

CHEROKEE COUNTY SCHOOL DISTRICT NO. 1

BOARD OF TRUSTEES

BOARD MEETING

MAY 10, 2010

The Cherokee County School District No. 1 Board of Trustees met in regular session on Monday, May 10, 2010 at 7:00 PM in the Board Room at the District Administrative Office. Board members present were Chair Mr. Billy Blackwell, Vice Chair Mr. Donnie Lee Smith, Secretary Mrs. Amanda Knowles, Mrs. Lindley H. Auton, Mr. Barry E. Bailey, Mr. Willie J. Crosby, Mr. Mike A. Ellis, and Mrs. Robin D. Harper. Ms. Cheryll D. Smith was unable to attend. Administrators present were Acting Superintendent Mrs. Kim Bagwell, Associate Superintendent for Administrative Services & Instruction Dr. Carlotta Redish, and Director of Finance Mr. Ben Childs. News media present were Mr. Scott Powell - Gaffney Ledger and Mr. Tommy Martin – Cherokee Chronicle.

In accordance with South Carolina Code of Laws, Section 30-40-80(d), as amended, the following have been notified of the time, date, and agenda of this meeting: The Blacksburg Times, The Cherokee Chronicle, The Gaffney Ledger, the Shelby Star, the Spartanburg Herald-Journal, Radio Stations WEAC-AM and WFGN, WSPA-TV, WYFF-TV, and WSOC-TV.

Chair Mr. Billy Blackwell called the meeting to order at 7:00 PM and recognized the news media present. Mr. Smith led in the opening prayer. The Gaffney High School AFJROTC made the presentation of colors.

Approval of the Board Agenda was the next item on the agenda. **Mrs. Knowles made the motion to approve the agenda, seconded by Mr. Crosby. All trustees voted unanimously for the motion.**

Regular Board Minutes dated April 19, 2010 were presented for approval. **Mr. Smith made the motion to approve the minutes as presented, seconded by Mr. Ellis. All trustees voted unanimously for the motion.**

Called Board Minutes dated April 27, 2010 were presented for approval. **Mrs. Harper made the motion to approve the minutes as presented, seconded by Mr. Bailey. All trustees voted unanimously for the motion.**

School Board Policy BCBI - Public Participation was the next item on the agenda. No one requested to address trustees according to policy.

The next item on the agenda was Honors/Accomplishments/Commendations. Mrs. Bagwell recognized 37 eighth grade students who were identified as Junior Scholars this year. These students scored 50 or higher on the PSAT in verbal, math, or writing, which is quite an accomplishment. School District Teachers of the Year were presented an apple and a check from the district. School District Retirees were recognized and presented a watch from the district. Mrs. Bagwell recognized the following schools for receiving Palmetto Silver & Gold Awards: Blacksburg High School – Silver Award, Cherokee Technology Center – Gold Award, Draytonville Elementary – Silver Award. Gaffney High School – Silver Award, and Northwest Elementary School – Gold Award. Each school received a certificate and a flag to display in his/her school. Gaffney High School AFJROTC was also recognized for receiving the Distinguished Unit Award with Merit for academic year 2009-2010.

The next item on the agenda was Request to Broadcast 2010 Gaffney High School Varsity Football. Mr. Dennis Fowler officially requested exclusive authorization to broadcast the 2010 Gaffney High School Varsity football schedule through Fowler Broadcast Communications, Inc. on 104.3 FM. **Mr. Ellis made the motion to approve the request to broadcast 2010 Gaffney High School Varsity Football, seconded by Mrs. Knowles. All trustees voted unanimously for the motion.**

The next item on the agenda was Recommended Textbook Adoptions. The administration requested approval of the recommended textbook adoptions even though the Department of Education will not fund any new textbook adoptions. The new selections need to be in place when funding is available. **Mrs. Knowles made the motion to approve the recommended textbook adoptions, seconded by Mr. Crosby. All trustees voted unanimously for the motion.**

The next item on the agenda was Curriculum and Instruction Update. Dr. Redish provided an update for Curriculum & Instruction and administrative services. She announced testing dates and areas for the remainder of the school year. The conversion to Smart Fusion, the latest version of CSI, has been completed successfully. The new software integrates personnel and financial information for detailed reporting. Student Services is continuing the interview process for speech therapists and psychologists. Finance is preparing for end of the year closing of accounts and procedures for the new budget year. A number of requests for bid proposals have been published and these items will be brought to the appropriate committee or full board for consideration. These include waste management, energy management system, food service distribution, boiler replacement, and roofing engineers. After discussion on whether or not engineering services for technical and design support was required by law or would impact roof warranty, the administration was asked to research this matter. Mr. Smith stated that local, reputable roofing contractors could be contracted to complete the necessary repairs and still provide a 5-10 year warranty. This would result in a substantial savings in the district during these difficult economic times. Mrs. Knowles also suggested the contractors could repair or replace air conditioner pans as a preventative maintenance measure to eliminate leaks.

