

Henderson County Board of Public Education

MINUTES

October 13, 2025

The Henderson County Board of Public Education held a meeting on Monday, October 13, 2025 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: Dr. Kathy Revis, Chairperson; Amy Lynn Holt, Vice Chairperson; Beth Campbell; Stephanie Cantwell; Blair Craven; Shelia Dale; Alyssa Norman

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

Attorney Present: Chris Campbell

Board Clerk: Tawana Clayton

CALL TO ORDER

Chairperson Dr. Kathy Revis called the meeting to order at approximately 4:09 p.m. Dr. Revis requested everyone present to stand as the North Henderson High School Air Force JROTC presented the colors. Dr. Revis led those in attendance in the pledge of allegiance.

MOMENT OF SILENT REFLECTION

Dr. Kathy Revis asked those present to remain standing and take a moment of silent reflection.

AGENDA APPROVAL

Dr. Kathy Revis acknowledged receipt of the meeting agenda and called for a motion to approve it as presented. Mr. Blair Craven moved to approve the agenda as presented. Mrs. Amy Lynn Holt seconded the motion. *(Unanimously approved)*

STUDENT/STAFF RECOGNITIONS

Superintendent Mark R. Garrett and School Principals recognized and presented certificates to the following staff members:

- HCPS Beginning Teacher of the Year: Sarah Schwartz
- HCPS Exceptional Children's "Educator of Excellence": Erin Celej
- HCPS School Resource Officer of the Year: Lt. Tom Ammons
- HCPS CTE Teacher of the Year: Jason Livingston
- HCPS Outstanding Mathematics Teacher of the Year: Molly Wright
- HCPS Media Specialist of the Year: Debra Ramsey
- HCPS School Nurse of the Year: Kim Ball
- HCPS Teacher of the Year: Marley Moreno-Hollifield
- HCPS Principal of the Year: Dr. Katelyn Davis

PROGRAM HIGHLIGHT - NC Countdown to College! – *(Shannon Auten, Director of Student Services & Lea Putnam, Counselor WHHS)*

CFNC's Countdown to College Week

Director of Student Services Shannon Auten joined West Henderson High School Counselor Lea Putnam to discuss CFNC's Countdown to College Week. College for North Carolina (CFNC) is a free service of the State of North Carolina that helps students plan, apply, and pay for college. The North Carolina State Education Assistance Authority is the primary sponsor in partnership with the NC Department of Public Instruction, the NC

Community College System, the UNC System, the NC Independent Colleges and Universities, and College Foundation, Inc. Our schools provide many services to support students during this week including: FAFSA & financial aid prep, NC residency / RDS assistance, Transcript readiness, NC College Connect and Application Week offers free applications, support, and coaching. Ms. Auten shared information about North Henderson High School college countdown initiatives. North Henderson presented slides to all Seniors in English IV classes about the College Application process, including RDS, college application and financial Aid (goals: all students complete their RDS and apply to at least one college during that week), planning, recruitment of reps and promoting our 3 E's Event during College Application Week, October 21st. North Henderson High will also host a Financial Aid Night October 28th for parents and students. West Henderson High School counselor Lea Putnam shared their initiatives. College reps will be visiting throughout the month and each week in October, they will post the links to the CFNC webinars and resources for the seniors and their families. CFNC College/Career event will be held in the Media Center all day for seniors. Seniors who participate will get to enter a drawing for gift card prizes provided by their PTO parents. Brenda Valdez, the CFNC representative, will be presenting in the Media Center about financial aid and scholarships to our seniors and their families. Ms. Auten shared participating Colleges & Universities that are waiving application fees for first-year applicants: Approximately 50 Colleges & Universities and All 58 Community Colleges. The following are waiving application fees for applicants through College Connect: Approximately 40 Colleges & Universities and All 58 Community Colleges. The following are waiving application fees for transfers: Approximately 40 Colleges & Universities and those that qualify for Community Colleges. *No action was taken.*

BOARD MEMBERS' OBSERVATIONS

Mrs. Beth Campbell expressed her gratitude to those who attend the monthly meetings and faithfully pray for students.

