

**Henderson County Board of Public Education**  
**MINUTES**  
January 13, 2020

The Henderson County Board of Public Education met in a regular business meeting on January 13, 2020 in the Boardroom of the Administrative Offices located at 414 Fourth Avenue West, Hendersonville, N. C.

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

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: Chris Campbell

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

Chairman Blair Craven called the meeting to order at 6:30 p.m. and requested that everyone present stand as the North Henderson High School Air Force JROTC posted the colors. Mr. Craven led those in attendance in the pledge of allegiance to the American Flag. The AFJROTC unit is under the direction of Colonel Eric Rundquist .

**AGENDA APPROVAL**

Mr. Craven acknowledged the receipt of the meeting agenda and asked for a motion to approve. Mrs. Amy Lynn Holt moved that the agenda be approved as presented, seconded by Mr. Michael Absher. *(Unanimously approved.)*

**RECOGNITIONS**

Dr. Jan King recognized twelve educators in the district that earned the most nationally respected professional certification available in K-12 education, National Board Certification. She stated that it is an optional intensive certification process with extremely high standards for teachers.

Ms. Melanie Adams, Principal at Flat Rock Middle School, recognized Ms. Megan Ford, 7th grade math and science teacher at Flat Rock Middle, who has been named to the cohort of 2020 Extraordinary Educators by Curriculum Associates.

Mrs. Joni Allison, Assistant Principal at Hendersonville Middle School, recognized members of the Mock Trial Team that placed 1st Overall and won six individual awards in the Middle School Mock Trial Competition at the Henderson County Courthouse on December 11, 2019.

**PROGRAM HIGHLIGHT**

Mr. Scott Masington, Director of School Safety, presented an update on school safety initiatives in Henderson County Schools. After beginning his new position as Director of Safety, Mr. Masington said he developed relationships with each of the principals, evaluating and learning what each school was doing for school safety and established goals for the short and long term. First, he identified what he called low-hanging fruit: measures that could be taken without a lot of time or money, such as installing lights in dark areas. Another area of concern was the use of outdated hand-held radio systems by school administrators. Additional radios were purchased and each school now has updated radio equipment. Mr. Masington shared that the sign-in and sign-out protocols have been changed at the schools as well. Parents or guardians must present government-issued identification when picking up their children prior to the end of the school day. All visitors are required to present identification when entering a school. Mr. Masington credited Superintendent Caldwell and his Leadership team for cultivating positive

relationships with Sheriff Lowell Griffin and Hendersonville Police Chief Herbert Blake. In conjunction with law enforcement, Mr. Masington worked to refine the lockdown and evacuation protocols for the system. Mr. Craven asked about the status of the new digital visitor management system, i.e.: *Ident-A-kid*. Mr. Masington responded that several of our schools now use that program but he is evaluating several other options to find what he feels will work best for our system. Mr. Masington added that we also need to address the issue of cell reception on our campuses. He asked school resource officers to mark locations at their schools where cell reception is strong and where it is weak. The school technology department will work on improving reception in the weak areas. Mr. Caldwell thanked Mr. Masington for the excellent job he is doing and stated he has made great strides to improve school safety in our county. Mr. Caldwell added that it is an ever changing, ongoing task.

#### BOARD CHAIR OBSERVATIONS

None.

#### BOARD MEMBER OBSERVATIONS

None.

#### PUBLIC COMMENT

Ms. Katie Breckheimer of the Citizens Concerned with Climate Crisis, spoke about energy conservation and renewable energy use in our schools. She thanked Mr. Rick Wood for his quick response providing information to her committee regarding the conservation measures currently underway in Henderson County Schools. She encouraged the Board to continue their efforts in using clean energy options in our new facilities.

#### CONSENT AGENDA

Mr. Blair Craven 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

1. HCBPE Professional Development [*Wednesday, February 5, 2020, 11:00 a.m. - 2:00 p.m. (Central Office, Room 1A)*]
2. HCBPE Regular Business Meeting [*Monday, February 10, 2020, 6:30 p.m., (Boardroom)*]

##### Minutes

1. December 4, 2019 (*School Visit, Glenn Marlow Elementary*)
2. December 9, 2019 (*Regular Business Meeting*)

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

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

Resolution – African-American History Month – Read by Mrs. Amy Lynn Holt

Resolution – School Board Appreciation Month – Read by Dr. John Bryant

Mrs. Amy Lynn Holt moved that the Consent Agenda be approved as presented. Mrs. Mary Louise Corn seconded. (*Unanimously approved.*)

#### OLD BUSINESS

Dr. John Bryant presented the 2020-2021 school calendars for second reading and final approval.

