

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

**MONDAY – NOVEMBER 18, 2013 – 6:00 P.M.  
FAIRFAX ELEMENTARY SCHOOL – GYM**

The Regular Monthly Meeting of the Allendale County Schools Board of Trustees was held on Monday, November 18, 2013. At 6:00 P.M. the Board went into Executive Session #1 to discuss Personnel and the Superintendent Search. The Meeting was held at Fairfax Elementary School in the Gym. The news media was notified and present.

**MEMBERS PRESENT:** Alonzo Frazier  
Terry Hall  
Willie Priester  
Wilda Robinson  
Valaree Smith

**FROM THE DISTRICT OFFICE:** Dr. Walter L. Tobin, Interim Superintendent  
Kedra Rivers, Director of Personnel  
Alfreda Jamison, Director of Technology  
Charles Tillotson, Director of Finance  
Patricia W. Pringle, Recorder

**CALL TO ORDER:** Chairperson Robinson called the Meeting to Order at 6:09 p.m.

**MOMENT OF SILENCE:** A Moment of Silence was observed.

**APPROVAL OF AGENDA:** Chairperson Robinson asked the Board to add to the Agenda a Memorandum of Agreement from Denmark Tech that was just delivered to the District Office today. Mr. Priester moved to add the Denmark Tech MOA to the Agenda. Mr. Hall seconded. The motion was approved by all

**EXECUTIVE SESSION #1:** Mr. Priester moved to go into Executive Session at 6:13 p.m. to discuss Personnel and the Superintendent Search. Mr. Hall seconded. The motion was approved by all.

**OPEN SESSION:** Mr. Priester moved that the Board return to Open Session at 7:11 p.m. Mr. Hall seconded. The motion was approved by all.

Mr. Priester moved to accept the proposal made by the SCSBA regarding the Superintendent Search for Allendale County Schools. Mr. Frazier seconded. The motion was approved by all.

**ELECTION OF BOARD OFFICERS:** Chairperson Robinson said in the month of November the members of the Board are to hold Election of Officers. She also said Dr. Tobin, Interim Superintendent has consented to stay with the District until June 30, 2014. That will give the District ample time to conduct the superintendent search and identify the best candidate. There will be opportunities for focus groups involvement.

Dr. Tobin said it is his pleasure to remain with the School District until June 2014. He officiated the election of officers. The nominations are now in order for the Chair. Ms. Smith nominated Ms. Wilda Robinson to remain Chairman of the Board. No other nominations were made. The motion was approved by all.

Dr. Tobin called for nominations for Vice Chairman. Mr. Priester nominated Ms. Valaree Smith for Vice Chairman. No other nominations were made. The motion was approved by all.

Dr. Tobin called for nominations for Secretary. Mr. Hall nominated Mr. Willie Priester. No other nominations were made. The motion was approved by all.

**APPROVAL OF MINUTES:** Mr. Hall moved to approve the Minutes of the Monday, October 28, 2013 Regular Monthly Meeting with the necessary corrections if any. Mr. Frazier seconded. The motion was approved by all.

**FAIRFAX ELEMENTARY SCHOOL – PRESENTATION:** Chairperson Robinson said FES is our host this evening and acknowledged Principal, Ms. O'Banner, her faculty and staff. Mr. Moses, Music Director said they celebrated Spanish Heritage Month and the 4<sup>th</sup> and 5<sup>th</sup> graders played a selection learned for the celebration.

**CHAIR'S REPORT:** Chairperson Robinson asked everyone to look at the quote on the top of the Agenda from the 35<sup>th</sup> President, John F. Kennedy. The subject that mattered most to Kennedy was education and he devoted a lot of talk to this subject and topic and it was a central element for his administration. He was born privileged, but was a supporter of public education. And said education is the key to the nation's progress. Friday, November 22<sup>nd</sup> will mark the 50<sup>th</sup> anniversary of his assassination. He served for less than 3 years and was the youngest President elected and assassinated.

#### **PUBLIC COMMENT**

Mr. Joey Espinosa said a School Community Forum is scheduled for December 3<sup>rd</sup> at 6:30 p.m. at the Brandt Building. They have questions and the Forum will give the School Board an opportunity to answer their questions. It will also be an open dialogue between the school and community. The people in the community want to get questions answered and want to hear from

the superintendent and the School Board on what the community can do. He said this is not a complaint and grip session, but encouraged everyone to come with questions.

