

Henderson County Board of Public Education
MINUTES
December 9, 2019

The Henderson County Board of Public Education met in a regular business meeting on December 9, 2019, in the Boardroom of the Administrative Offices located at 414 Fourth Avenue West, Hendersonville, N. C.

Board Members Present: Michael Absher, Dot Case, Mary Louise Corn, Blair Craven Jay Egolf, Amy Lynn Holt, 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; Scott Rhodes, Chief Human Resources Officer; Bernie Sochia, Chief Finance Officer.

Attorney Present: Chris Campbell

CALL TO ORDER – PLEDGE OF ALLEGIANCE

Superintendent Bo Caldwell 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 unit presented the colors. Mr. Caldwell led those in attendance in the pledge of allegiance to the American Flag. The JROTC unit is under the Leadership of Colonel Erik Rundquist and Master Sergeant Jay Messinger

ELECTION OF BOARD OFFICERS

Per *School Board Policy 2200: Election of Officers/Organization of Board*; adopted on March 12, 2018, an election will be conducted each December for the Board Chair and Vice-Chair positions. Superintendent Bo Caldwell turned the meeting over to Attorney Chris Campbell for the election of officers. Mr. Campbell asked for nominations for the position of Chairperson. Mr. Rick Wood nominated Mr. Blair Craven for Chairperson. Mr. Craven accepted the nomination. There were no other nominations. Mr. Campbell asked all those in favor of Mr. Blair Craven for Chairperson to say, aye. The vote was unanimously in favor of Mr. Craven. Mr. Campbell announced that Mr. Blair Craven was elected as Chairman of the Henderson County Board of Education.

Mr. Campbell opened the floor to nominations for Vice Chairperson. Mr. Blair Craven nominated Mr. Rick Wood for Vice Chairperson. Mr. Rick Wood accepted the nomination. There were no other nominations for Vice Chairperson. Mr. Campbell asked all those in favor of Mr. Rick Wood for Vice Chairperson to say, aye. The Board members voted unanimously for Mr. Rick Wood for the Vice Chairperson position. Mr. Campbell gave the floor to Chairperson Mr. Blair Craven.

AGENDA APPROVAL

Board Chairman, Blair Craven, presented the agenda for approval. Mr. Craven stated that two policies listed on the agenda will be tabled to a future date. Policy 4325 - Drugs and Alcohol and Policy 7240 - Drug-Free and Alcohol-Free Workplace, will be removed from the meeting agenda. Mrs. Amy Lynn Holt moved that the agenda be approved with the suggested edits, seconded by Mr. Jay Egolf. *(Unanimously approved.)*

RECOGNITIONS

High Graduation Rates Recognized by State (presenter: Dr. Jan King, Assistant Superintendent) Henderson County Public Schools was recognized by the North Carolina Department of Public Instruction as the “Highest Graduation Rate Medium School District” in the 2018-19 school year, with a district-wide graduation rate of 91.7%. With a four-year cohort graduation rate of 100%, Henderson County Early College was recognized as being in the state’s “100% Graduation Club” for the fifth year in a row.

2019 North Carolina Theatre Conference State High School Play Festival Award Winners (presenter: Dr. Wendy Frye, Director of High Schools) All four traditional high schools sent teams to the 2019 NCTC Regional High School Play Festival last month, earning a total of 18 awards and one Superior rating. East Henderson High’s production, “Waiting Room” earned a “Festival Spirit” Award, “Theatre Arts Award: Excellence in Live Music” (Max Morava), and “Excellence in Acting” (Sydney Justice). Hendersonville High’s production, “Matter and Change” earned a “Festival Spirit” Award, “Theatre Arts Award: Excellence in Student Writing and Collaboration,” “Barbizon Excellence in Design & Production: Lighting Design & Stage Management” (Emily Hilger, Gabby Ray), “Barbizon Excellence in Design & Production: Sound Design and Assistant Direction” (Samm Matteson), “Excellence in Acting” (Kaia Pelz), and “Excellence in Ensemble Acting.” North Henderson