- A. Dr. John Bryant presented the 2020-2021 Traditional Schedule Calendar for second reading and approval. No discussion.
- B. Dr. John Bryant presented the 2020-2021 Flex Calendar for second reading and approval.  
Mr. Craven stated that he would like to see future changes to the Flex Calendar to include a combined three-week break around Intercession and Spring Break instead of the current format; Mrs. Holt agreed.
- C. Dr. John Bryant presented the 2020-2021 Early College Calendar for second reading and approval.

No Discussion.

Mr. Jay Egolf made the motion that the Henderson County Board of Public Education approve the 2020 – 2021 Traditional, Flex and Early College Calendars as presented for second reading. Ms. Dot Case seconded. (*Unanimously approved.*)

Board members discussed an option where a particular week would be designated for Spring Break in either March or April; the date would not fluctuate around Easter. Mr. Caldwell added that if that were the case, we would probably need to add additional student holidays around Easter as well.

D. Dr. John Bryant presented the following Fall Policy Updates from the NCSBA for second reading and final approval. Board discussion is listed with each policy, as needed.

1. Policy 1310/4002 - Parental Involvement
2. Policy 2300 - Board Meetings
3. Policy 3620 - Extracurricular Activities and Student Organizations
4. Policy 4040/7310 - Staff-Student Relations

Ms. Case stated that it is now a requirement for all teachers to report any student abuse to administration. Mrs. Corn suggested that Mr. Caldwell implement a mid-year ‘refresher’ training for all staff reinforcing the policies regarding staff-student relations.

5. Policy 4150 - School Assignment
6. Policy 4333 - Weapons, Bomb Threats, Terrorist Threats, and Clear Threats to Safety
7. Policy 4400 - Attendance
8. Policy 4700 - Student Records
9. Policy 5015 - School Volunteers
10. Policy 5070/7350 - Public Records – Retention, Release, and Disposition
11. Policy 5071/7351 - Electronically Stored Information Retention
12. Policy 5210 - Distribution and Display of Non-School Material
13. Policy 6220 - Operation of School Nutrition Services

Mrs. Holt reiterated that all students, regardless of charges on their lunch account, receive a hot meal when going through the lunch line. Dr. John Bryant stated that an individual in the community has donated \$6800.00 to help cover student lunch balances. Dr. Bryant added that it is a joy and inspiration to see people in our community choose to do good for our students; we are very appreciative.

14. Policy 6305 - Safety and Student Transportation Services
- Language was updated in section G. per board request.

15. Policy 6420 - Contracts with the Board
16. Policy 7100 - Recruitment and Selection of Personnel
17. Policy 7130 – Licensure
18. Policy 7410 - Teacher Contracts

Mrs. Mary Louise Corn made a motion to approve the policies as presented. Mr. Rick Wood seconded. (*Unanimously approved.*)

#### NEW BUSINESS

A. Mr. Bernie Sochia, Chief Finance Officer, presented a request for *CDW-Government, LLC*, to be approved as a sole source vendor. He stated The Office of Budget and Management (OMB) issued new Uniform Guidance Procurement Standards (UG) for local governments that receive and expend federal financial assistance. These new guidelines were effective July 1, 2018. All purchases of goods and services that exceed \$10,000.00 require issuing a bid solicitation using the Uniform Guidance ‘micro-purchase’ procedures. One ‘Exception’ to these new guidelines is for ‘procurement by noncompetitive proposals’ which means that the item is only available from a single source provider. Procurement under this exception requires Board approval. Mr. Michael Absher made a motion that

Henderson County Board of Public Education approve CDW-Government, LLC as a vendor under the sole source exemption guidelines. Mr. Jay Egolf seconded. (*Unanimously approved.*)

- B. Dr. John Bryant presented a Revision to Policy 4240/7312 – Child Abuse and Related Threats to Child Safety for first reading. The revision incorporates new state-mandated reporting and training related to child victimization. The following modifications to the policy are strongly recommended by NCSBA:

- The policy title is revised to reflect the expanded breadth of the policy.
- The introductory paragraphs are revised to add the new reporting requirements and to more clearly differentiate the circumstances that trigger each of the three types of reports now required by law.
- Adds a new Section A to address the new duty to report certain crimes against children to local law enforcement.
- The duty to report in Section A is extended to employees, contractors, and volunteers.
- Updates “old” Section A (now Section B) to require contractors and volunteers to report suspected child abuse; also clarifies the circumstances for reporting.
- Updates “old” Section B (now Section C) to require contractors and volunteers to report child maltreatment in a childcare facility.
- Updates “old” Section C (now Section D) to address cooperation with local law enforcement.
- Adds new Section F to require a child sexual abuse and sex trafficking training program to be provided to designated school personnel in even numbered years and to require such personnel to participate in the training, as required by law.
- Updates the last paragraph to make it consistent with other changes to the policy.
- Updates the legal references.
- The footnotes have been updated to provide additional detail and background information.

