

# Henderson County Board of Public Education

Special Called Meeting- End of Year Matters

MINUTES

June 27, 2024

The Henderson County Board of Public Education held a meeting on Thursday, June 27, 2024, beginning at 9:00 am, at 414 4<sup>th</sup> Avenue West, Hendersonville, NC. The meeting was accessible to the public via a livestream link at, <http://hcpsnc.org/live>.

Board Members Present: Jay Egolf, Chairperson; Kathy Revis, Vice Chairperson; Robert Bridges; Stacey Caskey; Shelia Dale; Alyssa Norman; Blair Craven attended the meeting remotely.

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

Attorney Present: None

Board Clerk: Tawana Clayton

## CALL TO ORDER

Chairperson Mr. Jay Egolf called the meeting to order at 9:00 a.m. Mr. Egolf led those in attendance in the pledge of allegiance. Mr. Egolf acknowledged that Mr. Blair Craven was joining the meeting remotely via phone.

## MOMENT OF SILENT REFLECTION

Chairperson Mr. Jay Egolf asked those present to remain standing and take a moment of silent reflection.

## PRESENTATION – Mountain Home Substation – *(Mr. Mark Wilson, Fire Chief)*

Fire Chief Mr. Mark Wilson presented a proposal to the Board requesting property located on the campus of Rugby Middle School for the use of building a substation. Mr. Wilson stated they would like to have permanent ownership of the property and the building. The current substation is located inside the gated community of Carriage Park on leased property. The board discussed the pros and cons of having a substation on the property and offered. The board discussed the possibility of leasing the property instead of giving the property away. No action was taken.

## AGENDA APPROVAL

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

## CONSENT AGENDA

Mr. Jay Egolf cited the Board's receipt of the Consent Agenda presented for approval upon recommendation of the Superintendent. Prior to the meeting, Board members received documentation relative to the Consent Agenda as follows:

### A. Meeting Schedule

1. HCBPE Administrator In-Service Visit [*Monday, July 29, 2024, 12:00 p.m., Blue Ridge Community College*]
2. HCBPE Regular Business Meeting [*Monday, August 19, 2024, 4:00 p.m., (Boardroom)(Closed Session 3:00 pm)*]

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

### C. Budget Amendment

Dr. Kathy Revis moved that the Consent Agenda be approved. Mr. Robert Bridges seconded the motion. *(Unanimously approved.)*

**OLD BUSINESS**

**A. Action – HCPS Strategic Plan – *(Dr. Shannon Marlowe, Assistant Superintendent)***

Assistant Superintendent Dr. Shannon Marlowe presented the 2024-2027 HCPS Strategic Plan for approval. Dr. Marlowe stated the 2024-2027 HCPS Strategic Plan has been developed based on stakeholder feedback to guide the work of the district over the next three years. The Board will receive status updates periodically.

Mrs. Stacey Caskey moved that the Henderson County Board of Public Education approve the 2024-2027 HCPS Strategic Plan. Mrs. Shelia Dale seconded the motion. *(Unanimously approved)*

**B. Budget Update – *(Mr. Mark Garrett, Superintendent)***

Superintendent Mark Garrett provided the Board with an update on the local budget request. The current expenses fund is the most flexible funds used by the district. To cover the deficit within the current expenses, the county reduced MTRS funds by 1 million dollars and capital outlay by 500,000 and gave 1 million dollars.

	Current Expense	Capital Outlay	MTRS
<b>2023-24 Funding</b>	\$ 32,878,000	\$ 1,500,000	\$ 4,603,500
<b>County Budget Change</b>	\$2,500,000	(\$500,000)	(\$1,000,000)
<b>2024-25 Funding</b>	\$ 35,378,000	\$ 1,000,000	\$ 3,603,500

Superintendent Garrett shared the total allocation from the board of commissioners and discussed the estimated budget needs for 2024-2025. Mr. Garrett shared the following budget items requested that were not covered by the board of commissioners: 1.5% Increase to the Local Supplement \$1,500,000; Maintain (5) Social Worker Positions \$379,000; Maintain (3) Teaching Positions \$231,000; Increase Coaching Scale by 1 percentage point \$172,000 for a total of \$2,282,000. Mr. Garrett presented for consideration using fund balance to cover maintaining (5) Social Workers position and an increase in the coaching scale by 1 percentage point for a total of \$551,000.