The Internal Revenue Service informed computer programmers to write software programs that compiled with IRS requirements for salary deductions. Supplements can no longer be listed as a special taxing category, which accounts for changes in supplemental pay of some employees.

Any employee affected by the compliance standards could change his/her dependents on the appropriate form and submit the form to payroll. Trustees were advised the only new textbooks received this year would be those required by enrollment increases or to replenish books as needed. The only new materials received this year would be workbooks or free materials provided by publishers. Dr. Redish advised trustees that a cost analysis is being conducted to replace cameras that are not working on buses and changing from VHS type to the new DVD cameras. The current cameras are very antiquated and a number are not working, which is a safety issue that needs to be addressed. The administration met with Head Start officials regarding the changes that need to be made at the learning center to comply with guidelines and regulations of the program. The Fire Marshall has approved the daycare room for Head Start. The maintenance department will complete as much work as possible as a cost savings measure while other renovations will be contracted as needed. The district will submit hours worked to Head Start and will be reimbursed either by in-kind contributions or monetary reimbursement. Mr. Burchstead has begun the process of placing orders for materials for the parenting room and work should begin the first week after school has been dismissed for the year. An organizational meeting will be conducted next week to discuss the food service summer program with a company from Lexington. Food Service is also preparing for the audit and initiatives to increase participation for next year. Trustees were also advised that maintenance job responsibility descriptions would be amended to include certification requirements on some trades. **This item was presented for information only; no action was taken.**

The next item on the agenda was Administrative Services Update. Director of Finance Mr. Ben Childs presented the Monthly Financial Update. The General Fund has received 78% of the budgeted revenue for 2009. The General Fund has expended 61% of the budgeted expenditures. The ending fund balance as of July 1, 2009 is \$3,753,134. This figure includes year-to-date revenue, transfers from State/Federal funds less year-to-date expenditures and transfers to other programs. The preliminary projected fund balance as of June 30, 2010, is \$4,703,134. A total of \$50,895,659 has been received in one-cent sales tax revenue through March 2010. A total of \$40,946,032 has been paid as principal and interest on bond indebtedness through this same period. The Food Service budget had a positive ending cash balance of \$84,657 as of March 31, 2010. The report also included budgeted expenditures, encumbrances, and remaining balances on current building projects by location. **This item was received for information only; no action was taken.**

Ratification of Claims was the next item on the agenda. **Mrs. Knowles made the motion to approve claims, seconded by Mrs. Harper. All trustees voted unanimously for the motion.**

Associate Superintendent for Administrative Services & Instruction Dr. Carlotta Redish presented Personnel Matters for consideration. **Mr. Smith made the motion to approve personnel matters as presented, seconded by Mrs. Harper. All trustees voted unanimously for personnel matters.**

