

ASHEBORO CITY BOARD OF EDUCATION

August 14, 2008

7:30 p.m.

Professional Development Center

Asheboro High School

Policy Committee Meeting 6:00 p.m.

Finance Committee Meeting 6:45 p.m.

I. Opening

- A. Call to Order
- B. Invocation & Pledge of Allegiance – Derek Robbins
- *C. Approval of Agenda

II. Special Recognition and Presentations

- A. Community Spotlight – First Assembly of God, David Snyder
- B. Communities in Schools – Sandi Norman

III. Public Comments

Citizens who signed up to address the board will be called on to make comments. Each individual speaker will be allowed 3-5 minutes for remarks. Issues or concerns involving personnel matters are not appropriate for this public comment setting.

IV. *Consent Agenda

- A. Approval of Minutes – July 10, 2008
- B. Personnel

V. Information, Reports and Recommendations

- A. Teacher Turnover Report
- B. Policy 7240 – Drug Free Workplace
- C. Policy 7250 – Smoking and Tobacco Products
- D. Policy 7260 – Occupational Exposure to Bloodborne Pathogens
- E. Policy 7300 – Staff Responsibilities

VI. Action Items

- *A. Transfer Appeal
- *B. Policy 3610 – Counseling Program
- *C. Policy 7100 – Recruitment and Selection of Personnel
- *D. Policy 7120 – Employee Health Certificate
- *E. Policy 1750/7220 – Grievance Procedure for Employees
- *F. 2008-2009 Budget Resolution
- *G. 2008-2009 Sodexo Contract
- *H. Child Nutrition Bids
- *I. Board Goals

VII. Superintendent's Report/Calendar of Events

- A. Calendar of Events
 - Monday, August 18, 7:00 p.m. - Community Forum on Water - Our Most Precious Resource, Professional Development Center
 - Friday, August 22, 7:30 a.m. – Breakfast and Convocation, Asheboro High School
 - Monday, August 25 – First Day of School
 - Thursday, September 4, 5:30 p.m. Master Board Training, Professional Development Center

VIII. Executive Session

A. Superintendent Performance Evaluation

IX. Adjournment

Asheboro City Schools Board of Education meetings are now paperless. All information for the board meetings may be viewed at <http://www.asheboro.k12.nc.us> under Board of Education the Friday following the board meeting.

ASHEBORO CITY BOARD OF EDUCATION

August 14, 2008

7:30 p.m.

Addendum

- I. Opening**
- IV. *Consent Agenda**
 - B. Personnel
- VI. Action Items**
 - * F. 2008-2009 Budget Resolution
 - * J. Board Goals for 2008-2009
- IX. Adjournment**

Mission Statement

We are committed to providing quality learning opportunities for all students in a safe and inviting environment so that our students can become successful lifelong learners and responsible productive citizens.

August 14, 2008



Community Partner Spotlight:

We are pleased this evening to express our appreciation to First Assembly of God and David Snyder, Master's Commission Director, for their support of our AVID program. Last year they provided 10 to 15 college interns as tutors for our AVID program two days a week at North Asheboro Middle School and South Asheboro Middle School. Their time and contribution to this program is invaluable and they plan to continue to offer tutors this coming school year.

Board Spotlight:

Special Recognition:

**Minutes of the Asheboro City Board of Education
July 10, 2008**

Policy Committee

The Policy Committee convened at 6:00 p.m. in the Professional Development Center Conference Room with the following members present:

Derek Robbins, Chairman
Gidget Kidd
Dr. Kelly Harris

Steve Jones
Joyce Harrington
Archie Priest, Jr.

Staff members present were: Dr. Diane Frost, Dr. Dot Harper, Donna Clelland, Dr. Hazel Frick and Dr. Tim Allgood.

Chairman Robbins called the meeting to order and referred to Ms. Clelland and Dr. Allgood to review policies.

Ms. Clelland reviewed Policy 1736/4026/7236 – Sexual Harassment Defined, and reported there were no updates at this time to the policy.

Ms. Clelland reviewed Policy 1755/7237 – Sexual Harassment Complaint Procedure for Employees. The Committee requested that the following statement be added to the policy: The school official must notify the assistant superintendent of human resources of the complaint immediately. The Committee also requested that Ms. Clelland seek legal advice concerning investigative findings being reported to the Title IX coordinator. The Committee agreed to send the policy to the full board for 30-day review at its August meeting.

Dr. Allgood reviewed Policy 7240 – Drug-Free and Alcohol-Free Workplace. New language has been added to clarify responsibility of an employee in case of a conviction and to bring the policy in line with the drug-free workplace act. The Committee agreed to take the policy to the full board at its August meeting for 30-day review.

Dr. Allgood reviewed Policy 7300 - Staff Responsibilities. This policy was also revised to add language regarding the responsibility of an employee in case of a conviction and staff responsibility of complying with dress code. The Committee agreed to send the policy to the full board at its August meeting for 30-day review.

Ms. Clelland reviewed Policy 7250 – Smoking and Tobacco Products. The policy has been reworded to match the State Board of Education's policy. Asheboro City Schools is already in compliance with the policy. The Committee will send the policy to the full board at its August meeting for 30-day review.

Ms. Clelland reviewed Policy 7260 – Occupational Exposure to Bloodborne Pathogens. Ms. Clelland reported that an Exposure Control Plan has been added to the policy. The Committee will take the policy to the full board at its August meeting for 30-day review.

There being no further business, the meeting adjourned at 6:45 p.m.

Finance Committee

The Finance Committee convened at 6:50 p.m. in the Professional Development Center Conference Room with the following participants:

Chris Yow, Committee Chairman	Kyle Lamb
Jane Redding	Linda Cranford
Phillip Cheek	Gidget Kidd
Archie Priest, Jr.	

Staff members present were: Dr. Diane Frost and Harold Blair.

The meeting was called to order and the following topics were addressed:

- School Treasurers for 2008-2009
- Signature Cards
- Child Nutrition Contract

There being no further business, the meeting adjourned at 7:10 p.m.

Board of Education

Opening

The Asheboro City Board of Education met in regular session at 7:30 p.m. in the Professional Development Center with the following members present:

Gidget Kidd, Chairman	Kyle Lamb
Phillip Cheek	Chris Yow
Linda Cranford	Jane Redding
Joyce Harrington	Derek Robbins
Kelly Harris	Steve Jones
Archie Priest, Jr.	

Archie Smith, Jr., Attorney

Staff members present were: Dr. Diane Frost, Dr. Dot Harper, Harold Blair, Curt Lorimer, Mike Mize, Brad Rice, Donna Clelland, Dr. Tim Allgood, Jennifer Smith and Carla Freemyer.

Chairman Kidd called the meeting to order and Ms. Redding gave the invocation and led the Pledge of Allegiance.

A motion to approve the agenda was made by Mr. Jones, seconded by Mr. Yow, and unanimously approved by the Board.

Public Comments

Chairman Kidd opened the floor to public comments; no one signed up to address the Board.

Upon motion by Mr. Jones, seconded by Ms. Cranford, the Consent Agenda was unanimously approved by the Board.

Consent Agenda

The following Consent Agenda items were approved:

Approval of Minutes – June 5, June 12, and June 17, 2008

Personnel

Resignations/Retirements and Separations

<u>Name</u>	<u>School/District</u>	<u>Effective</u>
Martzahl, Bryan	SAMS/Physical Education	6/13/08
Davis, Julie	Loflin/Grade 3	6/13/08
McAllister, Elizabeth	Loflin/Grade 3	6/13/08
Ledford, Pamela	Loflin/Media	6/13/08
Salabak, Cassandra	Balfour/Grade 2	6/13/08
Cole, Cheri	McCrary/Grade 4	6/18/08
Underdonk, Joshua	AHS/Mathematics	6/20/08
Underdonk, Bethany	AHS/Guidance	6/20/08
Lombardo, Jillian	Balfour/Grade 3	6/25/08
Andrews, Patricia	Teachey/Teacher Assistant	6/26/08
Gignac, Melissa	AHS/English	6/27/08
Hopkins, Heather	Balfour/Grade 3	6/27/08
Allred, Melissa	McCrary/Grade 4	6/30/08
Rachlin, Jeff	SAMS/Assistant Principal	7/11/08
Curtis, Melanie	NAMS/Assistant Principal	TBD
Gantt, Franchesca	NAMS/Family & Consumer Science	7/3/08
Baber, Dena	Balfour/Teacher Assistant	7/3/08

Appointments

<u>Name</u>	<u>School/Subject</u>	<u>Effective</u>
Beck, Donna	SAMS/English as Second Language	8/18/08
Johnson, Laura	Loflin, Grade 3	8/18/08
Scott, Angela	Teachey/Grade 5	8/18/08
Durham, Victoria	Teachey/Reading	8/18/08
Coleman, Billie	McCrary/Reading	8/18/08
Vang, Sheral	Loflin/Technology	8/18/08
McCann, Ashley	Balfour/Kindergarten	8/18/08
Bunting, Lisa	Balfour/Grade 2	8/18/08
Cudd, Michelle	AHS/Mathematics	8/18/08
Adams, Ellen	AHS/Mathematics	8/18/08
Tune, D'Vera	AHS/Guidance	8/18/08
Pleasants, Marie	Loflin/Grade 3	8/18/08
Hemmings, John	ECDC/Psychologist	8/18/08
Gavin, Roberta	Loflin/ Media	8/18/08
Allred, Kristi	Teachey/Teacher Assistant	8/18/08
Varner, Cheryl	AHS/English	8/18/08
Deming, Amy	Balfour/Grade 3	8/18/08

School Treasurers (A copy of the school treasurers for 2008-2009 will become a part of these Minutes.)

Signature Cards (A copy of the signature cards will become a part of these minutes.)

Information, Reports and Recommendations

Donna Clelland presented the following policies for 30-day review:

Policy 3610, Counseling Program – The requirement that students in grades 9-12 receive information annually on the manner in which a parent may lawfully abandon a newborn baby with a responsible person has been added.

Policy 7100, Recruitment and Selection of Personnel – Suggested changes to the policy include the requirements that applicants must notify in writing the Assistant Superintendent of Human Resources

if they are arrested, charged with or convicted of a criminal offense other than a minor traffic violation. Changes also include a clarification that a criminal history check will be conducted on all final candidates for all positions and the superintendent will develop procedures for verifying new employees' legal status or authorization to work in the United States as required by law.

Policy 7120, Employee Health Certificate – Changes clarify the contents of the required employee's health certificate. The policy includes a statement that the board or superintendent may require any individual covered by this policy to take a physical examination when deemed necessary.

Policy 1750/7220, Grievance Procedure for Employees – Definitions of “final” administrative decision and “grievance” have been clarified. The process for reporting a grievance has been supported by requiring specific details in the written grievance. The process of appealing to the board has been updated with detailed information for mandatory and discretionary appeals.

Action Items

Policy 7130, Licensure – Changes to the policy include providing support to beginning teachers, offering renewal opportunities to school personnel and notification to parents that they may request qualifications of their child's teacher. A motion was made by Ms. Harrington, seconded by Mr. Priest, and unanimously approved by the Board. (A copy of the Policy 7130, Licensure, will become a part of these minutes.)

Superintendent Diane Frost, Dr. Larry Riggan and Mike Mize presented a proposal on relocating the high school alternative program to the Asheboro High School campus and revamping the program to include an alternative diploma program. The purpose of the relocation and program change is to help targeted students develop and complete a personal graduation plan. A motion was made by Mr. Jones, seconded by Ms. Cranford and unanimously approved by the Board to embrace the concept of an alternative diploma program and the expense involved in moving the program to the high school campus. The administration will provide further details regarding the alternative school program as they become available.

