The Jackson County Board of Education met in regular session at 6:00 p.m. on Tuesday, December 15, 2015, at the School Board Administrative Offices, 398 Hospital Road, Sylva, North Carolina. The following members were present:

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

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

CALL TO ORDER

Chairman Ken Henke called the business meeting to order.

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.

SPECIAL RECOGNITION

Dr. Murray presented a certificate to Ms. Katee Johnson, Music Teacher at Cullowhee Valley Elementary School, recognizing her as the North Carolina Music Teacher of the Year.

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 November 16, 2015.

INFORMATION AGENDA

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

Dr. Murray updated the board on the following items:
1. Dr. Murray informed the board about a letter from the Cashiers Rotary thanking him and Dr. Elliott for their presentations concerning the State of the System at Blue Ridge School.
2. Dr. Murray informed the board about a letter he received from the Town of Webster thanking Jackson County Public Schools for participating in the World War II Monument relocation and dedication held on November 11, 2015.

B. Agenda Item: Maintenance Update
   Presenter: Mr. Darin Allison, Maintenance Director

Mr. Allison provided an update on the following maintenance projects:
- School of Alternatives- water line/pipe replacement
- Fairview K-8- Roof replacement/repair for gym, media, commons area
- Smokey Mountain High School- Boiler Room/water issues in Auxiliary Gym
- Blue Ridge School- Roof and Gutters completed on batting cage
- Smokey Mountain K-8- Design phase for heating and air

C. Agenda Item: Surplus Vehicles
   Presenter: Dr. Kim Elliott, Assistant Superintendent

Dr. Elliott presented the following list of items that have been declared surplus and will be sold on govdeals.com:

1. Unit 8007, 2002 Ford Sedan
2. Unit 8038, 2000 Mercury Sedan
3. Unit 8035, 1995 Mercury Sedan

D. Agenda Item: Unaudited Financial Summary
   Presenter: Mrs. Gwen Edwards, Finance Officer


**ACTION AGENDA**

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

Mrs. Gwen Edwards presented budget amendments to the State Public School Funds, Federal Grant Funds, and other Specific Revenue Funds 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 above listed budget amendments.

B. Agenda Item: Approval for purchase of computers
   Presenter: Mr. David Proffitt, Technology Director

Mr. Proffitt presented the quote for the purchase of 60 computers 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 purchase of 60 computers from Tiber Creek Consulting.

C. Agenda Item: Renewal of Lease Agreements between JCBOE and Doris Pannell
Dr. Murray presented an agreement to extend the lease of the pasture land at Scotts Creek School from Doris Pannell for two additional years. The lease will expire on December 31, 2017.

**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Elizabeth Cooper, the board voted unanimously to approve the extension of the lease with Mrs. Doris Pannell.

D. **Agenda Item:** Approval for tree removal at 166 Fallen Barn Ridge, Sylva  
**Presenter:** Dr. Kim Elliott, Assistant Superintendent

Dr. Elliott informed the board that she received a request from Mrs. Painter, the owner of 166 Fallen Barn Ridge, to remove five trees located on Jackson County Public Schools property that were damaging her fence and out buildings. Dr. Elliott asked for board approval to remove the trees. Mr. Henke asked that Ms. Painter put her request in writing.

**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the removal of five trees at 166 Fallen Barn Ridge.

E. **Agenda Item:** Letter of Support for Bus Seatbelts  
**Presenter:** Dr. Michael Murray, Superintendent

Dr. Murray informed the board about a letter from Mr. Derek Graham, DPI Section Chief, Transportation Services, requesting letters of interest from local education agencies interested in pursuing an implementation project involving new buses equipped with lap/shoulder belts combined with a local policy requiring students to use the belts. Dr. Murray asked the board for approval to send a letter of support for the bus seatbelt project.

**Action:** Upon a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, the board voted unanimously to approve the letter of support for bus seatbelts.