High's productions, "Moon Songs" and "Will to Live" earned a "Festival Spirit" Award, "Theatre Arts Award: Excellence in Stage Reading Performance," "Excellence in Acting" (Leo Dominguez), and "Excellence in Ensemble Acting." West Henderson High's production, "The Diviners" earned a Superior rating, as well as a "Festival Spirit Award," the "Barbizon Excellence in Design & Production: Music and Sound Design" (Aliya Shook, Roberto Bell, Wyatt Hughes, Luke Whisenant, Emma Robinson, Jessica Archis, John Burnette), "Excellence in Acting" (Anna Campbell), "Excellence in Acting" (Jeffery Cooper), and Honorable Mention Distinguished Play.

WEST HENDERSON HIGH (presenter: Shannon Auten, West Henderson High principal) On behalf of West Henderson High, Student Body President Maci Clark and Senior Class President Addison Hichman are presenting a \$874 check to Dr. John Bryant to support local homeless students through the district's Homeless Services Department. The WHHS Student Government is making it their goal to donate volunteer hours toward fundraisers to help those less fortunate in Henderson County. During West's homecoming week, students participated in a fundraiser to help support the homeless students in Henderson County, and raised \$874 through Penny Wars, a Car Smash, and Find the Falcon activities.

HENDERSON COUNTY EARLY COLLEGE (presenter: Beth Caudle, principal) Tom Savage was presented with the 2019 NCSTA District Eight Outstanding High School Science Teaching Award during the North Carolina Science Teachers Association's annual conference in November. The District Outstanding Science Teacher Awards recognize teachers who exemplify excellent, creative and innovative teaching of science in North Carolina. The honor is determined by other science educators and serves as recognition of Tom's professional excellence and contributions to science teaching and learning. In addition to teaching at the Early College, Savage teaches Forensic Science courses on the Henderson County Virtual Public Schools platform, and has been innovative in bringing the forensic science lab into the classroom.

HENDERSONVILLE ELEMENTARY (presenter: Kerry Stewart, principal) Fifth-grader David Summey won the Daughters of the American Revolution's 2019 American History Essay Contest in the 5th Grade age group. He and his teacher, Amy Ramsey, will be recognized by the Joseph McDowell Chapter of the DAR at a special award luncheon in January at The Cedars.

HENDERSONVILLE MIDDLE (presenter: Luke Manuel, principal) Sixth-grader William Sealy won the Daughters of the American Revolution's 2019 American History Essay Contest in the 6th Grade age group. He and his teacher Anne Boyette, will be recognized by the Joseph McDowell Chapter of the DAR at a special award luncheon in January at The Cedars. 2. Scholastic Magazine Poetry Contest Winner Sixth-grader Rose Marie Anderson was chosen as one of five national winners of the "Still Me Contest" from the September 2019 issue of Scholastic's Scope Magazine. Using Jennifer Dignan's poem "Still Me" as inspiration, Rose Marie reinterpreted the poem based on her own life. The editors wrote that they "loved [her] creative and eloquent version" of the poem and especially loved how she integrated Spanish into her work. Rose Marie won a Visa gift card and recognition on Scholastic.com.

HENDERSONVILLE HIGH (presenter: Bobby Wilkins, principal) Hendersonville High's orchestra was one of two in the state invited to play at the North Carolina Music Educators Association Conference in Winston-Salem last month. The annual conference is a gathering of more than 1,500 music educators from across the state and features professional development sessions and performances including the All-State Orchestra and All-State Chorus. In addition to being invited to play at the conference, Hendersonville High's orchestra received the "Excellence in Musical Performance" award.

PROGRAM HIGHLIGHT

The North Henderson High School Woodwind Quintet, under the direction of Mr. Steve Sigmon, presented a variety of holiday music for those in attendance.