Superintendent's Report/Calendar of Events

Ms. Carla Freemyer reviewed the Calendar of Events highlighting the following: Breakfast and Convocation, August 22, 2008; New Employee Reception, September 9, 2008; Chamber New Teacher Recognition, September 25, 2008; and NCSBA Annual Conference, November 10-12, 2008.

Dr. Frost reported that administrators have been in training for the new principal evaluation instrument process. The principal performance evaluation will serve as a guide for principals as they reflect upon and improve their effectiveness as school leaders and focus the goals and objectives of districts as they support, monitor and evaluate principals.

Board Operations

Dr. Tim Allgood shared information from a personnel conference on non-renewal of administrator and probationary teacher contracts and termination of tenured, mid-contract and at-will employees.

Executive Session

A motion was made by Ms. Harrington and seconded by Mr. Lamb to convene in executive session at 8:20 p.m. for the purpose of discussing the Superintendent's evaluation. Motion carried.

Open Session

A motion was made by Ms. Redding and seconded by Mr. Cheek to reconvene in open session. Motion carried.

Adjournment

There being no further business, a motion was made by Ms. Cranford, seconded by Mr. Lamb, and unanimously approved by the Board to adjourn at 10:25 p.m.

Chairman

Secretary

**Asheboro City Schools
Personnel Transactions
August 14, 2008**

***A. RESIGNATIONS/RETIREMENTS/SEPARATIONS**

<u>NAME</u>	<u>SCHOOL/SUBJECT</u>	<u>EFFECTIVE</u>
Shoptaw, Shawn	SAMS/Technology Education	7/14/08
Najera, Dana	ECDC/Teacher Assistant	7/15/08
Simmons, Chuck	AHS/Teacher Assistant	7/17/08
Rachlin, Julie	CWM/Art	7/17/08
Foscue, Tracey	NAMS/Math-Science	7/17/08
Walker, Katharine	ECDC/Parent Educator	7/21/08
Skoglund, Melissa	GBT/Teacher Assistant	7/22/08
Curtis, Melanie	NAMS/Assistant Principal	7/22/08
Wheeler, Ken	AHS/Special Education	7/25/08
Allred, Regina	AHS/Mathematics	7/28/08
Brown, David	NAMS/Band	7/28/08
McConaughay, Lauren	CWM/Grade 2	7/28/08
Skinner, Susan	NAMS/Special Education	7/29/08
Riggins, Roy	DLL/Custodian (part-time)	8/4/08
Hodgin, Danitta	AHS/Physical Education	8/4/08
Ferguson, Donna	DLL/Grade 1	12/31/08

***B. APPOINTMENTS**

<u>NAME</u>	<u>SCHOOL/SUBJECT</u>	<u>EFFECTIVE</u>
Sockwell, Shervawn	NAMS/Assistant Principal	7/21/08
Saunders, J. Brian	SAMS/Assistant Principal	8/1/08
Whitaker, Keisha	NAMS/Business Education	8/18/08
Johnson, Kristin	CWM/Grade 4	8/18/08
Williamson, Travis	AHS/English	8/18/08
Hynd, Michael	SAMS/Mathematics	8/18/08
Hollaway, Lesley	BAL/Grade 3	8/18/08
Fleming, Carol	CWM/Art	8/18/08
Landis-Mullins, Kathleen	SAMS/Grade 6	8/18/08
Longoria, Alejandra	BAL/Teacher Assistant	8/18/08
Weinheimer, Lauren	GBT/Grade 4	8/18/08
Provanha, Elizabeth	GBT/Teacher Assistant	8/18/08
Delp, Angela	GBT/Teacher Assistant	8/18/08
Sklarski, Danielle	GBT/Grade 5	8/18/08
Kubik, Christopher	NAMS/Special Education	8/18/08
Benhart, Scott	NAMS/Music	8/18/08
Nahill, Stephanie	DLL/Teacher Assistant (part-time)	8/18/08
Kauffman, Jacob	CWM/Grade 4	8/18/08
Betts, Meredith	BAL/Teacher Assistant	8/18/08
Heckethorn, Benjamin	AHS/Teacher Assistant	8/18/08
Prichard, Pamela	GBT/Grade 1	8/18/08
Roma, Josie	DLL/Teacher Assistant	8/18/08
Callicutt, Nena	AHS/Teacher Assistant	8/18/08
Moody, Amanda	GBT/Teacher Assistant	8/18/08
Brickner, Lindsay	GBT/Grade 1	8/18/08
McDowell, Angela	NAMS/Math-Science	8/18/08

Albright, Deborah	Substitute/\$69.00	8/25/08
Allred, Regina	Substitute/\$90.00	8/25/08
Antill, Diane	Substitute/\$69.00	8/25/08
Apple, Joshua	Substitute/\$69.00	8/25/08
Bateman, Gina	Substitute/\$69.00	8/25/08
Bell, Deborah	Substitute/\$90.00	8/25/08
Bell, Nancy	Substitute/\$90.00	8/25/08
Borchert, Cheryl	Substitute/\$69.00	8/25/08
Cagle, Sharon	Substitute/\$90.00	8/25/08
Cagle, Wande	Substitute/\$69.00	8/25/08
Chisholm, Myra	Substitute/\$69.00	8/25/08
Clark, Heather	Substitute/\$69.00	8/25/08
Cook, Elizabeth	Substitute/\$69.00	8/25/08
Cooper, Dorothy	Substitute/\$69.00	8/25/08
Davidson, Annessa	Substitute/\$69.00	8/25/08
Davis, Andrew	Substitute/\$69.00	8/25/08
Davis, Cindy	Substitute/\$69.00	8/25/08
Davis, Kim	Substitute/\$69.00	8/25/08
Davis, Rick	Substitute/\$69.00	8/25/08
Dunn, Tammy	Substitute/\$69.00	8/25/08
Edmondson, Sheila	Substitute/\$69.00	8/25/08
Erway, Mary	Substitute/\$90.00	8/25/08
Fenech, Ilona	Substitute/\$69.00	8/25/08
Foust, Elaine	Substitute/\$69.00	8/25/08
Gilliam, Tamisha	Substitute/\$69.00	8/25/08
Goble, Joseph	Substitute/\$69.00	8/25/08
Goss, Shannan	Substitute/\$69.00	8/25/08
Gray, Martha	Substitute/\$69.00	8/25/08
Herrin, Kirstin	Substitute/\$69.00	8/25/08
Hinshaw, Betty	Substitute/\$69.00	8/25/08
Hoffman, Kimberly	Substitute/\$69.00	8/25/08
Humble, Carolyn	Substitute/\$69.00	8/25/08
Ingold, Catherine	Substitute/\$69.00	8/25/08
Johnson, Mary	Substitute/\$69.00	8/25/08
Jones, Donna	Substitute/\$90.00	8/25/08
Jordan, Timothy	Substitute/\$69.00	8/25/08
Kania, Stephanie	Substitute/\$69.00	8/25/08
Kemp, Nan	Substitute/\$90.00	8/25/08
Kemp, Joan	Substitute/\$69.00	8/25/08
Knestrick, Cheryl	Substitute/\$90.00	8/25/08
Koch, Kristin	Substitute/\$69.00	8/25/08
Lamb, Doris	Substitute/\$69.00	8/25/08
Lanier, Laura	Substitute/\$69.00	8/25/08
Lawson, Alicia	Substitute/\$69.00	8/25/08
Laxton, Carrie	Substitute/\$69.00	8/25/08
Leonard, Jane	Substitute/\$69.00	8/25/08
Linthicum, Teina	Substitute/\$69.00	8/25/08
Maness, Sandra	Substitute/\$69.00	8/25/08
McCuiston, Jr., Oscar	Substitute/\$69.00	8/25/08
McPherson, Jadell	Substitute/\$69.00	8/25/08
Miller, Jennifer	Substitute/\$69.00	8/25/08
Nance, Rachael	Substitute/\$90.00	8/25/08
Nash, Annette	Substitute/\$69.00	8/25/08
Needham, Georgie	Substitute/\$69.00	8/25/08

Nelson, Antoinette	Substitute/\$69.00	8/25/08
Pack, Heidi	Substitute/\$69.00	8/25/08
Phillips, Jennifer	Substitute/\$69.00	8/25/08
Poole, Sheila	Substitute/\$69.00	8/25/08
Prater, Jacquilyn	Substitute/\$69.00	8/25/08
Ragan, Rebecca	Substitute/\$69.00	8/25/08
Reeder, Patsy	Substitute/\$69.00	8/25/08
Robbins, Lauren	Substitute/\$69.00	8/25/08
Scofield, Cindy	Substitute/\$69.00	8/25/08
Sexton, Lisa	Substitute/\$69.00	8/25/08
Shanas, Bonnie	Substitute/\$69.00	8/25/08
Sherrill, Lorraine	Substitute/\$69.00	8/25/08
Shores, Andy	Substitute/\$69.00	8/25/08
Simpkins, Jason	Substitute/\$69.00	8/25/08
Slack, Elizabeth	Substitute/\$69.00	8/25/08
Smith, Courtney	Substitute/\$69.00	8/25/08
Smith, Linda	Substitute/\$69.00	8/25/08
Snipes, Keith	Substitute/\$69.00	8/25/08
Sparks, Leslie	Substitute/\$69.00	8/25/08
Spivey, Rebecca	Substitute/\$90.00	8/25/08
Stopher, Michele	Substitute/\$69.00	8/25/08
Stutts, Karen	Substitute/\$69.00	8/25/08
Summey, Janice	Substitute/\$69.00	8/25/08
Surratt, Edward	Substitute/\$69.00	8/25/08
Tingen, Nancy	Substitute/\$69.00	8/25/08
Trogdon, Dorothy	Substitute/\$69.00	8/25/08
Weeks, Carole	Substitute/\$90.00	8/25/08
Weeks, Tonya	Substitute/\$69.00	8/25/08
Wilson, Charlene	Substitute/\$69.00	8/25/08
York, Jessica	Substitute/\$69.00	8/25/08
York, Sarah	Substitute/\$69.00	8/25/08
Young, Meltonia	Substitute/\$69.00	8/25/08
Vail, Mary	Substitute/\$69.00	8/25/08

***B. TRANSFERS**

<u>NAME</u>	<u>SCHOOL/SUBJECT</u>	<u>EFFECTIVE</u>
Leach, Doretha	ECDC/Secretary to AHS/Secretary	8/18/08
Maner, Misty	ECDC/Teacher Assistant to AHS/Teacher Assistant	8/18/08
Melberger, Jeff	ECDC/Social Worker to AHS/Social Worker	8/18/08
Gallimore, Debbie	ECDC/Special Education to AHS/Special Education	8/18/08
Smith, Rupert	SAMS/Math-Science to NAMS/Math-Science	8/18/08
Allred, Kathy	NAMS/Teacher Assistant to LP/Teacher Assistant	8/18/08

**Asheboro City Schools
Personnel Transactions
August 14, 2008
Addendum**

***A. RESIGNATIONS/RETIREMENTS/SEPARATIONS**

<u>NAME</u>	<u>SCHOOL/SUBJECT</u>	<u>EFFECTIVE</u>
Smith, Jennifer	DLL/Nurse	8/12/08

***B. APPOINTMENTS**

<u>NAME</u>	<u>SCHOOL/SUBJECT</u>	<u>EFFECTIVE</u>
Pleasants, Marie	DLL/Grade 5	8/18/08
Brown, Bonita	BAL/Special Education	8/18/08
Harris, Vicky	ECDC/TA	8/18/08
Wilburn, Heather	SAMS/Physical Education	8/18/08
Cagle, Frank	SAMS/Mathematics	8/18/08
Havens, Ashley	GBT/Kindergarten	8/18/08
Icenhour, Udenia	LP/Teacher Assistant	8/18/08

B. TRANSFERS

<u>NAME</u>	<u>SCHOOL/SUBJECT</u>	<u>EFFECTIVE</u>
Smith, Allen	ECDC/Social Studies to AHS/ Social Studies	8/18/08
Daniel, Leshia	LP/Teacher Assistant to BAL/Teacher Assistant	8/18/08
Clemons, Yvette	SAMS/Teacher Assistant to GBT Teacher Assistant	8/18/08
Robertson, Lisa	SAMS/Physical Education to AHS/Physical Education	8/18/08

**Asheboro City Schools
Certified Appointments
August 14, 2008**

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Prichard, Pamela	Elon University B: Elementary Education	Elementary Education

Recommended to teach first grade at Guy B. Teachey School is Pam Prichard. Mrs. Prichard moved recently to Seagrove, having lived most of her life in the Burlington area. After eighteen years as a teacher assistant, mostly in primary grades classrooms, Mrs. Prichard returned to Elon to complete a teacher licensure program. She has taught in Alamance-Burlington schools and at Clover Charter School in Burlington.

