

## Henderson County Board of Public Education

### MINUTES

February 11, 2019

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

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

Board Member Absent: Dot Case

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; Scott Rhodes, Chief Human Resources Officer and Bernie Sochia, Chief Finance Officer.

Attorney Present: Mr. Dean Shatley

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#### CALL-TO-ORDER – PLEDGE OF ALLEGIANCE

Board Chair, Mrs. Amy Lynn Holt, called the meeting to order at 6:41 p.m. and requested that everyone present stand as the North Henderson High School Army ROTC honor guard posted the colors. Mrs. Holt led those in attendance in the pledge of allegiance to the American Flag.

#### AGENDA APPROVAL

Mrs. Amy Lynn Holt called for approval of the meeting agenda. Mr. Blair Craven moved that the agenda be approved as presented, seconded by Mr. Michael Absher. *(Unanimously approved.)*

#### RECOGNITIONS

Dr. Jan King presented the winners of the 2019 WNC Regional Scholastic Art & Writing Awards. From *East Henderson High*, Leah Marr won a Regional Gold Key for her photography, *Colorblind*. Dean Wheless won a Regional Gold Key for his photography, *Feeding the Hungry*. Caleb Grady received two Honorable Mentions for his painting and engraving work. From *Hendersonville High*, Aishwarya Kumar earned a Regional Gold Key in “Drawing & Illustration” for her piece, *Big Brown Eyes*, as well as two Honorable Mentions, in “Drawing & Illustration” and in “Portfolio.” Lillian Ward earned a Regional Silver Key in “Drawing & Illustration” for *Self Portrait*. Aundrea Hutchinson earned a Regional Silver Key for her entire portfolio, *Bright*, and Aryana Norris earned a Regional Silver Key in “Drawing & Illustration” for her piece, *Unbound*. From *West Henderson High*, Indigo Hansen won a Regional Silver Key for her painting, Hannah King won a Regional Silver Key and two Honorable Mentions in Photography, Zoya Zalevskyi earned a Regional Silver Key and four Honorable Mentions for her photography, and Laurel Welch earned a Regional Silver Key in Photography.

Dr. John Bryant recognized Public Information Officer, Molly McGowan Gorsuch as a winner in the N.C. School Public Relations Association 2018 “Blue Ribbon Awards” program. Molly McGowan Gorsuch received nine Blue Ribbon Awards from the N.C. School Public Relations Association for her marketing, advertising, and public relations work in the 2017-18 school year. She earned three gold awards; in the “Excellence in Writing” category for press releases on the 2018-19 Principal of the Year, in “Publications” for a *Welcome to Henderson County District*

*Guide* marketing packet distributed to local realtors to market HCPS to incoming families, and in the “Special Events/Programs” category for her role in organizing the Edneyville Elementary ground breaking ceremony. She earned three silver awards – two in “Excellence in Writing” for web articles and one in “Photography” for photos of West Henderson High’s JROTC “Missing Man Ceremony.” Additionally, Mrs. McGowan Gorsuch received three bronze awards – two in “Excellence in Writing” for web articles and one in “Digital Media Engagement” for the “HCPS Welcomes New Teachers” Facebook photo album featuring new-to-HCPS teachers with Superintendent Bo Caldwell. Additionally, her *Welcome to Henderson County District Guide* marketing packet won the “Best of the Best” award out of all submissions in the “Publications” category.

Apple Valley Middle School Principal, Peggy Marshall, shared that each year the North Carolina Association for Middle Level Education’s Awards Committee selects one state finalist from the nominations for the “Team to Watch” designation. Apple Valley's Team Phoenix, consisting of Alicia Lyda and John Williams, received this award and will be honored in Greensboro at the NCMLE conference in March, 2019.

Flat Rock Middle School Principal, Melanie Adams, stated that Flat Rock 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. Flat Rock Middle was first designated a School to Watch® in 2007 and has been re-designated every three years since then.

North Henderson High Principal, Dr. John Shepard presented Tristan Jeter, a junior at North Henderson High, who has earned Adobe certification in all five Adobe Certified Associate areas: Print & Digital Publication using Adobe InDesign CC, Visual Design using Adobe Photoshop CC, Graphic Design & Illustration using Adobe Illustrator CC, Digital Video using Premiere Pro CC, and Web Authoring using Adobe Dreamweaver CC. The Adobe Certified Associate is an industry-recognized credential that demonstrates proficiency in Adobe digital skills and is required for a number of creative careers.

