

**ALLENDALE COUNTY SCHOOLS
BOARD OF TRUSTEES – REGULAR MONTHLY MEETING**

MONDAY – DECEMBER 8, 2014 – 6:00 P.M.

ALLENDALE-FAIRFAX HIGH/MIDDLE SCHOOL – MULTI-PURPOSE ROOM

The Regular Monthly Meeting of the Allendale County Schools Board of Trustees was held on Monday, December 8, 2014. The Board went into Executive Session at 6:00 P.M. to discuss Personnel, Memorandum of Agreements and Student Transfer Request. The Meeting was held at Allendale-Fairfax Middle/High School in the Multi-Purpose Room. The news media was notified.

MEMBERS PRESENT: Alonzo Frazier
Terry Hall, Chairman
Patricia Jenkins, Vice Chairperson
Wilda Robinson, Secretary
Catherine Russell

FROM THE DISTRICT OFFICE: Ms. Leila W. Williams, Superintendent
Kedra Rivers, Director of Personnel
Angela Grant, Director of Personnel
Patricia W. Pringle, Recorder

BROWNSTONE DESIGN: Anthony Lawrence

CALL TO ORDER: Chairman Hall called the Meeting to order at 6:03 P.M.

MOMENT OF SILENCE: A Moment of Silence was observed.

ROLL CALL: The Roll Call was taken by the Board Recorder.

APPROVAL OF AGENDA: Ms. Russell moved to approve the Agenda as stated. Mr. Frazier seconded. The motion was unanimous.

EXECUTIVE SESSION #1: Mr. Frazier moved to go into Executive Session at 6:04 p.m. for Personnel, Memorandum of Agreements and Student Transfer Request. Ms. Russell seconded. The motion was unanimous.

OPEN SESSION: Ms. Russell moved to come out of Executive Session at 7:08 p.m. Mr. Frazier seconded. The motion was unanimous.

APPROVAL OF MINUTES: Ms. Robinson moved to approve the Minutes of the November 17, 2014 Regular Monthly Meeting and November 3, 2014 Special Called Meeting as presented. Mr. Frazier seconded. The motion was unanimous.

PUBLIC COMMENTS: No comments. Mr. Frazier asked the Board to recognize visiting Board Member Mr. Charles Murdaugh from Colleton County.

BOARD REPORT – SCSBA LEGISLATIVE & ADVOCACY CONFERENCE: Mr. Frazier reported: 1) they discussed the lawsuit against SC. There are about 40% of the districts upset about the decision. Some schools will get more and Richland 1 may lose about \$71 million; 2) he asked the Superintendent to look into this and bring information back to the Board; 3) the State is fixing not replacing buses; 4) one session focused on teacher quality and ensuring all teachers are at the same quality so all children receive a quality education; 5) in Horry County a mil is \$1.6 million while in Allendale a mil is about \$28,000; and 6) there was lots of discussions about inequity.

Ms. Jenkins reported: 1) it was an honor meeting State Superintendent Elect, Molly Spearman; 2) the focus was on Stand-up for Public Education; 3) it was exciting and motivating; 4) discussed in one session were issues on equity in education and moving forward. It will be challenging but people are in place to meet this challenge; and 5) let your voices be known and heard, let your representatives know your concerns and build relationships with them.

Ms. Russell reported: 1) the Conference was new, interesting and knowledgeable; 2) she had a one-on-one conversation with Molly Spearman who is from a rural county and she cares about rural counties; and 3) Allendale is home and they are proud of the students.

Ms. Williams reported: 1) legislators talked about schools getting back to basics. A bill was introduced to reintroduce cursive writing and multiplication; 2) a bill on hazardous school bus stops will be coming up soon.

