

Henderson County Board of Public Education

MINUTES

March 11, 2019

The Henderson County Board of Public Education met in a regular business meeting on March 11, 2019 in the Boardroom of the Administrative Offices located at 414 Fourth Avenue West, Hendersonville, NC.

Board Members Present: Amy Lynn Holt, Chairperson; Mary Louise Corn, Vice Chairperson; Michael Absher; Dot Case; Blair Craven; Jay Egolf and Rick Wood.

Administrative Staff Present: Bo Caldwell, Ed.S. Superintendent; John Bryant, Ed.D., Associate Superintendent, Administrative Services; Jan King, Ed.D., Assistant Superintendent, Curriculum & Instruction; Rick Fender, Chief Technology Officer; Bernie Sochia, Chief Finance Officer.

Administrative Staff Absent: Scott Rhodes, Chief Human Resources Officer

Attorney Present: Mr. Chris Campbell

CALL TO ORDER – PLEDGE OF ALLEGIANCE

Chairperson Amy Lynn Holt called the meeting to order at 6:30 p.m. and requested that everyone present stand as the West Henderson High School Army Junior ROTC honor guard posted the colors. Mrs. Holt led those in attendance in the pledge of allegiance to the American Flag. The Army JROTC unit is under the direction of Lt. Col. Randy Lytle and Command Sergeant Major David Massullo.

AGENDA APPROVAL

Mr. Blair Craven moved that the agenda be approved as presented, seconded by Mrs. Mary Louise Corn. *(Unanimously approved.)*

RECOGNITIONS

SPECIAL RECOGNITIONS

The North Carolina School Superintendents' Association (NCSSA) and the North Carolina Alliance for School Leadership Development (NCASLD) has announced the selection of Dr. John Bryant, HCPS Associate Superintendent, as a recipient of the Dr. Samuel Houston Leadership Award. This annual award is presented to a graduate of the North Carolina School Superintendents' Association Aspiring Superintendent Program, a program which is designed to empower transformational education leaders for North Carolina's public schools. Jack Hoke, Executive Director of the North Carolina School Superintendents' Association said that Dr. Bryant exemplifies the traits that have guided Dr. Samuel Houston's career in educational leadership and Dr. Bryant has a commitment to continuous improvement, high standards of ethical conduct, strategic planning, improving student performance and meeting the needs of the 21st century workforce.

Chief Human Resources Officer and Athletic Director, Mr. Scott Rhodes, presented the competitors in the First NCHSAA Women's Wrestling Invitational. Representing East Henderson High, Jayce King came in 4th in her weight class. Representing North Henderson High was Autumn Motes and Glennin Hansen. Mickey Allen, Marissa Connelly, and Destiney Cairnes represented West Henderson High, with Allen coming one win away from placing in the top 4 of the state. West's Destiney Cairnes won the 132-pound class championship and was one of just 12 female wrestlers to win a state title – bringing home West's first ever title in Female Wrestling.

HENDERSONVILLE ELEMENTARY

Principal Kerry Stewart and Ms. April Hoyt, Henderson Soil & Water Conservation District Education Coordinator, recognized the Soil and Water Conservation District Poster Contest Winners. Third-grader Alayna Dodd's poster depicting, "The Living Soil" for the North Carolina Association of Soil and Water Conservation Districts' poster contest, took 1st Place in the local competition hosted by the Henderson County Soil and Water Conservation District; upon advancing to the Soil & Water Area 1 competition, Dodd's poster won 2nd Place area-wide. Top winners from all eight Soil & Water areas compete at the state level for cash prizes. Third-graders Molly Burlett and Eleanor West also received local recognitions for their posters.

In early February, five students sent projects to the Region 8 Western Regional Science & Engineering Fair at Western Carolina University and brought home several awards – and one will be advancing to the state fair later this month. Third-grader Grant Palmer's "Wingspan" project earned Honorable Mention and qualified for the N.C. Science & Engineering Fair, held March 29-30 at N.C. State University. Fourth-grader Jordan Doyle's "Can You Teach an Old Dog A New Trick?" project earned the WCU Project of Promise Award, and fourth-grader Lexie Ford won the Kimmel School Special Prize in Engineering and Technology for her "Ski Slope Slide Stand Off" project. Fourth-graders Reagan Adams and Colbie Corn earned the Special Award in Forensic Science for their "Rethink Your Drink" project.

