

# Yancey County Board of Education

## Meeting Minutes

October 1, 2007

### **Opening:**

*Ms. Van Thomas, Chair, called the regular meeting of the Yancey County Board of Education to order at 6:00 P.M. on October 1, 2007, in the Board Office. Ms. Thomas welcomed all participants and led in prayer.*

### **Present:**

*Ms. Van Thomas, Chair*

*Ms. Elaine Boone, Vice Chair*

*Dr. Iva Nell Buckner*

*Mr. Randy Banks*

*Mr. Jeremy Chandler*

*Dr. Thomas Little, Superintendent*

*Dr. Cheri Boone, Assistant Superintendent*

*Other interested parties*

### **A. Adoption of Agenda**

*Ms. Thomas asked for a motion to approve the agenda as submitted. Mr. Banks made the motion. Dr. Buckner seconded the motion. The motion was unanimously carried.*

### **B. Approval of Minutes**

*Ms. Thomas asked for a motion to approve the September 10, 2007 meeting minutes as submitted. Ms. Boone made that motion. Dr. Buckner seconded the motion. The motion was unanimously carried.*

### **C. Public Input**

*There was no response to the opportunity for public input.*

### **D. Good News**

*There was no good news.*

### **E. Old Business**

*1. Dr. Little informed the Board of the design of a new Yancey County Schools seal and sign. The Board took no action, but agreed to put the project on hold for one year due to the unavailability of funds in the capital outlay budget for this project.*

*2. Dr. Little presented the following new policies for Board approval (2<sup>nd</sup> Reading):*

- Dr. Little informed the Board of New Policy #4115 – Behavior Standards for Transfer Students (2<sup>nd</sup> reading).*

*Ms. Thomas asked for a motion to approve the second reading of New Policy #4115. Dr. Buckner made the motion. Ms. Boone seconded the motion. The motion was unanimously carried.*

- Dr. Little informed the Board of New Policy #4120 – Domicile or Residence Requirement (2<sup>nd</sup> reading).*

# Yancey County Board of Education

## Meeting Minutes

October 1, 2007

*Ms. Thomas asked for a motion to approve the second reading of New Policy #4120. Dr. Buckner made the motion. Mr. Banks seconded the motion. The motion was unanimously carried.*

- *Dr. Little informed the Board of New Policy #4125 – Homeless Students (2<sup>nd</sup> reading).*

*Ms. Thomas asked for a motion to approve the second reading of New Policy #4125. Ms. Boone made the motion. Dr. Buckner seconded the motion. The motion was unanimously carried.*

- *Dr. Little informed the Board of New Policy #4130 – Discretionary Admission (2<sup>nd</sup> reading).*

*Ms. Thomas asked for a motion to approve the second reading of New Policy #4130. Mr. Banks made the motion. Ms. Boone seconded the motion. The motion was unanimously carried.*

- *Dr. Little informed the Board of New Policy #4140 – Appeal of Admission Decisions (2<sup>nd</sup> reading).*

*Ms. Thomas asked for a motion to approve the second reading of New Policy #4140. Dr. Buckner made the motion. Ms. Boone seconded the motion. The motion was unanimously carried.*

### **F. New Business**

*1. Dr. Little informed the Board of new Worker's Compensation Procedures. Carla McMahan, Workers Compensation Administrator, and Niles Howell have reviewed the procedures with Safety Committee members. Ms. McMahan has updated the accident/injury form to include a form for the injured party to complete and a form for any witness(es) to the accident to complete. Injured employees have been directed to go to Mission Family Medical Center for treatment/care.*

*2. A Timeline for Non-Certified Staff Evaluations was presented to the Board. This timeline included recommended dates and procedures for the 2007-2008 evaluations.*

*3. Dr. Little informed the Board of Substitute and Tutor Training to be held October 23-25, 2007. Training will be done by Carla McMahan along with School Nurse Patti Hughes. Ms. McMahan will have substitutes/tutors fill out the necessary paperwork required by all YCS employees. Videos will be shown and important medical information will be shared during the training. Those who do not show for the training will no longer be considered for substitute/tutor positions. The process will help distinguish active from inactive substitutes/tutors.*

# Yancey County Board of Education

## Meeting Minutes

October 1, 2007

4. Dr. Little presented the following yellow bus requests for approval:

- *Yellow Bus Request for Friday, November 9, 2007 – TRAC program at Burnsville Elementary*