#### PROGRAM HIGHLIGHT

Mr. Scott Rhodes, Chief Human Resources Officer, presented an update on the new Middle School Baseball program recently approved by the Board of Education. He stated that with the approval of the \$40,000 in startup costs in May of 2018, the program was off and running. The budget breakdown is as follows: Coaching supplements, \$12,000; School start-up costs, \$8000; BRCC field restoration, \$16,000; Miscellaneous, \$4000. All teams will practice at Jackson Park; Rugby and Hendersonville Middle will play their games at Berkeley Field and Apple Valley and Flat Rock Middle will play their games at the Blue Ridge Community College Field. He continued by saying teams will travel to practice and games on activity busses and parents can pick players up after practice at the field or at their school. Mr. Rhodes thanked Mike Porter, Anthony Lindsey and Rob Parille, with the Middle School Baseball Recreation league; Josh Guffey, with Cobrin Turf; Jim Revis and Randall Johnson for their community support of the new program. Opening day is scheduled for Saturday, February 23, 2019, with a make-up date set for Saturday, March 2, in case of bad weather. Mr. Rhodes shared a video showing the timeline and work completed on the BRCC field.

#### PUBLIC COMMENTS

Ms. Eva Ritchie feels there is an issue with segregation concerning Hendersonville Elementary and Bryce Drysdale Elementary schools.

Mr. Dennis Justice asked for an organic turf infield at the Hendersonville High School football field.

Mr. Ken Fitch spoke about Capital needs within the school system and the importance of funding projects for student safety and future building needs.

#### BOARD CHAIRPERSON'S OBSERVATIONS

None

#### BOARD MEMBER'S OBSERVATIONS

Mr. Wood stated that Mr. Rhodes is responsible for the middle school baseball program plan coming to fruition and thanked him for his willingness to undertake this responsibility. He is looking forward to a successful program.

Mr. Absher expressed his thanks to the Leadership Team and the Transportation Department for all of their efforts to keep our students safe during the recent bad weather days. He complimented Dr. John Bryant on his dedication and a job well done.

#### 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:

##### A. Meeting Schedule

- 1) HCBPE School Visit *[Wednesday, March 6, 2019, 12:00 p.m., (Henderson County Early College)]*
- 2) HCBPE Regular Business Meeting *[Monday, March 11, 2019, 6:30 p.m., (Boardroom)]*

##### B. Minutes

- 1) January 9, 2019 *(School Visit, Dana Elementary)*
- 2) January 14, 2019 *(Regular Business Meeting)*
- 3) January 23, 2019 *(Joint Business Meeting with County Commissioners)*

##### C. Personnel *(as presented in closed session)*

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

##### E. Budget Amendment

Mrs. Mary Louise Corn moved that the Consent Agenda be approved as presented. Seconded by Mr. Blair Craven (Unanimously approved.)

#### OLD BUSINESS

Dr. John Bryant presented the following policies to the Board for second reading. Dr. Bryant responded to questions from Board members.

- A. Approval – (2019-20) Traditional Schedule Calendar – *(Second Reading) (Dr. John Bryant) Noted Revisions from first reading: designated teacher protected work day and notations added on June calendar for possible make up days due to inclement weather.*
- B. Approval – (2019-20) Flexible Quarter Schedule Calendar – *(Second Reading) (Dr. John Bryant) Noted Revisions from first reading: designated teacher protected work day and notations added on calendar for possible make up days due to inclement weather.*
- C. Approval – (2019-20) Early College High Schedule Calendar – *(Second Reading) (Dr. John Bryant) Noted Revisions from first reading: designated teacher protected work day and notations added on calendar for possible make up days due to inclement weather.*

Mr. Blair Craven made a motion for the Board to approve the 2019-2020 Traditional Schedule, Flex Schedule and Early College High School Calendars for second reading as

presented, seconded by Mrs. Mary Louise Corn (*Unanimously approved.*)

Mrs. Holt stated she would like to see our entire system in sync with the Henderson County Early College calendar. Mr. Caldwell stated that we have requested this of DPI. He added, many systems are requesting more flexibility with their district calendars but we have to wait and see what the legislature does this session with regards to calendar flexibility.