HENDERSONVILLE MIDDLE

Assistant Principal, Amanda Childers, stated that Hendersonville Middle has once again been designated as a "School to Watch®" by the North Carolina Association for Middle Level Education, serving as a statewide model of an ever-improving school with academic excellence, developmental responsiveness, social equity and organizational support. Hendersonville Middle was first designated a School to Watch® in 2010 and has been re-designated every three years since then.

PROGRAM HIGHLIGHT

Henderson County Sheriff, Lowell S. Griffin, spoke to the Board regarding his new program establishing District Captain Zones throughout the county. The county is now divided into four quadrants with one captain in command of each quadrant. Within each quadrant, School Resource Officers are assigned to schools. Lt. Jesse Blankenship is the officer in charge of all SROs within the county and he provides recommendations to the Sheriff on officer placement. Sheriff Griffin stated that it takes approximately five months to identify, train and place an SRO into a school. Currently, there are five SRO positions yet to be filled in our system. Sheriff Griffin added that his SROs are committed to working with Henderson County personnel as we address student Mental Health First Aid issues. SROs are a valuable asset establishing relationships in our schools as they build trust within each school's climate. Sheriff Griffin thanked Superintendent for scheduling monthly meetings with the School Resource Officers which have encouraged open communication between the two organizations.

BOARD CHAIR OBSERVATIONS

Mrs. Holt stated that she is pleased with the progress being made in hiring social workers and adding more SROs to our schools. She added that the deliberate decisions made by the Board and the Leadership Team have made this process more effective.

BOARD MEMBER OBSERVATIONS

Mr. Craven stated that there is a Bill on the North Carolina Senate floor regarding arming teachers within the classroom. He stated he is not in favor of teachers carrying firearms while at school and that should be handled by our SROs.

PUBLIC COMMENT

Mr. Ken Fitch thanked the Leadership Team for their efforts regarding school security enhancements and he encouraged the County Commissioners to continue funding school facility updates.

CONSENT AGENDA

Mrs. Amy Lynn Holt cited the Board's receipt of the Consent Agenda presented for approval upon recommendation of the Superintendent. Prior to the meeting, Board members received documentation relative to the Consent Agenda as follows:

Meeting Schedule

HCBPE School Visit *[Wednesday, April 3, 2019, 12:00 p.m., (East Henderson High School)]*
HCBPE Regular Business Meeting *[Monday, April 8, 2019, 6:30 p.m., (Boardroom)]*
HCBPE Budget Workshop *[Thursday, April 11, 2019, 6:00 p.m., (Boardroom)]*
HCBPE Budget Workshop *[Thursday, April 25, 2019, 6:00 p.m., (Boardroom)]*

Minutes

February 6, 2019 *(School Visit, Clear Creek Elementary)*
February 11, 2019 *(Regular Business Meeting)*

Personnel *(as presented in closed session)*

Student Acceptances/Releases *(as presented in closed session)*

Budget Amendment

Resolution – Public School Volunteers Week – Presented by Mr. Jay Egolf

Resolution – “We Are Hope” Week – Presented by Mrs. Amy Lynn Holt

Resolution – National Social Worker Month – Presented by Mr. Michael Absher

Resolution – Arts in Our Schools – Presented by Mrs. Mary Louise Corn

Superintendent, Bo Caldwell, thanked our Student Government Leaders for planning and implementing activities at their schools for *We Are Hope* week. Mr. Matt Gruebmeier introduced three of our new social workers to the Board. Mrs. Mary Louise Corn moved that the Consent Agenda be approved as presented. Mr. Blair Craven seconded. *(Unanimously approved.)*

OLD BUSINESS

Dr. John Bryant, Associate Superintendent Administrative Services, presented the following policies to the Board for second reading and final approval.

