

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

**MONDAY – DECEMBER 12, 2016 – 6:00 P.M.  
ALLENDALE-FAIRFAX MIDDLE/HIGH SCHOOL – MULTI-PURPOSE ROOM**

The Regular Monthly Meeting of the Allendale County Schools Board of Trustees was held on Monday, December 12, 2016. At 6:00 P.M. the Board went into Executive Session to discuss Personnel Certification and Special Services Agreement. The Meeting was held at Allendale-Fairfax Middle/High School in the Multi-Purpose Room. The news media was notified.

**CALL TO ORDER:** Chairperson Patricia Jenkins called the Meeting to Order at 6:00 P.M.

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

**ROLL CALL:** Timothy Hall  
Patricia Jenkins, Chairperson  
Willa Jennings, Vice Chairperson  
Wilda Robinson  
Catherine Russell, Secretary

**FROM THE DISTRICT OFFICE:** Leila W. Williams, Superintendent  
Angela Grant, Director of Finance  
Patricia W. Pringle, Recorder

**APPROVAL OF AGENDA:** Ms. Russell moved to approve the Agenda of the Monday, December 12, 2016 Regular Monthly Meeting. Mr. Hall seconded. The motion was approved by unanimous vote.

**EXECUTIVE SESSION #1:** Mr. Hall moved to go into Executive Session #1 for Personnel Certification and Special Services Agreement. Ms. Russell seconded. The motion was approved by unanimous vote.

**OPEN SESSION:** Mr. Hall moved that the Board return to Open Session at 7:05 P.M. Ms. Russell seconded. The motion was approved by unanimous vote.

**APPROVAL OF MINUTES:** Ms. Robinson moved that the Board approve the Monday, November 28, 2016 Regular Monthly Meeting Minutes as presented. Ms. Jennings seconded. The motion was approved by unanimous vote.

**PUBLIC COMMENTS:** None

## **BOARD OF TRUSTEES**

### **SCSBA Legislative Advocacy Conference – December 2-4, 2016 – Hilton Head:**

Chairperson Jenkins reported: 1) there will be a new administration in January 2017 and one of the items that may be pushed is school vouchers. This is important because some people want to see this approved and this could damage public education; 2) if a student goes to a private school the funds will follow the student.

Ms. Jennings reported: 1) the main issue discussed by senators who attended was the condition of the roads and bridges. Billions of dollars are needed to repair them and if this amount is taken from the general fund, it would cut education funds; 2) Senator Sheheen said don't look for anything in education for the next 4 years. Senator Hutto purposed a bill, a toll for Santee for Lake Marion, the problem is it would raise millions of dollars to repair the bridges and road, but it would not be enough; 3) the trucking industry is fighting this because it would slow them down for about 5 minutes – this is just a bill and may not pass; 4) SC has the 4<sup>th</sup> largest highway system in the nation, but pay the lowest gas taxes; 5) Senator Sheheen said Congress is not interested in rural districts.

Ms. Russell reported: 1) they are trying to get more charter schools in SC; 2) mandated positions such as Resource Officers the State should pay for these positions; 3) why do school buses not have seat belts? Small children may not be able to take the seat belts off fast enough in case of an accident.

Ms. Robinson reported: 1) Senator Sheheen and other Democrats all had messages of doom. Nothing much occurred in the General Assembly, but they were trying to find money for roads and bridges. There was a bill for about \$4 million to get money from the General Fund, but this takes money from the schools; 2) what you send to Columbia as representatives is what you get; 3) at the round table this weekend in Allendale some of the representatives said the people are the ones with the voices, citizens and community people. We can make or break what happens in Washington and Columbia; in 2012 80% of the people in Allendale voted in the election, this year only about 60% turned out; 4) challenged the Board to put children in the forefront.

## **GOOD NEWS**

Superintendent Ms. Williams reported that Mr. Alonzo Frazier, former Board Member reached Level 5 with the SCSBA, earned 300 points in 5 years or less, a pin was also included. Mr. Frazier could not attend the meeting tonight. Mr. Frazier will also receive a plaque for 4 years of service on the School Board.

Ms. Williams said she received an email today in reference to New Tech Funding. She also received an MOA from State Superintendent Molly Spearman's Office for \$229,580,000 for this year. This covers infrastructure, professional learning, support teachers and support stake holders. Funds cannot be flexed, can only be used to support the New Tech Network.