Mrs. Alyssa Norman moved that the Henderson County Board of Public Education maintain (5) Social Worker positions, maintain (3) teaching positions and increase the coaching scale by 1 percentage point out of HCPS 2024-2025 fund balance. Dr. Kathy Revis seconded the motion. *(Unanimously approved)*

**NEW BUSINESS**

**A. Approval – 2024-2025 Interim Budget Resolution – *(Mr. Bernie Sochia, Chief Finance Officer)***

Chief Finance Officer Mr. Bernie Sochia presented the 2024-2025 Henderson County Public Schools’ Interim Budget Resolution for approval. Based on projections of the new 2024-25 State budget, it authorizes payment of salaries and benefits in addition to other reasonable and customary expenses associated with the start of a new fiscal year which begins on July 1, 2024. This is intended to be for the interim period until details for implementation of the State, Local and Federal budgets are finalized and a formal 2024-25 Initial Budget Resolution can be adopted.

Mrs. Stacey Caskey moved that the Henderson County Board of Public Education approve the 2024-25 Interim Budget Resolution as presented. Dr. Kathy Revis seconded the motion. *(Unanimously approved)*

B. Approval – Micro-purchase Threshold – *(Mr. Bernie Sochia, Chief Finance Officer)*

Chief Finance Officer Mr. Bernie Sochia presented the Micro-purchase Threshold Resolution for approval. The current micro-purchase procurement threshold under the Uniform Guidance for the purchase of goods and services with Federal funds is \$10,000. 2CFR § 200.320 provides school districts the ability to raise, via annual self-certification, the micro-purchase threshold to a “higher threshold consistent with State, local, tribal laws and regulations”. In North Carolina, the legal threshold is \$30,000 for the purchase of goods, and \$50,000 for service contracts. With the addition of ESSER I, II, and III to the Federal budget, and the increased number of purchases above the \$10,000 threshold, Henderson County Public Schools increased the micro-purchase threshold for the fiscal year 2021-22 to expedite the purchasing process for such purchases to be more consistent with other funding sources, especially as it relates to our response to Covid-19. Under the same conditions, Henderson County Public Schools’ administration would like to keep the increased threshold for the 2024-25 fiscal year.

Mr. Robert Bridges moved to approve the Micro-purchase Threshold Resolution as presented. Mrs. Stacey Caskey seconded the motion. *(Unanimously approved)*

C. Approval – Contracts in Excess of \$90,000 – *(Mr. Bernie Sochia, Chief Finance Officer)*

Chief Finance Officer Mr. Bernie Sochia presented the Contracts in Excess of \$90,000 for approval. Pursuant to board policies 6420, Contracts with the Board, and 6430, Purchasing Requirements for Equipment, Materials, and Supplies, any purchases or contracts in excess of \$90,000 must be approved by the Board. The following vendor is presented for approval of contract: Public Consulting Group, Inc. (PCG) for medicaid billing and 504 Plan management services through the Exceptional Children Department.

Mrs. Shelia Dale moved that the Henderson County Board of Public Education approve the continuation of the PCG contract as presented. Mrs. Stacey Caskey seconded the motion. *(Unanimously approved)*

D. Policy Update – *(Mr. Carl Taylor, Chief Administrative Officer)*

1. Action – Policy 4400 – Attendance

Chief Administrative Officer Carl Taylor presented the Attendance Policy 4400 update for approval. Mr. Taylor stated this policy update re-words Section F to reflect the following attendance information: Elementary students may only have a maximum combined total of fourteen (14) excused and unexcused absences in a school year. Middle School students may only have a maximum combined total of fourteen (14) excused and unexcused absences in a school year. High School students in semester-long courses may only have a maximum combined total of five (5) excused and unexcused absences per semester per class. High School students in year-long courses may only have a maximum combined total of ten (10) excused and unexcused absences per class. *(Unanimously approved)*

Dr. Kathy Revis moved that the Henderson County Board of Public Education approve Policy 4400 – Attendance as presented. Mrs. Alyssa Norman seconded the motion.

## BOARD/SUPERINTENDENT’S REPORT

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

Superintendent Mark Garrett expressed appreciation to the Chief Finance Officer, Bernie Sochia and the finance department. Mr. Garrett shared the following information with the Board:

2024-2025 Kindergarten Registration Open - Welcome HCPS Class of 2037

- June 3-July 26 Summer Meal Program

- July 11: First Day of School for students on Flex Calendar
- July 29: HCBPE Administrator In-Service, 12:00 p.m., Blue Ridge Community College
- July 30: New Teacher Breakfast, 8:30 a.m., Highland Lake Inn
- August 1: United Way Day of Action, 8:30 a.m.-11:30 a.m. (Rain date August 2nd)
- August 12: First Day of School for students on Traditional and Early College Calendar
- August 19: HCBPE Regular Business Meeting, 4:00 p.m., Closed Session, 3:00 p.m., Boardroom

#### ADJOURNMENT

There being no further business, Mrs. Alyssa Norman moved that the meeting be adjourned. Dr. Kathy Revis seconded the motion. *(Unanimously approved at 11:25 a.m.)*

Minutes approved: August 19, 2024