

**Minutes
Transylvania County Board of Education
September 21, 2015**

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. International Student Exchange Trip
7. Local Board Training Credit
8. Policy:
 - A. 1000 Series: Governing Principles
 - B. 2000 Series: Board Operations
9. FY16 Budget Update
10. Master Facilities Plan
11. Timeline for Magnet, STEM or STEAM Options
12. Superintendent's Update
13. Voting Delegates for NCSBA Annual Conference
14. Important Dates
15. Public Comment
16. Other Items
17. Closed Session (*added*)

The Transylvania County Board of Education met in regular session at 6:30 p.m. on September 21, 2015 at the Morris Education Center. Ron Kiviniemi led in a moment of silence and Marty Griffin led the Pledge of Allegiance. Chairman McCoy welcomed everyone and called the meeting to order. She reported that Cindy Petit would be joining the meeting late. In addition to approximately seven guests, the following individuals were in attendance:

BOARD MEMBERS:

Tawny McCoy, Chair
Cindy Petit, Vice Chair
Marty Griffin
Ron Kiviniemi
Betty Scruggs

BOARD ATTORNEY:

John Henning

MEDIA:

John Lanier, *Transylvania Times*

STAFF:

Dr. Jeff McDaris, Superintendent
Jenny Hunter, Administrative Assistant
Jeremy Gibbs, Director, Human Resources
Norris Barger, Director, Business Services
Brian Weaver, Director, 6-12 Curriculum/Instruction
Audrey Reneau, Director, K-5 Curriculum/Instruction
Chris Whitlock, Director, Technology Services
Kevin Smith, School-Community Relations Coordinator
Joe Russo, TCAE President
Sara Plum, Ashley Dickson & Laura Patch, Teachers
Mark Ellenberger, School Resource Officer

1. Approval of Agenda

ON A MOTION BY MRS. MCCOY, SECONDED BY MR. GRIFFIN, a closed session to discuss a student matter was added to the agenda for September 21, 2015.

2. Public Comment

Crystal Pressley, parent, expressed concerns about the student dress code at Rosman Middle School. She reported that her daughter had been asked to change clothes due to being in violation of the dress code. Mrs. Pressley had her daughter stand and show the board her outfit, which included leggings worn under shorts. Mrs. Pressley stated that she did not see anything wrong with the outfit and asked the board to reconsider the student dress code.

3. Good News Report

Dr. McDaris reported that the Brevard Rotary Club would be delivering dictionaries to all third graders in Transylvania County Schools in September. Providing dictionaries is an annual service project for the Rotarians, and this year they will also read to kindergarten students as a part of the project. Pisgah Forest Elementary School Principal Merriman Nichols is organizing the reading sessions.

Dr. McDaris welcomed SRO Ellenberger and Attorney Henning to the meeting.

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. There were no new names on the list.

5. Consent Agenda

ON A MOTION BY MR. KIVINIEMI, SECONDED BY MR. GRIFFIN, the minutes of the August 17, 2015 meeting and the personnel report for September 21, 2015 (see attached) were approved as presented.

6. International Student Exchange Trip

Brevard High School teachers Sara Plum, Ashley Dickson, and Laura Patch presented a request for approval of a student exchange trip to Denmark in the spring of 2016. Twenty students would be involved, and the trip would take place during the week of spring break to minimize the number of days missed. Per policy IIC, "Field Trip Approval and Cancellation," trips outside the continental United States shall not be sponsored or approved by individual schools without prior approval of the Board of Education upon the recommendation of the superintendent. Dr. McDaris stated that he would meet with the teachers to discuss details of the trip and would make a recommendation at the next regular meeting.