GOOD NEWS:

Blue Ribbon School Trip Report: Ms. Leath, Principal of Allendale Elementary School reported: 1) the AES Steel Drum Band, students and administrators from other schools attended the Blue Ribbon School of Excellence Conference in Disney World; 2) the focus was on leadership for the adults and students; 3) they attended “Building Our Leaders for Tomorrow” where students focused on challenges and problem solving; 4) they networked with students from all over the United States; 5) the adults had several sessions to choose from. They included the 9 categories of Performance of Excellent Schools; 6) they visited Epcot and saw Whoopi Goldberg; 7) they had a magical time; 8) a lady who was a fairy godmother was from Allendale; 9) thanks to the Board for allowing them to attend the trip; 10) they received lots of accolades about the Steel Band. People could not believe they were Elementary students

Ms. Robinson also attended the trip and reported: 1) this was a Blue Ribbon experience not just a trip. It was about leadership, development and overcoming challenges and how to make lemon aid out of lemons; 2) the main session she attended talked about what we need to do next. This is an opportunity to bring this template to our area. It’s not a new curriculum; 3) the trip was well worth the time. Mr. Bart Teal who is from the Blue Ribbon School of Excellence talked about how to make this thing work and he is so excited; and 4) thanks to the Board for allowing them to go to and receive this experience.

AFHS Football Team: Athletic Director, Mr. Eddie Ford said thanks for everything. He tries to put the students first in everything. They pride themselves on the hard work they

put in. The team is physically and mentally tough and they hard work. The team came close this year, but it is not where they want to be. It is tough being a champion. These are good students and we have a good group coming back. He is not worried about anyone hiring him. He loves Allendale. It has been a good experience, but the boys deserve all the credit. Even though they did not win the championship, it was a good year. They have high expectations. Very few teams can say they won 12 games this year. They may have been hurt, but he told them hold your heads up you. Chairperson Hall asked the players to come forward and shake the Board's hand.

CONSENT AGENDA ITEMS

Discipline Reports: For information only

AUDITOR'S REPORT – McAbee, Schwartz, Halliday & Co.: Mr. Andrew Dobson, CPA said their responsibility is to express opinions on the District's financial statements based on their audit. He reported: 1) GASB 63 and 65 are new Policies on the formatting of 2 of the financial statements; 2) no other opinions were sought during the school year from other Audit firms; 3) some purchase orders were not completed according to the Procurement Policy and these have been discussed with management; 4) the Audit Report gives an opinion on the financial statements; 5) see the opinion paragraph; 6) an unmodified opinion is the highest opinion they can give; 7) see pages 11-12 Statement of Net Position which shows the financial position and activities of the District as a whole; 8) as of June 30, 2014 the District had about \$27 million in assets and \$5.6 million in liabilities; 9) (see Note 12) decrease due to GASB 65 expense of Bond Issuance cost was about \$148,000; 10) pages 13-15, Governmental Balance Sheet, the first column on page 15 the General Fund remained unchanged at \$4.6 million. It is important to have a healthy Fund Balance to avoid a TAN when taxes are not being received; 11) Special Revenue Funds and Projects include Federal and State Grants, Title I and IDEA have no Fund Balances in EIA because these funds are carried over. Foodservice Fund Balance was over \$300,000 and Debt Service Funds \$1.2 Million. 12) a \$350,000 General Obligation Bond was issued and repaid this year; 13) pages 61-63 are required letters on the single audit. One item was considered significant and one item where personnel certification was not completed on Federal Programs.

Ms. Robinson said on the Fund Balance the District is at 35% which is excellent. Is there any danger of the District not being able to be eligible for certain grants and funding. Mr. Dobson said he has never seen this to be the case. He has never seen fiscal responsibility held against a district. She asked this because of Mr. Frazier's questions on Abbeville vs. the State of SC. Ms. Robinson said see pages 13-15, Foodservice revenues were less than expenditures and this accounted for the Fund Balance being less. Any findings associated with this. Mr. Dobson said districts get reimbursed on the number of meals served and in July the entire District eats free. You know how much you are going to get per meal and now the District can control these funds to a tighter degree. Make sure Finance and Foodservice staff does not over spend.

