

**Jackson County Board of Education  
Minutes of Regular Meeting  
Sylva, North Carolina**

398 Hospital Road, Sylva

April 28, 2020

6:00 p.m.

The Jackson County Board of Education held their regular session on Tuesday, April 28, 2020, at 6:00 p.m., in Sylva, North Carolina. Due to N.C. Governors Executive Order 121, the meeting was conducted using video and telephone conferencing to limit the number of people present for the meeting. The following members were present via telephone:

Alison Laird-Large, Chairperson  
Margaret McRae  
Wes Jamison  
John Henning, School Board Attorney

The following members were present:

Elizabeth Cooper, Vice Chair  
Abigail Clayton

Also present were Dr. Kimberly Elliott, Superintendent; Jacob Buchanan, Assistant Superintendent; Dr. Kevin Bailey, Personnel Director; Jeremiah Jackson, Chief Technology Officer; and Cora Fields, Board Assistant.

**CALL TO ORDER**

Chairperson Ali Laird-Large called the business meeting to order.

Ali Laird-Large led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

*Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve the Agenda.*

**OPEN SESSION FOR PUBLIC COMMENTS**

None.

**CONSENT ACTION AGENDA**

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mr. Wes Jamison, the board unanimously approved the consent action agenda:*

- A. Open Session Minutes of Regular Meeting of March 24, 2020.

## INFORMATION AGENDA

- A. **Agenda Item:** Superintendent's Report  
**Presenter:** Dr. Kim Elliott, Superintendent

Dr. Elliott commended the District Staff and School Principals for their work during this unprecedented time and reported on the following items:

1. Principals are planning for Proms and Graduations, utilizing social distancing and drive by events. Dr. Elliott thanked David Proffitt for posting this information.
2. Planning for Student Award Ceremonies is underway.
3. The State has provided new guidance on grading for the 2019-2020 school year and will be disseminated shortly.
4. Registration is on-going for all grades.
5. Students will continue remote learning – Individual student surveys will be sent out by teachers.
6. Dr. Elliott announced that a \$300 dollar one-time bonus will be provided to essential staff who worked on site 50% of the time during the COVID 19 pandemic. Funding for substitute teachers will be used for these bonuses as a token of appreciate from the district.
7. Dr. Elliott spotlighted the following High School Senior Students:

### Blue Ridge Early College

1. Kaitlyn Stewart and Tristan Biddix – Winners of the XIX Amendment Research Paper contest on “The History and Influence of the Nineteenth Amendment to the U.S. Constitution”. This contest was for Junior and Seniors at Blue Ridge Early College. Each contestant had to submit a paper in range of 2,000-2,500 words (not including the Works Cited). This project was one part of the Cashiers 19th Centennial Celebration for the Cultural Enrichment Task Force of Vision Cashiers, Inc., a 501-C3 non-profit organization whose mission is “Improving Cashiers...today.”
2. Ashley Alvarez - Receiving her Associates of Art Degree from SCC in addition to her High School Diploma. She has many offers from colleges and universities and plans to make a final decision in the next few weeks. Due to her stellar academic work, she was also a *QuestBridge* Finalist.
3. Allison Morales - Receiving her Associates of Art Degree from SCC in addition to her High School Diploma. She has decided that Western Carolina University is the school for her! Allison has been an elected member of the Student Government Association for four years. Her outstanding commitment to service and leadership shows the trust and respect she has gained from her classmates.
4. William Hall - Successfully completed his education at BREC. He is a shining example of how to help others. He has tremendous perseverance, which is recognized in his willingness and excitement to work in his job at the Humane Society every opportunity that he has. William's biggest strength is the positive affect that he has on the lives he touches daily, spreading joy, teaching those around him to live in the moment, and loving the simple things in life. He is that student who genuinely and undoubtedly makes your day.

### Jackson Community School

1. Danielle Hutchinson - Winner of National History Day District Competition, Western Region 1<sup>st</sup> place

2. Kylie Chatham - Winner of National History Day District Competition, draWestern Region 1<sup>st</sup> place
3. Josia Smoker - Winner of the Jackson County Arts Council art contest. This is quite an honor because the contest was held for all college and high school students in Jackson County as well as Cherokee High School.
4. Nick Mathis - Worked with the custodian to keep our school clean. He helped serve lunch to JCS students with cafeteria staff. He worked at Ingles as part of his work training. There his evaluations were excellent. He worked in the cafeteria at SC and his work there was highly praised. Nick demonstrated a strong work ethic not only when working these jobs and his school-work.
5. Erick Brooks - Outstanding JCS and CCP student. Erick is enrolled in Welding 131 at SCC where he currently maintains a 99.8 grade average. Erick's goals are to finish his Associate's degree in Welding at SCC; work with a welding travelling crew and return to Jackson County to open his own welding shop.

