The Jackson County Board of Education met in regular session at 6:00 p.m. on Tuesday, June 24, 2014, at the School Board Administrative Offices, 398 Hospital Road, Sylva, NC. The following members were present:

Ken Henke, Chairman  
Ali Laird-Large, Vice-Chairman  
Elizabeth Cooper  
Margaret McRae  
Matt Wike

Also present were Dr. Michael Murray, Superintendent; Dr. Kimberly Elliott, Assistant Superintendent; Chad Donnahoo, School Board Attorney; and Cora Fields, Board Assistant.

**CALL TO ORDER**

Chairman Ken Henke called the business meeting to order.

Mr. Henke led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

*Upon a motion by Mrs. Ali Laird-Large and seconded by Mr. Matt Wike, the board voted unanimously to approve the Agenda.*

**OPEN SESSION FOR PUBLIC COMMENTS**

None.

**CONSENT ACTION AGENDA**

Action: *Upon a motion by Mrs. Ali Laird Large and seconded by Mrs. Elizabeth Cooper, the board unanimously approved the consent action agenda:*

A. Open Session Minutes of Regular Meeting on May 26, 2015

**INFORMATION AGENDA**

A. **Agenda Item:** Superintendent’s Report  
   **Presenter:** Dr. Michael Murray

Dr. Murray thanked all Jackson County Schools Principals’ for their hard work this school year. Dr. Murray attended the graduations at Jackson County Early College, Blue Ridge Early College, the School of Alternatives, and Smoky Mountain High School. He said that these events were outstanding and it was his greatest pleasure to watch our children succeed.
Dr. Murray attended the opening of the Mustang Classic Golf Tournament this week at Balsam Mountain. He said that this event is the largest fund raising event for the Smoky Mountain High School Mustangs and that it could not happen without the students.

Dr. Murray attended the ground breaking for the School of Alternatives walking track last week. This ongoing project would not be possible without the Sylva and Cashiers Rotary clubs collaboratively working together with Jackson County Public Schools.

B. **Agenda Item:** Maintenance Update  
**Presenter:** Joe Buchanan, Maintenance Director

Mr. Buchanan provided an update of the following maintenance projects:
- Blue Ridge  
  - Carpet Replacement for Media Center  
  - Roof over the Early College Vocational Building
- Cullowhee Valley  
  - Water Heater Replacement for School  
  - Carpet Replacement for Media Center  
  - Roof Replacement scheduled for Mid-July on K Wing
- Fairview  
  - Start Air Conditioning Replacement for C & D Pod
- Scotts Creek  
  - Start Carpet Replacement in classrooms this week
- School of Alternatives  
  - Work with Sylva Rotary on Walking Trail (Removing Dirt and Debris)  
  - Remove tree at entrance and add parking  
  - Resurface to asphalt to entrance of school and parking lot to back entrance
- Smokey Mountain Elementary  
  - Recondition Garden at entrance to school  
  - Rework ditch lines at driveway to school
- Smokey Mountain High School  
  - Start Roof Replacement for B Building

C. **Agenda Item:** Title II Grant  
**Presenter:** Terri Hollifield

Ms. Terri Hollifield updated the board on the Title II Grant application. She informed the board that the Title I and Title II grants were consolidated due to Federal Reporting in the State CCIP System and presented a brief overview of the 2015-2016 consolidated grant.

D. **Agenda Item:** Title III Grant  
**Presenter:** Terri Hollifield

Ms. Hollifield presented the board with information about the 2015-2016 Title III Grant application. This formula grant provides additional support to English Language Learners.

E. **Agenda Item:** Local AIG Plan Interim Report  
**Presenter:** Terri Hollifield

Ms. Hollifield updated the board on the Local AIG Plan Interim Report. She stated that this report provides the implementation status of the current local AIG Plan and highlights the focus of the program.
F. **Agenda Item:** 2015/2016 Student Handbooks – High Schools: SMHS; BREC; JCEC; SA  
**Presenter:** Dr. Kim Elliott, Assistant Superintendent and Jason Watson, Director of Secondary Education

Mr. Watson updated the board on the transition of the High School student handbooks to Live Binders on the JCPS Internet. Mr. Watson said that as policies are updated and approved by the board changes are made to the on-line student handbooks in real time. Mr. Watson said that the drug testing policy and grading point policy will be updated in July. Dr. Elliott said that the on-line handbooks are providing consistency in procedures throughout Jackson County Public Schools and that we have not received any complaints due to the change from printed copies.