BOARD CHAIR OBSERVATIONS

Mr. Craven expressed his gratitude to Mrs. Amy Lynn Holt for the great job she has done over the past three years as the Board Chair. He feels she handled herself with grace under a lot of pressure with the Hendersonville High School construction project, school board policy updates and the Edneyville Elementary School project. He thanked her for her service.

BOARD MEMBER OBSERVATIONS

Mr. Absher thanked our community partners that have given support to our homeless students throughout the year and he also thanked our school social workers, stating he is impressed with the job they are doing.

Ms. Case thanked Ms. Anne Boyette, teacher at Hendersonville Middle School, for the work she is doing in her classroom and was pleased to hear about her students participating in essay contests.

Mr. Wood enjoyed the North Henderson Woodwind Quintet and congratulated band director, Mr. Steve Sigmon, on the excellent job he is doing and on the outstanding growth of the band under his leadership.

PUBLIC COMMENT

Mr. Ken Fitch expressed concern for the proposed calendar changes for the 2021-2022 school year and how it might affect a students' ability to attend summer camp.

Mr. Donald Buck feels that more class time should be focused on teaching the Constitution of the United States as well as other documents he feels changed the world. He presented each board member with a copy of the Declaration of Independence.

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:

A. Meeting Schedule

1. HCBPE School Visit [*Wednesday, January 8, 2020, 12:00 p.m. (Hendersonville Elementary)*]
2. HCBPE Regular Business Meeting [*Monday, January 13, 2020, 6:30 p.m., (Boardroom)*]

B. Minutes

1. November 6, 2019 [*School Visit, Fletcher Elementary*]
2. November 12, 2019 [*Regular Business Meeting*]

C. Personnel [*as presented in closed session*]

D. Student Acceptances/Releases [*as presented in closed session*]

E. Resolution Urging the State to Take Action to Remit Civil Penalties Unconstitutionally Withheld from North Carolina's Public Schools

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 following policies for second reading and final Board approval. He stated there were no revisions since the first reading in November.

1. Approval – Policy 3228/7323 Use of Personal Technology to Conduct School Business
2. Approval – Policy 4334/5035/7345 Use of Unmanned Aircraft (Drones)
3. Approval – Policy 7360/8225 Crowdfunding on Behalf of the School

Mrs. Mary Louise Corn made a motion to approve the policies as presented for second reading and final approval.

Mr. Rick Wood seconded. (*Unanimously approved.*)

NEW BUSINESS

A. 2019-2020 Initial Budget (Mr. Bernie Sochia, Chief Finance Officer) Mr. Sochia presented information on the 2019-2020 Initial Budget for Board review. He stated, this budget serves as the beginning budget for all funds for subsequent amendments. The total Local Current Expense and Capital Outlay Funds are consistent with the 2019-20 Preliminary Budget previously approved. While the total remains the same, adjustments were made to reflect legislative and budgetary changes made in the mini budgets for 2019-20 by the State in the salary and benefit categories. The State Public School Fund reflects the most current dollar and position allotments as directed by the State. Likewise, the Federal Grants Fund reflects the budgets as approved by DPI to date. The Child Nutrition and Child Care Enterprise Funds reflect continuation budgets with adjustments for all legislative benefit changes and historical participation data. Mr. Blair Craven thanked Mr. Sochia for his hard work on the initial budget and using what's been approved from the State so far.

