

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

**MONDAY – MARCH 21, 2016 – 6:00 P.M.  
ALLENDALE-FAIRFAX MIDDLE/HIGH SCHOOL – MULTI-PURPOSE ROOM**

The Allendale County Schools Board of Trustees Regular Monthly Meeting was held on Monday, March 21, 2016. At 6:00 P.M. the Board went into Executive Session #1 to discuss Student Release Requests, Home School Request and Personnel Contracts. The Meeting was held at Allendale-Fairfax Middle/High School in the Multi-Purpose Room. The news media was notified.

**CALL TO ORDER:** Chairperson Russell called the Meeting to order at 6:08 P.M.

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

**ROLL CALL:** Alonzo Frazier  
Terry Hall, Vice Chairman  
Patricia Jenkins, Secretary  
Wilda J. Robinson  
Catherine Russell, Chairperson

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

**APPROVAL OF AGENDA:** Mr. Hall moved that the Agenda be amended to include Contractual Matters to discuss the Track update with Mr. Morgan in Executive Session #1. Ms. Robinson seconded. The motion was approved by unanimous vote.

**EXECUTIVE SESSION:** Mr. Hall moved to go into Executive Session #1 at 6:09 P.M. to discuss Contractual Matters, Student Release Requests and Home School Request. Ms. Jenkins seconded. Mr. Frazer asked if they were going to discuss the items that he requested that are not included on the Agenda for Executive Session. He said it is personnel. He added this is a Board and when a Board Member requests something, it should be on the agenda or follow proper protocol. The motion was approved by unanimous vote.

**OPEN SESSION:** Mr. Frazier moved that the Board return to Open Session at 7:15 P.M. Ms. Jenkins seconded. The motion was approved by unanimous vote.

**APPROVAL OF MINUTES:** Ms. Robinson moved to approve the Minutes of Monday, February 22, 2016 Regular Monthly Meeting as presented. Ms. Jenkins seconded. The motion was approved by unanimous vote.

**PUBLIC COMMENTS:** None

Chairperson Russell said she was absent at the last Meeting but wanted to share a letter from parent Ms. Pamela Shepard-McKnight on behalf of student Chandler McKnight's trip to Boston, MA. Ms. Robinson moved that the Board receive the letter as information and ask the parent to come to the next meeting. Chairperson Russell asked if she could request the parent come to the April 4<sup>th</sup> meeting. Mr. Frazier said before the April 4<sup>th</sup> meeting see if the District could help financially. He asked Superintendent Mrs. Williams to give the Board a recommendation on the donation.

**GOOD NEWS**

**Tiger Express Allendale - \$500 to AFHS:** Mr. Baines, Principal said they received \$500 to use as they see fit to help benefit the student body. Thanks to Tiger Express for the contribution.

**Fairfax Elementary Grant Award:** Ms. Leath, Principal said they received a "Writing Rocks" grant from the Greater Savannah River Community Foundation. They want to motivate and inspire students at a young age. The \$1,000 grant will be used for writing materials and 2 Authors Tea.

**Fairfax Elementary School - Palmetto Silver Award:** Superintendent Mrs. Williams said FES is the recipient of the 2014-2015 Palmetto Silver Award. Recognition is based on schools closing the achievement gap or increasing the difference in the test scores. Ms. Robinson asked if there would be a party or celebration, even though the school has different parents and staff. Mrs. Williams said when the flags for the event comes in they will have a small reception.

**CONSENT AGENDA ITEM**

**Discipline Reports:** For information only.

**BOARD TRAVEL EXPENSE:** Ms. Robinson said they had some discussions about this item to look at the deficit in the Board's Travel Expense. Where can they move funds from to absorb the deficit? This has been done in the past. Mrs. Williams said the Finance Director is looking at this. Ms. Robinson moved that the Board approve a transfer to remove the deficit in the Board Travel Expense. Ms. Jenkins said since there is a deficit what other trips are coming up that will affect the budget in this period. She asked why they would amend the budget. Chairperson Russell said she and Mr. Hall were going to Myrtle Beach to the SCASA June Conference but they are no longer attending so these funds will be going back into the budget. Mrs. Williams said on the Board Budget spreadsheet received earlier some of those expenses were estimated so Ms. Robinson just wants to cover these funds. Mr. Hall said he has been on the Board for 8 years and this is the first time they have been in the negative. Mr. Hall said he requested the original budget and the travel for all staff but he did not get the information requested. Ms. Robinson said they received the travel budget for what has occurred. Chairperson Russell suggested that what they decide to budget for the Board they divide the Board Travel budget funds equally between the Board

and this will allow Board Members to decide which conferences they will attend. Ms. Robinson said Ms. Russell is saying divide the travel budget for the board equally. Chairperson Russell said this will prevent them from going over budget and also they can decide which conference to attend and not attend conferences that will put them over budget. Ms. Robinson said she would like to further discuss this when they go into the budget process. The motion was approved by unanimous vote.

