomoko Krepelnicki