

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

**MONDAY – NOVEMBER 19, 2012 – 6:00 P.M.
ALLENDALE-FAIRFAX HIGH SCHOOL – MULTI-PURPOSE ROOM**

The **Regular Monthly Meeting** of the **Allendale County Schools Board of Trustees** was held on **Monday, November 19, 2012**. At 6:00 P.M. the Board held the Swearing in of new Board Members and then went into Executive Session to discuss Personnel. The Meeting was held at Allendale-Fairfax High School in the Multi-Purpose Room. The news media was notified and present.

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

FROM THE DISTRICT OFFICE: Dr. Harold McClain, Superintendent
Kedra Rivers, Director of Personnel
Charles Tillotson, Director of Finance
Patricia W. Pringle, Recorder

CALL TO ORDER: Chairman Priester called the Meeting to order at 6:05 P.M.

MOMENT OF SILENCE: A Moment of Silence was held.

OATH OF OFFICE FOR NEW BOARD MEMBERS: Chairman Priester welcomed new Board Members to their first meeting since being elected. He administered the Oath of Office to Wilda Robinson, Alonzo Frazier and returning Board Member Timothy Hall.

EXECUTIVE SESSION: Mr. Hall moved to go into Executive Session at 6:11 p.m. to discuss Personnel. Ms. Smith seconded. The motion was approved by all.

Mr. Frazier asked if the Board would consider going into Executive Session at the end of the meeting. Chairman Priester said if the Board held Executive Session at the front end of the Meetings they could vote on items discussed in Executive Session, while the public is present. At the end of the Meetings most people have left when the Board returns from Executive Session. But this item can be discussed.

OPEN SESSION: Ms. Robinson moved that the Board come out of Executive Session at 7:07 p.m. Mr. Hall seconded. The motion was approved by all.

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

ELECTION OF BOARD OFFICERS: Dr. McClain moderated the Meeting at this juncture.

Nominations for Board Chair: Mr. Priester nominated Ms. Valaree Smith as Board Chairman. Mr. Frazier nominated Ms. Wilda Robinson as Board Chair. Mr. Frazier moved that nominations for Board Chair be closed. Mr. Priester seconded. The motion was approved by all. Mr. Frazier, Mr. Hall and Ms. Robinson voted in favor of Ms. Robinson as Board Chair. Mr. Priester and Ms. Smith opposed the nomination. The motion passed with a 3-2 vote.

Nominations for Vice Chair: Ms. Robinson nominated Mr. Frazier. Mr. Priester nominated Mr. Hall. Mr. Hall declined the nomination. Ms. Robinson moved that the nomination comes to a close. Mr. Hall seconded. The motion was approved by all. Mr. Hall, Mr. Frazier, Ms. Robinson and Ms. Smith voted in favor of Mr. Frazier as Vice Chair. Mr. Priester opposed the nomination. The motion passed with a 4-1 vote.

Nominations for Secretary: Mr. Hall nominated Ms. Smith as Board Secretary. Mr. Frazier nominated Mr. Hall. Mr. Hall declined the nomination. Mr. Hall moved that the nominations come to a close. Mr. Frazier seconded. The motion was approved by all. The nomination for Ms. Smith as Board Secretary was approved by all.

Chairperson elect Ms. Robinson asked the outgoing Chairman to continue with tonight's Meeting.

APPROVAL OF MINUTES: Mr. Hall moved to approve the Minutes of the October 29, 2012 Regular Monthly Board Meeting. Mr. Frazier seconded. The motion was approved by all.

PUBLIC COMMENTS: None

GOOD NEWS

USC-Ruth Patrick Education Science Center Award: Ms. Gloria Allen and Dr. Gwen Johnson said each year the Center recognizes a K-12 Administrator who demonstrates excellence in the area of leadership, student achievement and promotes a lifelong love of Math and Science. The Center's Board voted unanimously for the person receiving this award tonight. The person receiving the award tonight was selected for his vision of promoting excellence in his school and supporting the teachers in his school. This person focuses on what is the best thing for children. The Robert E. Alexander Outstanding K-12 Administrator of the Year Award was presented to Allendale-Fairfax High School Principal, Mr. Ron Youmans.

Clean Sweep Award: No award was presented tonight.

APPEARANCES BEFORE THE BOARD

FY 2012 Audit Report – McAbee, Talbert & Halliday: Mr. Talbert said his firm completed the Audit of the financial statements for the year ended June 30, 2012. Under professional standards it is a clean, unqualified opinion and this is what the Board is looking for in the audit report. This is management financial statement. Footnote 1 to the financial statement includes the accounting policies of the District. Highlights: 1) page 33 this is a summary of the general funds, original and final budget, no modifications to the budget this year; \$12.6 million was budgeted in revenues and the actual revenues was \$13, 195 million (revenues exceeded expenditures by \$749,346); 2) pages 34-39 is a detail of the summary budget of the general fund (boards use this information when preparing for the next year's budget); 3) page 15 puts into context the general funds operations for the year. It shows the revenues and expenditures for all the funds.

