The Jackson County Board of Education met in regular session at 6:00 p.m. on Monday, November 16, 2015, 398 Hospital Road, Sylva, North Carolina. The following members were present:

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

Also present were Dr. Kim 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 Mrs. Margaret McRae, 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 of October 27, 2015.

**INFORMATION AGENDA**

A. **Agenda Item:** Superintendent’s Report  
   **Presenter:** Dr. Kim Elliott, Assistant Superintendent
On behalf of Dr. Michael Murray, Superintendent, Dr. Elliott reported on the following:

- Dr. Murray, Dr. Elliott and members of the School Board attended the Veterans Day Celebration and Monument Rededication at the Old Rock School grounds in Webster on Nov. 11, 2015. The Town of Webster rededicated a restored World War II monument placed in 1951 by students for their fallen classmates. Jackson County Public Schools utilizes a portion of the property where the monument is located and has agreed to lease the property to the Town of Webster.
- Dr. Elliott announced that Smoky Mountain High School student, Ms. Mary Kelly, was featured on WLOS as the Person of the Week for performing CPR to save an elderly gentleman’s life. Ms. Kelly learned this life saving skill as a HOSA student in Ms. Edith Callahan’s class at Smoky Mountain High School.
- Dr. Elliott announced that Ms. Katee Johnson, a teacher at ?, has been selected as the 2015-2016 North Carolina Music Teacher of the Year.
- Dr. Elliott announced that Mr. Adam Holt, Principal, Blue Ridge Early College, and Ms. Rebecca Ensley, Principal, Jackson County Early College, received congratulatory letters from Ms. June Atkinson, State Superintendent, for achieving 95% graduation rates for 2014-2015 school year.

B. Agenda Item: Maintenance Update
   Presenter: Dr. Kim Elliott, Assistant Superintendent

Dr. Elliott updated the board on the following maintenance projects:
- Mr. Darin Allison, Maintenance Director will be on the job tomorrow, pending Board Approval this evening.
- Completed a temporary repair to the Fairview Gym Roof
- Blue Ridge Batting Cage nearing completion; Metal roof has been contracted
- SMHS- repair of 4 leaks in hallway near new gym
- CVS – Bonitz Roofing Company was on campus this past Tuesday to assess leak in new roof in K-2 hallway
- Bid has gone out for the School of Alternatives water pipes and restroom/shower addition. The pre-bid meeting was completed last week.

C. Agenda Item: Unaudited Financial Summary
   Presenter: Ms. Gwen Edwards, Finance Officer


ACTION AGENDA

A. Agenda Item: Budget Amendments
   Presenter: Ms. Gwen Edwards, Finance Office

Ms. Edwards asked the board for approval of transfers and budget amendments for the State Public School fund, Local Current Expense Fund, Federal Grant Fund, Capital Outlay Fund, and Other Specific Revenue Funds.
**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mr. Matt Wike, the board voted unanimously to approve the budget transfers and amendments.

**B. Agenda Item:** Renewal of Paul Holt contract – Fines and Forfeitures  
**Presenter:** Dr. Kim Elliott, Assistant Superintendent

Dr. Elliott informed the board that we have received a letter from Attorney Paul Holt asking the board to extend his contract with Jackson County Public Schools to provide attorney services for the collection of Fines and Forfeitures.

**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, the board voted unanimously to approve an extension of Mr. Paul Holt’s contract through March 2016.

**C. Agenda Item:** Engineer to determine costs, scope, and feasibility timeline for NFL Turf Grant  
**Presenter:** Cindi Simmons

Ms. Simmons informed the board that the bid review committee met to review the responses from design professionals qualified in turf design and project installation. Selection was based on qualifications, references and experience compatible with the scope of work for this project as outlined in the grant. Ms. Simmons asked for board approval on the following:

1. Engineering Services with Civil Design Concepts for the Schools and Community in Jackson County Field Surface Project.
2. Authorization for the Superintendent to enter into the engineering contract.

**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Elizabeth Cooper, the board voted unanimously to approve engineering services with Civil Design Concepts for the Schools and Community in Jackson County Field Surface Project.

**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mr. Matt Wike the board voted unanimously to authorize the Superintendent to enter into the engineering contract.

**D. Agenda Item:** Request approval to proceed with bid process and purchase of computers  
**Presenter:** David Proffitt, Technology Director

Mr. Proffitt briefed the board about the second phase of the tablet device implementation in Jackson County Public Schools. Mr. Proffitt informed the board that the County Commissioners have allotted the money for the computer purchase and asked the board for approval to proceed.

**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Elizabeth Cooper, the board voted unanimously to approve the bid process and purchase of computers.