7. Local Board Training Credit

ON A MOTION BY MR. KIVINIEMI, SECONDED BY MRS. SCRUGGS, the following applications for local board member training credit for the 2015-2016 year were unanimously approved:

Date	Training Activity	Location	Member	Contact Hours
8/13/15	TCS Administrators' Retreat	Trans. Co. Library	McCoy	2.5
8/13/15	TCS Administrators' Retreat	Trans. Co. Library	Griffin	3.0
8/13/15	TCS Administrators' Retreat	Trans. Co. Library	Scruggs	1.5
8/18/15	TCS New Educator Orientation	Gorges State Park Visitor Center	Scruggs	1.5
8/18/15	TCS New Educator Orientation	Gorges State Park Visitor Center	Griffin	2.0

8. Policy

Jeremy Gibbs presented 14 new policies from the 1000 series, “Governing Principles,” for second-read approval and 8 old policies for rescission. He reported that policy 1310/4002, Parental Involvement, had been revised to reflect current practice regarding “opt out” options for reproductive health curriculum. There were no other changes. ON A MOTION BY MRS. SCRUGGS, SECONDED BY MR. GRIFFIN, the board unanimously adopted the following new policies as presented and rescinded the following old policies:

ADOPTED		RESCINDED	
1000	Legal Status of the Board and School System		
1010	Board Authority and Duties		
1100	Governing Principles		
1310/4002	Parental Involvement		
1320/3560	Title I Parent Involvement	KC	Title I Parent Involvement
1510/4200/7270	School Safety		
1610/7800	Professional and Staff Development	GCBCA; GCBCA-R	Employee Training and Development
1710/4021/7230	Prohibition Against Discrimination, Harassment, and Bullying	ACB	Discrimination, Harassment and Bullying
1720/4015/7225	Discrimination, Harassment, and Bullying Complaint Procedure	ACB-R	Discrimination, Harassment and Bullying Complaint Procedure
1730/4022/7231	Nondiscrimination on the Basis of Disabilities		
1740/4010	Student and Parent Grievance Procedure		
1742/5060	Responding to Complaints		
1750/7220	Grievance Procedure for Employees	GBM; GBM-R	Staff Grievances
1760/7280	Prohibition Against Retaliation	GBMA	Prohibition Against Retaliation

Mr. Gibbs presented 41 new policies from the 2000 series, “Board Operations,” as first-read information and recommended 12 old policies for rescission (see table below). He reported that some of the new policies may be revised before the next read. The following policies were discussed:

- *2500 (Options A and B), Hearings Before the Board.* Mr. Gibbs recommended that the board choose Option A in order to be consistent with the procedures and protocols of other types of hearings.
- *2110, Board Member Elections.* Mr. Kiviniemi asked about a proposed bill that would make all school board elections partisan. Mr. Henning reported that the bill had not passed.
- *2650, Liaison with School Boards Association.* Chairman McCoy asked about language stating that the cost of NCSBA membership would be included in each

year’s budget. Mr. Henning reported that the board would have the option to address this line item within each year’s budget recommendation.

- *2020, School Board Legal Status.* Attorney Henning reported that the school board attorneys are reviewing the language of this policy and would have a recommendation for the next meeting.
- *2123, Board Member Opportunities for Development.* Chairman McCoy requested a revision to reflect new legislation that changes the requirement for board members to earn 12 hours of training every year to 12 hours of training every two years.

Mr. Gibbs reported that the 2000 series policies would be presented for approval at the next regular meeting. ON A MOTION BY MR. GIBBS, SECONDED BY MR. KIVINIEMI, the new policies and old policies listed below were unanimously accepted as first-read information.

2000 Series: Board Operations			
New Policies (first-read; information)		Old Policies (first-read; recommended for rescission)	
2000	Operational Goals of the Board		
2010	Board and Superintendent Relations		
2020	School Board Legal Status	BB; BB-R	School Board Legal Status
2100	Board Member Legal Status		
2110	Board Member Elections		
2115	Unexpired Term Fulfillment		
2116	Removal from Office		
2120	Code of Ethics for School Board Members	BH	Code of Ethics for School Board Members
2121	Board Member Conflict of Interest	BHA	Board Member Conflict of Interest
2122	Role of Board Members in Handling Complaints		
2123	Board Member Opportunities for Development		
2125/7315	Confidential Information		
2130	Board Member Compensation and Expenses		
2200	Election of Officers/Organization of Board		
2210	Duties of Officers		
2220	Official School Spokesperson		
2230	Board Committees		
2300	Board Meetings	BD; BD-R	School Board Meetings
2310	Public Participation at Board Meetings	AE	Public Participation at Board Meetings
2320	Compliance with the Open Meetings Law		
2321	Closed Sessions		
2325	Board Meeting News Coverage		