G. **Agenda Item:** 2015/2016 Student Handbooks – Elementary School: BRS; CVES; FES; SCES; SMES  
**Presenter:** Dr. Kim Elliott, Assistant Superintendent and Jason Watson, Director of Secondary Education

Mr. Watson updated the board on the transition of the Elementary School student handbooks to Live Binders on the JCPS Internet.

H. **Agenda Item:** Smokey Mountain Elementary School Surplus  
**Presenter:** Dr. Kim Elliott, Assistant Superintendent

Dr. Elliott presented the following list of Smokey Mountain Elementary School items that have been declared surplus and will be sold:

- School supplies such as old books
- Board games
- Tables
- Ear phones
- Printers

I. **Agenda Item:** Child Nutrition Department Surplus  
**Presenter:** Dr. Kim Elliott, Assistant Superintendent

Dr. Elliott presented the following list of Child Nutrition items that have been declared surplus and will be sold:

- 5 portable containers for food transportation
- 8 small electrical advertisement signs
- 1 cookie warmer
- 1 tabletop warmer
- 1 pretzel warmer
- 1 pizza warmer with stand
- 1 Kellogg’s cereal/snack stand

J. **Agenda Item:** Drivers Education Fee Update  
**Presenter:** Gwen Edwards, Finance Officer

Mrs. Edwards updated the board on Drivers Education fees for the upcoming school year. She said that the senate has submitted a budget that has not been passed at this time, which does not include any money for Driver Education Fees. The proposal would allow school districts to charge the parents up to the total cost of providing this service. Without state funding, Jackson County Public Schools will not be able to continue
funding this program. Additional provisions in the proposed budget would pass the educational responsibility to the Community Colleges.

K. **Agenda Item:** Unaudited Financial Summary  
**Presenter:** Gwen Edwards, Finance Officer

Mrs. Edwards presented the Unaudited Financial Summary as of June 23, 2015.

**ACTION AGENDA**

A. **Agenda Item:** Budget Amendments  
**Presenter:** Gwen Edwards, Finance Officer

Mrs. Edwards asked for approval of budget amendments and transfers to the State, Federal, Capital Outlay, and other Specific Revenue funds.

**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, the board voted to approve the Budget Amendments and transfers as requested by Mrs. Edwards.

B. **Agenda Item:** Interim Budget Resolution for 2015-2016  
**Presenter:** Gwen Edwards, Finance Officer

Mrs. Edwards presented the board with the Interim Budget Resolution for 2015-2016 and asked for board approval.

**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mr. Matt Wike, the board voted to approve the Interim Budget Resolution for 2015-2016 as requested by Mrs. Edwards.

C. **Agenda Item:** Purchase of Maintenance Service Truck  
**Presenter:** Gwen Edwards, Finance Officer

Mrs. Edwards presented the quote for a new maintenance service truck and asked the board for approval.

**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Elizabeth Cooper, the board voted to approve the purchase of a new maintenance service truck as presented by Mrs. Edwards.

D. **Agenda Item:** Board of Education Meeting Schedule 2015-2016  
** Presenter:** Ken Henke

Mr. Henke presented the proposed BOE meeting schedule for 2015-2016. Mr. Henke asked for board approval to the schedule.

**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae the board voted unanimously to approve the BOE meeting schedule for 2015-2016.

E. **Agenda Item:** Title 1 Application  
**Presenter:** Terri Hollifield

Mrs. Terri Hollifield informed the board that funds from the Title I grant will be used to support the Intervention Specialist at Blue Ridge School and Smokey Mountain Elementary School. The grant will also provide funding for two additional teachers, and the LEAP coordinator position. Mrs. Hollifield asked the board to approve the Title 1 Application.
**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mr. Matt Wike, the board voted unanimously to approve the Title I Grant Application.

F. **Agenda Item:** Child Nutrition Vendors for 2015-2016  
**Presenter:** Dr. Kim Elliott, Assistant Superintendent

Dr. Elliott presented the list of vendors for the Child Nutrition program for 2015-2016 and asked for board approval.

**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Elizabeth Cooper, the board voted unanimously to approve the Child Nutrition Vendors for 2015-2016.

