

## **Henderson County Board of Public Education**

### **MINUTES**

**April 8, 2019**

The Henderson County Board of Public Education met in a regular business meeting on April 8, 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; Blair Craven, Dot Case, Jay Egolf and Rick Wood. Mr. Michael Absher was absent.

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: Dean Shatley

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

Chairperson Amy Lynn Holt called the meeting to order at 6:48 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 JROTC unit is under the direction of Lt. Col. Randy Lytle and Command Sergeant Major David Massullo.

### **AGENDA APPROVAL**

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

### **RECOGNITIONS**

HENDERSONVILLE ABC BOARD \$12,000 DONATION FOR PROJECT GRADUATION *(presenter: Charlie Byrd, Hendersonville ABC Board Chair)* For years, the Hendersonville ABC Board has provided Project Graduation funding to the district's four traditional high schools, for the annual drug- and alcohol-free celebrations for graduated seniors. This year, the Hendersonville ABC Board is giving a total of \$12,000 to the district, for Project Graduation celebrations at East Henderson, Hendersonville, North Henderson, and West Henderson high schools and the Innovative High Schools. CARL SANDBURG STUDENT POETRY CONTEST WINNERS *(presenter: BJ Laughter, principal)* Fourth-graders Gabriel Morris, and Andre Lodico entered the 3rd-5th grade category of the 2019 Carl Sandburg Student Poetry Contest and Morris' poem, "The Smiling Goat was awarded 2nd Place by judges, and Lodico's was awarded the "People's Choice" award by visitors to the Sandburg Home. Both students have been invited to read their poems at Blue Ridge Community College during a reception on April 5.

NC FARM TO SCHOOL CALENDAR ART CONTEST 2019 WINNER *(presenter: Jennifer Shelton, principal)* Artwork submitted by Kara Scholz, a 4th grader at Fletcher Elementary, is one of 12 winning entries selected for the 2019-20 NC Farm to School Calendar, printed and available in June. Scholz, her family, and the School Nutrition Director will be invited to an awards reception May 17 at the NC State Fairgrounds in Raleigh during the "Got to Be NC" Festival.

2019 NORTH CAROLINA SCIENCE AND ENGINEERING FAIR AWARD WINNER *(presenter: Kerry Stewart, principal)* Third-grader Grant Palmer earned an Honorable Mention in the Region 8 Western Regional Science & Engineering Fair in February, advancing his "Wingspan" project to the

2019 North Carolina Science and Engineering Fair in March at N.C. State University. At state, Palmer's project placed 15th out of 92, won the Exemplary Project Award, and he received a plaque and a cash prize.

CARL SANDBURG STUDENT POETRY CONTEST WINNER, Madison Arrowood, a 4th-grader at Hendersonville Elementary, entered the 3rd-5th grade category of the 2019 Carl Sandburg Student Poetry Contest and her poem, "Braydon," was awarded 1st Place by judges. She is invited to read her poem at Blue Ridge Community College during a reception April 5.

#### PROGRAM HIGHLIGHT

Dr. Jan King, Assistant Superintendent Instructional Services, presented an update on the Career and College Promise initiative. She stated that in 2017-2018, Henderson County Schools had 133 students who graduated with college credits and 80 graduates with college credits who did not attend classes on the BRCC campus. (These totals do not include Advanced Placement credits.) She added that one of the goals for 2018-2019 was to remove transportation and scheduling barriers by bringing BRCC instructors to our HCPS campuses. Another goal for 2018-2019 was to identify high-interest courses from the articulation agreement and provide access to these courses for our students. At the end of Fall Semester 2018, we had a total of 246 students that earned 1,289 community college credit hours combined, which translates to a savings of \$97,964 to students and parents. Dr. King stated that we have 377 students enrolled through the College and Career Promise for Spring Semester 2019: 186 at the Innovative High Schools and 191 at our traditional high schools. Some of the college level courses planned for our Henderson County Schools for next year are: Simulation and Game design, Advanced JAVA, Public Speaking, Psychology, English 111/112, Art 111, Sociology, Education 144/145 and American Sign Language(ASL). Dr. King reminded those in attendance that the main benefits of the Career and College Promise initiative are: the tuition is covered by the North Carolina General Assembly and that students receive guaranteed credits that will transfer to 17 of the UNC-system campuses.

#### BOARD CHAIR OBSERVATIONS

Mrs. Holt stated that the ASL course offerings hit home with her family. She and her family learned sign language after her daughter had a cochlear implant. She added that this is a wonderful opportunity for our students to learn a life-long skill.