2330	Board Meeting Agenda		
2335	Advance Delivery of Meeting Materials		
2340	Parliamentary Procedures		
2341	Quorum		
2342	Voting Methods		
2400	Board Policies		
2410	Policy Development	BF	Policy Development, Revision, and Rescission
2420	Adoption of Policies		
2430	Dissemination and Preservation of Policies		
2440	Policy Review and Evaluation	BFG/BFGA	Policy Review and Evaluation/Manual Accuracy Check
2450	Suspension of Board Policies		
2460	Administration in Policy Absence		
2470	Administrative Procedures	CHA; CHC	Development of Administrative Rules; Administrative Rules Dissemination
2475	School Rules		
2500.OPTA	Hearings Before the Board	BDA	Hearings Before the Board
2500.OPTB	Hearings Before the Board	BDA	Hearings Before the Board
2600	Consultants to the Board		
2610	Board Attorney		
2650	Liaison with School Boards Associations		

9. FY16 Budget Update

Dr. McDaris reported that the state has finally approved a budget for the 2015-2016 year. Mr. Barger reported that beginning teacher pay will be raised from \$3300 to \$3500 per month. Certified employees (teachers, assistant principals, and instructional support) will move up a step on the salary schedule, if eligible, and will receive a \$750 bonus. Principals and all other school system employees will receive a \$750 bonus, prorated for percentage of employment. The bonus will be paid in December and will be taxed, but will not go toward retirement earnings. State funding for driver's education will be fully restored for 2015-2016. Teacher assistant funding will be preserved at 2014-2015 levels. Textbook and digital resource funding will be increased by \$20 million in year one and \$30 million in year two of the biennium. Mr. Barger also reported that the state transportation allotment would be reduced due to lower fuel prices.

Mr. Kiviniemi asked how many of the district's textbooks are more than 10 years old. Brian Weaver reported that TCS had a math adoption last year and would adopt science texts this year; however, the new funds will not be enough to allow replacement of all outdated textbooks K-12. Mrs. Scruggs asked if high schools would be purchasing class sets of materials in either digital or printed texts. Mr. Weaver reported that would depend on the publisher and quantity purchased. Dr. McDaris noted that although digital materials are easier to update, they cost just as much as printed textbooks. Mr. Barger added that many digital editions expire after five years, thus requiring school systems to buy new.

Vice Chairman Petit joined the meeting at 7:00 p.m.

Mr. Griffin requested an update on the IRS/social security issue. Mr. Barger reported that some school system employees have received an IRS notice of income tax due for the 2013 year. This is in error. The Social Security Administration (SSA) did not process the 2013 employer file upload correctly. Despite the business office mailing hard copies of all employee W2s to them, the SSA has not yet entered the correct information in their system. The school system is in the process of contacting Representative Mark Meadow's office for help.

Mr. Griffin requested an update on House Bill 539. Mr. Barger reported that the Senate is trying to pass legislation requiring LEAs to share more types of monies with charter schools. House Bill 539 could be heading to the Senate Floor immediately, and school boards are urged to communicate with Senators and House members in opposition to the bill. Dr. McDaris reported that the changes contained in HB 539, if passed, are likely to lead to years of litigation.