Mrs. Shelia Dale read a prayer, sharing that although this month has been difficult, she is grateful for the strong leadership within our community and schools.

Dr. Kathy Revis shared about her recent visit to Rugby Middle School, where she expressed appreciation for Dr. McDaris and the great work happening there. She noted how thankful she is for the dedicated leadership in our schools.

Mrs. Stephanie Cantwell spoke about her visit to Hendersonville Elementary, saying how much she enjoyed the tour and learning more about the City schools. She also shared her thoughts on teacher and coaching pay, emphasizing where her heart lies in supporting educators.

PUBLIC COMMENTS

At 4:47 p.m. Dr. Kathy Revis opened the meeting for public comment. Five people addressed the Board. Public comments ended at 5:06 p.m. *No action was taken.*

CONSENT AGENDA

Dr. Kathy Revis 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, November 10, 2025, 4:00 p.m., (Boardroom)*]

B. Minutes

1. September 3, 2025 (*Special Called Meeting*)
2. September 8, 2025 (*Regular Business Meeting*)

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

- D. Student Acceptances/Releases (*as presented in closed session*)
- E. Budget Amendment

Mrs. Amy Lynn Holt moved that the Consent Agenda be approved as presented. Mrs. Shelia Dale seconded the motion. (*Unanimously approved.*)

OLD BUSINESS

A. Facilities Study Update – (*Mr. Carl Taylor, Chief Administrative Officer*)

Carl Taylor, Chief Administrative Officer gave an update on a Facility Study. The previous Facility Study was completed by Novus in 2021. Mrs. Taylor stated, while budget numbers are not accurate, the project list still guides capital decisions for the Capital Outlay and MRTS budgets. Over 50 items from facility study are completed at this time, and 39 additional items identified to be completed between now and 2033. Mr. Taylor shared the facility study timeline; in May and the board approved entering a contract with LS3P Architectural. The initial proposal amount was \$248,450.00, in July the administrative team worked on refining the study and breaking up the campuses into 3 tiers based on maintenance issues. The revised LS3P proposal amount is \$155,600.00. Following Board discussion, Superintendent Garrett was directed to research and present information regarding a reserve study group.

Mr. Blair Craven moved that the Henderson County Board of Public Education wait to hire an architect on an as needed basis to evaluate the school sites. Mrs. Alyssa Norman seconded the motion. (*Unanimously approved.*)

NEW BUSINESS

A. Action – Policy Updates – (*Mr. Carl Taylor, Chief Administrative Officer*)

Chief Administrative Officer Carl Taylor presented the following policy updates for approval. Mr. Taylor stated that several of these policies are special updates as a result of laws that were passed over the summer by the General Assembly. Policy 2110 – Board Member Elections and Policy 2115 – Unexpired Term Fulfillment are local updates. Mr. Taylor discussed in-depth Policy 1310/4002 - Parental Involvement. Board members discussed Policy 3210- Parental Inspection of and Objection to Instructional Materials, emphasizing support for this policy and the parental rights to inspect instructional materials.

1. Policy 1310/4002 – Parental Involvement
2. Policy 2110 – Board Member Elections
3. Policy 2115 – Unexpired Term Fulfillment
4. Policy 3210 – Parental Inspection of and Objection to Instructional Materials
5. Policy 3320 – School Trips
6. Policy 3510 – Religious-Based Exemptions from School Programs
7. Policy 3620 – Extracurricular Activities and Student Organizations
8. Policy 4120 – Domicile or Residence Requirements
9. Policy 4318 – Use of Wireless Communication Devices
10. Policy 5024/6127/7266 – Emergency Epinephrine Delivery Systems
11. Policy 5070/7350 – Public Records-Retention, Release, and Disposition
12. Policy 6125 – Administering Medicines to Students
13. Policy 7100 – Recruitment and Selection of Personnel
14. Policy 7820 – Personnel Files

Mr. Blair Craven moved that the Henderson County Board of Public Education approve Policies 1-14 as presented. Mrs. Shelia Dale seconded the motion. (*Unanimously approved.*)

B. Discussion – Policy 4400 – Attendance – *(Mr. Carl Taylor, Chief Administrative Officer)*

Chief Administrative Officer Carl Taylor along with Superintendent Mark Garrett led a discussion regarding Policy 4400, Attendance. Mr. Garrett noted there has been ongoing confusion at the state level concerning attendance requirements and clarified that Henderson County Public Schools' attendance policy remains unchanged. To ensure fairness during this period of statewide uncertainty, HCPS will hold students harmless for the first nine weeks regarding absences affecting course credit. Effective Wednesday, October 15, 2025, Policy 4400 will be fully enforced, limiting absences to five for semester-long courses and ten for year-long courses.