Jackson County Early College

1. Keanu Ammons - New Century Scholarship - all tuition for WCU  
 SECU People Helping People Scholarship - \$ 10,000 in total  
 Sol Schulman Scholarship - \$ 4,384  
 NTHS/BYF Scholarship - \$2,000  
 Jackson County Genealogical Society Scholarship - \$750
2. Mariana Ramirez - Dreamer Scholarship - Full Scholarship to Delaware State University
3. Kayla Broom - Innovation Summit- \$12,000  
 High Point Scholarship- \$20,000  
 Siegfried Leadership Fellows- \$15,000
4. Carley Robertson - WCU Grant  
 CS Madison Academic Scholarship
5. Ethan Kompathoum - Carolina Covenant Scholarship
6. Sam Plemmons - New Century Scholars Scholarship

Smoky Mountain High School

1. Cayson Tiedge – Full Tuition Scholarship to UNC-Chapel Hill
2. Kat Morgan – PEO Scholarship - \$2,500
3. Jenaya Reagan – Golden Leaf Scholarship - \$3,000 for 4 years
4. Brianna Ashe – NC SECU Foundation Scholarship - \$10,000
5. Shawn Byfield – WNC Regional Scholarship – Semifinalist - \$1,000
6. Jadden Smith – UTI Scholarship - \$1,000
7. Clayton Frady – Full Scholarship to play football at Gardner Webb
8. Danner Hill – Commitment to play football at Maryville College
8. Dr. Elliott announced that planning is underway for the Board Budget Retreat. The Retreat will include the Board Chair and Vice-Chair, to assist in planning prior to the formal presentation to the Jackson County Commissioners.
9. Dr. Elliott thanked each of the Directors that have worked diligently during the past few months for keeping buses rolling, meals for students, and remote learning on every level.

**B. Agenda Item: Declared Surplus**

**Presenter:** Mr. Jacob Buchanan, Assistant Superintendent, for Rhonda Hooper, Purchasing Specialist

Mr. Buchanan informed the board about the following item that was declared as surplus and will be sold on govdeals.com:

1. White 2002 Mazda – School Bus Garage

**C. Agenda Item:** Maintenance and Capital Projects Update

**Presenter:** Mr. Jacob Buchanan, Assistant Superintendent, for Mr. Jason Watson, Maintenance Director

Mr. Buchanan provided the board with an update from Mr. Jason Watson on Maintenance and Capital Projects.

**D. Agenda Item:** Board Member Information Sessions

**Presenter:** Mr. Jacob Buchanan, Assistant Superintendent

Mr. Buchanan informed the board that special Board Member Information Sessions are being planned for the following topics: Finance, Curriculum and Instruction, Extra-Curricular Programs, Exceptional Children Programs, and Operations. Mr. Buchanan asked the board members to contact the Superintendent, Board Chair, or him, about available dates for these meetings.

**E. Agenda Item:** Unaudited Financial Summary

**Presenter:** Mr. Jacob Buchanan, Assistant Superintendent, for Kristie Walker, CFO

Mr. Buchanan presented the Unaudited Financial Summary as of April 28, 2020 for Mrs. Kristie Walker, Chief Financial Officer.

### **ACTION AGENDA**

**A. Agenda Item:** Budget Amendments

**Presenter:** Mr. Jacob Buchanan, Assistant Superintendent, for Mrs. Kristie Walker, CFO

Mr. Buchanan presented budget amendments to the Local Current Expense Fund, Capital Outlay Fund, State Public School Fund, Federal Grant Fund, and Other Specific Revenue Fund and asked for board approval.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve the budget amendments and transfers to the Local Current Expense Fund, Capital Outlay Fund, State Public School Fund, Federal Grant Fund, and Other Specific Revenue Fund.*

**B. Agenda Item:** Approval to Waive Administration of K-2 Math Assessment for the Spring Semester 2020

**Presenter:** Mr. Jacob Buchanan, Assistant Superintendent, for Mrs. Laura Dills, Director of Elementary Education

Mr. Buchanan presented a request to Waive Administration of K-2 Math Assessment for the Spring Semester 2020, from Mrs. Laura Dills, Director of Elementary Education, and asked for board approval.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton and Mrs. Margaret McRae, the board voted unanimously to Waive Administration of the K-2 Math Assessment for the Spring Semester 2020.*

**C. Agenda Item:** COPS Grant

**Presenter:** Mr. Jacob Buchanan, Assistant Superintendent

Mr. Buchanan presented the Project Narrative for the COPS Grant and asked for board approval. This 25% match grant will provide replacement cameras on JCPS buses with enhanced capabilities. Funds from the previous sale of Bus Garage property will be used for the 25% match.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton and Mr. Wes Jamison, the board voted unanimously to approve the COPS Grant.*

**D. Agenda Item:** MOU between JCPS and WCU – LEAP Program

**Presenter:** Dr. Kimberly Elliott, Superintendent

Dr. Elliott presented the Memorandum of Understanding between JCPS – Cullowhee Valley Elementary School and WCU and the Cullowhee United Methodist Church for the LEAP Program and asked for board approval.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve the LEAP Program MOU between JCPS and WCU.*

