

**ALLENDALE COUNTY SCHOOLS
BOARD OF TRUSTEES – SPECIAL CALLED MEETING**

**MONDAY – APRIL 29, 2013 – 6:00 P.M.
DISTRICT OFFICE – BOARD ROOM**

The Allendale County Schools Board of Trustees held a Special Called Meeting for the purpose of Personnel and the 2013-2014 Budget. The Meeting was held on Monday, April 29, 2013 at 6:00 P.M. in the Board Room of the District Office. The news media was notified.

MEMBERS PRESENT: Alonzo Frazier, Vice Chairman
Willie Priester
Wilda Robinson, Chairwoman
Valaree Smith, Secretary

ABSENT: Terry Hall, Military Reserve Service

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

CALL TO ORDER: Chairwoman Robinson called the Meeting to order at 6:10 p.m.

MOMENT OF SILENCE: A Moment of Silence was observed.

APPROVAL OF AGENDA: Mr. Frazier moved to approve the Agenda as presented. Ms. Smith seconded. The motion was approved by all.

BOARD COMMITTEE REPORT: Mr. Frazier, Board Vice Chairman reported on the Allendale County Parks and Recreation land request. Mr. Frazier said he spoke with Dr. Tobin and they looked at the field behind AES and Adult Education Center. In the near future he will meet with Board Members to look at both sites. Chairwoman Robinson said the Report is for information only.

INTERIM SUPERINTENDENT UPDATES

SIG Grant Appeal – Federal Government: Dr. Tobin said the SIG Grant appeal before the State Board of Education was turned down. Is it the consensus of the Board to go forward? Chairwoman Robinson asked if other Districts had similar situations with an appeal, funds were held back and they went to the SDE to appeal. Dr. Tobin said this happened to Jasper School District. They cut their funds back early in the process and they appealed to the Federal

Government and their funds were reinstated. This involved about \$1 million dollars. He spoke casually with the Superintendent of Jasper County Schools about this. Chairwoman Robinson said the deadline for filing the appeal is May 12th. Mr. Frazier asked is it possible for Dr. Tobin to have a conversation with the Superintendent of Jasper Schools. And find out if any other districts had the same problem and what they did to have the funds reinstated. Dr. Tobin recommended that the District move forward with the appeal. Mr. Frazier moved to allow the Superintendent to go forward with the SIG Grant appeal. Ms. Smith seconded. Chairwoman Robinson said according to Attorney Boykin's letter, no travel to Washington, DC should be necessary, just paperwork. The motion was approved by all.

Strategic Plan Amended – Signatures: Dr. Tobin said this is an update on the data based on the needs assessment. Added was Goal #1, Literacy & Numeracy Coaches and on page 10 Common Core Standards. This is for information only, but need the Chair's signature with the amendments. Mr. Frazier said he would like the Board to have an opportunity to read these things before they are asked to sign them. He asked for a full copy of the Strategic Plan. Ms. Smith said once the Plan is submitted they will still have an opportunity to make updates. Chairwoman Robinson said there were some strategies she had some concerns about. Mr. Frazier moved to update the amendments to the Strategic Plan with the knowledge that they can make updates as needed. Ms. Smith seconded and stated they are authorizing the Chair to sign the document. The motion was approved by all.

AFHS Trip to North Carolina: Dr. Tobin said this is an educational, pre-engineering trip. The teacher sponsoring the trip is on loan from Denmark Tech Project Lead the Way. Principal Youmans will also accompany the students on the trip. This is part of the STEMS program and they would also like to extend the program to AFMS next year. Ms. Smith asked what is Discovery Place. Dr. Tobin said this is a hands-on, science based program for kids and is high-tech. Ms. Smith asked if there is a place like this in South Carolina instead of going out-of-state. Chairwoman Robinson said this is on the design of the Air and Space Museum at the Smithsonian. This is not available in South Carolina or Georgia. Ms. Smith moved to approve the trip to NC to Discovery Place. Mr. Frazier seconded. The motion was approved by all.

Student Transfer Requests: Dr. Tobin said included for the Board is the history of the parents who have requested students release from the District in the past. These students were approved in the original group for release and the only reason they had to come before the Board again is when changing schools. Parents no longer requesting transfers may have purchased land in that district. The only student needing approval is S. Kinard who is moving from North District Middle School to Wade Hampton High School. Ms. Smith said at a Board Meeting they inquired where all the students were. Some research was done. There is a clause that states if students are attending school in other districts without being released by the Board, districts receiving these students can be penalized. Letters went to surrounding districts letting them know Allendale was

going to enforce this law. Ms. Smith said when students get to the 8th grade, promoted to the 9th grade and have never been enrolled in Allendale, how do you get them to come to Allendale? The Board put in the Policy when students change grade levels or move to a different school level they have to come back before the Board and may not be released. Is this fair to the child and parent? Chairwoman Robinson said this is the procedure that is attached to the Policy. The Board may have to look at this moving forward. She agrees with Ms. Smith, with all of this “*Why Not Allendale*” we want students to want to come back or come to Allendale. Make our District competitive and attractive so students will want to come. Mr. Frazier said he would like to see a copy of the State Law on this, Board Policy and State Law should be the same. Chairwoman Robinson said the District’s Policies are based on State Laws. Ms. Smith said Attorney Boykin read the law to them and then they voted on the Policy. Mr. Priester said look at the release the child is going to Brunson and the parents are not going to allow the child to come to Allendale. The DeBruhl and Williams children are released being they are in the same school for the next school year. The parents of C. Beach will need to complete a release application. Mr. Frazier moved to release S. Kinard. Mr. Priester seconded. The motion was approved by all.