Mr. Michael Absher made a motion to approve the 2019-2020 Initial Budget as presented. Mr. Jay Egolf seconded. (*Unanimously approved.*)

B. Dr. John Bryant presented the (2020-21) Traditional Schedule Calendar for first reading approval.

C. Dr. John Bryant presented the (2020-21) Flexible Quarter Schedule Calendar for first reading approval.

- D. Dr. John Bryant presented the (2020-21) Early College High Schedule Calendar for first reading approval. Mrs. Amy Lynn Holt made a motion to approve the (2020-21) Traditional Schedule Calendar, (2020-21) Flexible Quarter Schedule Calendar, and (2020-21) Early College High Schedule Calendar as presented for First Reading. Mr. Michael Absher seconded. *(Unanimously approved.)*
- E. Fall Policy Updates *(October 19, 2019) (Dr. John Bryant)* Dr. John Bryant presented the Fall policy updates from the North Carolina School Board Association for first reading. He stated that since we are now aligned with the State Policy Manual, recommended updates will come from the School Board Association twice a year for our board to review and approve. Dr. Bryant answered questions from Board members. He reiterated that Policy 4325 and Policy 7240 will be tabled and not included in the approval vote this evening.
1. Policy 1310/4002 - Parental Involvement
 2. Policy 2010 - Board and Superintendent Relations
 3. Policy 2300 - Board Meetings
 4. Policy 3102 - Online Instruction
 5. Policy 3225/4312/7320 - Technology Responsible Use
 6. Policy 3620 - Extracurricular Activities and Student Organizations
 7. Policy 4040/7310 - Staff-Student Relations
 8. Policy 4150 - School Assignment
 9. Policy 4240/7312 - Child Abuse – Reports and Investigations
 10. Policy 4270/6145 - Concussion and Head Injury
 11. Policy 4325 - Drugs and Alcohol
Tabled for further discussion at a later date.
 12. Policy 4333 - Weapons, Bomb Threats, Terrorist Threats, and Clear Threats to Safety
 13. Policy 4400 - Attendance
 14. Policy 4700 - Student Records
 15. Policy 5015 - School Volunteers
 16. Policy 5070/7350 - Public Records – Retention, Release, and Disposition
 17. Policy 5071/7351 - Electronically Stored Information Retention
 18. Policy 5210 - Distribution and Display of Non-School Material
 19. Policy 5220 - Collections and Solicitations
 20. Policy 6120 - Student Health Services
 21. Policy 6140 - Student Wellness
 22. Policy 6220 - Operation of School Nutrition Services
Suggested edit: Add language to Section B indicating that charge limits are set by the School Principal
 23. Policy 6230 - School Meal and Competitive Foods Standards
 24. Policy 6305 - Safety and Student Transportation Services
Suggested edit: Add language to Section G noting that “school principal or his/her designee” will supervise at least one of the required 3 safety belt trainings.
 25. Policy 6315 - Drivers
 26. Policy 6420 - Contracts with the Board
 27. Policy 7100 - Recruitment and Selection of Personnel
 28. Policy 7130 - Licensure
 29. Policy 7240 - Drug-Free and Alcohol-Free Workplace
Tabled for further discussion at a later date.
 30. Policy 7410 - Teacher Contracts
 31. Policy 7430 - Substitute Teachers
 32. Policy 7820 - Personnel Files
 33. Policy 8220 - Gifts and Bequests
 34. Policy 8340 - Insurance
 35. Policy 8350 - Fixed Assets Inventory

Discussion:

Policy 1310: Ms. Case asked if student information is released to the Military? Dr. Bryant answered yes, but parents can opt out of being included in the report at the beginning of each year.

Ms. Case then asked if parents are still notified for permissions when a student turns age 18? Mr. Campbell stated yes, notices continue to go to parents regardless of age and that emancipated students are handled on a case by case basis at each school.

Policy 3620: Ms. Case asked, In Section A., what the phrase '*may be reserved for students in good academic standing*,' means? Dr. Bryant stated it is language that allows for administrator discretion when assessing a student's participation in extracurricular activities.