G. **Agenda Item:** Policy Updates  
**Presenter:** Dr. Michael Murray, Superintendent

Updates:
1. Professional and Staff Development (1610/7800)  
2. Grievance Procedure for Employees (1750/7220)  
3. Board Attorney (2610)  
4. Curriculum Development (3100)  
5. Technology in the Educational Program (3220)  
6. School Calendar and Time for Learning (3300)  
7. Conflict Resolution (3431)  
8. Alternative Learning Programs/Schools (3470/4305)  
9. Extracurricular Activities and Student Organizations (3620)  
10. Attendance (4400)  
11. Registered Sex Offenders (5022)  
12. School Meal and Competitive Foods Standards (6230)  
13. Organization of the Purchasing Function (6410)  
14. School Finance Officer (8510)

Dr. Murray presented the proposed changes to the above listed policies and asked for board approval.

**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the policy updates as listed above.

H. **Agenda Item:** Field Trips  
**Presenter:** Dr. Michael Murray, Superintendent

1. UNC-Charlotte – Jackson County Early College, Grade 12, Charlotte, NC, Sept. 11, 2015, Travel Tracker #1555.  
2. Wake Forest University – Smoky Mountain High School, Grades, 9-11, Wake Forest, NC, July 19, 2015 to July 24, 2015, Travel Tracker #1558.

Dr. Murray reviewed the above listed field trips and asked the board for approval.

**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mr. Matt Wike, the board voted unanimously to approve the field trips as listed above.

**CLOSED SESSION**
The board unanimously approved a motion by Mrs. Ali Laird-Large and seconded by Mrs. Elizabeth Cooper to enter into closed session pursuant to G.S. 143.318.11 for the following purposes: under subsection; (a) (1) to prevent the disclosure of privileged or confidential personnel information pursuant to G.S. 115C-319-32 and (a) (3) to discuss matters protected by attorney-client privilege.

Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Elizabeth Cooper, the board voted unanimously to return to open session.

OPEN SESSION

Action: Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, the board unanimously approved the consent action agenda:

A. Closed Session Minutes of Meeting on May 26, 2015.

PERSONNEL ACTION AGENDA

Action: A motion was made by Mrs. Ali Laird-Large to approve the personnel agenda as recommended by Dr. Murray and was seconded by Mrs. Margaret McRae. The board unanimously approved the following recommendations:

Employee Retirements:
1. Haney-Hollifield, Teresa – Title 1 Director, Central Office

Employee Resignations:
1. Baker, Martin – CTE Teacher, Cullowhee Valley Elementary School
2. Beaudet, Susan – Teacher, Smokey Mountain Elementary School
3. Bryant, Pamela – EC Teacher, Cullowhee Valley Elementary School
4. Buchanan, Leslie – Teacher, Smokey Mountain Elementary School
5. Carter, Thomas – Custodian, Smoky Mountain High School
6. Pendry, Heather – Child Nutrition Assistant, Scotts Creek Elementary School
7. Turner, Sutton – Teacher, Blue Ridge School

Employee Recommendations:
1. Bigelow, Adam – CTE Teacher, Blue Ridge Early College
2. Blankenship, Susan – Part-Time Driver Education Instructor, County-wide
3. Carter, Thomas – Substitute Bus Driver, Smokey Mountain Elementary School
4. Carter, Thomas – Custodian, Smokey Mountain Elementary School
5. Dunford, Olin – EC Teacher Assistant, Smoky Mountain High School
6. Estep, Audrey – Teacher, Smokey Mountain Elementary School
7. Frizzell, Carla – EC Teacher Assistant, Smoky Mountain High School
8. Helton, Victoria – Teacher, Smokey Mountain Elementary School
9. Jones, Eva - Part-Time Driver Education Instructor, County-wide
10. Jolly, Michaila – Language Enhanced Afterschool Program Tutor, Cullowhee Valley Elementary School
11. Lovedahl, Lindsey – EC 1-1 Teacher Assistant, Blue Ridge School
12. Lovedahl, Lindsey – Substitute Bus Monitor, Cullowhee Valley Elementary School
13. Macke, Stacy – Virtual School/Computer Lab Facilitator, School of Alternatives
14. McConnell, Tracy – Teacher, Fairview Elementary School
15. Mediate, Michelle – Teacher, Scotts Creek Elementary School
16. Odom, Abbi – Teacher, Scotts Creek Elementary School
17. Pierson, Kenneth – CTE Teacher, Blue Ridge Early College
18. Reddin, Colby – Teacher, Smoky Mountain High School  
19. Rogers, Christie – Teacher, Smokey Mountain Elementary School  
20. Stanick, Jason – Teacher, Smoky Mountain High School

