

Henderson County Board of Public Education

MINUTES

August 8, 2022

The Henderson County Board of Public Education held a meeting on Monday, August 8, 2022, beginning at 4:00 pm, at 414 4th Avenue West, Hendersonville, NC. The meeting was accessible to the public via a livestream link at, <http://hcpsnc.org/live>.

Board Members Present: Blair Craven, Chairperson; Robert Bridges; Dot Case; Stacey Caskey; Jay Egolf and Kathy Revis. Amy Lynn Holt, Vice Chairperson, joined the meeting remotely.

Administrative Staff Present: Mark R. Garrett, Superintendent; Shannon Marlowe, Ed.D., Assistant Superintendent for Curriculum & Instruction; Mr. Scott Rhodes, Assistant Superintendent for Human Resources; Bernie Sochia, Chief Finance Officer and Carl Taylor, Chief Administrative Officer

Attorney Present: Chris Campbell

Board Clerk: Tawana Clayton

CALL TO ORDER

Mr. Blair Craven called the meeting to order at approximately 4:09 pm and led all those in attendance in the pledge of allegiance. Mr. Craven acknowledged that Mrs. Holt was joining the meeting remotely via phone.

AGENDA APPROVAL

Mr. Craven acknowledged receipt of the meeting agenda and asked for a motion to approve. Dr. Kathy Revis moved that the agenda be approved as presented. Seconded by Mr. Robert Bridges. (*Unanimously approved.*)

BOARD CHAIR OBSERVATIONS

Mr. Blair Craven said he has no observations at this time.

BOARD MEMBERS' OBSERVATION

Mr. Robert Bridges attended West Henderson High School summer strings camp, recognizing the director, Tiffany King, for her exceptional work with the students during the camp. Ms. Dot Case commended bus drivers and cafeteria staff for their hard work with the summer lunch program.

Dr. Kathy Revis stated her appreciation for the Summer Bridge Program and its value to our rising 6th grade students.

PUBLIC COMMENT

There were no public comments at the meeting.

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 Regular Business Meeting [*Monday, September 12, 2022, 4:00 p.m., (Boardroom)*]

B. Minutes

1. June 13, 2022 (*Regular Business Meeting*)
2. June 30, 2022 (*Special Called Meeting, End of Year Matters*)

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

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

Dr. Kathy Revis moved that the Consent Agenda be approved as presented. Mrs. Stacey Caskey seconded. (*Unanimously approved.*)

OLD BUSINESS

None

NEW BUSINESS

Mr. Carl Taylor presented the following Spring policy updates for Board consideration:

- A. 2022 Spring Policy Updates – (*Mr. Carl Taylor, Chief Administrative Officer*)
1. Approval – Policy 2121 – Board Member Conflict of Interest
 2. Approval – Policy 2210 – Duties of Officers
 3. Approval – Policy 2400 – Board Policies
 4. Approval – Policy 2410 – Policy Development
 5. Approval – Policy 2420 – Adoption of Policies
 6. Approval – Policy 2430 – Dissemination and Preservation of Policies
 7. Approval – Policy 2440 – Policy Review and Evaluation
 8. Approval – Policy 2450 – Suspension of Board Policies
 9. Approval – Policy 2600 – Consultants to the Board
 10. Approval – Policy 3102 – Online Instruction
 11. Approval – Policy 3430 – School Improvement Plan
 12. Approval – Policy 4110 – Immunization and Health Requirements for School Admission
 13. Approval – Policy 4240/7312 – Child Abuse and Related Threats to Child Safety
 14. Approval – Policy 4260 – Student Sex Offenders
 15. Approval – Policy 4400 – Attendance
 16. Approval – Policy 5240 – Advertising in the Schools
 17. Approval – Policy 6305 – Safety and Student Transportation Services
 18. Approval – Policy 6560 – Disposal of Surplus Property
 19. Approval – Policy 7510 – Leave
 20. Approval – Policy 7540 – Voluntary Shared Leave
 21. Approval – Policy 7550 – Absences Due to Inclement Weather
 22. Approval – Policy 7620 – Payroll Deductions
 23. Approval – Policy 7810 – Evaluation of Licensed Employees
 24. Approval – Policy 7815 – Evaluation of Non-Licensed Employees
 25. Approval – Policy 8320 – Depositories
 26. Approval – Policy 9400 – Sale, Disposal, and Lease of Board-Owned Real Property

Board members presented questions to Mr. Taylor during his presentation. After discussion, Mr. Robert Bridges made a motion to approve the 2022 Spring policy updates as presented. Mrs. Stacey Caskey seconded.