FY 2010-2011 General Fund Budget Update was the next item on the agenda. The total projected revenue as of May 6, 2010 is \$54,901,278. The total projected expenditures are \$60,474,791. This is a deficit of \$5,573,513. The projected furlough savings as of March 25, 2010 is \$1,241,560.48. The potential for transfer from the Sales Tax Fund (based on availability) is \$1 million. The projected deficit to balance the 2010-2011 budget would then total \$3,331,952. This includes negotiating all working retirees, certified and classified, to five years of experience; includes no step increase; changes to personnel as recommended; does not include contingency positions in the projected expenditures; removal of all known employee retirement, resignation, and termination positions of as of March 25th; assumes the Index of Taxpaying Ability will be frozen at the 2009-2010 level; assumes a base cost of \$1,630; tax revenues based upon preliminary discussions with the County Auditor and Treasurer; and does not include the projected frozen salary schedule from the State which includes a 23-year funded step. The following options could be included to balance the budget: an additional 10% reduction in per student allocation, an additional reduction in substitute allocation for a 60% total reduction, implement breakfast in the classroom for all qualifying schools, utilize Title I funds to cover a portion of the 4K program, convert year round schools back to traditional calendar, increase lunch prices for all school lunches, utilize teacher supply funding for salaries, eliminate dues and subscriptions, reduce 11 certified and 15 classified working retiree positions, contracted Food Services, and elimination of a CDF position at Gaffney High School. The remaining shortfall, if all the above options were implemented, would be \$2,202. The administration was asked to research whether or not there were any other CDF positions in the district. Other potential options would be to reduce elementary principals to a 10-month contract, reduce the number of working/paid days for maintenance and custodians from 260 days to 245 days, contract custodial services district-wide, close the warehouse operations, eliminate color printing or colored paper (where possible), mandate that all employees utilize direct deposit, process all travel reimbursement to direct deposit, pay willing vendors through direct deposit or P-card, limit travel to mandated meetings, and furlough days (where possible) so that buildings can be shut down. Trustees discussed at length contracted food service (Mr. Smith strongly opposed this option and expressed concern about losing control over food service in the district), contracted custodial services, giving up trustee salaries to fund a teacher, the possibility of having a 4-day work week, the proposal regarding working retirees, purchase of food in bulk, implement internal measures to reduce waste and improve efficiency of cafeteria operations, cafeteria substitutes, implementing the RIF policy, supplements, teacher/school supply lists, eliminating outside food vendors, eliminating any non-essential positions, reassigning academic or technical coaches, the possibility of additional furloughs, eliminating other contracted services, review and reduce cell phone usage, the possibility of additional budget cuts next year, cash flow for the district, and numerous other options to balance the budget. The administration was directed to research all other possibilities and finalize a proposed budget for consideration. **This item was received for information only; no action was taken.**

The next item on the agenda was announcements. Mrs. Bagwell reminded trustees of upcoming events. The next scheduled board meeting is Monday, June 14th. A Public Hearing for the FY 2010-2011 General Fund Budget will be scheduled at 6:30 PM prior to the board meeting. A catered dinner will be provided for trustees at 5:45 PM by Chartwells.

Advanced Placement exams will be administered May 10-13th. PASS testing is scheduled for May 11-21st. Senior exams will be administered on May 17-20th. Underclassmate exams will be administered May 24-27th. The last day for students is May 27th. The last day for teachers is May 28th.

Adult Education is scheduled for Tuesday, May 25th at the GHS Auditorium at 8:00 PM. Blacksburg High School graduation is scheduled for May 27th at 6:00 PM. Gaffney High School graduation is scheduled at 8:00 PM.

Memorial Day Holiday is scheduled for Monday, May 31st. All schools and the district office will be closed on this date.

Summer hours will begin June 1st through August 6th for the 2010 summer months. The earlier start date will allow for two additional weekends where savings could be realized district-wide. The summer work hours for the district office and all schools would be from **8:00 AM – 5:00 PM Monday through Thursday**. All schools and the district office will be closed on Fridays during the above time frame.

Other Matters

Mrs. Auton congratulated honorees and encouraged trustees to attend the Adult Education graduation.

Mr. Bailey congratulated those recognized at the meeting.

Mr. Smith questioned the purpose of the contracted food services providing a meal for trustees. He stressed the importance of maintaining control over the program and keeping employees' jobs. He asked the administration to look further, especially at the district office level, for other options to balance the budget. He asked that the leaks at Blacksburg Primary School be fixed and that grass be sowed in front of the primary school. He thanked the administration for working so hard on the budget.

Mr. Ellis congratulated the honorees and thanked each individual for the job s/he does in the district.

Mrs. Harper congratulated those honored at the board meeting. She thanked the administration for the budget process and congratulated Dr. Redish for having recently received her doctorate.

Mr. Crosby congratulated the honorees.

Mrs. Knowles congratulated the honorees and echoed other comments.

Mr. Blackwell echoed the same comments already made by trustees. He asked the administration to allow programs that are free of charge, such as the Clemson Extension 4H Club and Odyssey of the Mind, to use the facilities at no charge.

Mrs. Bagwell informed trustees that Ms. Smith would have surgery on May 18th and asked everyone to remember her in prayer.

Mr. Blackwell called for a motion to adjourn. **Mrs. Knowles made the motion, seconded by Mr. Smith. All trustees voted unanimously to adjourn.** The meeting adjourned at 9:45 PM.

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