Mr. Rick Wood made a motion to approve Policy 4240/7312 – Child Abuse and Related Threats to Child Safety for first reading. Mr. Michael Absher seconded. (*Unanimously approved.*)

#### BOARD / SUPERINTENDENT’S REPORTS

- A. Superintendent Bo Caldwell presented the required calendar for the 2020-21 Budget Development meetings. (*Per Policy Code: 8100 Budget Planning and Adoption*)
- B. Dr. John Bryant presented the following construction updates.
1. Hendersonville High School: December 30, 2019, Construction Site fencing was installed around the Cafeteria and Band Buildings. On January 20, 2020, demolition of the Cafeteria and Band buildings will begin. In preparation for the demolition the dumpster was relocated to the North end of the football field, temporary fencing was installed around the football field and the dedication plaques were removed from the pillars along 9<sup>th</sup> Ave. He added that handicap access for athletic events is located at the old 9<sup>th</sup> Ave. entrance to the building. Dr. Bryant added that there will be access to both gyms until after graduation in June 2020 and then the old gymnasium will be demolished. Dr. Bryant shared slides of this construction phase.
  2. The Upward Elementary (Novus Architects) project schedule is as follows:
    - October 1, 2019 Design contract executed begin design
    - December 2019 Complete Construction Documents
    - January 6, 2020 Issue Drawings for bidding
    - January 16, 2020 Pre-Bid Meeting at Upward
    - February 4, 2020 Bid Opening
    - March 1, 2020 Begin Construction
    - August 1, 2020 Substantial Completion

Dr. Bryant stated that the confirm to contain initiative should be completed at Upward Elementary before the start of school in August, 2020. The front entrance to the Upward Elementary School building will be 'flipped' from its current location to the back of the building. This will allow for more cafeteria space inside and add a secured vestibule entrance. He shared slides showing the renovation project.

3. Rugby Middle School (Office Renovations) project schedule is as follows:

- October 1, 2019 Design contract executed begin design
- December 2019 Complete Construction Documents
- January 6, 2020 Issue Drawings for bidding
- February 6, 2020 Receive bids
- March 1, 2020 Begin Construction
- August 1, 2020 Substantial Completion

Dr. Bryant shared slides of the proposed project and stated the project is scheduled for completion before the students arrive on campus in August of 2020.

Dr. Bryant added that the HVAC projects at Rugby and Flat Rock Middle Schools are now posted for bid. The project will be addressed one wing at a time at each school with the work being completed at night and on the weekends. He added that due to the scope of the work to be done, the projects will not be completed by August of 2020.

Mr. Jay Egolf stated that he is pleased to see other school improvement projects underway in addition to Hendersonville High School and feels it is important that the community see the school board working on other schools than just Hendersonville High School.

Mrs. Mary Louise Corn stated that she can't remember so many projects underway at one time; Superintendent Caldwell gave credit to Dr. John Bryant and Kent Parent for their foresight and diligence in handling the workload. Mrs. Holt asked if it would be possible for members of the Edneyville community to have access to some of the bricks from the demolition of the old Edneyville Elementary School building. Mr. Caldwell stated that the process to save bricks during a demolition is costly and that item was not included in the project budget. Mr. Caldwell instructed Dr. John Bryant to investigate the possibility of obtaining some of the bricks from the old Edneyville Elementary School building.

C. Mr. Bernie Sochia, Chief Finance Officer, presented the financial statements as follows:

1. Results of operations of the Local Current Expense and Other Restricted Funds for the 2019-20 fiscal year as of December 31, 2019: Revenues total \$17,841,040 and expenditures total \$15,244,851. This is the middle of the fiscal year and the expenditure total is 49.1% of the current annual budgeted total. Relative to the prior year, \$15,363,318 was 49.7% of the budget at the time.
2. Results of operations of the Capital Outlay Fund for the 2019-20 fiscal year as of December 31, 2019: \$969,599 in revenue has been received. \$1,079,245 of the \$1,617,350 currently budgeted projects has been expended. The attached report shows the year to date expenditure for each project.

D. Superintendent Caldwell acknowledged receipt of the calendar of events for January and February, 2020. He mentioned February 3-7 is National School Counseling Week and February 10-14 is North Carolina School Bus Driver Appreciation Week.

E. Under General Operations, Mr. Caldwell congratulated North Henderson High and Apple Valley Middle Schools for obtaining a grant to fund a *Second Chance Breakfast Program* at their schools. With the funding, the schools will be able to offer an opportunity for students to have a mid-morning breakfast at school. Mr. Caldwell added that we will honor the staff members involved in the December 2019, Winter Meals on the Bus food initiative at the February board meeting.

## ADJOURNMENT

There being no further business, Mrs. Amy Lynn Holt moved that the meeting be adjourned. Seconded by Mr. Rick Wood (*Unanimously approved at approximately 8:20 pm.*)

Minutes approved: February 10, 2020