(Unanimously approved.)

- B. Sole Source Procurement Innovation Partnership Grant (*Mr. Bernie Sochia, Chief Finance Officer*)

Mr. Bernie Sochia presented the Sole Source Procurement Innovation Partnership Grant. Mr. Sochia stated that 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 that exceed \$30,000 and services that exceed \$50,000.00 require issuing a bid solicitation using the Uniform Guidance ‘micro-purchase’ procedures. Mr. Sochia added that one exception to these new guidelines is for ‘noncompetitive procurement’ which means that the item is only available from a single source provider or that a specific item is necessary for continuity of equipment. Procurement under this exception requires annual NCDPI and local Board approval. Mr. Sochia shared letters of DPI approval for the following vendors: RTI International.

After discussion, Mrs. Stacey Caskey moved that the Henderson County Board of Public Education approve RTI as a vendor under the sole source exemption guidelines. Dr. Kathy Revis seconded the motion. *(Unanimously approved.)*

C. Child Care Stabilization Grant Playground Project *(Mr. Bernie Sochia, Chief Finance Officer)*

Mr. Bernie Sochia stated at the April 11, 2022 Board of Education meeting, Scott Rhodes presented the district's plan to upgrade all 13 elementary school playgrounds. This project is made possible through the Child Care program and the NC Child Care Stabilization Grant.

An RFQ for consulting and design services was developed and closed on July 19, 2022. After careful review of submitted proposals, RVE, Inc. was identified as the firm to be recommended to the Board for selection. Board approval is needed to authorize staff to proceed with this selection, negotiation and execution of a contract. This grant will allow all 13 elementary school playgrounds to receive some type of an update and will satisfy the requirements for child care program use.

Dr. Kathy Revis moved that the Henderson County Board of Public Education select RVE, Inc. as the consulting firm for the Elementary School Playground Upgrade project and authorize staff to proceed with all required documents and negotiation and execution of contracts. Mr. Robert Bridges seconded the motion. *(Unanimously approved.)*

D. Bus Driver Bonus *(Mr. Scott Rhodes, Assistant Superintendent)*

Mr. Scott Rhodes stated that in an effort to address the current bus driver workforce shortage, incentive bonus pay is being proposed from available ESSER funds. The incentive plan outlines monthly bonuses based on frequency of service. Additionally, if the incentive bonus plan is approved, a direct and targeted marketing campaign will be implemented to broadly advertise and communicate the incentive bonus pay opportunities. Mr. Rhodes answered Board member questions regarding the bonus structure.

Mr. Robert Bridges moved that the Henderson County Board of Public Education approve the Substitute Teacher and Bus Driver Recruitment and Incentive Plan, as presented. Ms. Dot Case seconded the motion. *(Unanimously approved.)*

After motion approval, Mr. Craven questioned the previous motion regarding the inclusion of the words "substitute teacher." Mr. Craven noted that substitute teachers were not included in the presentation by Mr. Rhodes. Mr. Craven asked that the motion be rescinded since the motion included "substitute teachers."

Mr. Craven made a motion to rescind the previous motion for Substitute Teachers and Bus Driver Recruitment and Incentive Plan. Mrs. Stacey Caskey seconded the motion. *(Unanimously approved.)*

Mr. Craven moved that the Henderson County Board of Public Education approve the Bus Driver Recruitment and Incentive Plan, as presented. Dr. Kathy Revis seconded the motion. *(Unanimously approved.)*

BOARD/SUPERINTENDENT'S REPORT

A. ESSER UPDATE– *(Mr. Scott Rhodes, Assistant Superintendent)*

Mr. Scott Rhodes presented the Board with an ESSER update. Congress set aside approximately \$13.2 billion of the \$30.75 billion allotted to the Education Stabilization Fund through the CARES Act for the Elementary and Secondary School Emergency Relief Fund (ESSER Fund). The Department will award these grants to State educational agencies (SEAs) for the purpose of providing local educational agencies (LEAs), including charter schools that are LEAs, with

emergency relief funds to address the impact that COVID-19 has had, and continues to have, on elementary and secondary schools across the Nation.

