

**DRAFT Minutes**  
**Transylvania County Board of Education**  
**October 19, 2009**

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
  - C. Memorial Report
6. Non-Faculty Coaches 2009-2010
7. School Health Advisory Council 2009-2010
8. Facilities Master Plan
9. Bids for BMS Gym Roof / BHS Barrel Roofs
10. DRS ABC's Local Option Goals for 2009-2010
11. Important Dates
12. Other Items
13. Public Comment

The Transylvania County Board of Education met in regular session at 6:30 p.m. on October 19, 2009 at the Morris Education Center. Present were Chris Whitmire, Chairman; Tawny McCoy, Vice Chairman; Shelia Norman; Cindy Petit; and Sue Fox. Also present were Dr. Jeff McDaris, Superintendent; Jenny Hunter, Administrative Assistant; and approximately eight staff members, guests, and media. Rodrigo Martinez, Brevard High School, was the student representative. Mrs. Norman gave the invocation and Mrs. Petit led the Pledge of Allegiance. Chairman Whitmire welcomed everyone and called the meeting to order.

1. **Approval of Agenda**  
ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. NORMAN, the agenda for October 19, 2009 was unanimously approved as presented.
2. **Public Comment**  
There was no public comment.
3. **Good News Report**  
Dr. McDaris presented the following items:
  - *RHS Student Appointed to Youth Advisory Committee* - Adam McCoy, RHS, was appointed to the North Carolina Civic Education Consortium's 2009-2010 Youth Advisory Committee. The Civic Education Consortium works with schools, governments, and community organizations to prepare young people to be active, responsible citizens. The Youth Advisory Committee (YAC) is comprised of 22 high school students from across the state of North Carolina. Its purpose is to ensure that the Consortium's activities continue to meet the needs of its target audience—young people. Members of the YAC serve as role models for civic engagement and spread news of the Consortium's initiatives in their own schools and communities. Each

session, the YAC chooses a project for members to work on throughout the year. Past projects have included encouraging voter education and involvement in the electoral process, as well as advocating for youth voice and representation on local governing bodies. Board members congratulated Adam on his appointment and commended him for his service.

- *TCBOE Member Selected for NCSBA Board of Directors* - Transylvania County Board of Education member, Shelia Norman, has been selected to serve on the Board of Directors for the North Carolina School Boards Association. Her nomination will be officially confirmed at the NCSBA Annual Conference in November, at which time she will begin her two-year term. As a state Board member, Mrs. Norman will attend quarterly NCSBA meetings and serve as a voice from Transylvania and the western region on issues that affect school systems across the state.
- *NC Council on the Holocaust* - Rosman High School teacher, Stacie Dotson, has been appointed to a two-year term on the North Carolina Council on the Holocaust. The Council on the Holocaust is a state agency in the NC Department of Public Instruction, established in 1981 by executive order of then Governor Jim Hunt and authorized in 1985 by the General Assembly. It is comprised of 24 members, some of whom are Holocaust survivors or first-generation lineal descendants of survivors. Through education programs and annual commemorations, the Council strives to help prevent atrocities similar to the systematic mass murder by the Nazis of six million Jews and others from 1933 to 1945. Seven to nine workshops are held throughout the school year at sites across the state. Over 6,000 teachers and administrators have attended Council workshops since 1989.
- *Bright Ideas Grant* - Joe Russo, Social Studies Teacher at DRS, received a \$486 Bright Ideas Grant from Haywood EMC for his World History class activity to teach students how ancient peoples created arrowheads and spearheads using simple tools. Students will craft their own arrowheads out of flint using striking and point flaking methods. The grant funds will buy flint knapping kits for each student to use.
- *DRS Gets Donation from Pitcher-Rivera Foundation* - Davidson River School recently received a donation of over \$2,000 from the Pitcher-Rivera Foundation Fund of the Community Foundation of Western North Carolina. The donation will support the school's academic program, providing materials for English, science, math and business classes. Students in the DRS Middle School Rebound program will benefit as well.
- *RHS Foods Class Receives Dehydrator* - Billie Wilson's students in the foods program at RHS will be learning another way to preserve foods thanks to the donation of a food dehydrator by Excalibur Dehydrator Company in Sacramento, CA. Mrs. Wilson plans to develop a capstone project in her food science class by using the dehydrator to develop a marketable product.
- *October is National Principals' Month* - The U.S. Congress has passed a resolution declaring the month of October 2009 "National Principals' Month" to honor principals for their contributions to student success. The resolution was introduced in large part due to the efforts of the National Association of Secondary School Principals (NAESP) and the National Association of Elementary School Principals (NAESP). Representative Susan Davis of California, who introduced the resolution, said,