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

Updates:
1. School Trips (3320)  
2. Safety and Student Transportation Services (6305)

Dr. Murray presented the updates to the above listed policies 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 policy updates.

G. **Agenda Item:** Field Trip Request  
**Presenter:** Dr. Michael L. Murray, Superintendent

1. Outer Banks – Blue Ridge Early College, Grades 7 and 8, Outer Banks, NC, April 11, 2016 to April 14, 2016, Travel Tracker #2114

Dr. Murray reviewed the above listed field trip request 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 above listed field trip.

**CLOSED SESSION**

The board unanimously approved a motion by Mrs. Ali Laird-Large and seconded by Mrs. Margaret McRae, 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. Margaret McRae, the board voted unanimously to return to open session.

**OPEN SESSION**

**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. Closed Session Minutes of Regular Meeting of November 16, 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. Elizabeth Cooper. The board unanimously approved the following recommendations:

**Employee Recommendations:**
1. Bell, Tasha - School Nutrition Assistant, Smokey Mountain Elementary School
2. Fulmer, Sydney – After School Assistant, Cullowhee Valley Elementary School
3. Hannah, Melissa – Interim Teacher, School of Alternatives
4. Hoyle, Joe – Substitute Custodian, Scotts Creek Elementary School
5. Jones, Leah – School Nutrition Assistant, Scotts Creek Elementary School
6. Jones, Steven J. – Substitute Fuel Truck Driver, Bus Garage
7. Lloyd, Brandy – Teacher Assistant, Blue Ridge School
8. Messer, Melissa – Substitute School Nutrition Assistant, Smoky Mountain High School, Cullowhee Valley Elementary School and Blue Ridge School
9. Pressley, Janie – Teacher Assistant, Cullowhee Valley Elementary School
10. Pruitt, William – Custodian and Bus Driver, Smokey Mountain Elementary School
11. Stokes, Paige – Tutor, Scotts Creek Elementary School
12. Webb, Nina – Substitute Bus Driver, Cullowhee Valley Elementary School

**Employee Resignations:**
1. Campbell, Chris – After School Assistant, Scotts Creek Elementary School
2. Childers, Richard Scott – Assistant Principal, Scotts Creek Elementary School
3. Grant, Bridget – EC Behavior Specialist, Smokey Mountain High School
4. Hoyle, Elizabeth – Speech Language Pathologist, Cullowhee Valley Elementary School
5. Lang, Bonnie – School Nutrition Assistant, Fairview Elementary School
6. Littrell, Bradley – Teacher, Smokey Mountain High School
7. Nations, Brian – Technology Technician, Central Office
8. Roughton, Jessica – School Nutrition Assistant, Smoky Mountain High School  
9. Stepp, Peggy – Bus Driver, Smoky Mountain High School

**Non-Staff Coach Recommendations:**
1. Chastain, Heather – Head Coach Middle School Softball – District-wide  
2. Lloyd, Brandy – Assistant Coach Varsity Softball, Blue Ridge Early College  
3. Maney, Alexis – Head Coach Middle School Women’s Basketball, Fairview Elementary School  
4. Orr, Seth – Head Coach Middle School Baseball, District-wide

**Staff Coach Recommendations:**
1. Ellenburg, Jeremy – Head Coach Varsity Baseball, Smoky Mountain High School

**Transfer Requiring Action:**
1. Napert, David – From Teacher at Smoky Mountain High School to Teacher at School of Alternatives

**Employment Separation:**
1. Prewitt, Pauline – Bus Monitor, Cullowhee Valley Elementary School

**Decline of Contract Offer:**
1. Holt, Paul, Board of Education Attorney, Fines and Forfeitures

**ANNOUNCEMENTS**

The next regularly scheduled business meeting of the Board of Education is January 26, 2016 at 6:00 p.m., at the Board of Education Administrative Offices, 398 Hospital Road, Sylva, North Carolina.

**ADJOURNMENT**

There being no objection, Chairman Ken Henke adjourned the meeting at 7:00 p.m.

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