**E. Agenda Item:** Policy Updates  
**Presenter:** Dr. Kim Elliott, Assistant Superintendent

Updates:

1. Prohibition Against Discrimination, Harassment, and Bullying (1710/4021/7230)  
2. Responding to Complaints (1742/5060)
3. School Calendar and Time for Learning (3300)
4. School Trips (3320)
5. Workday and Overtime (7500)
6. Employee Conflict of Interest (7730)
7. Non Career Status Teachers; Non-renewal (7950)

Dr. Elliott presented the proposed changes to the above listed policies and asked for board approval. The board decided to defer policy 3320 – School Trips, to the December board meeting.

Action: Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the above listed policy updates and defer policy 3320 to the December agenda.

F. Agenda Item: Field Trip Requests
   Presenter: Dr. Kim Elliott, Assistant Superintendent

Field Trips:
2. O’Neal Middle School Science Olympiad – Fairview Elementary School, Grades 7 & 8, Southern Pines, NC, Dec. 11-12, 2015, Travel Tracker #1953
3. Dodgen Middle School – Fairview Elementary School, Grades 7 & 8, Marietta, GA, Jan. 22-23, 2016, Travel Tracker #1954

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

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

CLOSED SESSION

The board unanimously approved a motion by Mrs. Ali Laird-Large and seconded by Mr. Matt Wike, 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. Elizabeth Cooper, the board unanimously approved the consent action agenda:

A. Closed Session Minutes of Meeting on October 27, 2015.

G. Agenda Item: Richmond County V Cowell litigation
Presenter: Mr. Chad Donnahoo, Board Attorney

Mr. Chad Donnahoo, Board Attorney, explained the Richmond County V Cowell litigation and told the board that joining in this action is an attempt to recover monies that should be directed to the schools from equipment violation fines. He also explained that the litigation would go forward regardless of Jackson County Public Schools participation. The board wanted to ensure that the Jackson County Commissioners did not misinterpret our participation in this litigation as unsupportive of the Commissioners or the Jackson County Sheriff’s Office.

Action: Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, the board voted unanimously to approve Jackson County Public Schools joining in the Richmond County V. Cowell litigation.

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 Recommendations:
1. Allison, Darin – Maintenance Director, District
2. Barkiewicz, Amanda – After School Assistant, Cullowhee Valley Elementary School
3. Bennett, Stacia – Teacher, Blue Ridge Early College
4. Bishop, Samantha – After School Assistant, Cullowhee Valley Elementary School
5. Blanton, Morgan – Substitute Bus Monitor, Cullowhee Valley Elementary School
6. Button, Lindsay – EC Homebound Teacher, School of Alternatives
7. Chastain, Crystal – EC Teacher Assistant, School of Alternatives (Name correction)
8. Childers, Scott – Assistant Principal, Scotts Creek Elementary School
9. Copeland, Heather – After School Assistant, Cullowhee Valley Elementary School
10. Fisher, Cassandra – Receptionist, Cullowhee Valley Elementary School
11. Fisher, Tammy – After School Assistant, Cullowhee Valley Elementary School
12. Gourd, Emily – After School Assistant, Fairview Elementary School
13. Jones, Amanda – Substitute Custodian, Cullowhee Valley Elementary School
14. Lewis, Ashley – After School Assistant, Cullowhee Valley Elementary School
15. Lossiah, Elise – EC Teacher Assistant, Smokey Mountain Elementary School
16. Martin, Carroll – Substitute Bus Monitor, Smokey Mountain Elementary School
17. Roper, Rebecca – School Nutrition Manager, Cullowhee Valley Elementary School
18. Spangenberg, Blair – Teacher, Blue Ridge School

Employee Retirements:
1. Buchanan, Harley Eric – Custodian, Smokey Mountain High School

Employee Resignations:
1. Brazell, Tiffani – School Nutrition Assistant, Smokey Mountain Elementary School
2. Gordon, Jennifer – Teacher Assistant, Blue Ridge School
3. Henson, Mary – Spirit Coordinator position only, Smokey Mountain High School
4. Reece, Cara – School Nutrition Assistant, Scotts Creek Elementary School
5. Morgan, Jennifer – After School Assistant, Cullowhee Valley Elementary School
6. Phillips, Julie – Spirit Coordinator position only, Smoky Mountain High School

Non-Staff Coach Recommendations:
1. Barringer, Katherina – Assistant Coach Women’s Junior Varsity Basketball, Smoky Mountain High School
2. Howard, Hailey – Head Coach Junior Varsity Cheer, Smoky Mountain High School

ANNOUNCEMENTS

The next regularly scheduled business meeting of the Board of Education is December 15, 2015, at 6:00 p.m., at the Board of Education Administrative Offices, 398 Hospital Road, Sylva, North Carolina.

ADJOURNMENT

There being no objection, Chairman Henke adjourned the meeting at 7:30 p.m.

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