“Principals play an essential role in closing the achievement gap and improving student performance overall. In fact, teachers often cite management as the deciding factor on whether they accept a position or stay at a school. I am proud to introduce a resolution to Congress to honor principals and give them the recognition they deserve.” That essential role cannot be overlooked. Research on the factors that lead to school success regularly points to school leadership as second only to instruction.

- *American Education Week* - ON A MOTION BY MRS. FOX, SECONDED BY MRS. NORMAN, the Board unanimously approved a proclamation designating November 15-21, 2009 as American Education Week in Transylvania County (see attached). In celebration of American Education Week, all current and retired school system employees will be invited to Thanksgiving lunch as guests of the Board at the school cafeteria of their choice on Thursday, November 19, 2009.

#### 4. **Former Students in the Military**

The Board reviewed the list of former students who are currently serving or have served in the U.S. Military. The list will be read aloud at the November meeting in honor of Veteran’s Day. Chairman Whitmire relayed thanks from a military officer who had recently visited the schools.

#### 5. **Consent Agenda**

ON A MOTION BY MRS. NORMAN, SECONDED BY MRS. PETIT, the following items were approved as presented:

- Minutes from September 21, 2009
- Revised personnel report for October 19, 2009 (see attached)
- Memorial report: The books, *Hello, Mr. Wuf* and *Mr. Wuf’s Journey through North Carolina* have been placed in the Rosman Elementary School media center in memory of Sam Keever, son of Sylvia Stepp and brother of Lystra Keever. Sylvia is a teacher assistant at RES. Lystra is a teacher at RES.

#### 6. **Non-Faculty Coaches 2009-2010**

The North Carolina High School Athletic Association requires local boards to grant permission to employ non-faculty individuals as head coaches of varsity or junior varsity teams. As a general practice, the Transylvania County Board of Education has approved *all* volunteer and contract coaches for Transylvania County Schools. ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. PETIT, the following non-faculty coaches were approved for 2009-2010 winter sports:

**BHS Men’s Basketball**  
Chad Owenby - Head JV

**BHS Women’s Basketball**  
David Hollingsworth - Head JV  
Holly Krogman - Varsity Asst.  
David McNeill - Volunteer JV Asst.  
Pam Sanders - Volunteer V. Asst.\*

**BHS Indoor Track**  
Bill Baldwin - Head

**RHS Men’s Basketball**  
Jake Dodson - Volunteer Varsity Asst.\*  
Nathan Owens - Varsity Asst.  
Chris Thomas - Volunteer JV Asst.

**RHS Women’s Basketball**  
Cam Dowdle - Head JV\*

**RMS Boys’ Basketball**  
Josh Riddle - Head  
Alex West - Volunteer Asst.\*

BHS Wrestling  
 Mark Ellenberger - Asst.  
 Jimmy Jones - Wt. Certification  
 David Michael Jordan - Vol. Asst.

RMS Girls' Basketball  
 Brittany Banther - B&G Asst.

BMS Wrestling  
 Kyle Justice - Head

*\*first-year coach with TCS*

**7. School Health Advisory Council**

ON A MOTION BY MRS. FOX, SECONDED BY MRS. PETIT, two new members of the 2009-2010 School Health Advisory Council were approved:

Talomy Gainey, Parent / DRS, one-year term  
 Taryn Gordon, Student / BHS, one-year term

Mrs. McCoy reported good attendance at the School Health Advisory Council meetings.