### **GOOD NEWS**

**ITQ Teacher Recognitions:** Mr. Flowers, Director of Curriculum said during the last week in October, 3 teachers, Ms. Ojha, Mr. Diwakar and Mr. Raj from AFHS presented at a Math Conference in Greenville. ITQ is Improving Teacher Quality. Dr. Gwen Johnson, their Coach and Mentor said these teachers brought the house down and made Allendale very proud.

**Clean Sweep Award:** Mr. Tillotson presented the Clean Sweep Award for the month of November to Allendale-Fairfax Middle School. Mr. Hemby, Principal accepted the Award on the Schools behalf.

### **APPEARANCES BEFORE THE BOARD**

**Allendale County 4-H – Ms. Karissa Ulmer, Agent:** the information was included in the Board's packets. Mr. Frazier asked her to appear before the Board. Ms. Ulmer highlighted: 1) they do hands-on learning projects; 2) received a Palmetto Pride Grant for \$1,000; 3) the high school students presented last year to the younger students on not using drugs and alcohol; 4) received a \$1,000 Grant from the Greater Savannah Community Foundation; 5) for 2014 they are working on a grant to refurbish the greenhouse at AFHS; 6) they are also working with special needs students on gardening and life skills; a nutrition portion on how to use the SNAP dollars; 7) will be able to give CEU credit to teachers and will start a 4-H Food and Fun Club in January 2014. The 4-H Organization is looking to hire 2 people to run an Afterschool program, these are part-time positions. Mr. Frazier said Clemson Extension is here to help the community. What a lot of people don't know is agriculture is the largest business in the State of SC. It is not limited to driving tractors. Agribusiness is a trillion dollar business. He asked Ms. Ulmer to talk a little about this. She said a big Farm City Breakfast is to be held in Allendale and this is the number one business in Allendale. She encouraged students to look at degrees in these fields. Mr. Frazier said Ms. Mays went to Laurens 55 on a field trip and asked that she present this information to the Board.

### **APPROVAL**

**Facility Use Request – Ms. Maeshell Simpson:** Ms. Simpson said she is the parent of children who attend Allendale County School. She is requesting to use AFMS during Spring Break for a Soccer Camp. This is the 3 year the Camp will be held on Monday-Thursdays from 8:00 a.m.-4:00 p.m. Arts and crafts and a health curriculum is offered. There is a \$25 fee, but \$10 is paid by students and the other \$15 is donated. Students receive breakfast, lunch and snacks. It is a great program. Chairperson Robinson asked Ms. Simpson what is her role with the program. Ms. Simpson said she is a parent and Mr. Espinosa started the program, but wanted to see more parents get involved. Chairperson Robinson asked for a written request from Ms. Simpson. Mr.

Espinosa said they have used the elementary and middle school in the past. The request was given to Mr. Hemby. Mr. Frazier asked Dr. Tobin to be involved with the principal to ensure all goes well and this is a good camp for the community.

### **CONSENT AGENDA ITEM**

**Discipline Reports:** For information only.

### **SUPERINTENDENT'S OFFICE**

**SC Vocational Rehabilitation – Ms. Murray and Ms. Johnson:** Ms. Murray reported: 1) they are working with students at AFHS and creating transition opportunities for them; 2) individuals are eligible for services if they have a disability and able to go to work; 3) SC Vocational Rehabilitation have agreements with all school districts in the state; 4) Ms. Johnson is at AFHS two days a week and works with students who have physical, mental or emotional disabilities; 5) students are encouraged to stay in school, graduate, go on to be employed and continue their education; 6) the services are at no cost to students; 7) they must be willing and able to go to work; and 8) Ms. Johnson helps with applications for college and school course work. Ms. Johnson said: 1) she has about 20 students at AFHS; 2) she tries to keep them on track by keeping the lines of communication open; 3) she works in Estill School District doing the same thing. Ms. Murray said during the summer Ms. Johnson provided work experience for 8 students from AFHS. The Rehabilitation Center has a Youth Leadership Forum that is offered every summer and they are looking for students from Allendale to attend. The Forum will be at Newberry College this year.

Mr. Priester said in terms of assisting students to find jobs, do you provide transportation. Ms. Murray said they do not have a vehicle, but they help financially and will provide uniforms, boots or certain types of pants if this is required by the job. And if the students' condition is a disability they assist with medication. Mr. Frazier said thanks because they need programs that will help students and was glad to hear you mention technical schools and education. Chairperson Robinson asked about the summer program and no students participating from Allendale, what is the problem. Ms. Murray said you need to get the parents involved and if students are under 18, must get parental support. That is why Ms. Johnson is involved. Dr. Tobin said with Ms. Johnson being on campus, this will help her get better involved and build relationships with the students.