#### BOARD MEMBER OBSERVATIONS

Mr. Jay Egolf congratulated Mrs. Alicia Lyda and Principal Peggy Marshall from Apple Valley Middle School on Mrs. Lyda's selection to WLOS' Thanks to Teachers spotlight report.

Mr. Blair Craven mentioned that one of our teacher/coaches at Apple Valley Middle School lost his home in a fire over the past weekend. He stated that we should show our support for him and his family during this difficult time; there have been several fund-raising events coordinated for this family so far.

Mrs. Dot Case asked Dr. Wendy Frye, Director of High Schools and CTE programs, how many applications had been received for the *Made in Henderson County Apprenticeship* program she presented at the March Board meeting. Dr. Frye stated that over sixty students submitted applications. Dr. Frye was excited to share that other community businesses are also interested in participation in the apprenticeship program and that she would keep the Board apprised of the number of acceptances.

#### PUBLIC COMMENT

None

## 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 Workshop *[Thursday, April 11, 2019, 6:00 p.m., (Boardroom)]*

HCBPE School Visit *[Wednesday, May 8, 2019, 12:00 p.m., (Edneyville Elementary)]*

HCBPE Regular Business Meeting *[Monday, May 13, 2019, 6:30 p.m., (Boardroom)]*

### Minutes

March 6, 2019 *(School Visit, Henderson County Early College)*

March 11, 2019 *(Regular Business Meeting)*

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

Administrative Placement *(Superintendent Bo Caldwell)*

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

### Budget Amendment

Resolutions for Teacher Appreciation Week and School Library Month.

Board members, Mr. Blair Craven and Mr. Rick Wood, read the resolutions for those in attendance. Mr. Jay Egolf moved that the Consent Agenda be approved as presented. Mrs. Mary Louise Corn seconded. *(Unanimously approved.)*

## OLD BUSINESS

Dr. John Bryant, Associate Superintendent Administrative Services, presented the following policies for second reading and final approval. There was no discussion.

A. Approval – Policy 9000 Planning to Address Facility Needs *(Second Reading) (Dr. John Bryant)*

B. Approval – Policy 9010 Site Selection *(Second Reading) (Dr. John Bryant)*

C. Approval – Policy 9020 Facility Design *(Second Reading) (Dr. John Bryant)*

D. Approval – Policy 9030 Facility Construction *(Second Reading) (Dr. John Bryant)*

E. Approval – Policy 6410/9100 Ethics and the Purchasing Function *(Second Reading) (Dr. John Bryant)*

F. Approval – Policy 9110 Use and Selection of Architects, Engineers, Surveyors, and Construction Managers at Risk *(Second Reading) (Dr. John Bryant)*

G. Approval – Policy 9115 Prequalification of Bidders for Construction Projects *(Second Reading) (Dr. John Bryant)*

H. Approval – Policy 9120 Bidding for Construction Work *(Second Reading) (Dr. John Bryant)*

I. Approval – Policy 6441/9121 Bidders' List *(Second Reading) (Dr. John Bryant)*

J. Approval – Policy 9130 Supervision of Construction Contracts *(Second Reading) (Dr. John Bryant)*

K. Approval – Policy 9200 Care and Maintenance of Facilities *(Second Reading) (Dr. John Bryant)*

L. Approval – Policy 9205 Pest Management *(Second Reading) (Dr. John Bryant)*

M. Approval – Policy 9210 Care and Maintenance of Grounds and Outdoor Equipment *(Second Reading) (Dr. John Bryant)*

N. Approval – Policy 9220 Security of Facilities *(Second Reading) (Dr. John Bryant)*

O. Approval – Policy 9300 Naming Facilities *(Second Reading) (Dr. John Bryant)*

P. Approval – Policy 9400 Sale, Disposal and Lease of Board-Owned Real Property *(Second Reading) (Dr. John Bryant)*

A motion was made by Mr. Blair Craven to approve the policies as presented. Mr. Jay Egolf seconded. *(Unanimously approved.)*

#### PUBLIC HEARING

Policy 9125 was presented for approval during an open Public Hearing within the Board meeting. Policy 9125 – Participation by Women and Minority-Owned Business, was presented by Mr. Dean Shatley, Campbell Shatley, PLLC, where he stated the General Statute requires a public hearing coincide with the approval of this policy. Mrs. Holt opened the floor for public comment. There was no public comment. Mrs. Holt opened the floor for Board discussion. Mr. Craven feels this is a policy set forth with good intentions but the School Board really isn't in control of these decisions. Mr. Shatley added that under Section B., there are steps that should be taken when bidding out projects. Mr. Bernie Sochia, Chief Finance Officer, added that Deborah A. Pittillo, CLGPO, Purchasing Agent/Team Leader for Henderson County Public Schools, is required to post bids to the state website each time a project is under consideration. Mr. Shatley advised the Board to close the Public Hearing and entertain a motion to adopt Policy 9125.