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Sockwell, Shervawn	Western Carolina University B: Elementary Education NC A & T State University M: School Administration	Elementary Education Principal

Formerly a teacher at McCrary School, Shervawn Sockwell is recommended to serve as assistant principal at North Asheboro Middle School. After graduating from Western Carolina, Mrs. Sockwell taught for one year in Haywood County and then for three years at McCrary. A National Board Certified Teacher, Mrs. Sockwell has worked as a curriculum facilitator in an elementary school in Guilford County Schools and most recently served as assistant principal at Irving Park Elementary.

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Weinheimer, Lauren	Washington and Jefferson (PA) College B: Childhood Development and Education	Elementary Education

A May 2008 graduate of Washington and Jefferson College in Washington, Pennsylvania, Lauren Weinheimer is recommended to teach fourth grade at Guy B. Teachey School. Ms. Weinheimer is a native of Derby, New York in the Buffalo area who was recruited to Washington and Jefferson as a track athlete. She served as captain of her team and was named "Most Valuable." Her student teaching internship was completed in first grade in Washington, Pennsylvania.

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Whitaker, Keisha	Shaw University B: Business	Business Education

Keisha Whitaker is recommended to teach business education at North Asheboro Middle School. Mrs. Whitaker has taught for four years in Northampton County Schools at Northampton East High School. She enjoys all aspects of Career and Technical Education and is anxious to learn more about middle school CTE curriculum. Mrs. Whitaker moved recently to the Piedmont from Rich Square, North Carolina.

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Johnson, Kristin	UNC-Greensboro B: Elementary Education	Elementary Education

A lifelong resident of Randolph County, Kristin Johnson is recommended to teach fourth grade at Charles W. McCrary School. Ms. Johnson is a graduate of Randleman High and graduated in May 2008 from UNC-G. Her student teaching internship was completed at Walkertown Elementary in the Winston-Salem/Forsyth County Schools. She cited our reputation for supporting new teachers as a reason she sought a position in Asheboro.

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Williamson, Travis	State University of New York – Plattsburgh B: Middle Grades Education	MG Language Arts

Travis Williamson is recommended to teach in the alternative program at Asheboro High School. Mr. Williamson is a former resident of Asheboro who served in an interim capacity at North Asheboro Middle School while enrolled in college. At NAMS he built positive relationships with students and demonstrated the ability to teach multiple content areas to students with disabilities. Mr. Williamson graduated recently from SUNY-Plattsburgh and is eager to return to Asheboro.

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Hynd, Michael	Mount Union (OH) College B: Middle Grades Education	MG Mathematics MG Social Studies

Recommended to teach mathematics at South Asheboro Middle School is Michael Hynd. Mr. Hynd is a native of Lakewood, Ohio, just west of Cleveland. He completed his student teaching internship in a seventh grade classroom in Minerva and graduated from Mount Union College, where he was a member of the wrestling team. Since December 2006 he has taught at Weems Charter School, a K-8 school designed specifically to meet the needs of disadvantaged students.

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Hollaway, Lesley	Mount Union (OH) College B: Early Childhood Education	Elementary Education

Leslie Hollaway is recommended to teach third grade at Balfour School. Ms. Hollaway hails from the Cleveland, Ohio area. After graduating from Mount Union College, she taught in a private pre-kindergarten setting for one year. For the past two years she has been Director of Education at a charter school in Cleveland, fulfilling the administrative duties of a school principal. Ms. Hollaway looks forward to returning to a teaching position, especially in third grade.

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Landis-Mullins, Kathleen	Towson (MD) University B: Early Childhood Educaton	Elementary Education

A new resident of Asheboro, "Kathy" Landis-Mullins is recommended to teach sixth grade at South Asheboro Middle School. Ms. Landis is a native of Maryland who graduated from Towson University in 2007, after completing her student teaching internship in kindergarten and second grade classrooms. Last year she taught kindergarten in Catawba County Schools at Sherrill's Ford Elementary School.

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Sklarski, Danielle	State University of New York – Fredonia B: Elementary Education	Elementary Education

Danielle Sklarski is recommended to teach fifth grade at Guy B. Teachey School. A native of Niagara Falls, New York, Ms. Sklarski is a May 2008 graduate of SUNY-Fredonia. Her student teaching internship was completed in first and fourth grades. She loves theatre and has contributed to several performances, most recently as Sandy in *Grease*. Employed for six years by the Town of Niagara, Ms. Sklarski has experience in coaching and also piloted an after-school program for children ages nine through twelve.

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Kubik, Christopher	Catawba College B: Physical Education East Carolina University M: Exercise and Sport Science Pfeiffer University Teacher Licensure	Special Education

Chris Kubik is recommended to teach special education at North Asheboro Middle School. Mr. Kubik has teaching experience in Stanly County Schools and taught last year at Bertie High School in eastern North Carolina. His assignment at Bertie was providing educational services to students who were homebound. Prior to teaching, he worked as a fitness director in YMCA's in Athens, Georgia and Albemarle. In addition to teaching, he is interested in joining our coaching staff

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Benhart, Scott	St. Ambrose (IA) University B: Music Education	Music

Recommended to direct the band program at North Asheboro Middle School is Scott Benhart. A native of the Midwest, Mr. Benhart has taught for eight years, since his graduation in 2000 from St. Ambrose University in Iowa. He has been band director at Southwestern Randolph High School for the past three years, but is eager to work with students at the middle school level and as a leader in our 6-12 band program.

NAME

Kauffman, Jacob

COLLEGE/DEGREECentral Michigan University
B: Elementary Education**LICENSURE**Elementary Education
MG Mathematics

Jacob Kauffman is recommended to teach fourth grade at Charles W. McCrary School. Mr. Kauffman is a native of Michigan who graduated in May 2008 from Central Michigan University. His student teaching internship was completed in a fifth grade classroom in Chippewa Hills, Michigan. While completing his degree requirements, he worked as a computer technician for his university. A celebrated high school athlete, Mr. Kauffman has expressed interest in coaching.

NAME

Saunders, Brian

COLLEGE/DEGREEDuke University
B: Psychology**LICENSURE**

Principal

A native of the Asheboro area, Brian Saunders is recommended to be assistant principal at South Asheboro Middle School. Mr. Saunders is a graduate of Southwestern Randolph High School and Duke University, who taught science and social studies in Randolph County Schools since 2001. He is enrolled currently at Appalachian State University in a Master's level program in School Administration. He will complete the program in 2009.

NAME

Fleming, Carol

COLLEGE/DEGREELaGrange College (GA)
B: Art
UNC-Greensboro
M: Art Education**LICENSURE**

Art

Carol Fleming is recommended to teach art at Charles W. McCrary and Guy B. Teachey elementary schools. A teacher of adults and children for twelve years, Mrs. Fleming has taught at St. Pius and Immanuel academies in Greensboro, Randolph Community College and most recently at New Market Elementary School in Randolph County. A native of Florida, Mrs. Fleming is a resident of Randolph County.

NAME

Brickner, Lindsay

COLLEGE/DEGREEBaldwin-Wallace (OH) College
B: Early Childhood Education**LICENSURE**

Elementary Education

A native of Lisbon, Ohio, Lindsay Brickner is recommended to teach first grade at Guy B. Teachey School. Ms. Brickner graduated in May 2008 from Baldwin-Wallace College after completing her student teaching internship in a kindergarten class at St. Mark Lutheran School in Cleveland. She sought a position in Asheboro upon the recommendation of the staff at her college advisors and former classmates who are teaching here.

NAME

McDowell, Angela

COLLEGE/DEGREE

Slipper Rock (PA) University

LICENSURE

Elementary Education

Angela McDowell is recommended to teach math and science in sixth grade at North Asheboro Middle School. She is a native of Butler, Pennsylvania and graduated from Slippery Rock University. Teaching is a second career for Ms. McDowell, who worked previously in an office and attended school part-time to complete her degree. She taught last year in Charlotte-Mecklenburg schools, but sought a smaller environment that reminded her of her hometown.

**Asheboro City Schools
Certified Appointments
August 14, 2008
Addendum**

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Havens, Ashley	UNC-Greensboro B: Elementary Education	Elementary Education

A "Blue Comet" who graduated from Asheboro High School in 1999, Ashley Havens is recommended to teach kindergarten at Guy B. Teachey School. Mrs. Havens earned an Associate's degree in Interior Design and worked in furniture design and sales, before setting her sights on a teaching career. She graduated from UNC-G in May 2008 after completing her student teaching internship in a kindergarten class at Irving Park Elementary in Guilford County.

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Brown, Bonita	South Carolina State University B: Office Management and Administration NC A & T State University M: Adult Education	Special Education

Bonita Brown is recommended to teach special education at Balfour School. Ms. Brown is a new resident of Asheboro who completed coursework recently in a Master's level teaching program. She taught previously in the Charlotte-Mecklenburg schools and taught technology at Rowan-Cabarrus Community College. She decided to pursue teacher licensure in special education after working as a teacher assistant in a special education classroom.

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Wilburn, Heather	Concord (WV) University B: Health and Physical Education	Physical Education

A native of the Blacksburg/Christiansburg, Virginia area and current resident of Asheboro, Heather Wilburn is recommended to teach health and physical education at South Asheboro Middle School. Ms. Wilburn has taught and coached at Randleman High School since her graduation from Concord in 2001. A three-sport athlete in college, Ms. Wilburn will coach softball and serve as athletic director, in addition to her teaching responsibilities.

<u>NAME</u>	<u>COLLEGE/DEGREE</u>	<u>LICENSURE</u>
Cagle, Frank	Greensboro College B: Business Administration	Mathematics

Frank Cagle is recommended to teach mathematics at South Asheboro Middle School. Mr. Cagle is a resident of Troy who will enter teaching after twenty years in the corporate world and as a small business owner. He decided in 2005 to earn a Bachelor's degree and graduated in 2007 from Greensboro College. He is enrolled at East Carolina University in a Master's level program in teaching.