**2013 School Report Cards – Mr. Flowers, Curriculum Director:** reported 1) last year the theme was about growth and we made some moderate growth; 2) that growth was enough to help the District move from an At-Risk to Below Average rating; we are all striving for Excellent; 3) part of this is due to District-wide growth. AES growth rating increased from 1 to 2 levels; FES growth level moved from At-Risk to Good; 4) we have started changing the culture on how we talk to students and how they take responsibility for their learning; 5) students are listening to teachers; 6) the theme is still on data; 7) the Instructional Coaches are working hand-in-hand

with teachers on areas where they need the most help in; 8) other initiatives include the afterschool program focused on MAPs; and 9) the District's overall rating moved from At-Risk to Below Average because of the 8 points gained in reading; math improved incrementally; social studies flat lined and writing came up some.

Chairperson Robinson said she did some comparison of surrounding districts Hampton, Barnwell and Bamberg and Allendale is holding its own. We are seeing growth. In History and other areas we need to do better. Allendale is becoming a pace setter. Barnwell 45 was who we were trying to catch, but they must catch us now. We have a long way to go, but I know principals and coaches are looking at the data. Chairperson Robinson said she is pleased with the direction we are moving in. Mr. Flowers said we need to work on End of Course results. Teachers are going to workshops on this and we are looking at Districts that are like Allendale and how they have increased their scores.

**Suggested Facilities Finance Date – Thursday, December 12, 2013** – Dr. Tobin said at this session the Board will be looking at what the District can afford. This is the day the Financial Consultant can come in. This will allow the Board to see which one of the options they can chose.

**Concussion and Equipment Report:** Dr. Tobin said included with the Board packets was a report from Coach Ford. He reported: 1) if a helmet fails inspection it is discarded; 2) Coach Ford completed and received certification on a Concussion class he attended; 3) parents must sign a detailed concussion form. Mr. Frazier said there are new technologies and information coming out and he wants to ensure the District is on top of all the latest technology and information to protect our students. Dr. Tobin said the High School League is on top of technology and every child needs to be protected and we will follow these guidelines. He said Coach Ford said if a helmet does not meet the requirement it is thrown away. Chairperson Robinson said they are also concerned about students playing on the playground and what happens if a child falls off the swing. Nurses should be aware of concussions. Dr. Tobin said the 2<sup>nd</sup> part of the information in the packet was from School Nurse Boleman and she goes to Columbia and gets the information and meets quarterly with the other nurses on this and keeps them informed. Mr. Hall said helmets may pass inspection at the beginning of the year, but helmets are often dropped by players during the year. Are these dropped helmets being inspected again? Dr. Tobin said coaches are cautious about this and he will get with Coach Ford on this.

**Parenting University** is scheduled for December 10<sup>th</sup>. Students will perform and there will be an arts show. The theme is *“It Takes a Village, But it Begins with Me”* at AFHS at 6:00 p.m. It will be very different from last year.

The Allendale-Fairfax High School Football Team is in the playoffs and will be at Carver Bay High School in Georgetown County. This is about a 4-5 hour drive. Arrangements are being made to charter a bus for the team.

## **APPROVALS**

**DRAFT Policy: Concussions and Student Athletics – 2<sup>nd</sup> Reading:** Mr. Frazier moved that this be the 2<sup>nd</sup> reading of the Policy. Mr. Hall seconded. The motion was approved as a 2<sup>nd</sup> reading.

## **NETWORK UPGRADE PROJECTS**

**Fairfax Elementary Data Increase Proposal** – Ms. Jamison, Director of Technology asked for approval to: 1) Increase FES data link from 6 mega bites per second to 100 mega bites; 2) Remove the satellite dish near the Media Center and install a 80 foot tower; 3) The SC Department of Education will pay for this project. Chairperson Robinson said even though there is no cost, but when the District looks at its facilities studies and making decisions, what will happen to this tower. Ms. Jamison said the tower will remain at this site and the SDE was okay with this. Why is the tower at AFMS not being used? Ms. Jamison said the tower is down and will need to be prepared. Mr. Priester moved to accept the proposal. Mr. Frazier seconded. Ms. Smith asked where the tower would be located. Ms. Jamison said the satellite behind the Media Center at FES would be removed and replaced with an 80 ft., fenced in and secured tower. The motion was approved by all.

Ms. Jamison said the next 3 projects are e-Rate filed for in 2010.