*Ms. Thomas asked for a motion to approve the yellow bus request. Mr. Banks made the motion. Dr. Buckner seconded the motion. The motion was unanimously carried.*

- *Yellow Bus Request for Thursday, November 15, 2007 – The Buffy Coleman Basketball Show (Safe and Drug Free Schools)*

*Ms. Thomas asked for a motion to approve the yellow bus request. Ms. Boone made the motion. Dr. Buckner seconded the motion. The motion was unanimously carried.*

5. Mr. Niles Howell presented the following maintenance report:

### Bald Creek

- *Repaired leaking water closet*
- *Replaced automatic water feed on boiler*
- *Replaced broken water line under building*
- *Replaced a portion of return line for the boiler*
- *Installed new valve on water cooler*

### Bee Log

- *Posted new tobacco policy signs*
- *Added another coat of plaster on gym wall repair*

### Burnsville

- *Installed new spray head at dishwasher*
- *Welded the serving tray table*
- *Reinstalled a thermostat in classroom*
- *Unclogged drains in art sinks*
- *Installed new switch for the walk-in cooler light*
- *Installed wood in the broken window and ordered new glass (break-in at school)*
- *Unclogged classroom A/C unit drain line*
- *Replaced light bulbs in the bus breeze way*
- *Installed raceway and five new receptacles in the ESL work room*

### Cane River

- *Repaired lock set on lunchroom door*
- *Changed bulbs & ballast in the gym*
- *Repaired the wire connections for the score board for volleyball game*
- *Installed surge protector for computer lab*
- *Removed door frame and started building the new wall in the old shop*

# Yancey County Board of Education

## Meeting Minutes

October 1, 2007

### Clearmont

- *Installed new exit light*
- *Repaired water leak at sink in girls restroom*
- *Replaced plasma TV in lobby*
- *Repaired gym door lock*

### East Yancey

- *Installed new bubble valve in water cooler*
- *Cleaned probe in steamer in kitchen*
- *Installed volleyball post holder in the gym floor*
- *Repaired light in kitchen*
- *Installed ballast and bulbs in several lights in the office area*
- *Installed breaker and surge protection on computer lab and teacher work room panels*

### Micaville

- *Plugged phone in mobile unit*
- *Repaired two door lock sets*
- *Replaced battery in one of the sinks in girls restroom*
- *Took partitions to lunchroom*
- *Replaced screen in the kitchen door*

### Mountain Heritage

- *Dug holes and installed hand holes and 25 sec. clocks*
- *Installed the poles & conduit in holes for clocks and poured concrete around them*
- *Pulled the wire thru the attic of field house for power to the 25 sec. clock*
- *Installed switch/GFI box for pole on 25 sec. clock*
- *Installed Cougar on foundation*
- *Replaced broken glass in door*
- *Installed LCD projector mounts in the ceiling of English rooms*
- *Installed computer cords/outlets in the ceiling for projection screens*
- *Repaired the door lock for Career Center*
- *Patched holes in roof*
- *Installed glass in door*
- *Installed receptacles in the ROTC office*
- *Repaired gutter on mobile unit*
- *Serviced the winch for the basketball goal*
- *Repaired door at mobile unit and exit door going to mobile unit*

### South Toe

- *Replaced motion sensor in lunch room*
- *Replaced receptacle for the salad bar (GFI)*
- *Delivered mulch*
- *Installed stove pipe for the boiler*
- *Unclogged the water cooler*
- *“Bush hogged” the field in front of building*
- *Installed conduit, wire, etc. for A/C unit receptacle in work area*

# Yancey County Board of Education

## Meeting Minutes

October 1, 2007

### Central Office

- Repaired A/C unit

### Bus Garage

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### Maintenance

- Cleaned carpentry shop

### Upcoming projects and updates

- Refinishing stage floor in auditorium
- Carpet for Clearmont computer lab

6. Dr. Cheri Boone presented the Board with a SACS visit update scheduled five weeks from today (November 4-7, 2007). She informed them of the pre-visit with Ms. Hilda Kelly, Chairperson. The seven member SACS team that will be visiting in November consists of members from NC, SC, GA, and VA. On November 7, 2007, the SACS team will present an Exit Report at an official Board meeting. Members of the YCS Board voted to hold the next scheduled Board meeting on Wednesday, November 7, 2007 at 3 p.m. (instead of Monday, November 5, 2007 at 6 p.m.) to accommodate the SACS team Exit Report which will be immediately followed by the Board's regular monthly meeting.