D. Approval – Policy – 6140 Student Wellness – (*Second Reading*) (Dr. John Bryant)

Mrs. Mary Louise Corn made a motion for the Board to approve Policy – 6140 Student Wellness, for second reading as presented, seconded by Mr. Blair Craven (*Unanimously approved.*)

#### NEW BUSINESS

Dr. John Bryant presented the following policies to the Board for first reading. Dr. Bryant responded to questions from Board members, remarks are below each policy:

- A. Approval – Policy – 8000 Fiscal Goals (*First Reading*) (Dr. John Bryant) *This policy is recommended to address the board's fiscal goals. As written, the policy provides the standard used in the budget dispute process with county commissioners.*
- B. Approval – Policy – 8100 Budget Planning and Adoption (*First Reading*) (Dr. John Bryant) *This policy is intended to supersede current policy 501, Financial Planning and Budgeting, as applicable.*
- C. Approval – Policy – 8110 Budget Resolution (*First Reading*) (Dr. John Bryant) *This policy is intended to supersede current policy 501, Financial Planning and Budgeting, as applicable.*
- D. Approval – Policy – 8210 Grants and Funding for Special Projects (*First Reading*) (Dr. John Bryant) *This policy is recommended to address public and private grants and funding for special projects. The amount was raised from \$500 to \$5000 due to the types of donations given to the schools.*
- E. Approval – Policy – 8220 Gifts and Bequests (*First Reading*) (Dr. John Bryant) *This policy is intended to supersede current policy 520, Contributions/Purchases by Outside Agencies, and current policy 825, Volunteer Capital Projects, as applicable.*
- F. Approval – Policy – 8230 Penalties, Fines and Forfeitures (*First Reading*) (Dr. John Bryant) *This policy is recommended to address penalties, fines, and forfeitures directed to the school system under the N.C. constitution and consistent with state law.* Mrs. Corn asked how we track these monies directed to us under this law. Mr. Shatley replied that the Clerk of Courts office sends monthly checks to the school system for deposit. He also stated that some monies from State penalties are difficult to track.
- G. Approval – Policy – 8300 Fiscal Management Standards (*First Reading*) (Dr. John Bryant) *This policy is intended to supersede current policy 501, Financial Planning and Budgeting (see Section III: Authority to Make Budget Amendments and Transfers).*
- H. Approval – Policy – 8305 Federal Grant Administration (*First Reading*) (Dr. John Bryant) *This policy is intended to supersede current policy 515, Federal Funds, as applicable*
- I. Approval – Policy – 8310 Annual Independent Audit (*First Reading*) (Dr. John Bryant) *This policy is intended to supersede current policy 505, Selection and Retention of Auditor, as applicable.*
- J. Approval – Policy – 8320 Depositories (*First Reading*) (Dr. John Bryant) *This policy is intended to supersede current policy 503, Cash Management, as applicable (see Section I).*
- K. Approval – Policy – 8325 Daily Deposits (*First Reading*) (Dr. John Bryant) *This policy is intended to supersede current policies 502, Inventory, Handling Money and Internal*

*Accounts, and 503, Cash Management, as applicable (see Sections II and II, respectively).*

- L. Approval – Policy – 8330 Facsimile Signatures (*First Reading*) (Dr. John Bryant) *This policy is recommended to address facsimile signatures for signing checks, drafts, and the preaudit certificate on contracts or purchase orders consistent with state law.*
- M. Approval – Policy – 8340 Insurance (*First Reading*) (Dr. John Bryant) *This policy addresses the school system's insurance coverage consistent with state law. This policy is intended to supersede current policy 565, Errors and Omissions* Board members discussed whether we require our social workers and other employees who transport students to increase their insurance. Mr. Shatley stated that currently this Board does not require additional coverage; He added that social workers are statutorily authorized to transport students. Superintendent Caldwell said that we would continue to do research on this issue.
- N. Approval – Policy – 8341 Limited Claim Settlement (*First Reading*) (Dr. John Bryant) *This policy addresses the settlement of claims against the board or school system for injuries and damages sustained while on school property or at a school-sponsored event, including procedures for filing a claim and factors for the board to consider before settling a claim. This policy is intended to supersede current policy 550, Damage Claims, Theft, and Vandalism, as applicable (see first paragraph).* Mrs. Corn asked about the wording on page 2, #4: 'may assert.' Mr. Shatley replied it was drafted 10-12 years ago for Boards who chose to waive insurance. This wording assists with Boards' flexibility of claim payments, making all claims adjudicated on an equal playing field.
- O. Approval – Policy – 8350 Fixed Assets Inventory (*First Reading*) (Dr. John Bryant) *This policy is intended to supersede current policy 502, Inventory, Handling Money and Internal Accounts, as applicable (see Section I), and policy 510, Capitalization of Assets and Computation of Depreciation.*
- P. Approval – Policy – 8410 Individual School Accounts (*First Reading*) (Dr. John Bryant) *This policy is intended to supersede current policy 502, Inventory, Handling Money and Internal Accounts, as applicable (see Section III).* Board member Mary Louise Corn asked if we require the principal and the treasurer both to sign checks, Dr. Bryant responded, Yes, we do. It is not in our policy but is a standard procedure in our system.
- Q. Approval – Policy – 8510 School Finance Officer (*First Reading*) (Dr. John Bryant) *This policy is intended to supersede current policies 502, Inventory, Handling Money and Internal Accounts, and 503, Cash Management, as applicable (see Sections III and III, respectively).*
- R. Approval – Policy – 8520 School Treasurer (*First Reading*) (Dr. John Bryant) *This policy is intended to supersede current policies 502, Inventory, Handling Money and Internal Accounts, and 704, Support Staff Contracts and Compensation Plans, as applicable (see Sections III and IX respectively).*
- S. Approval – Policy – 8530 Fidelity Bonds (*First Reading*) (Dr. John Bryant) *This policy is recommended to address fidelity bonds for the finance officer and other employees who have custody of public school money.*