ESSER Fund awards to SEAs are in the same proportion as each State received funds under Part A of Title I of the Elementary and Secondary Education Act of 1965, as amended, in fiscal year 2019.

ELEMENTARY AND SECONDARY SCHOOL RELIEF FUND (II)

ESSER II funds expire September 30, 2023. These funds also can be used for in the same way as ESSER I including:

- Coordinating with public health departments;
- Conducting activities to address the needs of students from low-income families, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth;
- Purchasing educational technology (including hardware, software and connectivity as well as assistive technology or adaptive equipment);
- Summer learning, and supplemental after-school programs;
- Mental health services;
- Addressing learning loss;
- School facility repairs to reduce risk of virus transmission and support student health; and implementing public health protocols including policies in line with guidance from the Centers for Disease Control and Prevention for school-reopening;
- Implementing activities to maintain the operation and continuity of services and to employ existing staff.

ESSER III funds expire September 30, 2024. Mr. Rhodes stated, based on the grant guidelines, at least 20% of funds must be used to address learning loss through evidence-based interventions that respond to students' academic, social, and emotional needs. The funds also can be used for in the same way as ESSER I/II including:

- Coordinating with public health departments;
- Conducting activities to address the needs of students from low-income families, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth;
- Purchasing educational technology (including hardware, software and connectivity as well as assistive technology or adaptive equipment);
- Summer learning, and supplemental after-school programs;
- Mental health services;
- Addressing learning loss;
- School facility repairs to reduce risk of virus transmission and support student health; and implementing public health protocols including policies in line with guidance from the Centers for Disease Control and Prevention for school-reopening;
- Implementing activities to maintain the operation and continuity of services and to employ existing staff.

ESSER III targeted and strategic ways to be used are:

- Learning Loss (Recovery)
- Acceleration & Advancement
- Summer Learning
- Unassigned
- Infrastructure/Facility Improvements

The following has been allocated to date:

- HB82 Legislated Summer Learning
- 2021-2022 Retention Bonus to All HCPS Employees to be paid in February 2022 [\$2000/\$1000]
- Additional School Nurse Positions [5]
- MTSS Teacher Assistants (formerly quarantine TAs) [23]
- Bus Driver Overtime Pay
- Substitute teacher and bus driver incentive pay

- Phase 1 of 3 for Chromebook replacement

ESSER I Details (CARES):

- At the beginning of FY23, we had a balance of \$146,775.55.
- \$64,524.35 of the balance is encumbered for the second round of water bottle fill stations to be installed on school water fountains.
- Current discussion of how to spend the remaining funds, likely to be spent on cleaning wipes for the prevention of Covid in our buildings and a portion of phase 1 of Chromebook order.
- These funds expire September 2022

ESSER III funds are set to be used for learning loss (recovery), acceleration and advancement, summer learning, unassigned costs, and infrastructure/ facility improvements.

ESSER II allocations to date which include:

- HB82 Legislated Summer Learning
- 2021-2022 Retention Bonus to all HCPS employees to be paid in February 2022 [\$2000/\$1000]
- Additional School Nurse Positions [5]
- MTSS TAs [formerly quarantine TAs] [23]
- Substitute teacher and bus driver incentive pay
- Phase 1 of 3 for Chromebook replacement

Mr. Rhodes pointed out the allocation's expenditures are less than budgeted due to intentionally putting enough money into the budget to ensure overages would not occur. Additionally, under ESSER II the Substitute Teacher Recruitment bonus will now become part of the salary increase for substitutes. ESSER I details, beginning of FY23 the balance was \$146,755.55 to date \$64,524.35 is encumbered. Mr. Rhodes reiterated the remaining funds expire September 30, 2022. Mr. Craven stated there was \$82,251.20 remaining to spend in a month. Mr. Rhodes assured that the goal is to have the funds spent with phase 1 of Chromebook replacement and cleaning wipes for the schools to help prevent Covid. ESSER II details, beginning of FY23, we had a balance of \$2,383,261.14. Currently, \$2,057,600.74 is budgeted for the continuation of current HCPS initiatives during this fiscal year. Initiatives include the three additional staff members added last year (Director of Student Achievement, Assistant Director of Technology, and a Payroll Technician), certified signing bonuses, recruitment efforts, LETRS full-time subs, bus driver OT and route bonuses, and a contract with Smart Start for a Kindergarten Transition position. Most of the funds have been encumbered with the positions. Board members questioned if the employees in these positions were aware that their position was temporary due to funding. Mr. Rhodes stated, they were intentional to all employees hired for these positions that they understood when the position will end. Currently, \$325,660.40 remains unbudgeted. These funds expire September 2023. ESSER III details, at the beginning of FY23, we had a balance of \$20,201,358.59. Currently, \$15,498,578.62 is already budgeted for the continuation of current HCPS initiatives for the next two years. Initiatives include summer for this summer and the next two summers, additional staff positions to address the effects of Covid (EC positions, ESL positions, social workers, counselors, MTSS assistants, etc.), the contract with the Health Department for the additional school nurses, and the purchase of Chromebook. Currently, \$4,702,779.97 remains unbudgeted. These funds expire September 2024.