**VoIP Telephone System Upgrade** –Ms. Jamison reported: 1) She just received all the final approvals to upgrade the server that controls the voice mail and telephone system; 2) The telephone system was replaced in 2006 so it has become obsolete; 3) The total cost of this project is \$42,714.68. But because the District is 90% E-rate it will cost about 10% which will be about \$11,371.38; 4) This will only update the system, but will not purchase handsets; 5) The upgrade includes more lines at every location and we will be able to make more calls in and out of the District. Mr. Frazier said at certain times the phone systems in the District just don't work. He has talked with Dr. Tobin about this. Ms. Jamison said when Mr. Frazier was calling 3 of the lines was tied up and she had to do some troubleshooting. E-Rate was held up in South Carolina and they are just receiving funding. In 3-5 years computer equipment and telephones are obsolete. Mr. Priester moved to approve the request as presented by the IT Director. Mr. Hall seconded. The motion was approved by all.

**Server Upgrade** –Ms. Jamison said the District is currently using Novell and the upgrade will move us to Microsoft. This project will upgrade our email from GroupWise to Microsoft exchange. The servers are more than 5 years old. The upgrade is for a new server at the District Office and a new server at every school to handle network activities.

**eMail Conversion** – Ms. Jamison said Microsoft Office 365 provides a free hosted emailed for k-12 schools free of charge. The benefit is this will be up in the clouds and if there are problems we can still access emails. Other benefits are every individual will have 50 gigs of storage and access of Office apps over the web browser. The cost of the servers are \$24,279.91, but the District will have to pay \$12,787.28 of this cost. And the cost of the email conversion is \$20,600 total. Money is in the Building fund for this. Mr. Hall said if you have 50 gigs you can limit the

staff to a lower amount of gigs. This does not include a back-up server. Ms. Jamison said they do have a back-up solution at the District office. Mr. Priester moved to approve the server upgrade and the email conversion. Mr. Hall seconded. The motion was approved by all.

**MOA-Denmark Tech Adult Education & Dual Enrollment:** Dr. Tobin said one MOA is for the GED Program and the other is the Dual Enrollment Program at AFHS. This is how the District gets the teacher for the Welding Program at AFHS. Mr. Hall moved to approve the MOA between ACS and Denmark Tech. Mr. Priester seconded. Mr. Frazier we get things at the last minute and the Board needs to read and approve these things. He is asking the superintendent to let our partners know the Board must get these things in a timely manner. The motion was approved by all.

**PERSONNEL:** Ms. Rivers, Director of Personnel asked the Board to approval the recommendations made in Executive Session for resignation of employee A. Mr. Frazier moved to accept the resignation of Employee A. Mr. Hall seconded. The motion was approved by all. Ms. Rivers asked the Board to accept the recommendation to hire a classified employee. Mr. Frazier moved to accept the recommendation. Mr. Priester seconded. Ms. Smith said after the meeting she would like to know who the employee is, since she came in late. The motion was approved by all.

**FINANCIAL REPORTS:** Mr. Tillotson, Director of Finance reported: 1) some districts are experiencing problems with cash flows, budgets, but Allendale is not; 2) the deficit was \$1,976,103 million dollars; 3) the audit report will be presented at the December Board Meeting; 4) on the expense side the District is right where it expected to be; and 5) he will have budget discussions with the staff at the Administrative Staff Meeting on Wednesday. Mr. Frazier asked where the fund balance stands? Mr. Tillotson said they are using flex funds to balance the general fund and trying to conserve the flex funds which are still at \$4 million. The District has a healthy fund balance right now. Mr. Frazier cautioned the Board when we are not part of Palmetto Priority Schools once schools improve the money goes away. Dr. Tobin said AES is the only school that is not Palmetto Priority School.

## **ANNOUNCEMENTS**

SCSBA Legislative Advocacy Conference – December 6-8, 2013

Regular Monthly Board Meeting – Monday, December 16, 2013

Chairperson Robinson reminded everyone of the Allendale County Christmas Parade on December 6, 2013. She said they are proud of the AFHS Football Team Tigers who will be traveling to Carvers Bay High School for the playoff. Several community groups will also be traveling to support the Tigers.

Chairperson Robinson said at the SCSBA Annual Conference in Myrtle Beach in February 2014 the Allendale Elementary School Steel Drum Band will be performing. The school had to submit materials showcasing their talents and they were selected to perform. She congratulated Ms. Leath, her staff and Mr. Moses, who directs the Steel Drum Band.

Mr. Frazier said he attended Fairfax Elementary School Awards Day; Allendale-Fairfax Middle School Beta Club induction; and has been by Little New Steps.

**EXECUTIVE SESSION #2:** Chairperson Robinson said Executive Session #2 is not necessary.

**ADJOURNMENT:** Mr. Priester moved to adjourn the Meeting at 9:16 p.m. Mr. Hall seconded. The motion was approved by all.