C. Action – Sole Source (Securly) – *(Mr. Bernie Sochia, Chief Finance Officer)*

Chief Finance Officer Bernie Sochia presented the sole source procurement for approval. The Office of Budget and Management (OMB) issues Uniform Guidance Procurement Standards (UG) for local governments that receive and expend federal financial assistance. All purchases of goods that exceed \$30,000 and services that exceed \$50,000.00 and will include federal funds, 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 service. Procurement under this exception requires annual local Board approval. A local HCPS committee reviews all potential procurement waivers using established NC DPI and UG guidelines. Based on the information provided by Shannon Auten the Henderson County Public Schools Procurement Waiver Team approved the request for authorization of the noncompetitive proposal for Securly, which is a highly specialized technical service. The expected cost of this contract is not to expected to exceed \$52,245.00 split between PRC 108(Title IV) and Local funds.

Mr. Blair Craven moved that the Henderson County Board of Public Education approve the noncompetitive procurement waiver as presented. Mrs. Stephanie Cantwell seconded the motion. *(Unanimously approved.)*

D. Low Performing Schools Requirements – *(Mr. Mark R. Garrett, Superintendent)*

Superintendent Mark Garrett provided an update to the designated low performing schools.

Dana Elementary School (F, Not Met); Edneyville Elementary School (D, Not Met); Flat Rock Middle School (D, Not Met); Hillandale Elementary School (D, Met); Upward Elementary School (D, Met)

Step 1: The superintendent shall proceed under G.S. 115C-105.39

Within 30 days of the initial identification the superintendent shall take one of the following actions:

1. Recommend to the local board the principal be retained in current position*
2. Recommend to the local board the principal be retained in current position and a plan of remediation be developed
3. Recommend to the local board the principal be transferred*, or Proceed under G.S. 115C-325.4 to dismiss or demote the principal

*Certain Conditions apply

Step 2: Within 30 days of the initial identification of a school as low-performing by the State Board, the superintendent shall submit to the local board of education a preliminary plan for improving both the school performance grade and school growth score, including how the superintendent and other central office administrators will work with the school and monitor the school's progress.

Step 3: Within 30 days of its receipt of the preliminary plan, the local board shall vote to approve, modify, or reject this plan. Before the local board votes on the preliminary plan, it shall make the plan available to the public, including the personnel assigned to that school and the parents and guardians of the students who are assigned to the school, and shall allow for written comments.

Step 4: The local board shall submit a final plan to the State Board within five days of the local board's approval of the plan. The State Board shall review the plan expeditiously and, if appropriate, may offer recommendations to modify the plan. Superintendent Garrett's recommendation to the Board is to retain the principals in their current position. Superintendent Garrett answered questions from the Board.

Mrs. Alyssa Norman moved that the Henderson County Board of Public Education approve the Superintendent's recommendation to retain the principals in their current positions. Mrs. Shelia Dale seconded the motion. *(Unanimously approved)*

- a. Discussion – HCPS Low Performing School Improvement Plans – *(Dr. Shannon Marlowe, Assistant Superintendent)*