**Teacher Turnover Summary
Asheboro City Schools
August 2008**

(Reporting for Period: March 2007-February 2008)

Number of Classroom Teachers Employed	326
Number of Classroom Teachers Leaving	48
Rate of Teacher Turnover	14.7

<u>Reasons for Leaving</u>	<u># Teachers</u>
Resigned – Teach in another NC LEA	16
Resigned – Family relocation	10
Resigned – Teach in another state	4
Resigned – Career change	1
Retirement – Full benefits	7
Retirement – Re-employed retiree	4
Moved to non-teaching position in ACS	3
VIF contract ended	1
Interim contract ended	1
Deceased	1

Policy 7240: Drug-Free and Alcohol-Free Workplace

As recommended to the Board Policy Committee, July 10, 2008

The changes to this policy clarify the contents of the statement regulating the use of alcohol by employees. In accordance with Board Policy 7300, it clarifies the required time frame for an employee to notify his or her supervisor in writing of any conviction under any criminal drug statute for a violation within the scope of the preceding part of this policy. Additionally, the Assistant Superintendent of Human Resources must notify the funding agency of the conviction when the employee's position is funded in any part by a federal grant. Further, the term, "conviction," is specifically defined. Finally, an addition was made to include a federal, state or local health, law enforcement or other appropriate agency in the approved list of drug or alcohol abuse assistance or rehabilitation programs.

Policy 7250: Smoking and Tobacco Products

As recommended by the Board Policy Committee, July 10, 2008

Revisions and additions have been to this policy so that it is in compliance with North Carolina General Statute regarding smoking and tobacco products.

Policy 7260: Occupational Exposure to Bloodborne Pathogens

As recommended by the Board Policy Committee, July 10, 2008

Revisions and additions have been made to include an Exposure Control Plan that meets OSHA regulations. The Plan includes a statement of who is considered at risk , what will be done by the school system to protect employees from exposure incidents, how to deal with exposure incidents, who should be vaccinated against Hepatitis B, and procedures for communication and training. A requirement for an annual review along with updates is included in the policy.

Policy 7300 Staff Responsibilities

As recommended by the Board Policy Committee, July 10, 2008

Additions to this policy include the following:

- Required compliance with employee dress code
- Procedure to be followed by an employee when arrested for, charged with or convicted of a criminal offense other than a minor traffic violation

DRUG-FREE AND ALCOHOL-FREE WORKPLACE

Policy Code:

7240

The board of education recognizes that reducing drug and alcohol abuse in the workplace improves the safety, health and productivity of employees. It is the policy of the board of education that a drug-free and alcohol-free workplace will be maintained.

The unlawful manufacture, distribution, dispensing, possession, or use of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, anabolic steroids, alcohol, counterfeit substances or any other controlled substance as defined in schedules I through V of section 202 of the Controlled Substances Act (21 U.S.C. §812) and further defined by regulation at 21 C.F.R. §1300.11 through §1300.15 is prohibited. No employee will be impaired by the excessive use of prescription or nonprescription drugs.

Employees are prohibited from using or being under the influence of alcohol while acting in the course and scope of the employees' duties while at school-sponsored activities or while on school property. This policy does not apply to an employee's consumption of alcoholic beverages that are served at a reception or other similar function that occurs outside the regular workday and that the employee is authorized or required to attend as a part of his or her employment duties.

This policy will govern each employee before, during or after school hours while on any property owned or leased by the board of education; at anytime during which the individual employee is acting in the course and scope of his or her employment with the board of education; and at any time that the employee's violation of this policy has a direct and adverse effect upon his or her job performance or the board of education.

An employee must notify his or her supervisor in writing of any conviction under any criminal drug statute for a violation occurring within the scope of the preceding paragraph of this policy. Notification shall be given not later than the next scheduled business day after such conviction, in accordance with board policy 7300, Staff Responsibilities. Within 10 days of receiving a notice of conviction by an employee whose position is funded in any part by a federal grant, the assistant superintendent of human resources shall notify the funding agency of the conviction. "Conviction" as used in this policy includes the entry in a court of law or military tribunal of: (1) a plea of guilty, *nolo contendere*, no contest or the equivalent; (2) a verdict or finding of guilty; or (3) a prayer for judgment continued ("PJC") or a deferred prosecution. Notification will be given not later than five calendar days after such conviction.

Violation of this policy will subject an individual to personnel action by the board of education which could result in non-renewal or termination of employment with the school district or the requirement that the employee participate satisfactorily in a drug or alcohol abuse assistance or rehabilitation program approved by the board of education, or federal, state or local health, law

enforcement or other appropriate agency. Information concerning available counseling, rehabilitation and re-entry programs will be provided to employees.

This policy is not violated by an individual's proper use of a drug lawfully prescribed for that individual by a licensed health-care provider. This policy will be distributed to all employees.

Legal References: 21 U.S.C. § 812; 41 U.S.C. § 701 *et seq.*; 21 C.F.R. § 1300.11-.15; G.S. 20-138.2B; 115C-36

Cross References: Drug and Alcohol Testing of Commercial Motor Vehicle Operators (policy 7241), Staff Responsibilities (policy 7300)

Adopted: May 14, 1998 to become effective July 1, 1998

Updated: May 11, 2000

Administrative Procedure: Yes

Revised:

The board of education promotes the health and safety of all students and staff and of other persons. The board also promotes the cleanliness of all school facilities. ~~To this end, the board will prohibit smoking and the use of tobacco products as follows:~~ The board believes that the use of tobacco products on school grounds, in school buildings and facilities, in or on any other school property owned or operated by the school board, or at school-related or school-sponsored events is detrimental to the health and safety of students, staff and school visitors. To this end, and to comply with state and federal law, the board adopts this tobacco-free policy that prohibits smoking and the use of tobacco products as follows. For the purposes of this policy, the term “tobacco product” means any product that contains tobacco and is intended for human consumption, including all lighted and smokeless tobacco products.

1. All employees and other persons performing services or activities on behalf of the school system, including volunteers and contractors, as well as students and visitors, are prohibited from using any tobacco products at any time in any school building, in any school facility, on school campuses, and in or on any other school property owned or operated by the school board.
2. In addition, persons attending a school-sponsored event at a location not specified in subsection 1 above are prohibited from using tobacco products when (a) in the presence of students or school personnel, or (b) in an area where use of tobacco products is otherwise prohibited by law.
3. Nothing in this policy prohibits the use of tobacco products for an instructional or research activity conducted in a school building, provided that such activity is conducted or supervised by a faculty member and that the activity does not include smoking, chewing or otherwise ingesting tobacco.
4. The administration will consult with the county health department and other appropriate organizations to provide employees with information about support systems and programs to encourage employees to abstain from the use of tobacco products. The school system may, from time to time, provide free non-smoking programs and services to employees of the school system after the regular school day.
5. The principal of each school and other school personnel responsible for school facilities shall post signs in system facilities in a manner and location that adequately notify staff, students and visitors that the use of tobacco products by any person is prohibited at all times in or on school property.

6. The superintendent and his or her designees shall ensure that adequate notice of this policy is provided to students, parents, school personnel, and the public.
7. All school personnel are required to adhere to and enforce this policy and other policies, rules or regulations addressing the use of tobacco products.

- ~~1. Students may not possess, display, or use any tobacco products at any time on school premises, including school vehicles or while participating in school events, both indoor and outdoor and both off and on school property.~~
- ~~2. School employees may not at any time display or use tobacco products on school premises or in school vehicles. School employees and volunteers attending in an official capacity may not use tobacco products at school events both on and off campus. The prohibition of display of tobacco products shall not extend to display that has a legitimate instructional purpose.~~

~~If this policy is violated, the employee's immediate supervisor shall address the violation with the employee. Repeated or blatant violations shall be reported to the superintendent and may subject the employee to disciplinary action.~~

- ~~3. Visitors to the school may not at any time display or use tobacco products on school premises. Visitors who violate this policy will be asked by the appropriate school official to refrain from smoking or using tobacco while on school property. They will be informed of the tobacco-free policy. A visitor who fails to comply will be asked to leave school property; if he refuses, school officials will contact the police.~~

~~The administration will consult with the county health department and other appropriate organizations to provide employees with information and access to support systems and programs to encourage employees to abstain from the use of tobacco products. The school district will, from time to time, provide free non-smoking clinics to be offered to employees in the schools, after the regular school day.~~

Legal Reference: 20 U. S. C. 6081 – 6084; Pro-Children Act of 1994; G. S. 14-313; 115C – 47(18), -407

Cross Reference: Student Use of Tobacco Products (policy 4320)

Adopted: March 13, 2003 to become effective July 1, 2003

Revised:

OCCUPATIONAL EXPOSURE TO BLOODBORNE PATHOGENS

Policy Code:

7260

It is the policy of the board to comply with federal regulations and state statutes regarding bloodborne pathogens as set forth in the Federal Register, 29 CFR §1910.1030, and the North Carolina Administrative Code, 15A NCAC 19.0200, by attempting to limit/prevent occupational exposure of employees to blood or other potentially infectious bodily fluids and materials that may transmit bloodborne pathogens and lead to disease or death.

A. REASONABLY ANTICIPATED OCCUPATIONAL EXPOSURE

Employees who could be "reasonably anticipated," as a result of performing required job duties, to face contact with blood, bodily fluids or other potentially infectious materials are covered by the OSHA Bloodborne Pathogens Standard, the North Carolina Administrative Code, and this policy. "Occupational Exposure" includes any reasonably anticipated skin, eye, mucous membrane or parenteral (brought into the body through some way other than the digestive tract) contact with blood or other potentially infectious materials that may result from the performance of an employee's duties. "Good Samaritan" acts, such as assisting a co-worker or student with a nosebleed, would not be considered "reasonably anticipated occupational exposure."

B. UNIVERSAL PRECAUTIONS

Universal precautions will be in force at all times. All blood, body fluid and other potentially infectious material will be handled as if infected. The program standards for the control of potential exposure to HIV and HBV as outlined in the OSHA Rule "Occupational Exposure to Bloodborne Pathogens" Standard 1910.1030, the NC Administrative Codes, or the most current standards available will be followed.

C. ~~SCHOOL DISTRICT REQUIREMENTS~~ EXPOSURE CONTROL PLAN

The superintendent will ensure that:

1. An Exposure Control Plan is developed in accordance with OSHA issued regulations or the most current available federal and/or state standards issued to eliminate or minimize employee occupational exposure to blood or certain other bodily fluids that may carry infectious materials. The Plan shall provide, at a minimum, for the following:
 - a. a determination of who is at risk for an exposure incident;

- b. what the school system will do to protect employees from exposure incidents, including the use of universal precautions, engineering and work practice controls and, as appropriate, personal protective equipment;
 - c. how to deal with an exposure incident, including post-exposure evaluation and follow-up;
 - d. who should be vaccinated for Hepatitis B; and
 - e. communication, training and record-keeping procedures.
2. All elements of the Exposure Control Plan are met.

~~This policy is reviewed and updated annually.~~

3. All employees have access to a copy of the Bloodborne Pathogens Policy and Exposure Control Plan.
4. The Exposure Control Plan is reviewed and updated at least annually.

D. TESTING

An employee who suspects that he or she has a blood or body fluid exposure may request to be tested, at the school district's expense, provided that the suspected exposure poses a significant risk of transmission as defined in the rules of the Commission for Health Services. The HIV and HBV testing of a person who is the source of an exposure that poses a significant risk of transmission will be conducted in accordance with 15A NC Administrative Code 19A .0202 (4) (HIV) and 19A .0203(6)(3) (HBV). The school district will strictly adhere to existing confidentiality rules and laws regarding employees with communicable diseases, including HIV or HIV-associated conditions.

E. NONDISCRIMINATION POLICY

The school district will not discriminate against any applicant or employee who has or is suspected of having a communicable disease, including TB, HBV, HIV infection or AIDS. An employee may continue to work as long as the employee is able to satisfactorily perform the essential functions of the job and there is no medical evidence indicating that the employee's condition poses a significant, direct threat to co-workers, students or the public.

