Minutes Transylvania County Board of Education July 18, 2022

INVOCATION/PLEDGE OF ALLEGIANCE

CALL TO ORDER/WELCOME

BUSINESS ITEMS (including amendments and recissions):

- 1. Approval of Agenda
- 2. Public Comment
- 3. Former Students in the Military
- 4. Consent Agenda:
 - A. Minutes
 - B. Personnel Report
 - C. Audit Contract for FY 2021-2022
- 5. School Nutrition Procurement Plan Amendments
- 6. Technology Purchase
- 7. AIG Plan 2022-2025
- 8. Alternative School Modified Accountability System Option for DRS
- 9. Policy: Spring 2022 Custom Updates
- 10. Approval of Purchase of Metal Structure for RHS
- 11. FY22 Budget Update
- 12. Superintendent's Update
- 13. Important Dates
- 14. Other Items
- 15. Closed Session
- 16. Possible Action Following Attorney Advice in Closed Session

The Transylvania County Board of Education met in regular session on July 18, 2022 at 6:30 p.m. at the Morris Education Center. Kimsey Jackson led in a moment of silence and Ron Kiviniemi led the Pledge of Allegiance. Chairman McCoy called the meeting to order and welcomed everyone. She reported that Marty Griffin was out of town. In addition to three guests, the individuals listed below were in attendance.

BOARD MEMBERS:	STAFF:
Tawny McCoy, Chair	Dr. Jeff McDaris, Superintendent
Ron Kiviniemi, Vice-Chair	Jenny Hunter, Administrative Assistant
Courtney Domokur	Dr. Brian Weaver, Assistant Superintendent
Kimsey Jackson	Missy Ellenberger, Director, 9-12 Education
-	Audrey Reneau, Director, Federal Programs
BOARD ATTORNEY:	Gabrielle Juba, Chief Finance Officer
Chris Campbell, Campbell Shatley	Janette Broda, Director, School Nutrition
	Jason Merrill, Plant Operations Supervisor
Media:	Chris Whitlock, Director, Technology Services
Dan DeWitt, Brevard NewsBeat	Mark Russell, School Resource Officer

Chairman McCoy announced that the board would not be discussing bond at this meeting as it is awaiting information from the board attorneys, architect, and construction manager. There was a board consensus to schedule a work session or special called meeting on Tuesday, August 2, to discuss the bond projects.

1. <u>Approval of Agenda</u>

ON A MOTION BY MR. JACKSON, SECONDED BY MRS. DOMOKUR, the meeting agenda for July 18, 2022 was unanimously approved as presented.

2. <u>Public Comment</u>

None

3. 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.

4. <u>Consent Agenda</u>

ON A MOTION BY MR. DOMOKUR, SECONDED BY MR. KIVINIEMI, the board unanimously approved the minutes of the June 6, 2022 meeting; the personnel report for July 18, 2022 (attached); and a contract with Carland & Andersen, Inc., to perform the Transylvania County Schools annual financial audit for fiscal year ending June 30, 2022.

5. <u>School Nutrition Procurement Plan Amendments</u>

School Nutrition Director Janette Broda presented amendments to the Transylvania County School Nutrition Procurement Plan for approval. She reported that the revisions are needed to update the plan to match current board policy. There were no questions, and ON A MOTION BY MR. JACKSON, SECONDED BY MR. KIVINIEMI, the School Nutrition Procurement Plan for 2022 was unanimously approved as presented.

6. <u>Technology Purchase</u>

IT Director Chris Whitlock presented a request to purchase 275 Chromebooks within the district's four-year rotation schedule to replace student devices at Brevard High School this year. He reported that the board approved a purchase of 500 Chromebooks for BHS in May using funds budgeted in 2021-2022. This purchase of an additional 275 units using 2022-2023 funds will complete the remainder of the Chromebooks needed for BHS this year. The purchase will be made through a federal TIPS contract; therefore, an RFP is not required. Board approval is required for purchases in excess of \$90,000. ON A MOTION BY MR. KIVINIEMI, SECONDED BY MRS. DOMOKUR, the purchase of 275 Chromebooks from Trafera in the amount of \$110,673.06, pending review and approval by the board attorney, was unanimously approved.