B. CAPITAL PROJECT UPDATE – *(Mr. Carl Taylor, Chief Administrative Officer)*

Mr. Carl Taylor presented the Board with a Capital Projects update. Hendersonville High School is complete. Board members, Commissioners and current students participated in the ribbon cutting. Mr. Carven acknowledged how pleased the community was with the outcome of the renovation for Hendersonville High School; he also expressed his gratitude for the Board for pushing for the renovation. Continuing to work on the warehouse maintenance facility, lights have been installed, roll up doors should arrive in September. Mr. Taylor stated that the wiring is complete for middle and high school's camera installation, the cameras have not arrived due to shipping delay, expected to arrive in September. East Henderson High and West Henderson High sound and lighting installation in the auditoriums projected to be completed before the first day of school. East Henderson High School stadium bleacher construction to make them ADA accessible has been ongoing throughout the summer. Completions expected by September.

Board members questioned ADA accessibility of stadium bathrooms at all high schools, Mr. Taylor will follow up with an answer for North Henderson and Hendersonville High School. East High School does have ADA accessible bathrooms. West Henderson High School has ADA accessible stadium bathrooms, getting to them is not easily accessible. Mr. Craven would like all stadium bathrooms that aren't ADA compliant to become ADA compliant in the near future.

Mr. Egolf asked about stadium lightning quotes. Mr. Taylor will have an update with quotes at the next meeting. Ms. Case questioned the issue of the single entrance at Upward Elementary. Mr. Garrett gave an update on the single entry at Upward Elementary. Mr. Garrett met with Christopher Todd and Carolina Specialties Construction to discuss moving forward. Preliminary blueprints for the project have been created and will be presented at the next county commissioners meeting to begin moving forward with the renovations. The awning that was damaged from snow, will be replaced before the start of school. Mr. Craven gave an update on the bus garage. The allocated amount from the capital budget is 3 million dollars to build a new bus garage, the project amount came in at 10 to 12 million dollars due to the increased cost for materials. Mr. Carven stated they would reevaluate the project while continuing to keep the project a priority. Mr. Garrett recommends reviewing the 10-year facilities plan that was completed in 2018, as pricing has changed for materials.

C. EQUITY UPDATE – *(Dr. Shannon Marlowe, Assistant Superintendent)*

Dr. Shannon Marlowe presented the Board with an equity update. Dr. Marlowe highlighted HCPS 2022 Summer Program. The summer program included academic focus on literacy skills and also incorporated physical activities. The summer program was expanded to include:

- Summer Learning (K-8) which focused on foundational academic skills for kindergarten through 8th grade, and expanded Community Partner experiences. This includes Reading Camp.
- Summer Bridge was specifically for rising 6th grade students and rising 9th grade students to get them ready to enter their new school environments and expose them to new career and college opportunities.
- Career Accelerator was for rising 8th, 9th, and 10th graders, this program provided exploration of career clusters and pathways of high need labor markets such as health sciences, manufacturing, public safety, information technology and hospitality.
- Credit Recovery was also offered

Summer Learning Attendance:

- Elementary Schools-920
- Middle Schools-522
- High Schools-355
- High School Seniors-25

Dr. Marlowe stated the goals for this year's summer learning program were academic skills, individual small group instruction, transportation, social academic support skills, voluntary participation, skill application and exploration. Dr. Marlowe recognized several different community partners who played a role in the summer learning program. Dr. Marlowe provided information on High School Credit Recovery, 283 high school credits were recovered and based on this, 22 students were able to graduate and 75 students were promoted to the next grade. Dr. Revis reiterated the positive effect for students the Summer Bridge program provides and would like to see the program continue.