BROWNSTONE DESIGN – Mr. Anthony Lawrence Power Point presentation: 1) Phase I included the High/Middle Schools; 2) work has started on the sign and the plans to reroute the buses have been approved; 3) they are working on renovation of the

cafeteria and lobby areas (see handout); 4) Pepco is the construction manager; 5) Phase 2 is the elementary school renovations. He met with Ms. Williams and the principals; 6) Phase 3 is where the bulk of the work is and they are working on the projects at the same time; 7) they have identified where the septic systems are and they must be relocated. They will get a permit to take the septic system off line and move it slightly; 8) have submitted the permits to OSF. Mr. Frazier said the driveways are small coming in from Highway 278. Is this going to be addressed? Mr. Lawrence said they signed off on just re-routing and he highly recommends this get done. There is no need to increase the width of the driveway. Let's put the money into the buildings. They are not requiring a turn-off lane. The engineers had this discussion and it was to not modify the driveways. 9) High/Middle school upgrading the fire alarm system and adding locking mechanisms to lock down the campus if necessary; 10) and the securing of 13 doors; 11) on the renovations of the cafeteria and lobby areas, with him tonight he has a sample of the chair. A contractor has not been selected, but he does have samples of what the table and chairs, furniture and color samples can look like. He will get input from Superintendent Williams; 12) the tables will be similar black binding about the perimeters because students can damage the tables over time and this help with wear and tear; 13) the floor plan is in the packet that is being passed around; 14) where the pit is located he will be making recommendations for this space; 15) he met with Ms. Williams and the principals on the Elementary School and took some steps back because he made some assumptions. They will add classrooms and expand the music room; expand the band room space and stay within that area of the building; 16) the highlights on the Power Point is what has been added; 17) the renovations started out being 6000 square feet and has grown to 22,000 square feet; 18) the septic tank is located in the orange area on the Power Point, but it will be moved; 19) two sets of playgrounds, one for the smaller students and one for the older students; 20) introduce natural lights and colors and this will not add too much cost to the project. Mr. Frazier said in reference to the playgrounds, in the news they talked about not using rubber type matting. Is the District going to stay away from this? Mr. Lawrence said he is familiar with the reports. It does not hold moisture, it gives you fall protection and allows water to filter through it. But the District can do wood chips or sand. Mr. Frazier said with rubber they have been talking about the ones made from tires which causes cancer. He does not want the District to use any of these products. And lightning, are you going to use the most updated lightning. Mr. Lawrence said yes, LED lightning is the most cost-effective. But he will check with Pepco on this. Mr. Lawrence said the goal with the number of windows; the building will be on an energy lighting system and lights will automatically turn themselves off. This will be built in the project. Ms. Williams asked if this reflects the changes discussed. Mr. Lawrence said no, he owes the District a full set of drawings for the Elementary School and the modifications at the front of the buildings. They made some recommendations to put a new face on the Dental Clinic. The projected estimated costs, they started the project at the end of 2012 going into 2013 during the community meetings and some costs were conceptually determined at this time. The estimates were \$995,000 and the updated estimates are at \$1.2 million. See the yellow highlighted columns. We will not run into this as we move forward. Things were escalated to moving into the high school, materials were shipped overnight and materials expedited and extra labor needed to get the work done. The fire alarm was expected to cost \$305,000, but bids have come in at