Ms. Thomas asked for a motion to approve the meeting change. Mr. Banks made the motion. Dr. Buckner seconded the motion. The motion was unanimously carried.

### **G. Other**

1. Dr. Little informed the Board of the NCSBA 2007 Calendar of Events and Training Opportunities.

2. Dr. Little informed the Board of the NCSBA 16<sup>th</sup> Annual Law Conference on October 17-19 at the Renaissance Hotel in Asheville. Mr. Chandler and Dr. Buckner will attend this conference.

3. Dr. Little informed the Board of the NSBA Annual Conference in Orlando, FL on March 29-April 1, 2008.

4. The Board reviewed the October VISION.

5. The November meeting has been scheduled for Wednesday, November 7, 2007, at 3 p.m.

### **H. Closed Session**

Ms. Thomas asked for a motion that the Board go into Closed Session for the purpose of considering a personnel action that involves an officer or employee of this Board. [N.C. G.S. § 143-318-11(a)(6)]. Mr. Banks made the motion. Dr. Buckner seconded the motion. The motion was unanimously carried.

# Yancey County Board of Education

## Meeting Minutes

October 1, 2007

### **I. Return to Open Session**

*Ms. Thomas moved to go back into Open Session for the purpose of voting on personnel.*

*Ms. Boone made the motion. Dr. Buckner seconded the motion. The motion was unanimously carried.*

### **J. Personnel**

*Dr. Little recommended the personnel list for Board approval as follows:*

#### **1. Resignation**

- *Nicole Carroll – Second Grade Teacher at Clearmont*

*Ms. Thomas asked for a motion to approve the resignation. Dr. Buckner made the motion. Mr. Chandler seconded the motion. The motion was unanimously carried.*

#### **2. Employment**

- *Hollie Hensley – Title I K-5 Teacher at Clearmont*

*Ms. Thomas asked for a motion to approve employment. Mr. Chandler made the motion. Ms. Boone seconded the motion. The motion was unanimously carried.*

#### **3. Substitutes**

- *June Elkins – Substitute at CR and BV*

*Ms. Thomas asked for a motion to approve the substitute. Ms. Boone made the motion. Mr. Banks seconded the motion. The motion was unanimously carried.*

- *Angela Groves – Substitute at BV*

*Ms. Thomas asked for a motion to approve the substitute. Ms. Boone made the motion. Dr. Buckner seconded the motion. The motion was unanimously carried.*

- *Jennifer B. Robinson – Substitute at BV*

*Ms. Thomas asked for a motion to approve the substitute. Mr. Chandler made the motion. Mr. Banks seconded the motion. The motion was unanimously carried.*

- *Lindsay Silvers – Substitute at any elementary school*

*Ms. Thomas asked for a motion to approve the substitute. Ms. Boone made the motion. Dr. Buckner seconded the motion. The motion was unanimously carried.*

# Yancey County Board of Education

## Meeting Minutes

October 1, 2007

### **K. Return to Closed Session:**

*Ms. Thomas asked for a motion to go back into Closed Session for the purpose of [planning] [conducting] [hearing] reports concerning the investigation of alleged criminal misconduct. [N.C. Gen. Stat§ 143-318.11(a)(7)]. Ms. Boone made the motion. Mr. Chandler seconded the motion. The motion was unanimously carried.*

### **L. Return to Open Session:**

*Ms. Thomas asked for a motion to come out of Closed Session and into Open Session for the purpose of adjournment. Mr. Chandler made the motion. Dr. Buckner seconded the motion. The motion was unanimously carried.*

### **M. Adjournment:**

*Ms. Thomas asked for a motion to adjourn the meeting. Mr. Chandler made the motion. Ms. Boone seconded the motion. The motion was unanimously carried.*

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Van Thomas, Chairperson

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Elaine Boone, Vice Chairperson

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Dr. Iva Nell Buckner

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Jeremy Chandler

ATTEST:

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Dr. Tom Little,  
Superintendent

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Randy Banks