7. <u>AIG Plan for 2022-2025</u>

Federal Programs Director Audrey Reneau presented the Academically/Intellectually Gifted (AIG) Plan for 2022-2025. She reported that the plan addresses advanced learners as well as students identified as AIG. All students are screened for AIG at the end of third grade and identified in fourth grade. Another 10% are identified for nurturing. Federal funding for the AIG program is 4% of ADM. In our district, approximately 8% of the student body (267 students out of 3195 total enrollment) is identified as AIG. Mrs. Reneau explained what AIG is and what it is not. She reported that our AIG specialists are "talent scouts" with the goal to nurture and meet the needs of all students.

Mr. Kiviniemi asked about staffing for the 267 identified AIG students. Mrs. Reneau reported there is one AIG specialist in each elementary school and middle school. High school students are served by Heidi Bullock, District AIG Coordinator. Mr. Kiviniemi asked what nurturing would look like for an elementary student. Mrs. Reneau reported that it might involve co-teaching, small groups learning, or cross-grade learning (e.g., a 3rd grader reading with a 5th grade class). Mrs. Domokur discussed project-based teaching for advanced learners who may eventually place into AIG. ON A MOTION BY MR. KIVINIEMI, SECONDED BY MR. JACKSON, the Transylvania County Schools AIG Plan for 2022-2025 was unanimously approved as presented.

8. <u>Alternative School Modified Accountability System Option for DRS</u>

State Board of Education Policy ACCT-038 (16 NCAC 06G.0314) allows North Carolina alternative schools to participate in a Modified Accountability System under one of three options provided by the NC Department of Public Instruction. Local boards of education must approve an option for each alternative school under their jurisdiction and report the decision to the Division of Accountability Services by August 1, 2022. Director of 9-12 Curriculum Missy Ellenberger recommended Option B for Davidson River School for the 2022-2023 school year. Under Option B, the following components will be used to determine the overall school score:

- Student Persistence (20%)
 - Percent who remain enrolled in any NC public school through the end of the school year
- School Achievement (20%) based on three years of data
 - EOC assessments
 - o ACT & ACT WorkKeys
 - 4-year and 5-year graduation rate
 - Math course rigor
- Growth (60%)
 - Calculated using EVAAS

Mrs. Ellenberger answered questions from the board. She reported that Davidson River has used Option B for several years. ON A MOTION BY MR. KIVINIEMI, SECONDED BY MRS. DOMOKUR, the board unanimously approved Option B for Davidson River School's participation in the Alternative School Modified Accountability System for 2022-2023.

9. Policy: Spring 2022 Custom Updates

At the June 20 meeting, Dr. Brian Weaver presented 41 policies from the NCSBA Spring 2022 Custom Policy Updates as first-read information. He reported there have been no changes since that time. Most of the policies contain only minor revisions resulting from recent statutory changes while others have more notable revisions. Three policies are recommended for recission. One policy (6220) contains local changes in addition to the recommendations from NCSBA. There are no new policies. Dr. Weaver reported that the policy updates from NCSBA are also reviewed by the Campbell Shatley attorneys who provide guidance as well.

Mr. Campbell gave an update to the question asked at the last meeting regarding policy 2121 and any potential conflict of interest for a school board member who serves on a non-profit with which the board does business. He confirmed that this would not be a conflict of interest for the school board member because the board's budget does not include any specific appropriations to any named vendor. Any agreement between the two bodies would occur through a written contract.

Dr. Weaver answered other questions from the board. ON A MOTION BY MR. KIVINIEMI, SECONDED BY MR. JACKSON, the board unanimously approved the 38 policies listed below as presented and rescinded polices 2420, 2440 and 2450.