**8. Facilities Master Plan**

Norris Barger asked for the Board's questions and comments regarding the facilities master plan. Vice Chairman McCoy noted several differences in cost estimates between the master plan and the five-year capital outlay plan. Mr. Barger stated that the differences are primarily due to the architect's conception, and that the two documents would be more closely reconciled as the master plan is reviewed school by school. He noted that some items have been in the five-year capital outlay plan for at least ten years, during which time some cost estimates have changed. He also pointed out that items on the master plan are not in any order of priority; the Board will be prioritizing the items over the next few months. Board members had the following questions, concerns and suggestions:

- Chairman Whitmire recommended looking at multiple uses/purposes for buildings. He anticipates the Board being challenged to show how it will get multiple uses out of its facilities. He also suggested looking closely at shared-use agreements with other entities.
- Mr. Whitmire suggested getting input on the plan from teachers and building-level staff before the Board facilities tours in February. He believes that strong grassroots support for the master plan could help strengthen the Board's position during budget negotiations with the county commissioners this spring.
- Mrs. Norman asked about the status of the Education Center facility regarding the master plan. Mr. Barger explained that the Education Center is not listed on the master plan, but the commissioners have it on their list. He reported that some renovation work such as carpet removal may be done in-house. Heavy rains recently flooded the Education Center basement, causing resources to be diverted to drying out the computer server room and downstairs area. Chairman Whitmire suggested including the Education Center on the master plan along with other obvious needs such as athletic facilities at RMS and RHS in order to prevent their being overlooked. He also suggested using some term other than "renovation" for the Education Center facility.
- Mrs. Norman asked whether it would be cheaper to provide new door entry-card systems on a school-by-school basis or district-wide. Mr. Barger estimated there

are 600 doors system-wide with an average of 70 doors per school. He stated that he would talk with a lock expert to determine possible economies of scale. Mrs. McCoy pointed out that the numbers of doors could change following renovations.

- Mrs. Norman asked about getting air conditioning for the RHS gym. Mr. Barger reported that coaches have said they do not want the gyms to be air conditioned. A suggestion was made to look into renting portable a/c units for high volume events such as graduation.
- Mrs. Norman asked about installing security cameras at all schools. Mr. Barger reported that cameras are currently in place at RHS/RMS, BHS and DRS. The Board would first need to determine if cameras are needed at other schools and then discuss costs.
- There was some discussion of additional classrooms for DRS and PFES. This is currently not included in the master plan.
- Chairman Whitmire suggested holding a board workshop on the master plan after the input from schools has been received.

Dr. McDaris introduced BHS student representative, Rodrigo Martinez, to the Board. Mr. Martinez thanked the Board for the opportunity to attend and represent his school.

Vice Chairman McCoy recommended that the remaining discussion focus on one or two schools.

- Mr. Barger gave a summary of the RES master plan items. He noted that an additional More at Four classroom is needed due to the program's capacity requirements.
- There was considerable debate regarding the use or non-use of the RES bus canopy during rainy weather.
- Mrs. Norman asked about possible energy management grants. Mr. Barger stated that TCS has not qualified for these grants in the past; however, he asked Mrs. Norman to send him her information and he would look into it.

Vice Chairman McCoy requested that further discussion be temporarily tabled in order to proceed with the next agenda item. The Board agreed.

#### 9. DRS ABC's Local Options Goals for 2009-2010

Principal Donna Wilde presented the following ABC's local option goals for 2009-2010:

- A. The percentage of students at Davidson River School who pass 75% of their courses will increase by 5% (6 out of 8 for full-time students; 3 out of 4 for part-time students).
- B. The number of community members involved at Davidson River School for 2009-2010 will be 40 or more.
- C. Davidson River School staff will contact 100% of parents/guardians regarding student progress a minimum of four times per semester.

Principal Wilde reported that Davidson River sets the bar for alternative schools in the western region. The students and staff are justifiably proud of the school's success and are working hard to overcome the stereotype that DRS is just a school for troublemakers. Many activities are planned to increase positive perception of the school in and among

the community. The Board commended Mrs. Wilde for her leadership. Approval of the DRS ABC's local option goals will be requested at the next regular meeting.