- A. Approval – Policy 4150 School Assignments – *(Second Reading) (Dr. John Bryant)*
- B. Approval – Policy 8000 Fiscal Goals – *(Second Reading) (Dr. John Bryant)*
- C. Approval – Policy 8100 Budget Planning and Adoption – *(Second Reading) (Dr. John Bryant)*
- D. Approval – Policy 8110 Budget Resolution – *(Second Reading) (Dr. John Bryant)*
- E. Approval – Policy 8210 Grants and Funding for Special Projects – *(Second Reading) (Dr. John Bryant)*
- F. Approval – Policy 8220 Gifts and Bequests – *(Second Reading) (Dr. John Bryant)*
- G. Approval – Policy 8230 Penalties, Fines and Forfeitures – *(Second Reading) (Dr. John Bryant)*
- H. Approval – Policy 8300 Fiscal Management Standards – *(Second Reading) (Dr. John Bryant)*
- I. Approval – Policy 8305 Federal Grant Administration – *(Second Reading) (Dr. John Bryant)*
- J. Approval – Policy 8310 Annual Independent Audit – *(Second Reading) (Dr. John Bryant)*
- K. Approval – Policy 8320 Depositories – *(Second Reading) (Dr. John Bryant)*
- L. Approval – Policy 8325 Daily Deposits – *(Second Reading) (Dr. John Bryant)*
- M. Approval – Policy 8330 Facsimile Signatures – *(Second Reading) (Dr. John Bryant)*
- N. Approval – Policy 8340 Insurance – *(Second Reading) (Dr. John Bryant)*
- O. Approval – Policy 8341 Limited Claim Settlement – *(Second Reading) (Dr. John Bryant)*
- P. Approval – Policy 8350 Fixed Assets Inventory – *(Second Reading) (Dr. John Bryant)*
- Q. Approval – Policy 8410 Individual School Accounts – *(Second Reading) (Dr. John Bryant)*
- R. Approval – Policy 8510 School Finance Officer – *(Second Reading) (Dr. John Bryant)*
- S. Approval – Policy 8520 School Treasurer – *(Second Reading) (Dr. John Bryant)*
- T. Approval – Policy 8530 Fidelity Bonds – *(Second Reading) (Dr. John Bryant)*

After Board discussion, Board member, Mr. Blair Craven, made a motion to approve the policies as presented for second reading. Mr. Michael Absher seconded the motion. *(Unanimously approved.)*

NEW BUSINESS

A. Dr. Jan King, Assistant Superintendent Instructional Services, presented the 2019 Summer School Plan to the Board for approval, stating that the North Carolina Department of Instruction requires local school districts to report a Board-approved plan for administering summer school. Board member Mrs. Mary Louise Corn made a motion to approve the 2019 Summer School Plan as presented. Mr. Blair Craven seconded the motion. *(Unanimously approved.)*

B. Mr. Bernie Sochia, Chief Finance Officer, introduced Mr. Terry Andersen who presented the 2017-2018 Audit Report prepared by Carland and Andersen, P.A., for approval. Mr. Andersen reviewed the audit process and procedures. He discussed the annual results of the Governmental Funds along with the Budget and Actual Comparisons. He presented the General Fund Balance Position and discussed the Enterprise Funds. The audit results were presented as follows:

- Unmodified Audit Opinion: the auditor expresses an opinion that financial statements are presented, in all material respects, in accordance with applicable financial reporting framework.
- No significant audit adjustments recommended
- No Single Audit Findings and No Questioned Costs

Board member, Mr. Blair Craven, made a motion to approve the 2017-2018 Audit Report as presented. Mr. Jay Egolf seconded the motion. *(Unanimously approved.)*

Dr. John Bryant presented the following policies for first reading. Dr. Bryant answered questions from Board members as they were presented. Discussion points are listed with each policy, as appropriate.