Spring 2022 Custom Updates
1200, Governing Principle - Student Success
1300, Governing Principle - Parental Involvement
1400, Governing Principle - School Initiatives

1500, Governing Principle - Safe, Orderly, and Inviting Environment
1600, Governing Principle - Professional Development
1700, Governing Principle - Removal of Barriers
1800, Governing Principle - Stewardship of Resources
2121, Board Member Conflict of Interest
2210, Duties of Officers
2400, Board Policies
2410, Policy Development
2420, Adoption of Policies
Recommended for recission
2430, Dissemination and Preservation of Policies
Language has been updated for clarity.
2440, Policy Review and Evaluation
Recommended for recission
2450, Suspension of Board Policies
Recommended for recission
2600, Consultants to the Board
3102, Online Instruction
3430, School Improvement Plan
3460, Graduation Requirements
4110, Immunization and Health Requirements for School Admission
4240/7312, Child Abuse and Related Threats to Child Safety
4260, Student Sex Offenders
4334/5035/7345, Use of Unmanned Aircraft (Drones)
4400, Attendance
4700, Student Records
5070/7350, Public Records - Retention, Release, and Disposition
5071/7351, Electronically Stored Information Retention
5240, Advertising in the Schools
6220, Operation of School Nutrition Services
6305, Safety and Student Transportation Services
6560, Disposal of Surplus Property
7430, Substitute Teachers
7510, Leave
7520, Family and Medical Leave
7540, Voluntary Shared Leave
7550, Absences Due to Inclement Weather
7620, Payroll Deductions
7810, Evaluation of Licensed Employees
7815, Evaluation of Non-Licensed Employees
8320, Depositories
9400, Sale, Disposal, and Lease of Board-Owned Real Property

10. Approval of Purchase of Metal Structure for RHS

The board has purchased the former Paul's Quick Service property in Rosman in order to construct a metal, multi-use building for the Rosman High School athletics program. The old Paul's building will be torn down. The board reviewed the project budget in the amount of \$147,000 and the low bid from Champion Buildings for the metal structure. Plant Operations Supervisor Jason Merrill addressed questions from the board. He reported that the project timeline cannot be set until we have the drawings, which will be available after the bid is approved. The concrete slab will be done separately by one of the demolition contractors. Duke Power will install underground power lines for the structure. The Champion bid is turn-key (i.e., includes insulation, electrical, entry door, roll-up door, etc.). Additional low bids for the engineering and site development specifications will be presented to the board at future meetings. ON A MOTION BY MR.

KIVINIEMI, SECONDED BY MR. JACKSON, the board unanimously approved Champion Buildings, Inc., as the low bidder in the amount of \$70,000 for a metal structure to be constructed for the benefit of Rosman High School as presented by the administration, subject to final legal review of all contract documents.

11. FY22 Budget Update

Finance Officer Gabi Juba presented the following items for information and approval:

- Two budget amendments for FY22 to adjust to actuals. No additional funds were received. ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. DOMOKUR, the budget amendments for the State Public School Fund and the Local Current Expense Fund were unanimously approved as presented (see attached).
- Expenditures for FY22:
 - Fund 1 (state): 98.13% spent for the year. PRC 016 rolls into FY23 for summer school.
 - Fund 2 (local): 89.85% spent for the year. Remainder becomes fund balance.
 - Fund 3 (federal): 46.02% spent for the year. Majority of ESSER funds will roll to next year.
 - Fund 4 (capital): 27.37% spent for the year. Remainder will roll to summer projects and next year.
 - Fund 8 (restricted grants): 51.45% spend for the year. Remainder will roll to next year.
- Highlights for FY 2022-2023:
 - Certified staff will receive a step increase and an increase on the state salary scale. Scale raises will range from 2.5% to 7.2%.
 - Performance bonuses for certain groups of employees have been reinstated by the state. More information when it becomes available.
 - Non-certified staff will receive the greater of \$15 per hour or a 4% raise. This includes central office, school nutrition, bus drivers, etc.
 - We are currently eligible for Small School money next fiscal year.
 - Retirement rate increased to 24.5% (was 22.89%). Health insurance increased to \$7,397 (was \$7,019).
- Applications for NC lottery Funds:
 - o Brevard Elementary School Air handlers \$140,000
 - Pisgah Forest Elementary School Roof repair \$200,000
 - Brevard High School New chiller \$200,000
 - Brevard Middle School New air handlers and boiler \$105,000