Mrs. Corn asked about homeschool participation in extracurricular activities, Section B. #3: What about students being required to take at least one class on campus each day? Assistant Superintendent, Dr. Jan King, stated in order for these students to be eligible for extracurriculars, dually-enrolled homeschool students must take two classes a day on campus when they are on the block schedule and students on the seven period schedule must be on campus for four of the seven periods during the day. She added that dual enrollment eligibility is not the same as athletic eligibility, since some students dual-enroll and participate in extra-curriculars such as music programs or clubs. Mr. Scott Rhodes, HCPS Athletic Director, stated athletic eligibility is governed by the NC High School Athletic Association and that students have to show continuous enrollment at one school for a full year or they forfeit eligibility for athletics. He added, the Athletic Director at each school is responsible for verifying student eligibility each year. Mr. Rhodes stated that principals and athletic directors are performing student home visits for address verification as well.

Policy 4150: Ms. Case asked if we provide transportation for children in foster care? Dr. Bryant replied, yes.

Policy 4510: Mr. Craven asked how the board requested updates to reassignment acceptances in *Policy 4510 - School Assignment* will be tracked? Dr. Bryant stated student enrollment information can be obtained from Powerschool. He added that some students were denied acceptance this year due to the class size restrictions in place from NCSPI.

Policy 4700: Ms. Case asked if teachers are told when they receive a student who has a juvenile record? Dr. Bryant stated that teachers are given all relevant information on students. Ms. Case also referred to item K., and asked how long student records are kept? Dr. Bryant stated that digital student transcripts are maintained permanently. Mr. Campbell added that a new State Record Retention Schedule is being developed by DPI to address retention expectations regarding all student records and it should be released in the near future.

Policy 5015: Ms. Case asked if all volunteers are required to be fingerprinted and have a background check performed? Mr. Rhodes responded that all volunteers are required to have a background check completed but only volunteers that are in the schools on a regular basis are fingerprinted.

Policy 6220: Ms. Case asked why 'insert amount' is listed in section B, instead of a number amount? Dr. Bryant stated that the charge limit is established on a school by school basis by the principal. The 'charge amount' in the policy relates to parent notifications only and does not affect the ability of a student to eat a hot lunch. When the student reaches the charge amount threshold listed per school, a notification is sent to parents regarding expectation of payment. Mr. Absher asked if the language could be updated to state that the limits are set by the principal at each school? Dr. Bryant stated he would add that language to the policy for second reading.

Policy 6305: Mr. Craven referred to Part G. He asked, since we now require safety belt training at least three times a year for students riding the busses with safety belts, who provides this safety training? Dr. Bryant replied the training is typically done by the bus driver, supported by staff and administration at the school level. Mr. Craven said he would like to have administration involved in at least one of the three training sessions. Mr. Absher suggested that we add language to include the '*principal or principal's designee*' will supervise the training to the policy. Dr. Bryant stated that he would add that language to the policy.

Policy 7410: Ms. Case asked if we have teachers currently on Growth or Mandatory Improvement Plans? Dr. Bryant replied, yes. Ms. Case asked where those teacher files/plans were kept? Dr. Bryant added, personnel files are kept at the Central Office in a secure location as required by state law. Principals may have an active file at the school level as well if they are monitoring the teacher's growth plan. Mr. Rhodes stated that we are using Yellow Folder as well, which is a cloud based storage service for staff and student records.

Board member Mr. Jay Egolf made a motion to approve the Fall Policy Updates as presented to the Board for first reading. Dr. Bryant will address the suggested edits before second reading of the policies. Mr. Michael Absher seconded. (*Unanimously Approved.*)

SUPERINTENDENT'S REPORTS

SCHOOL SAFETY ADVISORY COMMITTEE

Dr. John Bryant stated that the committee continues to meet bi-monthly discussing topics related to school safety. The most recent meeting focused on developing proactive safety measures for the extra-curricular events held at our schools. Dr. Bryant added that our new School Safety Director, Scott Masington, is doing a great job and he has received positive feedback from Sheriff Lowell S. Griffin concerning Mr. Masington. Mr. Masington will present a school safety update at the January 13, 2020 meeting.