## **CONSENT AGENDA ITEM**

**Discipline Reports:** For information only.

## **AUDITOR'S REPORT – McAbee, Schwartz, Halliday & Co.**

**Fiscal Year Ended June 30, 2016** – Mr. Andrew Dobson reported: 1) the 4 page letter is required communication to the Board about the audit; appropriate accounting policy; sensitive estimates which are depreciation and allowances for taxes receivable; no disagreements with managements and no consultations with other accountants; 2) see page 1 in the red book, which is the Independent Auditor's Report. The last paragraph is the opinion of the auditor. This is the highest and best that can be given; 3) pages 11-12 are government wide. The District has \$33.2 million dollars in assets; \$10.4 from other governmental units; 4) pages 13 & 15 are statements of revenue, how much money brought in and spend out; \$4.6 million in the general fund; 5) pages 68-70 are the compliance letters. The District had no instances of non-compliance; the major programs are Title I and IDEA. Pages 77-79 shows the 3 findings: 1) reconciliation should be done monthly – are key critical tasks, spread the key critical tasks to others in finance, 2) key critical tasks were not delegated to other individuals, the Finance Director was required to complete tasks that were not able to be reallocated; 3) Federal Funding, Title I personnel who are paid 100% from these funds must sign a semi-annual certification or a personnel activity report. Two individuals did not have proper title certificate.

Ms. Jenkins asked if the different conditions, causes and recommendations are going to be taken care of and can the State gig the District for this. Mr. Dobson said the State would look at this and look at the risk assessment. It could affect the risk assessment, which includes 11 factors that goes into this. The State could issues a Corrective Action Plan.

Ms. Robinson asked about the repeat findings. Mr. Dobson said they were waiting on some of the bank reconciliations. They found this about 2 years ago. A lot is going on in the District with the construction project and the District not have a construction manager. This may mean another body in finance or the people that are their can offer more assistance.

Ms. Williams asked what level of skill would be needed for these tasks. Mr. Dobson said a higher level, someone who can reconcile bank statements, assist with holding accounts, this would not be an entry level person. This person would make sure AP is zeroing out. Ms. Jenkins asked how the District's net position looked as compared to last year. Mr. Dobson said this year what is positive is \$985,000 in debt service, gave the District a buffer and put money in capital projects. The District will not have to issue a bond. Sitting at a 34% fund balance is good. Ms. Jenkins asked how carryover funds affect the District. Mr. Dobson said it depends on the type of money and how long you can carryover funds. See page 61, you are looking at unearned revenue of about \$1.5 million in carryover for the track project. You may get the funds in 2015, but if it has carryover provisions, it could be used in 2016.

## **SUPERINTENDENT'S OFFICE**

**Sick Leave Bank** Ms. Williams reported she met with representatives from the group on several occasions. But Ms. Price emailed her today and asked that this item be moved to the January 2017 Agenda. The information is in the Board Packet.

**Adult Education Program – Update:** Ms. Williams reported Ms. Rivers asked that this item be moved to the January 2017 agenda.

**AdvancEd:** Ms. Williams reported: 1) the High School is currently SACS accredited; AdvancEd has been merged with SACS; 2) a team will come in and evaluate the systems that are currently in place and make recommendations to make the District the best it can be; 2) the Middle and High Schools will go thru the process because they are Palmetto Priority Schools; 3) the entire District will go thru the process because the District is a Palmetto Priority School District; and will go thru the process for accreditation; 4) a team comes in to the District for 3 or 4 days and meet with a variety of stakeholders, parents, staff, the board, students; February 21, 2017 is when they will be in the District; 5) the superintendent must do a presentation for the team; 6) only 7 school districts in the State have not gone through the process.

**On-Line Testing Waiver:** Ms. Williams reported the District is at the point of putting a waiver together, especially at the elementary school. It will take all of the 30 days given by the State. When it comes to ELA the students are at some disadvantage.

**Afterschool Programs Selection/Progress:** Ms. Williams said FES and AES have their programs up and running.

FES Principal, Ms. Leath said students are selected to attend the Afterschool Program from teacher recommendation and MAP data. They have room for 60 students. Parents were concerned about students getting home late, but they do have a waiting list. They must try to keep the numbers at 60 because if not they cut funding. Supported by the 21<sup>st</sup> Century Learning Grant.

AES Principal, Ms. Suggs said they use the same criteria. They have about 40-45 students and have opened it up to other students.