Legal References: 29 C.F.R. § 1910.1030; 15A NCAC 19.0200, 19A.0202(4), 19A.0203(6)(3)

Cross Reference: Communicable diseases – Employees (policy 7262)

Adopted: May 14, 1998 to become effective July 1, 1998

Updated: April 8, 1999

Administrative Procedure: None

Revised:

For students to succeed, all staff members must approach their responsibilities conscientiously, always remembering that the ultimate responsibility of the school district is to create the opportunity and environment where students can learn.

Also essential to the success of ongoing school operations and the instructional program are the following specific responsibilities, which will be required of all personnel:

1. be familiar with, support and, where appropriate, enforce board policies, administrative procedures, school rules and applicable laws;
2. attend to the safety and welfare of students, including the need to ensure that students are supervised at all times;
3. demonstrate integrity, respect and commitment to the truth through attitudes, behavior and dress;
4. address or appropriately direct any complaints concerning the schools, the school program or school operation; and
5. support and encourage good school-community relations in all interactions with students, parents and members of the community.
6. faithfully and promptly attend work;
7. diligently and promptly submit required reports;
8. comply with the employee dress code
9. take care of and protect school property.

Employees shall notify the assistant superintendent for human resources if they are arrested for, charged with or convicted of a criminal offense (including entering a plea of guilty or *nolo contendere*) other than a minor traffic violation (i.e., speeding, parking or a lesser violation). Notice shall be in writing, shall include all pertinent facts and shall be delivered to the assistant superintendent for human resources no later than the next scheduled business day following the arrest, charge or conviction, unless the employee is hospitalized or incarcerated, in which case the employee shall report the alleged violation within 24 hours after his or her release. Upon judicial action in the matter, the employee must report the disposition and pertinent facts in writing to the assistant superintendent for human resources no later than the next business day following adjudication.

Legal References: G.S. 115C-47, -307, -308

Cross References:

Adopted: May 14, 1998 to become effective July 1, 1998

Administrative Procedure: None

Policy 3610 Counseling Program

As recommended by the Board Policy Committee, June 12,2008

The requirement that students in grades 9-12 receive information annually on the manner in which a parent may lawfully abandon a newborn baby with a responsible person has been added to Policy 3610. Students are to receive the notice no later than August 1, 2008.

Guidance and counseling programs are provided by the school district with the ultimate aim of improving student performance by increasing skills; helping students make adjustments; addressing problems that interfere with learning or the classroom environment; and assisting in career and college planning. The principal of each school is directed to develop a counseling program that will meet the needs of the student population at that school with the objective of improving student performance. School guidance counselors and other guiding adults in middle and high schools will provide guidance and information to students about course selections and requirements prior to ninth grade, in order to inform them about accelerated preparation for college entry. Guidance counselors will encourage ninth grade students to complete these requirements in less than four years where feasible and appropriate.

The counseling program should operate in collaboration with teachers and others involved in educating students, including those who assist children with special needs or students who are at risk of dropping out of school or not meeting performance expectations. Input from parents and students should be sought in accordance with the school's plan for involvement of the community in school programs. All schools must follow the Parental Involvement Plan (policy 1310/4002) in regard to parental notification/permission for counseling programs.

In addition, school personnel shall annually provide all students in Grades 9 through 12 with information on the manner in which a parent may lawfully abandon a newborn baby with a responsible person, in accordance with G.S. 7B-500.

Counseling may be provided on an individual basis or in small or large groups. School counselors may refer students who have extensive needs or needs that go beyond the purpose of the counseling program to community resources.

Students may seek counseling or be referred by staff or parents. Any staff member who is aware that a student is contemplating suicide or is otherwise suffering from an emotional or psychological crisis must immediately notify the school counselor in accordance with any rules established by the superintendent or principal. Any counselor or other staff member who knows or has cause to suspect child abuse or neglect must report the information as provided in policy 4240 (Child Abuse - Reports and Investigations) and as required by law.

Counseling programs are most effective when voluntarily entered into by a student. School officials and teachers may recommend a counseling program to help a student meet standards of conduct and academic performance established by the board and school district. However, students will not be required to attend individual or small group counseling sessions to address identified significant personal issues unless agreement has been reached with the parent and student in a behavior contract, an intervention plan or, for special education students, in an individualized education plan. (See Student Behavior Policies (4300 series), Student Progression and Placement (policy 3420), Special Education Programs/Rights of Disabled Students (policy 3520).)

Information obtained in a session with a counselor will be privileged and protected from disclosure as provided by law. A counselor cannot be required to testify concerning privileged information unless, as provided by G.S. 8-53.4, the student waives the privilege or the court compels testimony as necessary to the proper administration of justice. The school counselor privilege does not, however, exempt the counselor from reporting child abuse as required by G.S. 7A-544. Any notation made by a counselor for his or her own use is a confidential document and is neither a public record nor a part of the student's record. Such confidential documents do not have to be shared with parents or others except as required by law, such as G.S. 7A-544. Any document prepared by a counselor that is shared or intended to be shared with other staff is considered an educational record of the student and is available to the parent or eligible student in accordance with board policy on student records, policy 4700.

Legal References: Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g; G.S. 7B-301, 8-53.4, 115C-12, -47, (50) and 401; State Board of Education Policy HSP-L-006.

Cross References: Goals and Objectives of the Educational Program (policy 3000), Student Progression and Placement (policy 3420), Special Education Programs/Rights of Disabled Students (policy 3520), Parental Involvement (policy 1310/4002), Child Abuse - Reports and Investigations (policy 4240), Student Behavior Policies (4300 series), Student Records (policy 4700)

Adopted: May 14, 1998 to become effective July 1, 1998

Administrative Procedure: None

Revised: October 12, 2006

Policy 7100 Recruitment and Selection of Personnel

As recommended by the Board Policy Committee, June 12, 2008.

The changes to Policy 7100 are strongly recommended by the NCSBA. They include the requirement that applicants must notify in writing the assistant superintendent for human resources if they are arrested, charged with or convicted of a criminal offense other than a minor traffic violation. Changes include a clarification that a criminal history check will be conducted on all final candidates for all positions and the superintendent will develop procedures for verifying new employees' legal status or authorization to work in the United States as required by law.

RECRUITMENT AND SELECTION OF PERSONNEL

Policy Code:

7100

A. GENERAL PRINCIPLES

It is the policy of the board to provide all applicants for employment with equal employment opportunities and to provide current employees with training, compensation, promotion and other benefits of employment without regard to race, color, religion, national origin, sex, age or handicap, except where sex, age or physical requirements are essential occupational qualifications. All candidates will be evaluated on their merits and qualifications for positions.

The board also is committed to diversity throughout the programs and practices of the school district. To further this goal, the recruitment and employment program should be designed to encourage a diverse pool of qualified applicants.

B. RECRUITMENT

Recruitment for a specific vacancy will be undertaken only after the need and qualifications for the position are established and proper authorization is obtained.

All vacancies will be adequately publicized within the school district so that employees may learn of promotional opportunities. Vacancies also may be publicized externally to attract qualified applicants.

C. CRIMINAL HISTORY

Applicants shall notify the assistant superintendent for human resources if they are arrested, charged with or convicted of a criminal offense (including entering a plea of guilty or *nolo contendere*) other than a minor traffic violation (i.e., speeding, parking or a lesser violation). Notice shall be in writing, shall include all pertinent facts and shall be delivered to the assistant superintendent for human resources no later than the next scheduled business day following the arrest, charge or conviction, unless the applicant is hospitalized or incarcerated, in which case the applicant shall report the alleged violation within 24 hours after his or her release. Upon judicial action in the matter, the applicant must report the disposition and pertinent facts in writing to the assistant superintendent for human resources no later than the next business day following adjudication.

A criminal history check shall be conducted on all final candidates for all positions licensed ~~positions and classified positions that would place the candidates in a school building or~~

~~other environments where they would interact regularly with students. Such positions include, but are not limited to, teachers, substitute teachers, driver training teachers, bus drivers, clerical staff, custodians, teacher assistants, assistant principals and principals, and central office administrators.~~ Criminal history checks shall be conducted in accordance with state law and any procedures established by the superintendent.

If a final candidate for employment or hiring as an independent contractor is found to have a criminal history, other than for minor traffic offenses, the superintendent shall determine whether the individual poses a threat to the safety of students or personnel or has demonstrated that he or she does not have the integrity or honesty to fulfill the duties of the position. If the superintendent recommends such a candidate to the board for employment, the board must be notified of the criminal history and the basis for the superintendent's determination.

D. SELECTION

Candidates for employment will be selected based upon their likely ability to fulfill duties identified in the job description as well as performance standards established by the board. In making the determination, the following information will be considered:

1. application;
2. education and training;
3. licensure and certification (when applicable);
4. relevant experience;
5. personal interviews; and
6. references and/or background checks.

Qualifications and suitability for the job being equal, personnel within the district will be given priority.

In making recommendations for the selection of personnel, the superintendent will give every consideration to conditions which could result in the employment of two members of an immediate family where one member would occupy a position which has influence over the other's employment, promotion, salary or other related management and personnel considerations. No administrative or supervisory personnel will directly supervise a member of his or her immediate family defined as spouse, children or parents.

All personnel selected for employment must be recommended by the superintendent and approved by the board.

State guidelines will be followed in the selection and employment procedure. The superintendent will develop any other procedures necessary to carry out this policy.

The superintendent shall develop procedures for verifying new employees' legal status or authorization to work in the United States as required by law.

Legal References: Age Discrimination in Employment Act of 1967, 29 U.S.C. § 621 *et seq.*; Americans with Disabilities Act of 1990, 42 U.S.C. § 12101 *et seq.*; Equal Educational Opportunities Act of 1974, 20 U.S.C. § 1703; Equal Pay Act of 1963, 29 U.S.C. § 206; Fair Credit Reporting Act, 15 U.S.C. § 1681 *et seq.*; Rehabilitation Act of 1973, 29 U.S.C. § 794; Title VII of the Civil Rights Acts of 1964, 42 U.S.C. § 2000e *et seq.*; Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 *et seq.*; Uniformed Services Employment and Reemployment Rights Act of 1994, 38 U.S.C. § 4301 *et seq.*; 8 U.S.C. § 1101 *et seq.*; G.S. 114-19.2; 115C-36, -47, -332; 126-7.1(f), -16; 127A-202.1; 127B-10, -12, -14; 16 N.C.A.C. 6C.0313

Adopted: May 14, 1998 to become effective July 1, 1998

Updated: April 8, 1998

Administrative Procedure: Yes

Revised:

Policy 7120 Employee Health Certificate

As recommended by the Board Policy Committee, June 12, 2008.

The changes to this policy clarify the contents of the required employee health certificate. The policy also includes a statement that the board or superintendent may require any individual covered by this policy to take a physical examination when deemed necessary. These changes are strongly recommended by the NCSBA,

All new employees, as well as employees who have been separated from public school employment for more than a year or who have been absent for more than 40 successive school days because of a communicable disease, must provide a fully completed health certificate ~~on the form provided by the State Superintendent of Public Instruction.~~ from a physician, physician's assistant or nurse practitioner licensed to practice in the state of North Carolina. Such certificate must certify that the employee does not have tuberculosis in the communicable form; any other communicable disease; or any disease, physical or mental, that would impair the ability of the individual to perform effectively in his or her duties. The board or superintendent may require any individual covered by this policy to take a physical examination when deemed necessary.