**Staff Coach Recommendations:**

1. Davis, Barbara Renay – Head Girl’s Basketball Coach, Cullowhee Valley Elementary School  
2. Extine, Jamie – Assistant Varsity Football Coach, Smoky Mountain High School  
3. Graves, Darrin – Assistant Boy’s Basketball Coach, Smokey Mountain Elementary School  
4. Green, Travis – Head Boy’s Basketball Coach, Cullowhee Valley Elementary School  
5. Henson, Mary – Spirit Coordinator, Smoky Mountain High School  
6. Phillips, Julie – Spirit Coordinator, Smoky Mountain High School

**Transfers Requiring Action:**

1. Bowers, Amanda – From CTE Teacher at Smoky Mountain High School to School Nurse at Fairview Elementary School

**Summer Employment:**

1. Barkiewicz, Amanda – After School Assistant, Cullowhee Valley Elementary School  
2. Broom, Anita – Bus Custodian, Bus Garage  
3. Buchanan, Teresa – Bus Driver for Summer Reading Camp, Fairview Elementary School  
4. Bumgarner, Mary – Bus Driver for Summer Reading Camp, Smokey Mountain Elementary School  
5. Cantrell, LeeAnn - Bus Driver for Summer Reading Camp, Cullowhee Valley Elementary School  
6. Campbell, Chris – Summer Camp Assistant, Scotts Creek Elementary School  
7. Carnathan, Mona - Bus Driver for Summer Reading Camp, Blue Ridge School  
8. Carter, Thomas - Bus Driver for Summer Reading Camp, Smokey Mountain Elementary School  
9. Cathcart, David – Substitute Bus Driver for Summer Reading Camp, Fairview Elementary School  
10. Davis, Barbara - Bus Driver for Summer Reading Camp, Cullowhee Valley Elementary School  
11. Edmonds, Genia – Substitute Teacher for Summer Camp, Scotts Creek Elementary School  
12. Eichorn, Amanda – Substitute Teacher for Summer Camp, Scotts Creek Elementary School  
13. Ensley, Bailey – Substitute Bus Driver for Middle School Summer Academy, Scotts Creek Elementary School  
14. Fiskeaux, Kim – Teacher for Middle School Summer Academy, Scotts Creek Elementary School  
15. Gillen, Elizabeth – Bus Monitor, Cullowhee Valley Elementary School  
16. Hart, Chrysan – Summer Camp Assistant, Scotts Creek Elementary School  
17. Hedden, Kim - Substitute Bus Driver for Middle School Summer Academy, Scotts Creek Elementary School  
18. Henson, Karissa – Bus Custodian, Bus Garage  
19. Jones, Tammy - Substitute Bus Driver for Middle School Summer Academy, Scotts Creek Elementary School  
20. Jones, Tammy – Bus Driver for Summer Reading Camp, Scotts Creek Elementary School  
21. Kilby, Charles – Bus Driver for Summer Reading Camp, Blue Ridge School  
22. Kinsey, Sheila – Bus Driver for Summer Reading Camp, Blue Ridge School
23. McCoy, Susan – Summer Camp Assistant, Scotts Creek Elementary School  
25. Palmer, Preston – Summer Camp Assistant, Cullowhee Valley Elementary School  
26. Proffitt, Dennis - Substitute Bus Driver for Summer Reading Camp, Fairview Elementary School and Cullowhee Valley Elementary School  
27. Reece, Cara – Summer Camp Assistant, Scotts Creek Elementary School  
28. Reynolds, Carrie – Teacher for Middle School Summer Academy, Scotts Creek Elementary School  
29. Stillwell, Renee – After School Assistant, Cullowhee Valley Elementary School  
30. Stillwell, Renee – EC Extended School Year Teacher, Cullowhee Valley Elementary School  
31. Welch, Shannon – Bus Driver for Summer Reading Camp, Scotts Creek Elementary School  
32. Williams, Tara – Teacher for Middle School Summer Academy, Scotts Creek Elementary School  
33. Woodring, Shannon – After School Assistant, Cullowhee Valley Elementary School

ANNOUNCEMENTS

The next regularly scheduled business meeting of the Board of Education is July 28, 2015 at 6:00 p.m., at the Board of Education Administrative Offices, 398 Hospital Road, Sylva, NC.

ADJOURNMENT

There being no objection, Chairman Henke adjourned the meeting at 7:20 p.m.

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Ken Henke, Chairman                     Dr. Michael L. Murray, Secretary