10. Master Facilities Plan

Chad Roberson from Clark Nexsen Architects presented the first look at the new master facilities plan for Transylvania County Schools. The plan provides a comprehensive study of the major areas for repairs and renovations, future areas needing improvement, and areas of immediate concern for each school, campus, and work site. A breakdown of estimated costs is shown here:

<u>Facility</u>	<u>Total Costs</u>
Brevard Elem.	\$ 5,684,098
Brevard High	52,759,852
Brevard Middle	3,622,574
Davidson River	616,823
Pisgah Forest Elem.	6,096,523
Rosman Elem.	13,430,965
Rosman Middle & High	32,558,483
T.C. Henderson Elem.	1,243,513
Plant Operations/Bus Garage	422,558
Morris Education Center	<u>1,115,638</u>
Grand Total	\$117,837,015

Mr. Roberson pointed out that the projects designated as Phase 1 in the report are the items needing to be done immediately to keep the facility from degrading further. He reported that Brevard High School is the most strained facility at this time. At this campus the cost of renovation and the cost of building new are very close. Mr. Roberson demonstrated a construction multiplier chart showing how much less the \$118 million in total repairs and renovations would have cost if they had been done 5-10 years ago and how much higher that number will go by waiting another 5-20 years to address the needs. The board thanked Mr. Roberson for his presentation and directed the superintendent to schedule a work session as soon as possible to further discuss the plan.

11. Timeline for Magnet, STEM or STEAM Options

Dr. McDaris presented a potential timeline for the implementation of a magnet, STEM or STEAM program at T C. Henderson Elementary School. Board members requested that a work session be scheduled to discuss this topic in depth.

12. Superintendent's Update

Dr. McDaris reported the following items:

- Any timeline for a new program at TCH should take into account the facilities study, types of grants that could be incorporated, Montessori design elements, and other elementary schools wanting similar programs.
- TCS offers some STEM options in schools already.
- Other possible topics for board work sessions include strategic planning, AdvancED recommendations, facilities, budget, and funding formulas.
- Dr. McDaris attended the WNC Conference on Early Childhood earlier today at UNCA.
- Work is underway with principals to implement virtual days during bad weather months to reduce the need for so many makeup days.
- A reminder to stay abreast of how funds can be diverted to charters.
- The timeline discussion may also incorporate other schooling options, such as college-style scheduling at high schools.
- Board members were asked to consider starting their lunch meetings at schools, usually done in the spring, earlier this year. These meetings carry no business, just discussion and opportunities to visit with students and staff.
- Kevin Smith will make available any type of social media training (i.e., use of Twitter) that the board would like to have.
- The administration is exploring opportunities for customer service training.

13. Voting Delegates for NCSBA Annual Conference

Dr. McDaris reported that the North Carolina School Boards Association 46th Annual Conference for Board Member Development will be held on November 16-18, 2015 in Greensboro. Each board must certify the members that will serve as voting delegates at the conference and send the names to NCSBA by October 19. ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. PETIT, Betty Scruggs, Marty Griffin, and Ron Kiviniemi were appointed to represent the Transylvania County Board of Education on all voting matters at the 2015 NCSBA Annual Conference. The board discussed possibly rescheduling the November 16 board meeting since two or more members may be attending the annual conference. The board will look at alternate dates and make a rescheduling decision at the next regular meeting.

14. Important Dates

Oct. 1	NCSBA District 8 Fall Meeting, 4-8 p.m., BMS
Oct. 14	Early dismissal (noon)
Oct. 14-16	NCSBA Fall Law Conference, Asheville, NC
Oct. 19	REGULAR MEETING, 6:30 p.m., MEC
Oct. 26-27	Teacher workdays
Nov. 11	Veteran's Day holiday
Nov. 12	Thanksgiving lunch for TCS staff, students, and retirees
Nov. 16	REGULAR MEETING, 6:30 p.m., MEC
Nov. 16-18	NCSBA Annual Conference, Greensboro, NC
Nov. 25	Annual leave day
Nov. 26-27	Thanksgiving holidays
Dec. 21	REGULAR MEETING, 6:30 p.m., MEC
Dec. 21-Jan. 1	Christmas break
Jan. 15	End of first semester
Jan. 18-19	Teacher workdays
Jan. 19*	REGULAR MEETING, 6:30 p.m., MEC

*In recognition of the Martin Luther King, Jr., holiday on Monday, January 18, 2016, the regular monthly meeting for January will be held on Tuesday, January 19.

15. **Public Comment**

There was no other public comment.