#### **Facilities Master Plan (continued)**

- Mrs. McCoy pointed out that kitchen renovations and additional storage are not listed on the master plan. Mr. Barger explained that the front office renovation would eliminate the need for additional storage. He will add the kitchen item to the plan.
- Mrs. McCoy asked about the differences in costs for the school sign. Dr. McDaris stated that the difference represents costs for a lighted sign versus costs for an LED sign.
- Mr. Whitmire emphasized that the master plan document is a work in progress and would see many changes. He recommended that the Board have the five-year capital outlay plan available for its next discussion of the master plan.
- Mr. Barger gave a summary of the TCH master plan items. There was much discussion of the differences in costs for emergency site access at TCH. Mr. Barger pointed out reported that the architect's master plan would depend on right-of-ways from property owners. There was some discussion of the RES emergency route as well.
- Mrs. McCoy pointed out differences in costs for the clock and bell system, gate and soundproofing.
- Mrs. Norman asked about the possibility of combining PE and media storage and also the possibility of using a prefab unit. There was much discussion of this item.

Chairman Whitmire asked Board members for their thoughts on how best to refine the master list. Mrs. McCoy noted that the master plan forces the Board to extend its vision past the five-year capital outlay plan. Mr. Barger reported that the last master plan, which was done ten years ago, reflected \$50 million in needs. The new plan which totals \$15,352,000 shows that much progress has been made over the years. Dr. McDaris spoke about the importance of providing good educational facilities for children.

Mrs. Norman commented that a school district's central office typically serves as a showcase for the system. The Morris Education Center cannot be said to fill that role. The poor condition of the Education Center facility shows that most of the system's capital resources have been put into the schools.

The Board discussed whether the master plan would be presented as one complete package or as separate projects. Mr. Barger noted that it would be a year and half process should the commissioners decide to approve bonds for any capital projects.

There was some discussion of technology needs.

Mr. Barger stated that his goal would be to begin meeting with school groups on the master plan in order to bring their input back to the Board in time for the facility tours in February.

**10. Bids for BMS Gym Roof / BHS Barrel Roofs**

Norris Barger presented bids for repairs to the BMS gym roof and BHS cafeteria and gym barrel roofs. He reported that the roofs have leaks and need immediate repair. Five bids were taken on October 5, 2009. Mr. Barger discussed each of the bid items and recommended that the Board accept bid item #2 and bid item #3 from Cannon Roofing for two-ply cold adhesive coating for the BMS gym roof and the BHS cafeteria and gym barrel roofs. ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. PETIT, the Board unanimously approved bid item #2 in the amount of \$137,000 and bid item #3 in the amount of \$65,000 from Cannon Roofing for a total of \$202,000. Mr. Barger presented the following budget for the project:

Budget	\$174,000
Contingency	18,000
CTE air handlers	6,000
<u>BMS locker rooms</u>	<u>4,000</u>
Total	\$202,000

There was considerable discussion of the BMS locker rooms.

**11. Important Dates**

Oct. 20	Flu Shots for TCS Employees, 2-6 p.m., First Baptist Church, Brevard
Oct. 21-23	NCSBA School Law Conference, Asheville, NC
Oct. 22	RES Open House, 6:00 p.m., RES
Oct. 29, 30	Teacher Workdays
Nov. 11	Veteran's Day Holiday
Nov. 16-18	NCSBA Annual Conference, Greensboro, NC
Nov. 16	REGULAR MEETING, 6:30 p.m., MEC
Nov. 19	Superintendent's Communication Council, 3:45 p.m., MEC
Nov. 19	Thanksgiving Lunch for current and retired TCS staff, school cafeterias
Nov. 20	Student Advisory Council, 7:30 a.m., MEC
Nov. 23	Parent Advisory Council, 7:30 a.m., MEC
Nov. 25	Teacher Leave Day
Nov. 26-27	Thanksgiving Holidays

**12. Other Items**

Mrs. Norman asked for clarification on a requirement that school board members have two hours of ethics training. The General Assembly has passed a bill that requires local government entities to adopt a code of ethics on or before January 1, 2011. Additionally, each member of the board is required to have two hours of ethics training within 12 months of being elected or appointed to office and within 12 months of each re-election or re-appointment. All current school board members must complete the two hours by December 31, 2010. The two hours may be applied to the annual 12 hours of training already required of school board members. Chairman Whitmire commented on the upcoming School Law Conference in Asheville and noted that training activities could be scheduled locally when needed.