Health certificates will be maintained in separate, confidential medical files in the ~~personnel~~ human resources office.

Legal References: G.S. 115C-323

Adopted: May 14, 1998 to become effective July 1, 1998

Administrative Procedure: None

Policy 1750/7220 Grievance Procedure for Employees

As recommended by the Board Policy Committee, June 12, 2008.

The changes to Policy 1750/7220 are technical and conforming so our policy will be aligned with State Board Policy. Definitions of “final administrative decision” and “grievance” have been clarified. The process for reporting a grievance has been supported by requiring specific details in the written grievance. The appeal to the board process has been updated with detailed information for mandatory and discretionary appeals.

GRIEVANCE PROCEDURE FOR EMPLOYEES

Policy Code: 1750/7220

This policy applies for all employee grievances except sexual harassment (see policy 1755, Sexual Harassment Complaint Procedure for Employees).

It is the policy of the board, in keeping with the ultimate goal of serving the educational welfare of children, to develop and practice reasonable and effective methods of resolving difficulties which may arise among employees. The intent is to reduce potential areas of grievances and to establish and maintain recognized channels of communications between staff and administration. The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to the problems which arise from time to time and affect employees.

A. INFORMAL RESOLUTION

It is desirable for an employee and his or her immediate supervisor to resolve problems through free and informal communication. In those circumstances where informal procedures fail or are inappropriate or where the employee requests formal procedures, a grievance will be processed pursuant to the steps set forth below.

B. DEFINITIONS

1. *Days*: The working days, exclusive of Saturdays, Sundays, vacation days or holidays, as set forth in the aggrieved employee's employment calendar. In counting days, the first day will be the first full working day following receipt of the grievance. When a grievance is submitted on or after May 1, time limits will consist of all weekdays (Monday - Friday) so that the matter may be resolved before the close of the school term or as soon thereafter as possible.
2. *Final Administrative Decision*: a decision of a school employee from which no further appeal to a school administrator is available.
3. *Grievance*: a formal written claim by an employee ~~against another employee or the school district that:~~ regarding specific decision(s) made by another employee and alleging that such decision(s) have adversely affected the person making the claim. A grievance may include, but is not limited to, the following allegations:
 - a. that there has been a violation, misapplication, or misinterpretation of state or federal law or regulation, school board policy or administrative procedure;
 - b. that an employee has been subject to discrimination on the basis of race, religion, sex, national origin, age or disability; or

- c. that an employee's employment status or the terms or conditions of his or her employment have been adversely affected; or
- d. that there exists a physical condition which jeopardizes an employee's health or safety, or which interferes with an employee's ability to discharge his or her responsibilities properly and effectively.

The term "grievance" will not apply to any matter for which the method of review is prescribed by law, for which there is a more specific board policy providing a process for addressing the concern, or the board of education is without authority to act.

- 4. *Grievant:* The employee(s) making the claim.
- 5. *Official:* The person hearing and responding to the grievant.
- 6. *Parties in Interest:* The grievant and the person against whom the grievance is filed.

C. TIMELINESS OF PROCESS

Failure by the official at any step to communicate a decision within the specified time limit will permit the grievant to appeal the grievance to the next step unless the official has notified the grievant of the delay and the reason for the delay, such as the complexity of the investigation or report. The official will make reasonable efforts to keep the grievant apprised of progress being made during any period of delay. Delays may not impermissibly interfere with the exercise of any legal rights.

Failure by the grievant at any step to appeal a grievance to the next step within the specified time limit will be considered acceptance of the decision at that step, unless the grievant has notified the official of a delay, the reason for the delay and the official has consented in writing to the delay.

D. GENERAL REQUIREMENTS

- 1. All parties in interest and their representatives in any grievance filed pursuant to this policy will conduct themselves in a professional manner at all times during the investigation and hearing of the grievance.
- 2. No reprisals of any kind will be taken by the board or by an employee of the school

district against any party in interest or other employee on account of his or her participation in a grievance filed and decided pursuant to this policy.

3. Each decision will be in writing, setting forth the decision and reasons therefore, and will be transmitted promptly to all parties in interest.
4. All meetings and hearings conducted pursuant to this policy will be private.
5. The board and school district will consider requests to hear grievances from a group of grievants, but the board and officials have the discretion to respond to individual grievants.
6. The board and administration will cooperate with the employee(s) and his or her representative in the investigation of any grievance and will furnish the employee or his or her representative information pertinent to the grievance without cost to the grievant employee or the employee against whom the grievance is filed.
7. The employee may have a representative, including an attorney, at any stage of the grievance. However, any grievant intending to be represented by legal counsel must notify the appropriate school official in advance so that school personnel also will have the opportunity to be represented by legal counsel.
8. Should, in the judgment of the superintendent or designee, the investigation or processing of any grievance require the absence of the grievant and/or representative from regular work assignments, such absences will be excused without loss of pay or benefits.

E. PROCESS FOR GRIEVANCE

1. Reporting a Grievance
 - a. A grievance must be filed as soon as possible but no longer than 30 days after disclosure or discovery of the facts giving rise to the grievance. For a grievance submitted after 30 days which claims a violation, misapplication or misinterpretation of state or federal law, including discrimination, the superintendent or designee will determine whether the grievance will be investigated after considering factors such as the reason for the delay; the extent of the delay; the effect of the delay on the ability of the school district to investigate and respond to the complaint; and whether the investigation of the complaint is necessary to meet any legal

obligations. However, employees should recognize that delays in reporting may significantly impair the ability of the school district to investigate and respond effectively to such complaints.

- b. All grievances will be in writing and the written statement of grievance will remain the same throughout all steps of the grievance procedure. The written grievance must include the following information: (1) the name of the school system employee or other individual whose decision or action is at issue; (2) the specific decision(s), action(s) or physical condition at issue; (3) any local board policy, state or federal law, state or federal regulation or State Board of Education policy or procedures that the grievant believes has been misapplied, misinterpreted or violated; and (4) the specific resolution desired. If there is not a specific decision at issue or no concern that federal or state law, federal or state regulation, State Board of Education policy or procedure, or local board policy or procedure has been misapplied, misinterpreted or violated, then the procedure established in board policy 1742/5060, Responding to Complaints, is appropriate and the principal or immediate supervisor will address the concern following that board policy. ~~will name the employee(s) against whom the grievance is filed and will set forth the facts constituting the grievance and the specific laws, regulations, policies, procedures or physical conditions involved.~~
- c. The employee(s) will present the grievance in writing to his or her immediate supervisor or the supervisor's designee (hereinafter "official"), unless the grievance alleges unlawful discrimination in which case the grievance may be presented instead to the ~~ADA coordinator, Civil Rights coordinator, Title IX coordinator, or 504 coordinator.~~ assistant superintendent for human resources.

2. Response by Official

- a. The official will arrange for a grievance file number to be assigned by the personnel office.
- b. In the event the official determines at the outset that review by the official is inappropriate, he/she will forward the grievance to the appropriate official. If the appropriated official is difficult to determine, the superintendent will specify who is to be the official.

- c. A meeting will take place at a mutually agreed-upon time within five days after receipt of the grievance.
- d. The official will conduct any investigation of the facts necessary before rendering a decision.
- e. The immediate supervisor or his or her designee will provide the aggrieved employee(s) with a written response to the grievance within ten days after the meeting.

3. Response by Superintendent

- a. If the grievant is dissatisfied with the official's response, the grievant may appeal in writing the decision to the superintendent for review by the superintendent or designee within five days of receipt of the official's response.
- b. The superintendent or designee will arrange for a meeting with the employee(s) to take place within five days of the receipt of the appeal.
- c. The superintendent or designee will conduct any investigation necessary before arriving at a decision. The superintendent or designee will provide the aggrieved employee(s) with a written decision with ten days after the meeting.

4. Appeal to the Board

If the grievant has alleged a violation of a specified federal or state law, federal or state regulation, State Board of Education policy or procedure, or Asheboro City board policy or procedure or has alleged that a specific decision of a school official adversely affects the grievant's employment status or the terms or conditions of his or her employment, the grievant shall have a right to appeal a final administrative decision to the board of education (see Mandatory Appeals below). If the grievant has not alleged such specific violations, he or she may request a hearing before the board, which the board may grant at its discretion (see Discretionary Appeals below).

a. Mandatory Appeals

- 1) If the grievant is not satisfied with the superintendent's response and has alleged a violation of a specified federal or state law, federal or

state regulation, State Board of Education policy or procedure, or local board policy or procedure or has alleged that a specific decision of a school official adversely affects the grievant's employment status or the terms or conditions of his or her employment, the grievant may appeal in writing the decision to the board within ten days of receiving the superintendent's response.

- 2) A hearing will be conducted pursuant to board policy 2500, Hearings Before the Board.
- 3) The board will provide a final written decision within 30 days of receiving the appeal unless further investigation is necessary or the hearing necessitates that more time be taken to respond.

b. Discretionary Appeals

- 1) If the grievant is not satisfied with the superintendent's response, but has not alleged a violation of a specified federal or state law, federal or state regulation, State Board of Education policy or procedure, or local board policy or procedure or has not alleged that a specific decision of a school official adversely affects the grievant's employment status or the terms or conditions of his or her employment, the grievant may submit to the superintendent a written request for a hearing before the board of education within ten days of receiving the superintendent's response.
- 2) The board chairperson shall appoint a three-person panel to review the request and determine if a hearing should be granted. The panel will report the decision to the board. The board may modify the decision of the panel upon majority vote at a board meeting.
- 3) If the board decides to grant a hearing, the hearing will be conducted pursuant to board policy 2500, Hearings Before the Board. Notwithstanding the provisions of board policy 2500, the board may choose to review discretionary appeals on the record only, without allowing oral presentations.
- 4) The board will provide a final written decision within 30 days of the decision to grant a hearing unless further investigation is necessary or the hearing necessitates that more time be taken to respond.

~~Response by the Board~~

- ~~1. If the grievant is not satisfied with the superintendent's response, the grievant may appeal in writing the decision to the board within five days of receiving the superintendent's response.~~
- ~~2. A hearing will be conducted pursuant to board policy 2500, Hearings Before the Board.~~
- ~~3. The board will provide a final written decision within 30 days of receiving the appeal unless further investigation is necessary or the hearing necessitates that more time be taken to respond.~~

F. RECORDS

Records on discrimination grievances will be maintained as required by policy 1710/4021/7230.