\$380,000. The cafeteria painting, furniture and cleaning the floors grew to dishwashing machine, furniture in the teacher's lounge area and more furniture in front lobby area the cost is now \$346,903.67. Ms. Williams asked if this was inclusive of everything to be done in the cafeteria and lobby area. Mr. Lawrence said this is a summary. Ms. Williams asked how we jumped from \$165,000 to \$346,000. Mr. Lawrence according to OSF if you start construction work, OSF reviews is 30-45 days. OSF is allowing the upgrades and the review process is not factored into the project. They prepared pictorial documents. The Board will be getting a complete package. Mr. Frazier said the project estimates is \$5.25 million for the work but \$7.8 is the actual cost. The total cost should not be more than \$7.8 million. Mr. Lawrence said yes. The moving target is the Primary School. The Primary School is about \$200 per square foot, but the challenge is it is hard for firms to get people to bid on working on small projects. They don't have any place where labors can stay in the local area and so they would have to bring people in. The drainage work is being done by qualified local contractors. OSF will hold them to the level and quality of work that they must sign-off on. In Phase 4 the object is to have some dollars left over to do something to the outside of the building with landscaping and irrigation. Landscaping was estimated at \$82,812, but is now \$102,000 for all 3 campus. Primary, Elementary and High School, but no designs have been done on these yet. Ms. Williams asked about resurfacing the driveway at the high school, pot holes. Mr. Lawrence said no, but there is a line item of \$102,000 it is up to the Board. Mr. Lawrence said they need to get quotes on resurfacing to see where they are in the budget with this. Ms. Williams said they are getting calls from parents about the potholes. Ms. Robinson asked about the USDA wanting to work with the District on a new facility or elementary school. She asked if there was more concrete information on this. Ms. Williams said the financial advisors are looking at bonding capacity, but can they divert these funds to the new construction. Mr. Lawrence said the economy in 2012 was down and everyone is getting busy. Contractors can now be more selective. If a contractor is already working in the District other contractors will be more competitive. The cafeteria work will start in January 2015. Mr. Lawrence asked the Board to make a decision on the drainage, flooding in the courtyard, and mildew on walls in the music room. The exterior problem needs to be fixed. This will cost about \$188,000 that they need approval on to move forward. This is the lowest bid. Ms. Robinson asked if the Board wants Ms. Williams to more information about a new elementary school – not go forward with the renovations at this site. Chairperson Hall asked to wait until the beginning of the years. Mr. Lawrence said about 42 days to do the drainage work. Drainage, roof repair and work on the walls and new carpet in the music room is what the \$188,000 cost. Ms. Robinson said the cafeteria redesign, the District's colors are Black and Gold. They do not want any rival colors in the cafeteria and as many tigers as possible. Mr. Frazier asked for an explanation on the roof leakage. Mr. Lawrence said where the roof and wall meets there is a gutter and the gutter has deteriorated and water is getting into the wall. Mr. Frazier said he agreed with Ms. Robinson he never voted to remodel the schools, he voted for a new school. The renovations was to come in at \$250,000, but was \$500,000. The cafeteria work it was said funds are available to do the work. Lots is going on with the dollars that he is concerned about, need the new superintendent to look at these things, while we look rich we don't have the money. He wants the Superintendent to look at the

whole project and bring back an evaluation to the Board to make sure the funds will be used correctly.

SUPERINTENDENT'S OFFICE

Limitless Learning 1-to-1 Initiatives: Ms. Jamison updates: 1) infrastructure enhance cabling is going on in the Middle/High school for wireless access in each classroom; 2) on December 16 new equipment will be installed at the District Office and FES. The fiber optics are being upgraded from 100 megs to 250 megs; 3) iMacs computers have been ordered and will be delivered to the AFLC; 4) MacBook's have been ordered and delivered to Middle/High School teachers and they received staff development training; 5) the District received \$20,000 from the SDE to buy digital textbooks for 9th to 12th graders; 6) working with Lightspeed to track iPads and tie them to students, which students have which iPad; 7) have submitted to Apple the Lease Agreements and the iPads have been placed on order; iPads will not be delivered until maybe December 17th; 8) we delayed the iPad rollout from January 3, 2015; 9) I am evaluating the iPad cases; had 3 examples for the Board to reviews. She is considering other cases, but does not have samples at this time. Mr. Frazier asked about the warranty in case they are dropped. Ms. Jamison said there is a lifetime warranty on the case only, not the iPad. Chairperson Hall asked about another date for the iPad rollout. Ms. Jamison said this has not been rescheduled yet.