16. **Other Items**

Mr. Henning reported that House Bill 539, if passed, would go after monies that are not currently shared with charter schools, including:

- Indirect costs including child nutrition.
- Reimbursements except for Medicaid and Medicare for a particular student. (E-Rate is one of the biggest).
- Fees for actual costs. This would apply to before- and after-school programs run by the schools.
- Sales tax revenues regardless of how distributed.
- Gifts and grants that do not expressly exclude charters; were not expressly restricted by the donor or grantor to an individual school; or were given or pledged after July 1, 2015. This would require school districts to ask anyone who gives them a gift or grant to include language that expressly excludes charters or expressly restricts the gift/grant to a particular school.
- Federal appropriations made directly to LEAs.
- Supplemental property tax revenue even if the charter school is located outside the taxing jurisdiction.

17. **Closed Session**

ON A MOTION BY MRS. MCCOY, SECONDED BY MR. KIVINIEMI, the board voted to go into closed session to consult with the board attorney regarding a matter that is not a public information (student records), pursuant to N.C.G.S. § 143-318.11(a)(1), and 115C-402. The board took a five-minute recess before entering the closed session at 8:33 p.m. Present in the closed session were Chairman McCoy, Vice Chairman Petit, Mr. Kiviniemi, Mr. Griffin, Mrs. Scruggs, Dr. McDaris, and Attorney Henning. No action was taken. ON A MOTION BY MRS. SCRUGGS, SECONDED BY MR. GRIFFIN, the board reconvened in open session at 9:05 p.m.

There was no further business, and ON A MOTION BY MR. GRIFFIN, SECONDED BY MRS. SCRUGGS, the meeting was adjourned at 9:07 p.m.

Respectfully submitted,

Chairman

Secretary

**PERSONNEL REPORT
September 21, 2015**

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

Licensed Personnel

Connie Denning, Exceptional Children Program Compliance Coordinator, Districtwide, effective September 18, 2015

John Moore, Teacher, BHS and DRS, effective August 20, 2015

Classified Personnel

Doris Pressley, Teacher Assistant, PFES, effective August 19, 2015

Lori Roberts, Teacher Assistant, RES, effective August 17, 2015

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

Licensed Personnel

Melanie Bell, Teacher, RMS, effective September 8, 2015

Jessica Compton, Teacher, BHS and DRS, effective September 21, 2015

Meredith Copeland, Teacher, PFES, effective August 19, 2015

Doris Anne Ferguson, Teacher, BHS, effective September 21, 2015

Alyssa Miller, Teacher, RES, effective August 21, 2015

Classified Personnel

Leanne Addison, Teacher Assistant, BHS, effective August 31, 2015

Candice Cox, Bus Driver, TCS, effective September 22, 2015

Nikitra Davis, Bus Driver, TCS, effective September 22, 2015

Shaunna McCall, After-School Worker, TCS, effective September 22, 2015

Theresa Newell, Bus Driver, TCS, effective September 22, 2015

James Cody Owen, Bus Driver, TCS, effective September 22, 2015

Jonathan Taylor, Bus Driver, TCS, effective September 22, 2015

William Tellman, Bus Driver, TCS, effective September 22, 2015

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

Licensed Personnel

Toni Haley, from Teacher, BMS, to Exceptional Children Program Compliance Coordinator, Districtwide, effective September 21, 2015

Carrie McCall, from Teacher Assistant, PFES, to Teacher, BMS, effective August 19, 2015

Classified Personnel

Debbie English, from Custodian & Bus Driver, RES, to Custodian & Bus Driver, RHS and RMS, effective August 31, 2015

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

Licensed Personnel

None

Classified Personnel

Erica Shelton, Teacher Assistant, TCH, GCBDB family leave effective September 14, 2015 through June 14, 2016

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

Substitute Teachers

Lisa Bolt
Caroline Collins
Kathleen Hannigan
Kathryn Jackson
Paul Jones
Antonia Koone
Michael Madison
Luke Manditch
Shaunna McCall
Cressa Megown
Deborah Smith

Substitute Child Nutrition Workers

Dianne Heath
Shaunna McCall
Theda Norris
Shelly Putnam
Sarah Skinner
Mary Terry