Legal Reference: Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d et seq., 34 C.F.R. pt. 100; Title VII of the Civil Rights Act of 1964, 42 U.S.C. 2000e et seq.; Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq., 34 C.F.R. pt. 106; Equal Employment Opportunity Commission's "Final Amended Guidelines on Discrimination Because of Sex"; Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. 621 et seq.; The Rehabilitation Act of 1973, 29 U.S.C. 706(8), 794, 34 C.F.R. pt. 104; The Americans With Disabilities Act, 42 U.S.C. 12134, 28 C.F.R. pt. 35; Office of Civil Rights, Sexual Harassment Guidance: Harassment of Students by School Employees, Students or Third Parties, 62 Fed. Reg. 12,034 (1997); Office of Civil Rights, Racial Incidents and Harassment Against Students at Educational Institutions; Investigative Guidance, 59 Fed. Reg. 11,448 (1994); G.S. 126-16

Cross Reference: Prohibition Against Discrimination and Harassment (policy 1710/4021/7230), Hearings Before the Board (policy 2500)

Adopted: March 12, 1998 to become effective July 1, 1998

Revised: April 14, 2005

Administrative Procedure: None

Asheboro City Schools
 Budget Summary
 2008 - 2009

Salary Increases:	Certified	Average	3.00%
	School Based Administration	Average	2.69%
	Non-certified		2.75%
	Central Office Administration		2.75%

Approximate Salary difference in the Current Expense Budget: \$ 200,000

Budgeted Energy Increase: 7.00%

Budgeted Dental Increase 7.00%

2008-2009 Proposed Current Expense Appropriated Fund Balance: \$ 763,470

2007-2008 Beginning Current Expense Appropriated Fund Balance: \$ 1,120,258

Asheboro City Schools 2008 - 2009 Budget Information Expansion Budget Considerations

	Planning Budget				Proposed Budget			
	State	Current	Federal	Capital	State	Current	Federal	Capital
<u>GOAL 1: High Student Achievement</u>								
21st Century Classrooms - 30 rooms				\$ 175,000	\$ 115,000			\$ 160,000
Technology Teachers - NAMS, SAMS, AHS, Elementary		\$ 240,000			\$ 180,000		\$ 60,000	
Maintain or improve class-size - Loss of 1.5 Positions		\$ 63,000				Adjusted		
Middle School Curriculum Coach	\$ 60,000						\$ 60,000	
Band Equipment & Furniture				\$ 44,000				\$ 44,000
<u>GOAL 2: Quality Teachers, Administrators, and Staff</u>								
NC Wise Data Manager salary schedule		\$ 25,000				\$ 25,000		
<u>GOAL 4: Family, Business, and Community Support</u>								
Communities in Schools initiative		\$ 10,000				\$ 10,000		
<u>GOAL 5: Effective and Efficient Operations</u>								
Capital Projects - Athletic Field Restrooms				\$ 400,000				\$ -
Capital Projects - SAMS Locker Refurbishment				\$ 25,000				\$ 25,000
Capital Projects - SAMS Track				\$ 150,000				\$ 150,000
Capital Projects - SAMS Building Controls				\$ 40,000				\$ 40,000
Capital Projects - DLL T-8 Lighting Upgrade				\$ 25,000				\$ 25,000
	\$ 60,000	\$ 338,000	\$ -	\$ 859,000	\$ 295,000	\$ 35,000	\$ 120,000	\$ 444,000

Asheboro City Schools Interactive Classrooms August 14, 2008

School	Total Classrooms	Current Interactive Classrooms*	Projected Needs
AHS	74	70	4
NAMS	34	26	8
SAMS	40	26	14
BAL	46	7	39
CWM	36	10	26
DLL	26	6	20
GBT	39	18	21
LP	30	1	29
	325	164	161
Cost per room			\$ 5,500.00
Total Projected Cost			\$ 885,500.00

* includes anticipated 2008-2009 from IMPACT for AHS, NAMS, SAMS

**Asheboro City Schools
Budget Information
August 14, 2008**

County Appropriation	Current Expense	Increase / (Decrease) Over Prior Year	Percent Change
<u>Current Expense</u>			
2007-2008 Funded	3,760,242	(42,239)	-1.1%
2008-2009 Requested	\$ 4,215,000	\$ 454,758	12.1%
2008-2009 Funded	\$ 4,006,130	\$ 245,888	6.5%
<u>Capital Outlay</u>			
2007-2008 Funded	800,937	(17,331)	-2%
2008-2009 Requested	\$ 1,325,000	506,732	62%
2008-2009 Funded	\$ 795,174	(5,763)	-1%

**ASHEBORO CITY SCHOOLS
BUDGET RESOLUTION
2008 - 2009
ADOPTED August 14, 2008**

Be it resolved by the Board of the Asheboro City Schools Administrative Unit that for the fiscal year beginning July 1, 2008 and ending June 30, 2009:

Section 1: The following amounts are hereby appropriated for the operation of the School Administrative Unit in the **Local Current Expense Fund**.

Instructional Services	
5100 - Regular Instructional Services	\$ 1,787,500
5200 - Special Populations Services	288,600
5300 - Alternative Programs and Services	656,100
5400 - School Leadership Services	845,000
5500 - Co-Curricular Services	209,800
5800 - School-Based Support Services	577,400
System-wide Support Services	
6100 - Support and Development Services	242,600
6200 - Special Population Support and Development Services	46,700
6400 - Technology Support Services	354,500
6500 - Operational Support Services	3,120,000
6600 - Financial and Human Resource Services	410,000
6700 - Accountability Services	224,300
6800 - System-wide Pupil Support Services	180,100
6900 - Policy, Leadership and Public Relations Services	565,500
Ancillary Services	
7300 - Adult Services	51,000
Non-Programmed Charges	
8400 - Interfund Transfers	
Total Local Current Expense Fund Appropriation	\$ 9,559,100

Section 2: The following revenues are estimated to be available to the **Local Current Expense Fund**.

State and Federal Funds	\$ 912,300
County Appropriation	4,006,130
Voted Supplement	2,919,000
Local Revenues	958,200
Fund Balance Appropriated	763,470
Total Local Current Expense Fund Revenue	\$ 9,559,100

**ASHEBORO CITY SCHOOLS
BUDGET RESOLUTION
2008 - 2009
ADOPTED August 14, 2008**

Section 3: The following amounts are hereby appropriated for the operation of the School Administrative Unit in the **State Public School Fund**.

Instructional Services	
5100 - Regular Instructional Services	\$ 16,845,699
5200 - Special Populations Services	3,324,797
5300 - Alternative Programs and Services	717,532
5400 - School Leadership Services	1,448,600
5800 - School-Based Support Services	1,659,000
System-wide Support Services	
6100 - Support and Development Services	165,156
6200 - Special Population Support and Development Services	86,229
6400 - Technology Support Services	69,705
6500 - Operational Support Services	858,200
6600 - Financial and Human Resource Services	294,852
6700 - Accountability Services	33,116
6800 - System-wide Pupil Support Services	40,500
6900 - Policy, Leadership and Public Relations Services	381,992
Non-Programmed Charges	
8400 - Interfund Transfers	41,000
Total State Public School Fund Appropriation	<u>\$ 25,966,378</u>

Section 4: The following revenues are estimated to be available to the **State Public School Fund**.

Total State Public School Fund Allocation	<u>\$ 25,966,378</u>
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**ASHEBORO CITY SCHOOLS
BUDGET RESOLUTION
2008 - 2009
ADOPTED August 14, 2008**

Section 5: The following amounts are hereby appropriated for the operation of the School Administrative Unit in the **Federal Grants Fund**.

Instructional Services	
5100 - Regular Instructional Services	1,337,487.96
5200 - Special Populations Services	1,256,293.84
5300 - Alternative Programs and Services	1,683,786.51
5400 - School Leadership	9,500.00
5800 - School-Based Support Services	244,811.21
System-wide Support Services	
6100 - Support and Development Services	3,600.00
6200 - Special Population Support and Development Services	7,921.79
6500 - Operational Support Services	95,173.06
6700 - Accountability Services	96,500.00
6800 - System-wide Pupil Support Services	3,000.00
Non-Programmed Charges	
8100 - Payments to Other Governmental Units	138,765.47
Total Federal Grants Fund Appropriation	<u><u>4,876,839.84</u></u>

Section 6: The following revenues are estimated to be available to the **Federal Grants Fund**.

Total Federal Allocation	<u><u>4,876,839.84</u></u>
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**ASHEBORO CITY SCHOOLS
BUDGET RESOLUTION
2008 - 2009
ADOPTED August 14, 2008**

Section 7: The following amounts are hereby appropriated for the operation of the School Administrative Unit in the **Child Nutrition Fund**.

Ancillary Services	
7200 - Nutrition Services	\$ 2,620,000
Total Child Nutrition Fund Appropriation	<u>\$ 2,620,000</u>

Section 8: The following revenues are estimated to be available to the **Child Nutrition Fund**.

Federal Allocation	\$ 1,610,000
Local School Child Nutrition Fund	1,010,000
Total Child Nutrition Fund Revenue	<u>\$ 2,620,000</u>

**ASHEBORO CITY SCHOOLS
BUDGET RESOLUTION
2008 - 2009
ADOPTED August 14, 2008**

Section 9: The following amounts are hereby appropriated for the operation of the School Administrative Unit in the **Capital Outlay Fund**.

9000 - Capital Outlay	\$ 1,009,000
Total Capital Outlay Projects	<u>\$ 1,009,000</u>

Section 10: The following revenues are estimated to be available to the **Capital Outlay Fund**.

Public School Building Capital Fund	\$ 180,000
County Appropriation	795,174
Fund Balance Appropriated	33,826
Total Capital Outlay Fund Revenue	<u>\$ 1,009,000</u>

Section 11: The following revenues are estimated to be available to the Asheboro City Schools budget.

Local Current Expense Fund	\$ 9,559,100
State Public School Fund	25,966,378
Federal Grants Fund	4,876,840
Child Nutrition Fund	2,620,000
Capital Outlay Fund	1,009,000
	<u>\$ 44,031,318</u>

**ASHEBORO CITY SCHOOLS
BUDGET RESOLUTION
2008 - 2009
ADOPTED August 14, 2008**

Section 12: All appropriations shall be paid firstly from revenues restricted as to use, and secondly from general unrestricted revenues.

Section 13: The Superintendent is hereby authorized to transfer appropriations within a fund under the following conditions:

- A. Between functions and objects of expenditures within a purpose without limitations and without a report to the Board of Education being required.

- B. Between purposes of the same fund without a report to the Board of Education being required.

- C. May not transfer any amounts between funds nor from any contingency appropriation within a fund without Board approval.

Section 14: Copies of the budget resolution shall be entered in the minutes of the Board of Education, and within 5 days after adoption, copies shall be filed with the Superintendent, School Finance Officer, and County Finance Officer.

ADOPTED THE 14TH DAY OF AUGUST, 2008

ASHEBORO CITY BOARD OF EDUCATION

CHAIRMAN

SECRETARY

Asheboro City Schools
Sodexo Management Contract Amendment
Summary
2008 – 2009

- Guarantee to reimburse Asheboro City Schools for a loss of more than \$50,000 (limited to Sodexo management fee). Prior year was a \$10,000 profit.

- Management Fee shall be \$.1162 per meal/meal equivalent. Prior year the fee was \$.112 per meal/meal equivalent.

- Contract has been reviewed and approved by the Department of Public Instruction.

AMENDMENT

ASHEBORO CITY SCHOOL DISTRICT

AND

SODEXO MANAGEMENT, INC.

THIS AMENDMENT, dated June 24, 2008, is between ASHEBORO CITY SCHOOL DISTRICT ("SFA") and SODEXO MANAGEMENT, INC. ("FSMC").

W I T N E S S E T H:

WHEREAS, FSMC submitted a proposal on May 20, 2004 ("Proposal") in response to SFA's Request for Proposal ("RFP") dated April, 2004; and

WHEREAS, SFA and FSMC entered into a certain Management Agreement, dated July 1, 2004, as amended ("Agreement"), whereby FSMC manages and operates SFA's Food Services operation in Asheboro, North Carolina;

WHEREAS, the parties now desire to further amend the aforesaid Agreement;

NOW, THEREFORE, in consideration of the promises herein contained and for other good and valuable consideration, the parties hereto agree as follows:

1. SFA finds that the Services are being performed in an effective and efficient manner. The Term of the Agreement is hereby extended to cover the period July 1, 2008 to June 30, 2009.

2. Any and all references to the "2007-2008" school year shall be changed to "2008-2009".

3. The Management Fee for the 2008-2009 Contract Year shall be \$.1162 per Pattern Meal and Meal Equivalent.

4. The Meal Equivalent for the 2008-2009 Contract Year shall be Three Dollars (\$3.00) per Pattern Meal and Meal Equivalent.