Ms. Frost explained that she is moving some funds around to try to cover some of the repairs that the county has refused to fund. She reported that the lottery fund applications will not address the \$150,000 that is needed for roof repairs at Rosman Middle School and explained that this leak is not in an area covered by the bond. The board discussed the excellent work of the TCS Plant Operations team that keeps ancient air handlers and other outdated equipment in working order. Chairman McCoy stated they are without a doubt the best maintenance team in the southeast. However, as noted by Mrs. Domokur, "You can only put on so many bandaids." MR. KIVINIEMI MADE A MOTION to approve the four applications for North Carolina lottery funds as presented and to request \$150,000 in capital funding from the county to pay for roof repairs at Rosman Middle School. MR. JACKSON SECONDED. Chairman McCoy

recommended separating the items into two motions. There were no objections and the motion and second were each withdrawn. MR. KIVINEMI MADE A NEW MOTION, SECONDED BY MR. JACKSON, to approve the four applications for North Carolina lottery funding as presented. The motion passed unanimously. MR. KIVINIEMI MADE A MOTION, SECONDED BY MR. JACKSON, to request an additional \$150,000 in capital funding from the Board of Commissioners for roof repairs at Rosman Middle School. The motion passed unanimously.

12. <u>Superintendent's Update</u>

Dr. McDaris reported the following items:

- Rising RHS senior Johnathon Meeks has been selected as a "Senator" for the American Legion Boys Nation Convention in Washington, D.C., on July 22-29.
- Governor Cooper has signed House Bill 103 into law, giving us a state budget for 2022-2023. The budget includes raises for teachers and non-certified staff as well as other education-related projects.
- Senate Bill 671 was passed into law. It allows school systems to continue to provide remote instruction for severe weather and other emergencies, using the same number of maximum days allowed during the 2021-2022 school year.
- For the first time, the North Carolina state budget has been approved to eliminate student copays for reduced-price lunch for the 2022-2023 school year. This non-recurring funding will provide school lunches at no cost to all students that qualify for reduced-price meals in all schools participating in the National School Lunch Program effective July 1, 2022.
- Best wishes to long-time Buncombe County Schools Superintendent Tony Baldwin who has announced his retirement. Dr. Baldwin and Dr. McDaris are friends and colleagues who began their terms as school superintendents the same year.

Aug. 1	REGULAR MEETING	6:30 p.m.	MEC
Aug. 15	Regular 5-day schedule resumes		
Aug. 15-16	TCS Administrators' Retreat	7:30am - 4:30pm	PFES
Aug. 19	New Teacher Orientation	8:00am - 4:00pm	Rogow Room
Aug. 19-26	Teacher workdays		
Aug. 22	REGULAR MEETING	6:30 p.m.	MEC
Aug. 29	First student day		
Sept. 5	Labor Day holiday		
Sept. 5	NO MEETING		
Sept. 19	REGULAR MEETING	6:30 p.m.	MEC
Sept. 30	Remote learning day		
Oct. 3	REGULAR MEETING	6:30 p.m.	MEC
Oct. 17	REGULAR MEETING	6:30 p.m.	MEC
Oct. 31, Nov. 1	Teacher workdays		

13. Important Dates

14. Other Items

Chairman McCoy extended the board's condolences to Dr. McDaris on the loss of his mother, Becky McDaris. She commended him for attending tonight's meeting and asked everyone to keep the McDaris family in their thoughts and prayers.

Chairman McCoy announced that the board would postpone its scheduled work on the superintendent's annual evaluation until the next regular meeting when the full board is present.

15. <u>Closed Session</u>

ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. DOMOKUR, the board voted unanimously to go into closed session pursuant to N.C.G.S. § 143-318.11 (a)(3) to consult with an attorney employed by or retained by the public body in order to preserve the attorney-client privilege between the attorney and the board and to discuss the lawsuit of *John Doe by and through Jami Reese v. Transylvania County Board of Education,* 22 CVS 1168. Following a short recess, the closed session convened at approximately 7:50 p.m. The following board members were present: Tawny McCoy, Chair; Ron Kiviniemi, Vice Chair; Courtney Domokur, and Kimsey Jackson. Also present were Dr. Jeff McDaris, Superintendent; and Chris Campbell, Board Attorney. No action was taken in the closed session. ON A MOTION BY MRS. MCCOY, SECONDED BY MR. KIVINIEMI, the board unanimously adjourned the closed session at approximately 8:15 p.m.