EFFORTS TO CURB E-CIGARETTE USE

Dr. Jan King presented information on efforts to stop vaping in Henderson County Schools. She stated that all of our Health and Physical Education teachers attended training in two programs designed to educate students on the dangers of e-cigarettes and vaping, *Catch My Breath* and the *Stanford Prevention Toolkit*. PE teachers told Dr. King they felt the training was worthwhile and the *Stanford Prevention Toolkit* had good resources to share within the curriculum. Dr. King added, educational rack cards have been placed in our schools showing the dangers of vaping and school guidance counselors, school social workers and school resource officers are including anti-vaping messages in their student interactions. Dr. King said that Dr. Bryant's office has been working to install/update the 'Tobacco Free' signs throughout the district. She continued by stating that East Henderson High School is participating in a Pilot program to reduce suspensions when the student and parent/guardian voluntarily submit to counseling and intervention from the school social worker. Finally, Karen Caldwell, NC DHHS, made a presentation to the School Health Advisory Committee (school nurses, community partners, etc.) where she showed various types of devices used for vaping and how the devices work.

Mr. Blair Craven thanked Dr. King and all of the staff members involved in this effort. Mr. Craven shared his concern that our social workers and staff members are not trained in vaping cessation and he feels that further staff training should come from professionals that hold that specialty. Mr. Craven added that the Henderson County Board of Commissioners have offered to help with this program and he believes we can reach out to the commissioners for support. Board members agreed that children have been targeted through mass media campaigns and that early education on the dangers of vaping is a necessity.

CONSTRUCTION UPDATE

Dr. Bryant reminded those in attendance that the ribbon cutting ceremony for the new Edneyville Elementary School will be on December 18, 2019, at 10:00 a.m. Edneyville Elementary students and staff will return from Christmas Break to occupy the new building. Dr. Bryant also stated that beginning in January 2020, Hendersonville High School will start to look like a construction site as the project proceeds as planned.

FINANCIAL STATEMENTS

Chief Finance Officer, Mr. Bernie Sochia, presented the local finance report as of November 30, 2019. The Results of operations of the Local Current Expense and Other Restricted Funds for the 2019-20 fiscal year as of November 30, 2019: Revenues total \$14,819,695 and expenditures total \$13,231,844. He added that the first local salary supplement was included in November paychecks in the amount of \$2,629,266. Also included in November, there was a pay adjustment to staff paid on the certified state salary schedules back to July to give the years of service credit for 2018-19.

CALENDAR OF ACTIVITIES

Superintendent Bo Caldwell acknowledged the receipt of the calendar of events for December 2019 and January 2020. He mentioned that the holiday break for students and staff will be December 23, 2019 through January 3, 2020 and he wished everyone a Merry Christmas.

GENERAL OPERATIONS

Superintendent Bo Caldwell recognized Mrs. Molly McGowan Gorsuch, HCPS Public Information Officer, and the Henderson County Schools Child Nutrition Department for their work on the *Comfort Food Program*, which will provide meals to students throughout the holiday break. He also acknowledged the Henderson County Schools Child Nutrition employees for their willingness to work during their scheduled break. Mr. Caldwell thanked Mr. Blair Craven for his conversations with Mr. and Mrs. Grossman who donated the funds to run the program.

Mr. Caldwell reminded board members of the tremendous leadership team we have in Henderson County. He thanked Dr. Bryant, Dr. King, Mr. Rhodes, Mr. Sochia and Mr. Fender for their professionalism and dedication to our school system.

Superintendent Bo Caldwell closed by stating it is his honor and privilege to serve as Superintendent of Henderson

County Schools and wished all in attendance a safe and happy holiday season.

ADJOURNMENT

There being no further business, Mrs. Amy Lynn Holt moved that the meeting be adjourned. Seconded by Mr. Michael Absher. *(Unanimously approved at 8:55 pm.)*

Minutes approved: January 13, 2020