Superintendent Transition Plans: Ms. Williams said she was grateful for the time to work with Dr. Tobin. She has a draft transition plan but needs the District goals, the Board's goals and the Board's goals for her. January 24, 2015 is a possible date for a Board Retreat to talk about the Board and Superintendent goals. Please let her know if this date works for you.

Update on Activities: Ms. Williams said 1) she did get to Disney World to hear the Steel Drum Band and Mr. Teal wanted her to network with businesses who would be supportive to Allendale and her trip was worth it; 2) she is meeting with some of these people in January 2015; 3) we must market Allendale because there are tremendous things happening here; 4) Ms. Molly Spearman called and wants to come to Allendale and will be here on Wednesday, December 10th and she will be visiting the schools at about 10:00 a.m.; 5) Ms. Spearman will stay for the Superintendent Consortium Meeting; 6) January 5th is PD for the District. She has visited the schools and walked the halls, but on January 5th all staff will convene in the high school cafeteria for a brief talk/update as she assumes the role of Superintendent in Allendale.

APPROVALS

Act 155 – Student Petitions: Ms. Robinson moved to approve the student petition under Act 155 as presented. Mr. Frazier seconded. The motion was approved by a unanimous vote.

Student Transfer Request: Ms. Russell moved to accept the transfer. Ms. Jenkins seconded. Mr. Frazier said the request is for next year. Do we need to do this now or wait until later in the year? The motion was approved by a unanimous vote.

Memorandum of Agreements – Denmark Tech: Ms. Williams said this MOA was not in place for the 1st semester, but is for dual enrollment courses and the tuition will be paid for with lottery funds. The second MOA is for Adult Education where the District can recommend students who are not at the required Reading level. The GED is the primary responsibility of Adult Education and students seeking a GED will be referred to Allendale Adult Education. Mr. Frazier moved to accept both MOAs for Adult Education and Dual Enrollment. Ms. Jenkins seconded. The motion was approved by a unanimous vote.

PERSONNEL: Ms. Rivers, Director of Personnel asked the Board to approve the recommendations made in Executive Session. Resignation of teacher “A” pending further documentation is provided. Mr. Frazier moved to accept the recommendation for teacher “A”. Ms. Russell seconded. The motion was approved by a unanimous vote. Ms. Russell moved that with Teacher “B” to start the teacher certificate revocation process. Mr. Frazier seconded. The motion was approved by a unanimous vote.

FINANCIAL REPORT: Ms. Grant, Director of Finance reported that the Account Number Descriptions was requested by the Board Chair as information for new Board members. Stop by her office if you want to discuss this item.

Board Cover Letter December 2014: there are no variances as this time. No local taxes at this time but expected in late December and January

Budget Change Report – November 1-30, 2014: the changes are from one location to another.

Operating Statement – November 1-30, 2014: this reflects the actual expenses.

Ms. Williams said the Auditors were very complimentary of Ms. Grant on her efforts in getting the Audit completed. Mr. Frazier said the Auditors made sure they knew about the \$4.6 million dollars.

ANNOUNCEMENTS

Monday – December 15, 2014 – Holiday Soiree – Ms. Robinson said at 7:00 p.m. the Board will host this Soiree. It is an elegant event. They will be recognizing and saying goodbye to Dr. Tobin and former Board Members Mr. Priester and Ms. Smith and be welcoming Ms. Williams, Superintendent and Ms. Jenkins and Russell as new Board Members. It will be in the Commons and Cafeteria areas.

Friday – December 19 – ½ Day for Students – Last Day for Staff

Monday – January 5, 2015 – Staff Returns

Tuesday – January 6, 2015 – Students Return

EXECUTIVE SESSION #2: Ms. Russell moved to go into Executive Session #2 at 9:05 p.m. for Personnel. Ms. Jenkins. The motion was approved by a unanimous vote.

OPEN SESSION: PLEASE PROVIDE

ADJOURNMENT: PLEASE PROVIDE