16. <u>Possible Action Following Attorney Advice in Closed Session</u> None

There was no further business, and ON A MOTION BY MRS. MCCOY, SECONDED BY MR. JACKSON, the meeting was adjourned at 8:16 p.m.

Respectfully submitted,

Chairman

Secretary

PERSONNEL REPORT July 18, 2022

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

Licensed Personnel

Haley Patton, Teacher, PFES, effective June 2, 2022 John Stokes, Teacher & Coach, BHS, effective June 2, 2022 Kathryn Lee Timmons, Teacher, BHS, effective June 2, 2022

Classified Personnel

Diana Collins, Office Support, BES, effective June 29, 2022 Carly Godfrey, Teacher Assistant, BES, effective June 1, 2022 Allison Miller Nicholson, Teacher Assistant, BES, effective June 1, 2022

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

Licensed Personnel

Mary Beck, Teacher, PFES, effective August 19, 2022 Melanie Carrick, Teacher, BMS, effective August 19, 2022 Debra Dovie Carabantes, School Counselor, BES, effective August 19, 2022 Lydia Davis, Speech Language Pathologist, BES, effective August 19, 2022 William Lindsey, Teacher, BHS, effective August 19, 2022 Theresa Mayes, Teacher, PFES, effective August 19, 2022 Brandon McIntyre, Teacher & Coach, BHS, effective August 19, 2022 Heidi Spradlin, Instructional Coach, RMS & RHS, effective August 19, 2022 Julia Thramann, School Counselor, BES, effective August 19, 2022

Classified Personnel

Cynthia Adams, Teacher Assistant, BES, effective August 23, 2022 Karra Ford, Teacher Assistant, BES, effective August 23, 2022 Bethany Green, Distance Learning Facilitator and ISS Coordinator, RMS & RHS, effective August 23, 2022 Silvana Tooher, Teacher Assistant, BES, effective August 23, 2022

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

Licensed Personnel

Emily Atkinson, from Teacher, BMS, to Teacher, BHS, effective August 19, 2022 Jessica McCall, from Teacher, BES, to Assistant Principal, RMS & RHS, effective July 1, 2022

Lydia Odell, from Distance Learning Coordinator & In-School Suspension Supervisor, BHS, to Teacher, RMS, effective August 19, 2022

Rebecca Walkup, from Teacher, RMS, to Teacher, BHS, effective August 19, 2022

<u>Classified Personnel</u> None

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

Licensed Personnel

Katherine Reinhart, Teacher, BHS, Discretionary Leave Without Pay (BOE Policy 7510), effective August 19, 2022 through June 15, 2023

<u>Classified Personnel</u> None

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

Substitute Teachers
None

Substitute School Nutrition Workers None

Budget Amendment - State Public School Fund

Amendment no. 6

Function Code	Description	Current Budget	Increase (Decrease)	Amended Budget
	REVENUES Revenues	\$26,854,407		\$26,854,407
	EXPENDITURES			
5100	Regular Instructional	16,444,954	(303,016)	\$16,141,937.32
5200	Special Instructional	3,360,345	0	\$3,360,344.68
5300	Alternative Programs	712,187	0	\$712,186.68
5400	School Leadership	1,504,108	87,818	\$1,591,925.75
5800	School-Based Support	1,519,530	0	\$1,519,530.25
6100	Support And Development	256,755	0	\$256,755.00
6200	Special Population Support And Dev	34,250	0	\$34,250.00
6300	Alternative S & D	0	0	
6400	Technology Support	30,331	0	\$30,331.00
6500	Operational Support	2,339,280	42,212	\$2,381,491.86
6600	Financial And Human Resources	229,320	159,835	\$389,154.96
6900	Policy And Leadership	265,159	13,151	\$278,310.48
7100	Regular Community Service	2,750	0	\$2,750.00
7200	Ancillary Services	155,439	0	\$155,439.00
8100	Pay To Oth Govt & Tfrs Of			
8400	Interfund Transfers			
	TOTAL EXPENDITURE BUDGET	\$26,854,407	(\$0)	\$26,854,407

EXPLANATION:

See attached

Passed by majority vote of the Transylvania County Board of Education this 18th day of July, 2022.