**E. Agenda Item:** Security Camera RFP Purchase Request

**Presenter:** Mr. Jeremiah Jackson, Chief Technology Officer

Mr. Jackson presented the RFP matrix and proposal for the purchase of 49 additional Security Cameras from National Communications, Inc. and asked for board approval.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve the purchase of additional Security Cameras from National Communications, Inc.*

**F. Agenda Item:** 1 to 1 Student Laptop Computer Purchase RFP

**Presenter:** Mr. Jeremiah Jackson, Chief Technology Officer

Mr. Jackson presented the RFP evaluation matrix for the purchase of 1 to 1 Student Laptop Computers from Virtucom and asked for board approval.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve the purchase of 1 to 1 Student Laptop Computers from Virtucom.*

**G. Agenda Item: Policy Updates**

**Presenter:** Dr. Kimberly Elliott, Superintendent

Policy Updates - Minor Changes:

1. Parental Involvement (1310/4002)
2. Governing Principals – Professional Development (1600)
3. Online Instruction (3102)
4. Web Page Development (3227/7322)
5. School Calendar and Time for Learning (3300)
6. Students at Risk of Academic Failure (3405)
7. Student Promotion and Accountability (3420)
8. Alternative Learning Programs/Schools (3470/4305)
9. Counseling Programs (3610)
10. Staff-Student Relations (4040/7310)
11. Unsafe School Choice Transfer (4152)
12. Release of Students from School (4210)
13. Student Discipline Records (4345)
14. News Media Relations (5040)
15. School Bus Idling (6306)
16. Workday and Overtime (7500)
17. Compliance with State Board of Education Employment Policies (7505)
18. Leave (7510)
19. Voluntary Shared Leave (7540)
20. Superintendent Evaluation (7805)

Dr. Elliott presented the minor changes to the above listed policies and asked for board approval.

**Action:** *Upon a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve the minor changes to the above listed policies.*

**CLOSED SESSION**

*The board unanimously approved a motion by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton, 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. Elizabeth Cooper and seconded by Mr. Abigail Clayton, the board voted unanimously to return to open session.*

**OPEN SESSION**

**PERSONNEL ACTION AGENDA**

**Action:** *Upon a motion made by Mrs. Elizabeth Cooper and seconded by Mrs. Abigail Clayton, the board voted unanimously to approve the personnel agenda as recommended by Dr. Elliott. The board unanimously approved the following recommendations:*

**Employee Recommendations:**

1. Bean, Charles – Activity Bus Driver, Smoky Mountain High School
2. Davis, Megan – Bus Driver, Scotts Creek Elementary School
3. Kokot, Dustin – PE Safety Assistant, Fairview Elementary School
4. Laney, Daryl – Substitute Bus Driver, Cullowhee Valley Elementary School
5. Laney, Melissa – Substitute School Nutrition Assistant, FES, SMHS, CVES, SCES, SMES
6. Watson, Tracy – Substitute Bus Driver and Activity Bus Driver, Fairview Elementary School

**Employee Resignations:**

1. Bharathae-Lane, Kullen – Tutor, Jackson Community School
2. Laney, Melissa – School Nutrition Assistant, Fairview Elementary School
3. Lanspery, Jamie Ann – Teacher Assistant, Smokey Mountain Elementary School
4. Nashif, Miranda – Afterschool Assistant, Scotts Creek Elementary School
5. Parsons, Jonathan – Head Coach Junior Varsity Men’s Soccer, Smoky Mountain High School
6. Parsons, Stephen – Assistant Coach Men’s Soccer, Smoky Mountain High School
7. Powell, Daniel Brady – Custodian and Bus Driver, Cullowhee Valley Elementary School

**Special Requests – Leave of Absence:**

1. Stephens, Chelsea – Teacher, Scotts Creek Elementary School

**Staff, Non-Staff and Returning Coach Recommendations:**

1. Ange, Ethan – District Middle School Assistant Coach Baseball, Smoky Mountain High School
2. Cauley, Jeremy – Assistant Athletic Director Spring Sports, Smoky Mountain High School
3. Douthit, Taylor – Assistant Coach District Women’s Soccer, Smoky Mountain High School
4. Mitchell, Josh – Assistant Coach Baseball, Scotts Creek Elementary School
5. Mull, Joey – Volunteer Assistant Coach Softball, Scotts Creek Elementary School
6. Phillips, Larry – Volunteer Assistant Coach Baseball, Scotts Creek Elementary School
7. Winchester, Travis – Volunteer Assistant Coach Baseball, District-wide

**FYI – BOARD ACTION NOT REQUIRED**

**Transfers:**

1. Kokot, Dustin – From PE Safety Assistant to Custodian, Fairview Elementary School

**ANNOUNCEMENTS**

**The next regularly scheduled business meeting of the Board of Education is May 19, 2020, at 6:00 p.m., at the Administrative Offices of the Board of Education, Sylva, North Carolina. This meeting will be conducted using telephone and video conferencing technology.**

**ADJOURNMENT**

There being no objection, Chairperson Ali Laird-Large adjourned the meeting at 6:53 p.m.

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Alison Laird-Large, Chairperson

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Dr. Kimberly Elliott, Secretary