- C. Approval – Policy 9000 Planning to Address Facility Needs – *(First Reading) (Dr. John Bryant)*
- D. Approval – Policy 9010 Site Selection – *(First Reading) (Dr. John Bryant)*
- E. Approval – Policy 9020 Facility Design – *(First Reading) (Dr. John Bryant)*
- F. Approval – Policy 9030 Facility Construction – *(First Reading) (Dr. John Bryant)*
- G. Approval – Policy 6410/9100 Ethics and the Purchasing Function – *(First Reading) (Dr. John Bryant)*
- H. Approval – Policy 9110 Use and Selection of Architects, Engineers, Surveyors, and Construction Managers at Risk – *(First Reading) (Dr. John Bryant)*
- I. Approval – Policy 9115 Prequalification of Bidders for Construction Projects – *(First Reading) (Dr. John Bryant)*
- J. Approval – Policy 9120 Bidding for Construction Work – *(First Reading) (Dr. John Bryant)*
Suggested revision to read “*At least monthly, the superintendent shall report to the board all contracts approved by the superintendent under this policy that exceed \$50,000.*”
- K. Approval – Policy 6441/9121 Bidders’ List – *(First Reading) (Dr. John Bryant)*
- L. Approval – Policy 9125 Participation by Minority Businesses – *(First Reading) (Dr. John Bryant)*
Attorney Chris Campbell stated there should be a Public Hearing regarding this policy. The Public Hearing Notice will be posted at the Central Office and published in the Times News before the hearing scheduled on April 8, 2019.
- M. Approval – Policy 9130 Supervision of Construction Contracts – *(First Reading) (Dr. John Bryant)*
- N. Approval – Policy 9200 Care and Maintenance of Facilities – *(First Reading) (Dr. John Bryant)*
- O. Approval – Policy 9205 Pest Management – *(First Reading) (Dr. John Bryant)*

- P. Approval – Policy 9210 Care and Maintenance of Grounds and Outdoor Equipment – *(First Reading) (Dr. John Bryant)*
- Q. Approval – Policy 9220 Security of Facilities – *(First Reading) (Dr. John Bryant)*
- R. Approval – Policy 9300 Naming Facilities – *(First Reading) (Dr. John Bryant)*
- S. Approval – Policy 9400 Sale, Disposal and Lease of Board-Owned Real Property – *(First Reading) (Dr. John Bryant)*

After Board discussion, Board Attorney, Mr. Chris Campbell, stated that the Board did not need to vote to approve First Reading of policies. No vote was taken on approval.

BOARD AND SUPERINTENDENT'S REPORTS

Superintendent Bo Caldwell introduced Brittany Brady, representative for the 'Made in Henderson County Manufacturing Apprenticeship' program. She stated that the program began in July of 2018 with planning meetings between HCPS, BRCC and community partners. Students were introduced to the apprenticeship opportunities during informational sessions at each of the high schools in the winter of 2018. The main kickoff event was held at BRCC on February 13, 2019 and was a great success. The purpose of the program is to provide students an opportunity to shadow and gradually learn about a profession. While involved in on-the-job and classroom learning, students are taught skills to help them succeed as they become more comfortable in the professional work environment. Students will earn \$14.00 per hour at the beginning of the apprenticeship and will make \$17.00 per hour by the end of the third semester. The program will be presented through Blue Ridge Community College beginning in the Fall of 2019 and is tuition-free for graduates of Henderson County Public Schools. Board members agreed this is an amazing opportunity for our students and encouraged Administrative staff to explore all avenues to fill the 15 slots available for the pilot year of Manufacturing Apprenticeship program.

Board Chair, Mrs. Amy Lynn Holt, presented an update from the Joint Facilities Committee meeting with members of the Henderson County Board of Commissioners held on February 22, 2019. She stated that the meeting went well and thanked County Manager Steve Wyatt for the smooth transition reactivating the committee. Mr. Blair Craven added he felt it was a very productive meeting with Emily Kite from Novus Architects, did a wonderful job articulating 150 pages of facilities information in about 15 minutes. Mr. Craven was very encouraged with the first meeting and feels the committee will be worthwhile. Mrs. Mary Louise Corn stated that the School Board had priorities going into the meeting and they were met with positive attitude by Vice-Chairman Bill Lapsley and Mr. Mike Edney. She added that Commissioners Bill Lapsley and Mike Edney jumped in and offered suggestions on how to make the process even better. Mrs. Corn was very encouraged by the first meeting of the Joint Facilities Committee. The next meeting is scheduled for March 26th, at the Historic Courthouse.