PAPERLESS BOARD MEETINGS – Hardware Demonstration: Chairwoman Robinson said she asked Ms. Jamison to show them actual demonstrations to get a feel and cost on the iPads and laptops. Ms. Jamison presented a spreadsheet from the iPad website on the different costs. She displayed an iPad2, which is older, with a case and keyboard. You can add apps for typing Word documents and email. She does not recommend the iPad mini, which is the 7” version. It also comes with a keypad. It is connected to the District’s internet. She is recommending the iPad 3, with retina display, 32G. \$599 for the iPad3, this does not include the cost for the keyboard and \$100 for the 1 year warranty. Mr. Frazier asked for his Wi-Fi card to be coded and secure. Chairwoman Robinson said the Board approved the purchase of the iPad, do they want to stick with what is approved. Board Members said stick with what is already approved. Black iPads with a case and keyboard. Proceed with the order. Ms. Jamison once they receive the iPads the Board will have training to get familiar with the iPad. During the summer they will get training on BoardDocs. Wi-Fi cards are about \$40 per month.

1st READING OF THE 2013-2014 BUDGET: Mr. Tillotson, Finance Director highlighted: 1) the average class size is projected at 22:1; with 9 position reductions due to attrition; 2) no change on the Minimum Teacher Salary Scale; 8% increase in employer medical insurance cost and 4.4% base student cost; 3) revenues and expenditures projected at \$13.7 million each; 4) no millage rate increase and a projected student enrollment of 1,207; 5) Chairwoman Robinson said she is pleased to see the numbers at 20 and below for early childhood grades; 6) reduction of Core Teaching positions are showing 3 at AFMS; 7) key assumptions for 2014 are compensation costs currently reflect two step increases, with no cost-of-living adjustment; using 8% as the amount of increase in the Employer share of health insurance costs. This increase is for everyone. Chairwoman Robinson asked about the SASI Clerks at the schools. Dr. Tobin said

they will be looking at all classified staff salaries; 8) the estimated general fund cost of a teacher step increase including benefits is about \$133,300. The estimated cost of each 1% compensation increase for teachers is \$59,500. Mr. Priester said when looking at salaries, he would like to see the District use some benchmarking for salaries, looking at Barnwell, Hampton, Bamberg and surrounding districts. Mr. Tillotson said the Personnel Director received salary scales from surrounding districts and they will look at these. Mr. Frazier said he is concerned about the cafeteria workers and custodians. Some of these people are the working poor; 9) with just the 2 step increase for everyone that comes to an average of about 3.8% above what they are making now; 10) see page 13 which includes costs of each 1% cost of living increase for instructional aides is about \$14,300 for all these staff; custodial/maintenance \$6,200 and food service \$4,400. Mr. Frazier said maintenance staff has a different salary scale than custodians. He would like to see what the salaries are for these staff members. Mr. Tillotson said for instructional aides, custodians and food service, non-certified staff the cut-off years is 14 years on the salary scale. They generally get a cost of living, but no step increase. Mr. Priester said this is what benchmarking can help with, making these salaries comparable to other areas. Chairwoman Robinson said look at putting more weight on cost of living instead of step increases. Because some of these staff are already at the 14 year mark and may not get a step increase. Mr. Frazier said the Board must look at the budget with insights of 5 years down the road, and do some things. Chairwoman Robinson asked if the instructional aides' positions include the Parent Liaison. Mr. Tillotson said these people are in Title I. Ms. Smith said the District is behind on the step increases, can the State make it mandatory to bring staff up to date on the increases. The Board may have to do some things that are not consistent with what is on paper, but to help the District grow. Mr. Tillotson said this would have to happen in the Legislative session, but not maybe this year. Ms. Smith said if they do the cost of living over the step increase, we should do the step to get you on the level, instead of having the State make districts do a mandatory increase. Mr. Tillotson said the District is 2 years behind on the step increases. The District is good to have \$4.2 million dollars in the fund balance. He does not recommend going below 24%. Mr. Frazier said make sure if the District use the money in the fund balance account, use it for the right reasons for the betterment of educating the children. Mr. Tillotson said the total Building Fund balance as of June 30, 2012 was \$1.9 million of which \$1.65 million is available for transfer back to the General Fund. In 2018 the District will be finished paying for the roofing project at AFHS. Mr. Frazier asked to see the salaries for the positions Dr. Tobin presented to them earlier. Mr. Tillotson said he is waiting for a proposal from the principal and Band Director to include uniforms in the budget. He said JROTC and the Debate Team will receive about \$4,000 each.

Mr. Tillotson said the District will look at the vehicle fleet and see what the needs are. He is working with the State contractors to lease vehicles instead of buying new vehicles. Technology has asked for a van and Food Service is also in need of a van. He will do a needs' assessment of the District vehicles. Ms. Smith asked is the District allowed to get matching funds from the USDA. Mr. Tillotson said he will check on this.

Chairwoman Robinson asked where Athletics is in the report. Mr. Tillotson said this will show in a more detailed report. They are working on coming up with a multi-year plan for Athletics and not have most of the funds going to football and basketball.

Included with the budget report is the Reference Document Review of Account Codes used in Financial Reporting.

Mr. Priester moved to accept the 1st Reading of the 2013-2014 budget as discussed. Mr. Frazier seconded. The motion was approved by all.

EXECUTIVE SESSION: Mr. Priester moved to go into Executive Session at 8:50 p.m. to discuss the Superintendent Search Proposal Process and Personnel. Mr. Frazier seconded. The motion was approved by all.

OPEN SESSION: The Board returned to Open Session at 10:00 p.m.

ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION: Secretary Smith reported that no action was taken on the items discussed in Executive Session.

ADJOURNMENT: The Meeting was adjourned at 10:03 p.m.