**STAFF DRESS CODE:** Mrs. Williams said she gave the Board a “Draft” for this and she will resubmit it to the Board. There have been efforts by the Administrators to enforce the procedure in place. She hopes the staff will be role models for students when it comes to proper attire. Separate the weekend wardrobe from the professional wardrobe. Mrs. Williams asked Administrators to continue to enforce your rules and she will bring the Policy back to the Board. Mr. Frazier said this is a professional business and we must have a professional dress code for the business we are working in. The dress code should be decent and respectful.

### **SUPERINTENDENT’S OFFICE**

**Special Education Diploma or Certificate of Completion (Power Point presentation):** Ms. Mays, Director of Special Services highlighted: 1) at age 13 or earlier the IEP team shall make a decision at the annual IEP meeting as to whether the student will earn credits toward a high school diploma or a certificate of completion; 2) preparing students for education and training, employment and independent living; 3) she outlined the requirements for each of the levels; 4) some schools working with Independent Living students are USC-Carolina LIFE; Winthrop Transition to College; Costal Carolina LIFE and Clemson-Life. Mrs. Williams asked with the Independent Living programs on the college campus how long are students there? Ms. Mays said about 2 years. Ms. Robinson asked if we have had any students be selected or apply to any of the programs. Ms. Mays said one student is interested in Clemson in the trainable classes. They will meet with a representative from Clemson and the parents. Ms. Robinson asked if the programs at the college offer assistance or scholarships. Ms. Mays said she is not sure, but will check. Ms. Robinson said the proposed certificate plan will any of these students be exposed to the CATE Program. Ms. Mays said several students attend the CATE programs for several classes. For example, a student was in cosmetology working with the teacher, but they could not work with any chemicals. Another student attends Building Construction. Mr. Frazier said a student was promoted to 1<sup>st</sup> grade and was put back in kindergarten. He is very bright. How do we know if he is getting what he needs, for example school work. Ms. Mays said they do an assessment, the Brigance Assessment, based on ability. And they include the parent in the IEP Meetings. Mrs. Williams said if the child is not in special education, the teacher should make recommendations for the student so extra support can be provided. If all the things they are doing are not working, they then ask the parents if they can make a referral to Special Education. She suggested Mr. Frazier ask the parent if they have met with the guidance department or contacted the Special Education Dept. Mr. Frazier said the parent did not talk to the principal, but raised hell with the principal instead. Mrs. Williams suggested Mr. Frazier go with the parent to the meeting and act as an

impartial person. Mr. Frazier said he does not mind doing this, but does not want to break protocol with the Board. Ms. Robinson asked what the District is currently using. Ms. Mays said the District is providing service but there is no certificate. But we want the students to get job shadowing and training. Ms. Robinson moved to approve the information as presented. Mr. Frazier seconded. The motion was approved by unanimous vote.

**Allendale-Fairfax High School/CATE - 2016-17 Schedule Proposal (Power Point presentation):** Mr. Baines, Principal highlighted: 1) a situation that is having a negative impact on a student who is classified as a Senior and having to take 2 or 3 math classes or more than 1 English class; 2) if the student fails one of these classes as a Senior they do not graduate; 3) outlined the block schedule); 4) the philosophy behind block scheduling – 4 classes 1 semester and 4 classes the next semester; they are proposing a 4X4 schedule; 5) the benefits are reduce the number of teacher preparations; allow students more time to learn without lowering standards and enable students to repeat failed courses in time to graduate; reduce the number of class changes during the school day; provide longer class periods so teachers have more time to use a variety of techniques which encourage student involvement; 6) there are some negatives and they include teachers who do not make the necessary adaptations will have a harder time keeping students engaged; exposes poor teachers; some research shows negative results and other research shows positive results on testing. Ms. Anderson discussion the recommendations for CATE students: 1) outlined the Profile of the SC Graduate; 2) meet with CATE teachers to work on students with soft skills, critical thinking, getting to class on time, presenting yourself for job interviews, next year would like to have courses on interviewing etiquette; 3) will be meeting with the human resource person at Georgia Pacific to work on a partnership with them; 4) offer 4 of the 5 clusters – health science, business, welding and auto tech; 5) law enforcement careers are on the rise and looking to offer this next year; 6) had a career cluster interest survey on law enforcement; graphic design and agriculture.