Assistant Superintendent Dr. Shannon Marlowe led the discussion regarding school improvement plans for the schools designated as low performing. Schools designated as Low Performing Schools (Dana Elementary, Edneyville Elementary, Flat Rock Middle School, Hillandale Elementary, and Upward Elementary School) must submit plans for approval by the school board, and post the plan publicly for input. Henderson County houses our school improvement plans within the NCSTAR/IndiStar platform. This platform is provided by the North Carolina Department of Public Instruction (NCDPI) at no-cost to districts. Each School Improvement Team has assessed the required Key Indicators of NCSTAR, selected targeted goals for improvement, and mapped a plan for assessing and monitoring the school's progress. Board members may access and review School Improvement Plans online using information in the attached guiding document or as PDFs in the link provided. Following Board review, guest access for these school plans will be posted on the HCPS website. Updates to information are added after each School Improvement meeting. *No action was taken.*

- E. New School Bus Garage – *(Mr. Mark R. Garrett, Superintendent)*

Superintendent Mark Garrett provided a brief update on the new school bus garage project. A joint committee of representatives from Henderson County and HCPS has selected an architect through an RFQ process, and the recommendation of LS3P Architects will be presented to the county commissioners for review at tomorrow's meeting. *No action was taken.*

Following discussion regarding a joint facilities meeting with the County Commissioners, Dr. Kathy Revis moved to appoint Mrs. Stephanie Cantwell to the Board's ad hoc Joint Facilities Committee. Mrs. Shelia Dale seconded the motion. *(Unanimously approved.)*

BOARD/SUPERINTENDENT'S REPORT

- A. CAPITAL UPDATE – *(Mr. Carl Taylor, Chief Administrative Officer)*

Chief Administrative Officer Carl Taylor provided the board with status updates on the construction and facility projects currently underway or planned in the near future:

HCPS Projects:

- Card Access Installation - Various Sites - Completed
- Softball Field Sinkhole - Hendersonville Middle - In Progress

MRTS Projects:

- New Construction: Bus Garage - Architect RFQ Selection Committee met September 26
- HVAC Controls Replacement: Sugarloaf, All Middle Schools, NHHS, WHHS - In Progress
- Paving: Hendersonville Elementary (Main Circle, Parking Lot), Flat Rock Middle (Back Drive Repair), Fletcher Elementary (Bus Lot Repair), Glenn Marlow Elementary (Bus Lot Repair), Hillandale Elementary (Seal/Restripe Main Parking Lot), Mills River Elementary (Seal/Restripe Main Parking Lot): In Progress. *No action was taken.*

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

Chief Finance Officer Bernie Sochia presented the financial statements and results of operations of the Local Current Expense and Other Restricted Funds for the 2025-26 fiscal year as of September 30, 2025: Revenues received totaled \$11,276,079 and expenditures made totaled \$8,295,535. Relative to last year, expenditures are \$145,305 higher through the first quarter, with most of this being the increase in property insurance premiums which are paid at the beginning of the fiscal year. Results of the Capital Outlay Fund for the 2025-26 fiscal year as of September 30, 2025: Revenues totaling \$950,250 have been received, and expenditures totaling \$906,958 have been made. The primary projects included in this are the bleachers at East that were damaged during Helene, \$351,500; and the Maintenance truck and activity bus, \$237,008. *No action was taken.*

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

Upcoming dates and events shared by Superintendent Mark R. Garrett:

Federal Shutdown Update

Dollar General Literacy Initiative Donation

October: National School Principal Month & National Physical Therapy Month

October 13-17: National School Lunch Week

October 13: Optional Workday, No school for students on Traditional & Early College Calendar

October 14: Required Workday (District PD)-No school for students on Traditional & Early College Calendar

October 20-26: NC Countdown to College! College Application Week

October 31: 🌀 Treat Street: Hendersonville Main St. and 4th Avenue (5:00 p.m.- 8:00 p.m.)

November: National Native American Heritage Month & NC Veterans' History Appreciation Month

November 3-7: National School Psychology Week

November 5: HCBPE School Tours, 10:00 a.m. at Dana Elementary, Hendersonville Middle School, Upward Elementary

November 7: "Class of 2026" Senior T-Shirt Distribution

November 11: Veterans' Day Holiday - No school for all students & staff

No action was taken.

ADJOURNMENT

There being no further business, Mr. Blair Craven moved that the meeting be adjourned. Mrs. Beth Campbell seconded the motion. *(Unanimously approved at 7:20 p.m.)*

Minutes approved: November 10, 2025