Mrs. Mary Louise Corn made a motion that the Board approve Policy 9125- Participation by Women and Minority-Owned Business, as presented. Mr. Jay Egolf seconded. *(Unanimously approved.)*

#### NEW BUSINESS

- A. Mr. Bernie Sochia, Chief Finance Officer, requested the Henderson County Board of Public Education approve the "Contract to Audit Accounts" between the Henderson County Board of Public Education and Carland and Andersen, Inc., for the period beginning July 1, 2018 and ending June 30, 2019.

Mr. Blair Craven made a motion to approve the "Contract to Audit Accounts" for the fiscal year 2018-2019 as presented. Mr. Jay Egolf seconded. *(Unanimously approved.)*

- B. Mr. Bernie Sochia, Chief Finance Officer, presented the North Carolina Lottery Application request for approval. The available amount is currently \$214,177.45 and will go to pay debt service on the 2008 Installment Financing Contract debt issue for the Hillandale and Mills River Elementary School construction projects.

Mrs. Mary Louise Corn made a motion to approve the North Carolina Lottery Application as presented. Mr. Jay Egolf seconded. *(Unanimously approved.)*

- C. Mr. Bernie Sochia, Chief Finance Officer, presented the Sole Source Contracts for approval. He 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 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 '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 Board approval.

Mr. Jay Egolf made a motion to approve the Boys and Girls Club of Henderson County and CDW Government as vendors under the sole source exemption guidelines as presented. Ms. Dot Case seconded. Mr. Blair Craven recused himself from this vote. *(Unanimously approved.)*

- D. Superintendent Bo Caldwell presented a request for appointment of a new member to the Blue Ridge Community College Board of Trustees for approval. He stated that every four years four members are appointed by the Governor, four members are appointed by Henderson County

Commissioners, two members appointed by Transylvania County Commissioners, and four members appointed by Henderson County Board of Public Education to fill the Blue Ridge Community College Board of Trustees. There is a vacancy that needs to be filled due to the death of Ms. Patricia Jones. Mr. Caldwell requested that the Board fill the vacancy with Mr. Michael H. Pressley, former teacher and principal with Henderson County Public Schools.

Mrs. Mary Louise Corn made a motion that the Henderson County Board of Public Education approve the request to appoint Mr. Michael H. Pressley to the Blue Ridge Community College Board of Trustees. Mr. Jay Egolf seconded. *(Unanimously approved.)*

- E. Dr. John Bryant, Associate Superintendent Administrative Services presented the Child Care Plus Program Price Increase request for Board approval. He stated that this request involves a proposed increase to the Summer PLUS daily rate to \$25/day (up from \$23) and a requirement that families register for a full week at a time [\$125/week]. Additionally, PLUS registration fees would be increased to \$45, an increase of \$5. While these pricing increases are only an initial step, they provide us an opportunity to begin reducing the potential revenue loss of program operations. These changes would be effective for the 2019 Summer PLUS Program.

Mr. Blair Craven made a motion that the Henderson County Board of Public Education approve the request to increase the Summer Plus Program fees as presented. Mr. Jay Egolf seconded. *(Unanimously approved.)*

- F. Dr. Wendy Frye, Director of High Schools and CTE presented two items for Board consideration:

- 1- Board Consideration of Bids for Tiny House: The Board authorized the sale of the West Henderson High School student-built Tiny House at the Board meeting on September 10, 2018. Advertisement for sealed bids was published four times over a six-month period. Two bids were received and opened on Friday, March 29, 2019. The highest bid received was in the amount of \$7,000.00. The total amount spent on the construction of the Tiny House is \$28,770.50 which excludes donated items such as HVAC and cabinetry. Since the highest bid received was considerably lower than the cost of supplies to construct the house, we are requesting that the Board reject the bid and approve the resolution which would allow for private negotiation and sale.

Mr. Shatley advised that one vote would cover both consideration items presented for the Tiny House.

- 2- Board Consideration of Resolution for Sale of CTE Production Work: We would like the Board of Education to consider a resolution that authorizes the Superintendent to reject bids in instances when bids are not sufficient to cover the cost of projects completed in the Career and Technical Education program.

Mr. Blair Craven made a motion that the Henderson County Board of Public Education approve the resolution that authorizes the Superintendent to reject bids in instances when bids are not sufficient to cover the cost of projects completed in the Career and Technical Education program.