Board Chair, Mrs. Amy Lynn Holt, and Board member, Mr. Jay Egolf, presented an update on the School Safety Advisory Committee. Mrs. Holt and Mr. Egolf stated that this group has been very beneficial in supporting the school system's efforts to enhance security protocols at our schools. Mr. Egolf noted that the 25-member committee is comprised of parents, law enforcement officers, emergency services representatives, school personnel and County representatives. He stated it was a great atmosphere to be a part of as these representatives shared ideas and strategies on making our schools safer. Mrs. Holt added that the committee will publish an update for parents and staff members to inform them of the safety projects currently underway and items that have been implemented since the committees' inception. The next meeting is scheduled for April 9, 2019 at 3:30 p.m.

Dr. John Bryant presented an update on the Henderson County Child Care Program. The law (NC G.S. 110-7) defines child care as: three or more unrelated children, under 13 years of age, receiving care from a non-relative on a regular basis - at least once a week for more than four hours per day but less than 24 hours. Dr. Bryant stated HCPS Childcare is an optional childcare service designed 33 years ago especially for the children of Henderson County Public Schools and their working parents. The current

rates are: PSAM (\$4/day) 6:30am - Start of School Day; PSPM (\$11/day) End of School Day-6:00pm; and PLUS (\$23/day) 6:30am - 6:00pm. Registration Fees are \$30/child or \$40/family. Dr. Bryant discussed current enrollment numbers, staffing details and the financial position of the program. He stated that we have 8 5-Star, 3 4-Star and 2 3-Star facilities in our system. Dr. Bryant closed by asking the Board to consider the priorities for the HCPS Childcare program going forward and presented considerations for the 2019-2020 school year that might include: exploring significant price restructuring; establishing a program subsidy threshold; and exploring contracted services, among other considerations. Board members discussed the data that was presented to them and agreed that the program needs to be reviewed and that a price increase for next year could be a first step to possible restructuring. Superintendent Bo Caldwell stated the Leadership Team will examine the data presented and will bring a recommendation to the Board at a later date.

Dr. John Bryant presented a construction update for Edneyville Elementary School. He stated that the RFP Pre-Bid meeting for the Data Cabling is scheduled for March 13 and school furniture selections are well underway. Swanner Restaurant Equipment Company has been awarded the contract to supply all of the kitchen equipment for the new school. He added that the RFP for access controls will go out this week and the intercom system RFP will go out next week. Playground equipment has been ordered and the VOIP phones have already been purchased and installed at the current school site. Dr. Bryant also gave an update on two school safety enhancement projects stating that the West Henderson project is 80% complete and the Dana Elementary project is 50% complete. Regarding Access Control installations county-wide, ten schools are complete including installations to 50 doors. Staff training should begin within the next two weeks and staff access cards are scheduled to be handed out the week of March 11, 2019.

Mr. Bernie Sochia presented the Local Current Expense/Other Restricted Funds report as of February 28, 2019. Results of operations of the Local Current Expense and Other Restricted Funds for the 2018-19 fiscal year as of February 28, 2019: Revenues total \$23,400,466, and expenditures total \$19,345,363, leaving a positive balance of \$4,055,103 on current year operations. Revenues are still being received as projected. And at two thirds of the way through the year, 62% of budgeted expenditures have been made. We were at 61% at this point in 2017-18.

Superintendent Caldwell acknowledged receipt of the Calendar of Activities for March and April. He mentioned that March 18th is still an Annual Leave Day on the school calendars. He encouraged Board members to join the SGA Leaders at the County Commissioner's Meeting on Friday, March 20, at 9:00 a.m., as commissioners recognize the groups' efforts toward the *We Are Hope* initiatives for 2019. Mr. Caldwell added that March is Athletic Trainer Month and expressed his gratitude for the wonderful job our trainers do with our student athletes in Henderson County. He also thanked UNC Pardee Healthcare for their support of this important program.

There was no General Operations report for March.

ADJOURNMENT

There being no further business, Mr. Blair Craven moved that the meeting be adjourned. Seconded by Mr. Michael Absher. (*Unanimously approved at 9:37 pm.*)

Minutes Approved : April 8, 2019