McCa aling Tawny McCoy, Chairman Jeff MeDaris, Secretary

PRC	Description
001	Classroom Teachers
002	Central Office Administration
003	Non-Instructional Support Personnel
004	K-5 Program Enhancement Teachers
005	School Building Administration
006	School Psychologist - Position
007	Instructional Support
008	School Psychologist Conversion to Dollars
012	Driver Training
013	CTE-Months Of Emplyment
014	CTE-Program Support
015	School Technology Fund
016	Summer Reading Camp
019	Small County
024	Disadvantaged Student Supp
027	Teacher Assistants
029	Behavioral Support
032	Exceptional Children
034	Academic/Intellectually Gifted
045	Compensation Bonus
046	Test Result Bonus
048	Test Result Bonus - (Ap/Ib, CTE, Principal)
054	Limited English (LEP)
056	Transportation
061	Classroom Material, Instr Supplies, Equipment
063	Special Program Funds - Ec
064	CTE Grade Expansion Program Grant
067	Assistant Principal Interns-MSA
069	At-Risk Student Ser/Alternative Schools
071	Supplemental Funds for Teacher Compensitation
073	School Connectivity
085	Early Grade Reading Proficiency
120	LEA Financed Purchase Of School Buses
120	CRF Summer Learning Program
122	CRF-School Health Support
122	CRF - Nondigital Resources
123	CRF-Student Computers And Devices
124	CRF-Student Devices
125	CRF-Personnel Computers And Devices
120	CRF-Connectivity School Buses
127	CRF-Home And Community Wifi
130	Textbooks
130	Textbook & Digital Resources (Dollar Transfer)
131	CRF-Exceptional Children
132	CRF-Cybersecurity
135	CRF-Personal Protective Equipment
141	ARRA - Ttitle 1
154	Covid-19 Supplemental Funds

Budget Amendment - Local Current Expense Fund

Amendment no. 5

Function Code	Description	Current Budget	Increase (Decrease)	Amended Budget
	REVENUES			
	Revenues	\$13,439,972	\$0	\$13,439,972
	Appropriated Fund Balance	123,720		123,72
	EXPENDITURES		0	
5100	Regular Instructional	\$4,291,031.75	230,442	\$4,521,473.6
5200	Special Instructional	\$471,993.92	(798)	\$471,196.3
5300	Alternative Programs	\$140,370.47	(197)	\$140,173.5
5400	School Leadership	\$1,227,825.62	(9,338)	\$1,218,487.9
5500	Co-Curricular	\$418,003.96	0	\$418,003.9
5800	School-Based Support	\$1,202,692.19	(273,839)	\$928,853.5
6100	Support and Development	\$414,417.18	(6,682)	\$407,735.2
6200	Special Population Support and Development	\$62,133.07	26,507	\$88,640.0
6400	Technology Support	\$175,905.60	0	\$175,905.6
6500	Operational Support	\$2,695,130.22	0	\$2,695,130.2
6600	Financial And Human Resources	\$570,957.06	(9,565)	\$561,391.6
6700	Accountability S & D	\$8,997.44	(7,324)	\$1,673.4
6900	Policy And Leadership	\$365,543.83	19,689	\$385,233.1
7100	Regular Community Service	\$9,452.69	533	\$9,985.6
7200	Ancillary Services	\$3,917.00	0	\$3,917.0
8100	Pay To Oth Govt & Tfrs Of	\$1,381,600.00	30,571	\$1,412,170.9
	TOTAL EXPENDITURE BUDGET	\$13,439,972	(\$0)	\$13,439,97

EXPLANATION:

To reflect actual expenditures

Passed by majority vote of the Transylvania County Board of Education this 18th day of July, 2022.

Mc 0 aune Tawny McCoy, Chairing Jeff McDaris, Secretary