Ms. Robinson asked about the CATE Program information on page 7 and said welding is not listed. Ms. Anderson said it is offered thru Denmark Tech. Ms. Robinson said they talked about teachers prospective. Did he survey his teachers? Mr. Baines said they talked about this at staff meetings. About 4 teachers were concerned if this would be appropriate and their concerns were for their program. They did not want to start with a group of students 1<sup>st</sup> semester and start with a different group the next semester. Mr. Baines said the students would roll over. Mrs. Williams asked how this would affect cosmetology. Ms. Anderson said students need 8 credits to complete cosmetology. They would double block these students and they would have to get salon hours and come in on Saturdays to get make-up hours. Or the teacher may not have a planning period. They spoke with schools who have cosmetology and had block scheduling. And they are getting the hours after school or they may have to come in early. And students will have to commit to 1 or 2 Saturdays a month. Ms. Robinson asked if students could partner with local salons to give them real experience, seeing customers in a shop. Ms. Anderson said this is something they can look into. She will check into this and these students would have

to be at the cosmetology 3 or 4 level. Mr. Hall asked if Officer Holmes was eligible to teach the Law Enforcement class. Ms. Anderson said he is currently not qualified but he could go and take courses to gain certification. Mr. Frazier asked if they are talking to students about the 4X4 schedule and do they understand the goals of the program. Mr. Baines said they have IGP and they meet with students and their parents to help students attain their ultimate goal. And in the CATE Dept. they have these conversations. They must do research projects within their fields, field trips, welding went to Greenville Tech and Cosmetology went to the HOSA conference. Ms. Robinson asked about student clubs for students to learn some of the soft skills talked about earlier. Ms. Anderson said this is something they will work on. Chairperson Russell asked how are students classified as a Senior who needs 2 math and 2 English credits. Mr. Baines said they are looking at this and it happened before his arrival. Ms. Robinson asked where does guidance fit into this. Mr. Hall asked about the IGP Plan and one guidance counselor has to do all this before the end of the year and starting this late, he does not see how an IGP will get done. Mr. Baines said he and Ms. Anderson are sitting in on IGP's and he was told IGP were done last year over the phone. Mr. Bryan is also sitting in on IGP's and we are asking tough questions. It is rolling out late because we had to fix the process. Some paperwork had to be augmented. Ms. Robinson moved to study the proposal some more because she is not at a ready state. Ms. Jenkins asked how soon a decision needed to be made. Mrs. Williams said it was brought before the Board last April or May and it was too late. They also informed the Board about the proposal for the New Tech and also during the visit to Brookland-Cacye High School. So time is of the essence. Ms. Robinson asked to table the item until the April 4<sup>th</sup> meeting and she would like them to come and present again on how the faculty and staff are feeling. Ms. Jenkins seconded. The motion was approved by unanimous vote.

**Budget Overview Presentation:** Mrs. Williams highlighted the: 1) EFA base student cost is about \$2,220; 2) EIA funds are from the State for salaries, benefits and for districts with certain conditions; 3) expenditures include salaries, benefits, purchased services, supplies and capital outlay; 4) FY 2015 budget was \$14,278,779 and FY 2016 is \$13,475,548; 5) current staffing at the District Office and other locations; enrollment at each location; teacher for each grade level; 6) points of pride in the budget: the Board voted to catch up certified staff salaries which were 2 steps behind and classified staff was 2 steps behind; 22+ years the Board voted to give these employees a 1% increase; 7) dates in April, May and June to start the budget process; 3<sup>rd</sup> reading of the budget by June 30, 2016;

**Track Update:** Mrs. Williams said Mr. Morgan asked them to consider the proposal made on contractual matter discussed in Executive Session. Ms. Robinson moved to approve the proposal from the Construction Manager on the Construction Design. Seconded by Mr. Frazier. The motion was approved by unanimous vote. Mrs. Williams said Mr. Morgan shared with the Board what the next step will be.