Chairman Whitmire asked for the superintendent's ideas on the best way to address renewal of the facilities use agreement with Brevard College. Dr. McDaris stated that he would like to have a committee comprised of himself, athletic directors, one or two board members, and the Director of Business Services in order to get several points of view regarding the long-term sharing of assets. Mr. Whitmire suggested having an instructional representative on the committee as well. Mr. Whitmire commended Dr.

McDaris on his handling of the arrangement with Brevard College regarding use of the BHS football field during recent heavy rains. He also commended Dr. McDaris for deconflicting shared usage of the BHS campus parking when the 35<sup>th</sup> Annual Cattlemen's Supper, which feeds approximately 600-800 people in a single evening, occurred at the same time as Brevard College's biggest football game of the year. Timely and assertive direction ensured smooth operations and prevented a likely fiasco with several thousand people competing for limited parking.

Dr. McDaris reported a spike in student absences due to flu and other illnesses. Brevard Middle and T. C. Henderson seem to be the schools hardest hit by the flu so far. Dr. McDaris reported that although some sick students are being sent to school, most families are cooperating in helping to reduce the spread of the flu virus by keeping sick children at home. Dr. McDaris commended school custodians for their extra care and diligence in sanitizing and wiping down surfaces. Mr. Whitmire suggested that the Board and administration come up with some token of appreciation for custodians in appreciation of their outstanding efforts during this flu outbreak.

Chairman Whitmire suggested as a future agenda item a discussion of deed restrictions to protect the Gillespie Circle property as a part of the Community Land Trust initiative.

13. **Public Comment**

There was no public comment.

There was no further business, and ON A MOTION BY MRS. MCCOY, SECONDED BY MRS. NORMAN, the meeting was adjourned at 9:15 p.m.

Respectfully submitted,

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Chairman

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Secretary

**PERSONNEL REPORT  
October 19, 2009**

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

Licensed Personnel

None

Classified Personnel

Judy Hannum, Teacher Assistant, PFES, effective September 30, 2009  
Anna McCall, Office Support, PFES, effective October 19, 2009

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

Licensed Personnel

Cathy Childress, Part-time Teacher, BES, effective October 20, 2009  
Kelly Hooper, Interim Teacher, RMS (75%) and RHS (25%), effective October 20, 2009  
for the duration of the 2009-2010 school year  
Carolyn McKee, Part-time Teacher, District-wide, effective October 20, 2009

Classified Personnel

Dee Hooper, Teacher Assistant, BMS, effective October 20, 2009  
Lauren Leistner, Office Support, PFES, effective October 20, 2009  
Rose McCleese, Part-time Office Support, MEC, effective October 20, 2009

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

Licensed Personnel

Freddie Whitman, from Teacher, RHS, to Teacher and Interim Athletic Director, RHS,  
effective October 20, 2009 for the duration of the 2009-2010 school year

Classified Personnel

Hollis Andersen, from Teacher Assistant, BMS, to Teacher Assistant, PFES, effective  
October 20, 2009

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

Licensed Personnel

None

Classified Personnel

None

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

Substitute Teachers

David Banks

Carson Griffin

Donna Kawa

Lisa Parmer Houston

Kyle King

William Schmidt

Vincent Warren

Substitute Child Nutrition Workers

Colleen Elizabeth Pizzo



*American Education Week*

**Proclamation**

**WHEREAS**, public schools are the backbone of our democracy, providing young people with the tools they will need to maintain our nation's precious values of freedom, civility, and equality; and

**WHEREAS**, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and

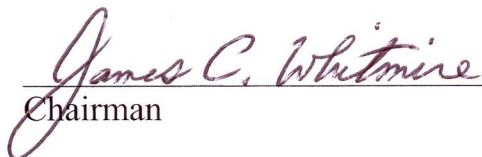
**WHEREAS**, education employees in every role work tirelessly to serve our children and communities with care and professionalism; and

**WHEREAS**, schools are community linchpins, bringing together adults and children, educators and volunteers, business leaders and elected officials in a common enterprise;

**NOW, THEREFORE,**

I, James C. Whitmire, serving as Chairman of the Transylvania County Board of Education, do hereby proclaim November 15-21, 2009, as **AMERICAN EDUCATION WEEK** in Transylvania County.

Signed this 19<sup>th</sup> day of October 2009.

  
Chairman