5. The following costs charged to the Food Service Program shall not exceed the following:

District Labor	\$353,448.00
Other District Costs	\$228,334.00

6. Section L.1 is hereby amended and for the 2008-2009 Contract shall read as follows:

“L.1 The FSMC guarantees expenditures in excess of revenues to SFA in the amount of Fifty Thousand Dollars (\$50,000.00). The expenditures in excess of revenues shall be determined by the annual independent audit conducted by the audit firm contracted by SFA. The expenditures in excess of revenues shall be based on all revenues and expenses set forth in Exhibit B the “Food Service Budget” and any other necessary revenues or expenses generated or incurred in the operation of the school food service program. In the event that the actual expenditures in excess of revenues are exceed Fifty Thousand Dollars (\$50,000.00) the following shall apply:

- i. FSMC shall reimburse SFA for the excess over the guaranteed loss of fifty Thousand Dollars (\$50,000.00) in an amount not to exceed one hundred percent (100%)of FSMC’s annual Management Fee as provided for herein (“Sodexo’s Share”).
- ii. Any shortfall in excess of Sodexo’s Share shall be borne by SFA.”

7. The guarantee set forth in Section L.1 above is based upon the following assumptions and the financial adjustments as detailed in Article VIII. If there is a change in conditions, including, without limitation, changes to the following assumptions, the parties agree to enter into negotiations concerning the impact of such changes, and the financial terms of the Agreement, including any guarantee, shall be adjusted accordingly.

- a. Changes in District's policies, practices, and service requirements, including but not limited to, changes in bell schedules or meal service periods, will result in an appropriate adjustment.
- b. The projected number of full feeding days shall remain at:

Elementary	179
Middle	179
High School	178

There shall be no reduction in number of full feeding days (breakfast, if applicable, and lunch) and ADA as a result of inclement weather, delayed opening or early dismissals resulting in lost full days.

- c. Average Daily Attendance (“ADA”) and the number of free and reduced price participants shall remain at the same levels as the 2007-2008 contract year.
- d. Changes in legislation, regulations, reimbursement rates, meal components and quantities required by the National School Lunch Act, the National School Lunch Program or changes in the State’s School Nutrition policies will affect the guarantee.

- e. Cash and/or food assistance levels from State and Federal sponsors do not decline below the 2007-2008 levels. Usable commodities, of adequate quality and variety required for FSMC's proposed menu cycle, valued at no less than Eighteen and 75/100 Cents (\$.1875) per Pattern Meal for the 2008-2009 contract year.
 - f. Any expenses resulting from changes to breakfast & lunch programs that were not anticipated when guarantee was agreed upon shall cause an adjustment to the guarantee
 - g. There shall be no competitive sales during all service hours.
 - h. Vendor prices shall remain constant throughout the year.
 - i. The state or federal minimum wage rate and taxes in effect as of July 1, 2008, shall remain consistent throughout the year.
8. The meal prices for the 2008-2009 contract year shall be as follows:

		Elementary	Middle	High
Breakfast	Paid	.80¢	.80¢	.80¢
	Reduced	.30¢	.30¢	.30¢
Lunch	Paid	\$1.90	\$ 2.00	\$ 2.00
	Reduced	.40¢	.40¢	.40¢

9. Attachment R is hereby amended to the amount of expenditures in excess of revenues to be Fifty Thousand Dollars (\$50,000.00).

10. This Amendment is effective July 1, 2008, and thereafter, unless amended. All other terms and conditions contained in the Agreement shall remain unchanged and in full force and effect, except by necessary implication.

IN WITNESS WHEREOF, the duly authorized officers of the parties have executed this Amendment, as of the date indicated in the first paragraph of this Amendment.

ASHEBORO CITY SCHOOL DISTRICT

By: _____
 Name (printed): _____
 Title: _____

SODEXO MANAGEMENT, INC.

By: _____
 Scott Loretan
 Senior Vice President

**Asheboro City Schools
Child Nutrition Bids
2008 – 2009**

Bid Recommendations:

Milk Bid – Pet Dairy

Produce Bid – Foster Caviness

Juice and Flavored Water Bid – Pepsi

Food Bid – US Foods

1. **Milk Bid** – retain Pet Dairy. (Bids send to Pet & Maola Dairies)

Last year milk was a fixed price contract at \$.27 for a half-pint of milk; this year we recommend an escalator/de-escalator price contract. The bid price this year is currently \$.265

2. **Produce Bid** – retain Foster Caviness. (Bids send to Foster Caviness, Fresh Point, Farlow's and R&H)

Produce items are bid at market price and therefore we specified in our bid we wanted the cost of delivery to each school. Foster Caviness' was market pricing and a delivery fee of \$25 to deliver to all eight Asheboro City Schools.

3. **Juice and Flavored Water Bid**– award to Pepsi. (Bids send to Coca-Cola & Pepsi)

Coca-Cola would not allow us to roll over their pricing on juice from last year; thus we re-bid this item; along with adding a new product, flavored waters. Last year 10 oz juice was \$.458 this year \$.500; 15.2 oz was \$.706 this year \$.7708

4. **Food Bid** – retain US Foods (Bids send to US Foods, IFH, Pate-Dawson, & Sysco)

US Foods was the only one of the four major distributors to bid on our business. Most food distributors do not focus on child nutrition programs, thus we are limited in bidding. Overall pricing is up approximately 5.6% from the last year. Also bid prices are only guaranteed through January 2009.

All bids were also advertised on-line through eProcurement.

Planning for Excellence
Asheboro City Schools Strategic Plan
Annual Milestones
2008-2009

GOAL 1: High Student Achievement

1.1 Prepare students to be globally competitive.

1. Implement AVID in grade 8 and GEAR UP in grades 7-10 to support college access and post secondary education.
2. Increase the performance composite in grades 3-8 from XX% to YY%.**
3. Increase percent proficient in Algebra I at AHS from 50.6% to YY%; in Algebra II from 52.7% to YY%; in Chemistry from 56.8% to YY%; in Physical Science from 50% to YY%; in U.S. History from 60.3% to YY%.**
4. Expand after school programs.
5. Increase the four-year cohort graduation rate from 77.2% to 79% and lower the grades 9-12 dropout rate to 3.0%.

1.2 Utilize technology to enhance learning.

1. Equip 75 classrooms with 21st century interactive technology and implement IMPACT model at NAMS, SAMS, and AHS.
2. Implement alternative diploma program using online courses.
3. Launch teacher websites using Asheboro City Schools website.

1.3 Close the achievement gap.

1. Decrease grades 3-8 reading achievement gap between black and white students from XX to YY and between Hispanic and white students from XX to YY.**
2. Decrease grades 3-8 mathematics achievement gap between black and white students from 30 to 20 and between Hispanic and white students from 16 to 15.
3. Increase number of non-white students in Grade 8 Algebra I from 24.4% to 28%; in Honors English I from 31.3% to 35%; and in AP courses from 14.7% to 16%.

GOAL 2: Quality Teachers, Administrators and Staff

2.1 Recruit and retain the highest quality professionals in all areas.

1. Pursue funding to increase teacher supplement for teachers with master's degrees from 7% to 8%.
2. Achieve a five-year average teacher turnover rate of 12% or lower.

2.2 Promote high performance standards among employees.

1. Provide technology and IMPACT professional development and coaching at AHS, NAMS, and SAMS.
2. Increase the percentage of teachers with advanced degrees from 35% to 36%.
3. Increase the percentage of teachers, media specialists, and counselors with National Board certification from 10% to 11%.

GOAL 3: Healthy Students in Safe, Orderly and Caring Schools

3.1 Maintain a safe and orderly learning environment with high expectations for appropriate student behavior.

1. Maintain the student attendance rate at 95% or higher.
2. Develop written protocols for crisis response.

3.2 Promote health and wellness for students and staff.

1. Implement CPR curriculum in grade 8 physical education.
2. Implement mentoring program through Communities in Schools in middle and high schools.

GOAL 4: Strong Family, Business, and Community Support

4.1 Involve parents in the academic achievement of their students.

1. Implement parent academy.
2. Launch teacher websites.

4.2 Expand community and business partnerships that support student achievement.

1. Implement Communities in Schools partnership.
2. Implement LEP parent advisory group.

GOAL 5: Effective and Efficient Operations

5.1 Maintain facilities that are functional and efficient.

1. Develop plan for Old Balfour.
2. Implement energy educational program for staff and students.
3. Monitor monthly energy usage and costs.

5.2 Pursue financial resources to support high student performance.

1. Promote advocacy among parents by sharing strategic plan accomplishments and annual milestones with parent groups.
2. Pursue Burroughs-Wellcome grant or other funding for summer programming for middle school students at AHS Zoo School.

** These milestones will be revisited when reading results and state EOC results are available. These data will assist in setting appropriate annual targets.

School/Location	Date	Event	Time
PDC	Tuesday, August 12, 2008	Board of Education Retreat	5:30pm
PDC	Thursday, August 14, 2008	Board of Education Meeting	7:30pm
AHS Zoo School	Tuesday, August 19, 2008	Orientation	9:00am - 12noon
NAMS/SAMS	Tuesday, August 19, 2008	Open House, Grades 7 and 8	6:30pm - 8:00pm
All Elementary Schools	Wednesday, August 20, 2008	Open House	4:00pm - 6:00pm
AHS	Wednesday, August 20, 2008	Open House, Grades 10-12	5:00pm - 7:00pm
AHS	Thursday, August 21, 2008	Freshman Fanfare	9:00am - 12:00pm
NAMS/SAMS	Thursday, August 21, 2008	Open House, Grade 6	6:30pm - 8:00pm
AHS/PAC	Friday, August 22, 2008	Breakfast and Convocation	7:30am
Lee J. Stone Stadium	Friday, August 22, 2008	AHS vs. West Guilford (endowment)	7:30pm
PDC	Thursday, September 04, 2008	Master Board Training	5:00pm
PDC	Tuesday, September 09, 2008	New Employee Reception	4:00pm
PDC	Thursday, September 11, 2008	Board of Education Meeting	7:30pm
Lee J. Stone Stadium	Friday, September 19, 2008	AHS vs. West Montgomery (Hall of Fame)	7:30pm
PDC	Monday, September 22, 2008	FAN workshop - Effective Parent/Teacher Conferences	6:30pm - 8:00pm
PDC	Tuesday, September 23, 2008	FAN workshop - Effective Parent/Teacher Conferences	12noon-1:30pm
Pinewood	Thursday, September 25, 2008	Chamber New Teacher Reception	5:30pm-7:00pm
PDC	Wednesday, October 01, 2008	Superintendent's Student Advisory Council breakfast	7:30am
	Friday, October 03, 2008	End of first 6 week grading period	
	Monday, October 13, 2008	Report Cards go home	
Lee J. Stone Stadium	Friday, October 17, 2008	AHS vs. Eastern Randolph High School (Homecoming)	7:30pm
CO	Monday, October 20, 2008	PTO President's Round Table	6:30pm - 8:00pm
Lee J. Stone Stadium	Friday, October 31, 2008	AHS vs. Randleman (Middle School Night)	7:30pm
Lee J. Stone Stadium	Friday, November 07, 2008	AHS vs. Ragsdale (Senior Night)	7:30pm
Koury Convention Center	November 10-12, 2008	NCSBA Annual Conference	
PDC	Friday, November 14, 2008	FAN workshop - Preparing your child academically for success	12noon-1:30pm
PDC	Monday, November 17, 2008	FAN workshop - Preparing your child academically for success	6:30pm - 8:00pm