**Strategic Plan:** Mrs. Williams said they hope to have the Plan to the Board before the end of the week.

**2016-2017 District Calendar:** Mrs. Williams presented the Board with: 1) Draft A and Draft B; 2) the major differences are the months of November, December and June; 3) Draft A have as many days in the 1<sup>st</sup> semester as they can; instead of the week for Thanksgiving staff will be off 3 days instead; before winter break 84-85 days of instruction; staff would return 2 days after New Years and return on Wednesday; June 1<sup>st</sup> last day of school; 4) Draft B is the more traditional calendar with staff being out for a week at Thanksgiving; starting winter break on December 19<sup>th</sup>. Mrs. Williams said she would like to send the Calendars to staff and get their feedback. Ms. Jenkins said she liked the idea of students taking Exams before they leave for Christmas break. Mr. Frazier and Ms. Robinson said they also liked Exams before Christmas break. Mr. Frazier moved that the Calendars be presented to the staff for their thoughts and opinions. Ms. Jenkins seconded. The motion was approved by unanimous vote.

**ERT/AdvancED:** Mrs. Williams said the team would be in Allendale April 6-7 at Allendale Elementary. Principal, Ms. Green will have to do a presentation on information they have already requested; they will interview staff, students and parents and do class observations and have an exit interview with the principal. The Team will provide support to fix problems that need to be worked on; AES is not going thru AdvancED for accreditation; even though the District should be AdvancED accredited. Principals have been provided with the information so they will be aware of what the process is like. She will ask the Board to pursue AdvancED accreditation for Allendale County Schools. Mr. Frazier asked if the Board could talk with the Team. Mrs. Williams said the Team would let the Board know. The Team has made it clear they do not want the District to provide lunch, water or anything. Ms. Green said the Board could address the group on April 7<sup>th</sup> between 9:30 a.m. and 3:30 p.m.

**District Owned Property:** Mrs. Williams said information was in the Board packets.

**Legislative Updates:** Mrs. Williams said 1) the uniform school date is being revisited – August 15 or not before the 2<sup>nd</sup> Monday in August; 2) the State uniform Grading Scale is being revised – going to a 10-point scale. The 10-point scale will put students on a more level playing field with other states in regards to scholarships.

#### **APPROVALS**

**Student Release Requests:** Ms. Jenkins moved to approve the Student Release Requests for SK; the 4 students with the initials JC; and approve the Home Schooling request for student AB. Mr. Hall seconded. The motion was approved by unanimous vote.

**Field Studies Request – JROTC End-of-Year Carowinds – May 20-21, 2016:** The complete Field Studies Request will be email to the Board.

**PERSONNEL:** Ms. Rivers, Director of Personnel asked the Board to approve the recommendations made in Executive Session. Ms. Jenkins moved to approve the recommendations made in Executive Session. The motion died due to a lack of a second. Ms. Robinson asked that the item be tabled until the April 4<sup>th</sup> Meeting.

#### **FINANCIAL REPORTS**

**Board Cover Letter – March 17, 2016**

**Budget Changes Report – February 1-29, 2016**

**FY 2016 Operating Statement**

**Detailed Board and Staff Travel Statement:** Ms. Grant, Director of Finance said the information was included in the Board's packet.

Mr. Frazier said he did not write it down, but noticed several line items where funds were moved into other accounts. He thought the only person who could approve transfers of funds was the Board.

Chairperson Russell read thank you cards from Ms. Perry and Ms. Leath for plants received during their period of bereavement. Also she thanked everyone for their acts of kindness shown during her family's time of bereavement.

#### **ANNOUNCEMENTS**

**Spring Break – March 28-April 1, 2016**

**NSBA Conference – Boston, MA – April 8-12, 2016**

**EXECUTIVE SESSION #2:** Ms. Jenkins moved that the Board enter into Executive Session #2 for Personnel 9:30 P.M. Mr. Hall seconded. The motion was approved by unanimous vote.

**OPEN SESSION:** Ms. Jenkins reported the Board returned to Open Session at 10:25 P.M. No action was taken on Personnel discuss in Executive Session.

**ADJOURNMENT:** The Meeting was adjourned at 10:25 P.M.