D. CHILD CARE SERVICES UPDATE – *(Mr. Scott Rhodes, Assistant Superintendent)*

Mr. Scott Rhodes stated that he will have an update at the next board meeting once the Summer Plus program is complete in order to give a complete financial update for the program. Mr. Rhodes gave recognition to the Directors of the Child Care program, Sonya Hall and Stephanie Jones-Edney for their hard work running the program.

E. FINANCIAL STATEMENTS – *(Mr. Bernie Sochia, Chief Finance Officer)*

Mr. Bernie Sochia presented the Financial Statements. The results of operations of the Local Current Expense and Other Restricted Funds for the 2021-22 fiscal year as of June 30, 2022: Revenues received totaled \$32,991,941 and expenditures made totaled \$30,518,749. Receivables and payables are yet to be posted. Expenditures increased \$2,113,093 over the prior fiscal year and come in at 93% of anticipated expenditures in the local current expense fund. The balance was generated primarily due to staffing vacancies throughout the year. It is expected that these positions will be

filled for the 22-23 fiscal year. Results of operations of the Local Current Expense and Other Restricted Funds for the 2022-23 fiscal year as of July 31, 2022: Revenues received totaled \$3,205,315 and expenditures made totaled \$2,319,794.

Results of operations of the Capital Outlay Fund for the 2021-22 fiscal year as of June 30, 2022: Revenues received for the year were \$2,238,350, and expenditures for the year totaled \$1,946,974.

Results of operations of the Enterprise Fund for the 2021-22 fiscal year as of June 30, 2022:

- a. Child Nutrition received \$9,292,853 in revenues and had \$8,145,243 in expenditures for the year.
- b. Child Care received \$3,512,969 in revenues and had \$1,260,463 in expenditures for the year. The NC Child Care Stabilization Grant accounts for a majority of the positive balance and is being used to provide playground upgrades in the 2022-23 year. Mr. Craven reiterated the importance of getting the Free and Reduced Lunch forms filled out by families this year.

F. GENERAL OPERATIONS – *(Mr. Mark R. Garrett, Superintendent)*

Mr. Garrett gave recognition to Grant Adkins, Director of Technology and Matthew McMurray, Assistant Director of Technology who are both new to their roles. Mr. Garrett expressed his gratitude for being a part of Henderson County Public Schools and has been filling his time with making district wide and community wide connections. Mr. Garrett acknowledged the beginning of school for Hendersonville Elementary and Bruce Drysdale which began on July 11, 2022. Blue Ridge Community College held a ribbon cutting for the new Patton Building on July 12, 2022. My Future NC Regional meeting held on July 18, 2022 at Haywood Community College, which focuses on postsecondary attainment across the state of North Carolina. Mr. Garrett along with a Henderson County Board of Commissioner member, the county manager, Director of the Partnership and the Blue Ridge Community College President we will be meeting periodically to work on the local attainment plan and will share information at a later date. The Elementary Education and Title 1 Director interviews have taken place. A joint facility committee meeting was held on July 27, 2022. August 1, 2022, Dr. Shannon Marlowe began her new role as Assistant Superintendent of Instructional Services. Hendersonville High School ribbon cutting ceremony took place on August 3, 2022. Public Information Officer interviews have taken place. Mr. Garrett gave recognition to the regional teacher of the year, Ryan Mitchell and the current regional principal of the year, Dr. Marsha Justice. Administrator In-Service professional development days are August 9, 2022 and August 10, 2022 at Blue Ridge Community College. First day of school for the Career Academy and Early College is August 11, 2022. The new employee breakfast will be on Monday, August 15, 2022 at Highland Lake Inn. Traditional calendar schools began on Monday, August 29, 2022. Mr. Garrett will begin the first day of school at Etowah Elementary and travel to other schools throughout the day.

ADJOURNMENT

There being no further business, Dr. Kathy Revis moved that the meeting be adjourned. Seconded by Mr. Jay Egolf. *(Unanimously approved at 5:43pm.)*

Minutes approved: September 12, 2022