Mrs. Mary Louise Corn seconded. *(Unanimously approved.)*

## BOARD/SUPERINTENDENT'S REPORTS

Chairperson, Mrs. Amy Lynn Holt, shared an update from the March 26, 2019 Joint Facilities Committee meeting with the county commissioners. She stated that the meeting was worth-while and she was impressed with Commissioner Lapsley and Commissioner Edney's interest in the 10-year Facility Assessment that was presented for review. Mrs. Mary Louise Corn added that she was pleased with the assurances to include the suggested Upward Elementary safety updates in the next year's budget. Mr. Blair Craven added that Commissioner Lapsley's idea of grouping the facility needs into a three-bucket

approach is a good way to organize the needs. Superintendent Caldwell stated the full spreadsheet idea from Commissioner Lapsley will be presented to the full Board at the April 11, 2019 Board Budget Workshop. Mr. Rick Wood added that he is encouraged to hear a positive report from the Joint Facilities meeting and that he is glad to see the commissioners' interest in addressing these issues jointly with School Board members.

Dr. John Bryant presented an update on the Edneyville Elementary School construction project stating that the project completion date has been pushed back from mid-August, 2019 to November 13, 2019, due to inclement weather delays. He believes this time frame will actually allow for a smoother move-in for staff and administration at Edneyville. Dr. Bryant also stated that the Data Cabling bid process is complete, classroom furniture selections are well underway for final approval, playground equipment has been ordered, the intercom system RFP schedule has been adjusted to meet the new completion schedule and the intercom system and VOIP phones have already been purchased and are in use in the current school.

Dr. Bryant added the door Access Controls installation is well underway with 50 door installations being completed over 10 schools. The rollout status/implementation phasing is as follows: Bell Schedules have been Programmed; Completed Access Badges have been issued to schools with campus passes in process for distribution this week; also, students and staff will begin testing the badges this week.

Mr. Bernie Sochia presented the financial statements for April. He stated the following:

1. Results of operations of the Local Current Expense and Other Restricted Funds for the 2018-19 fiscal year as of March 31, 2019: Revenues total \$26,512,723, and expenditures total \$21,351,483, leaving a positive balance of \$5,161,240 on current year operations. 68.9% of budgeted expenditures have been made to date. This compares to 68.5% of budget to actual at this point in the prior fiscal year.

2. Results of operations of the Capital Outlay Fund for the 2018-19 fiscal year as of March 31, 2019: As reflected in the construction update, \$1,497,406 of the current year's capital projects budgets has been paid. And of the remaining \$857,271, \$812,551 is already encumbered and in progress.

Mr. Sochia stated that we are right on track with our budget numbers for this school year.

Superintendent Bo Caldwell acknowledged receipt of the Calendar of Activities for April and May. He mentioned that next week is Spring Break (April 15-19) and that Kindergarten Registration is Tuesday-Thursday of this week. He stated that Special Olympics is scheduled for Friday, April 12<sup>th</sup>. He reminded the Board of the Budget Workshop on Thursday, April 11, 2019 at 6:00 p.m. at the Central Office. He also mentioned: NC Scholars, April 25; the HCEF Celebration; Retired Personnel Dinner, May 16; and the Teacher of the Year Luncheon and Top Scholars Banquet also on the schedule for May.

Under the General Operations Report, Superintendent Bo Caldwell stated that most of you are aware of the Wingate Pharmacy School located here in town. To communicate the most efficient pathway to a Doctorate of Pharmacy and to solidify our partnerships, we will be having a "signing day" to formalize a Memorandum of Agreement (MOA) between the school system, Blue Ridge Community College and Wingate University. We plan to do this on Monday, April 22 at 2 p.m. at the Wingate campus. If your schedule allows, we would love to have Board members present.

Mr. Caldwell offered kudos to school staff for their efforts to reduce the system's Dropout Rate. He shared that we had 64 dropouts in the 2017-2018 school year, which is a reduction from the previous year when we had 82 dropouts. He added, since 2011, we have only had one other year (2014-15) with data as favorable as this past year. He said that our dropout data is also favorable when compared to the state and the region as well as when comparing us to similar size school systems. He closed by thanking

our teachers, counselors, administrators, and strong school-to-home partnerships for helping to ensure that students stay in school and receive a high school diploma.

#### ADJOURNMENT

There being no further business, Mr. Blair Craven moved that the meeting be adjourned. Seconded by Mr. Jay Egolf (*Unanimously approved at 8:35 pm.*

Minutes approved: May 13, 2019