AFMS Principal, Ms. Hall said their program is thru Title I. They looked at students that were weak in writing and ELA, use MAP data and teacher recommendations. They mailed 40 letters to parents, but only 10 completed the letters and they opened the program school-wide. In January any student failing ELA and Math they will send letters home to parents to help these students with enrichment. They have about 30-32 students in the program.

**Community Meeting Date – January 2017:** Ms. Williams said she spoke with principals about doing some forums during PTO and Student Council Meetings. They are looking at doing one at each school, FES in January; AES in February; AFMS and AFHS in March. They will talk about student achievement and getting students and parents to understand the importance of SC-Ready. Address transportation, up date parents on the construction project. They will also address student discipline. Working on a flyer to go out before winter break. Ms. Williams is working on a ministerial meeting in January 2017, along with the Smiles Dental clinic. Mr. Hall asked would this take the place of the State of the District Meeting. Ms. Williams said it could be rolled into one. Share the same information at the ministerial meeting.

Mr. Barry Morgan, Project Manager reported: 1) construction met with Pepco, which was brought out by a larger corporation but does not affect the contract with the District; 2) sending the drawing out to prequalifying project – January 6<sup>th</sup> is the date to get the price; 3) at the January Board meeting he hopes to have recommendations to the Board for approval, then issue contracts and go thru their process; breaking ground week of February 13<sup>th</sup>; 4) potential completion date right at the beginning of the school year. See the alternate price to compress the schedule.

**AFHS Hood Kitchen:** Mr. Morgan said he 1) came to the Board earlier with a schedule for the completion of the hood. From a cost standpoint what he got from the contractor is about \$106,084. The cost if they are able to eliminate the cooling and OSF allows is \$86,5300 and they can start next Monday, which pushes the schedule back a week. He investigated the options for the Board to give you some options, which pushed the work back a week. Ms. Robinson asked if for the hood eliminating the cooling part, has this been discussed with the Food Service Director. Mr. Morgan said he could discuss this with the director. The air brought in must be 10 degrees cooler. Ms. Robinson said if it reduces the cost that much and if the Food Service director has no problem, it is okay with her. Mr. Morgan asked the Board what process they want to go thru for approval. Ms. Williams said based on the information from Ms. Johnson, they move forward. Ms. Robinson moved that the Board move forward in regard to the hood at AFHS, the recommendation from the Food Service Director. Mr. Hall seconded. The motion was approved by unanimous vote.

**PERSONNEL** – Ms. Robinson moved that the Board approve the personnel recommendation from the Special Services Department and the accountability dept. as reviewed in Executive Session #1. Ms. Russell seconded. The motion was approved by unanimous vote.

### **APPROVALS**

Field Studies Request – Honda Battle of the Bands – January 28, 2017 – Atlanta, GA – Ms. Russell moved to approve the request. Ms. Jennings seconded. The motion was approved by unanimous vote.

**Bob Haynes Invitational Track and Field Meet – March 17-19, 2017 – Jacksonville, FL** – Mr. Hall moved to approve the request. Ms. Russell seconded. Ms. Robinson said on page 1, seven chaperones are listed, but the recommendation is 17 students are going, but 7 adults will be attending. Her concern is the discrepancies noted. A lot of adults are going. Additional people are going at the expense of the District. She would like an update at the January meeting. The motion was approved by unanimous vote.

### **FINANCIAL REPORTS**

**Carryover and Fund Dispersal:** Ms. Grant, Finance Director gave a handout to the Board. She stated the Auditor answered some of the questions. 1) FY 2015-16 was the first year she did the budget as director; 2) the auditor made the same

recommendations the year before and nothing was done; there are only 3 people in the finance office, prior they had 4.

The handout: 1) types of funding; 2) notification of funding; see handout

### **ANNOUNCEMENTS**

Friday – December 16, 2016 – Last Day for Students and Staff

Tuesday – January 3, 2017 – Student and Staff Return (Make-Up Day)

Ms. Jennings announced that on January 16, 2017 the MLK Breakfast would be held at AFHS at 9:00 a.m. Ms. Robinson said January 6<sup>th</sup> is the deadline for the essay and art contest.

The Education Foundation Christmas Program will be held on December 16<sup>th</sup> at 6:00 P.M. at the Brandt Bldg.

**Executive Session #2:** Ms. Robinson moved to go into Executive Session #2 for Personnel. Ms. Russell seconded. The motion was approved by unanimous vote.

**OPEN SESSION:** The Board returned to Open Session at

**ADJOURNMENT:**