After discussion, Mr. Jay Egolf made a motion to approve the 8000s Policies as presented for First Reading. Mr. Blair Craven seconded the motion. (*Unanimously approved.*)

- T. Dr. John Bryant presented the Out-of-District Tuition Increase request for Board approval. Out of County tuition for students on reassignment from outside of Henderson County has remained unchanged since the 2015 – 2016 school year.

During this time, Henderson County's local appropriation amount to the school system has increased. Therefore, staff recommend an increase of \$200 in each of the next two school years to align the per pupil tuition with the local appropriation.

Mr. Blair Craven made a motion to approve the increase of Out of County tuition to \$1900.00 for the 2019 – 2020 school year. Mr. Jay Egolf seconded the motion. *(Unanimously approved.)*

U. Mr. Bernie Sochia, Chief Finance Officer, presented the February 11, 2019 Public School Building Capital Fund/North Carolina Education Lottery Application for approval.

Board member, Mrs. Mary Louise Corn made a motion to approve the February 11, 2019 Public School Building Capital Fund/North Carolina Education Lottery Application as presented by Mr. Sochia. Mr. Michael Absher seconded the motion. *(Unanimously approved.)*

## SUPERINTENDENT'S REPORTS

Dr. John Bryant presented the construction update. He stated there will be a Hendersonville High School project kickoff meeting on Tuesday, February 12, 2019 at 1:30 to begin discussions on the recently approved project. There were no other construction updates due to the recent bad weather.

Dr. King discussed the iReady program currently in our schools, stating there will be two professional development opportunities for administrators and teacher leaders to attend this month. She stated we have had good success with the Math program and that teachers and students seem to be doing well with its implementation. When asked about adding the Reading portion of the program, Dr. King advised that we wait until we see which program the State recommends for K-3 reading in upcoming sessions since the current reading program is under review.

Mr. Bernie Sochia presented the financial reports: Results of operations of the Local Current Expense and Other Restricted Funds for the 2018-19 fiscal year as of January 31, 2019: Revenues total \$20,509,873 and expenditures total \$17,465,919, leaving a positive balance of \$3,043,954 on current year operations. Revenues are still being received as projected, and at 56% of budget expended, expenditures are on track for the remainder of the fiscal year. Results of operations of the Enterprise Fund for the 2018-19 fiscal year as of December 31, 2018: a. Child Nutrition: Revenues totaling \$2,890,883 exceed expenditures by \$142,330. This is a net improvement of \$353,645 compared to last year and the midway point when there was a deficit of \$211,315. Both are down due in part to the weather when the program did not operate for a week in December. b. Child Care: Revenues of \$510,905 are up from the mid-year report in 2017-18. Expenditures also have increased this year, and at \$591,316 show a program deficit of \$80,411 which is \$5,897 less than last year. The increased expenditures are only in salary and benefits. The services, food and supplies expenditures have decreased.

Mr. Blair Craven stated that he would like to have the Child Care Program update from administration as soon as possible. Mr. Caldwell stated it will be on the agenda for the March Board meeting.

## CALENDAR OF ACTIVITIES

Superintendent Caldwell cited the Board's receipt of the Calendar of Activities for the months of February and March 2019.

## GENERAL OPERATIONS

Superintendent Caldwell stated that he is looking forward to working with the Board of Commissioners and the Joint Facilities Committee. He thanked members of the School Board for their work earlier in the day at the Facilities Workshop. Mr. Caldwell added that this is School

Bus Driver Appreciation week and asked everyone to thank our drivers for the wonderful job they do daily for our students.

#### ADJOURNMENT

There being no further business, Mr. Blair Craven moved that the meeting be adjourned. Seconded by Mr. Michael Absher. (*Unanimously approved at 8:10 pm.*)

Minutes approved: March 11, 2019