Chairwoman Robinson asked about the deadline for submitting the Audit. Mr. Talbert said December 3, 2012. She also said she noticed several variances such as finance and services – 300 purchased services. The Finance Director said some of this is for consultants who are working in the District and are not salaried employees. Mr. Frazier said this a lot to consume in a matter of minutes and asked for the information earlier to stay in compliance to meet the deadline.

Chairwoman Robinson moved to receive the report presented by the Auditor as information. Mr. Frazier seconded. The motion was approved by all.

Healthy Learners – Ms. Pauling-Jones, Executive Director: Ms. Pauling-Jones appealed to the Board for funds for this school year. She said the program is operating in 6 different counties serving about 144 schools across the State. Along with Ms. Shelly Thomas and Ms. Gwen Walker, who see the children, know their parents and teachers and get the job done. Ms. Thomas said the Program started in 2005 and services provided include: 1) eye glasses for children; 2) over 90 children have been served this year; 3) medical services and other needs. Ms. Pauling-Jones said the economy has impacted Healthy Learners, but the support from the community meeting has been great. Thanks to Ms. Lottie Lewis and Mr. Cohen for their support of the program. Healthy Learners is part of Sister of Charities. Please continue your support for Healthy Learners. Mr. Frazier said this group has been doing a great job of helping children to have a better, healthy life and he will be making a personal donation.

Mr. Priester said last year the District supported the group with \$10,000. Mr. Frazier moved that the District give a donation of \$10,000. Mr. Hall seconded. Mr. Frazier said look at the budget in the years coming, this organization is having problems with funding and he would like to see the District do as much as possible. The motion was approved by all.

CONSENT AGENDA ITEM

Discipline Reports: Dr. McClain said this is a more detailed Discipline Report. Mr. Frazier said he would like to see bullying in the District discussed. Ms. Smith said she would prefer the names of the students and teachers be left off of the Reports. Chairwoman Robinson said she

would like to hear more about discipline interventions at a later date from administrators and hope plans are in place to prevent discipline problems.

SUPERINTENDENT'S OFFICE

Atlantic Research Partners: Ms. Mathis presented a PowerPoint on MAP highlighting: 1) what is MAP; 2) testing dates and testing specifics; 3) the importance of MAP and 4) how parents can help their child with MAP testing.

School Report Cards & 2012-2013 Action Plans

Ms. Merritt, Principal FES presented a PowerPoint presentation and highlighted: 1) PASS test results for 2011-2012 in ELA, Math, Science and Social Studies; 2) an Action Plan that included communicating the District's goals; buy-in from all stakeholders; quality instructional planning and the implementation of differentiation of instruction; 3) having high expectations for students; 4) promoting collaboration between core content and related arts teachers and 5) promoting a professional and positive school climate.

Mr. Frazier said looking at the Report Card the Absolute Rating is at "At-Risk". What are we doing about parent involvement, to motivate parents to get them more involved? Ms. Merritt said several evening programs are centered around parents, such as spaghetti dinners, an open door policy and when parents come into the school they get a visitor pass and they are escorted around the school. They also have a parent contact log, teachers call parents several times a week and there must be positive as well as negative. We have been sharing the data with parents and have been honest with parents and giving them a sense of hope. Mr. Frazier said how do we get teachers in the District and how are we going to step outside the door to touch the community.

Ms. Smith said the Board can brainstorm to have workshops and come up with ideas and suggestions to address parents and provide answers to parents.

Ms. Leath, Principal AES presented a PowerPoint presentation. The schools Action Plans mirrored each other's. However, Ms. Leath said Allendale Elementary Schools Absolute Rating has moved from "At-Risk" to "Below Average." She said it is some growth, but not where they want to be.

Chairwoman Robinson asked about the Coaches and Parent Liaison and what their roles are. Dr. McClain said they are paid thru Title I, Palmetto Priority and SIG funds are supporting these curriculum initiatives. The focus is away from the program and improving people, improving the performance of teachers and spending money on staff development for teachers. Mr. Frazier asked what is being done outside of the school building to connect with parents. Ms. Leath said the Parent Liaison is working on this and they will discuss how they can go outside to connect with parents. Mr. Frazier said Dr. John Lane from the SDE has information on what happens when children don't succeed at the elementary level. The District may want to contact him.

Mr. Hemby, Principal AFMS presented a PowerPoint presentation. Again, the schools Action Plans mirrored each other's. However, Mr. Hemby highlighted: 1) the schools Absolute Rating is still "At-Risk" they are making gains; 2) restructured the schedules of students who did not meet

the criteria in English I and Algebra I and 3) Coaches meet weekly sharing ideas on using DesCartes and they are utilizing the SDE website for information on effectively planning and monitoring.

Chairwoman Robinson said for 8th grade the Math and Science data for 2012 is missing. Mr. Hemby said the information was not available and they will write back to the SDE and find out what happened. She said several middle school parents said students did not have textbooks. Mr. Hemby said every student at AFMS has a textbook. They find textbooks lying around and call students to come and get the book. About 99% to 100% of students have textbooks. At the beginning of the year the SDE had a hold on some books, but they have come in. Ms. Smith asked about the incentives in the Plans for teachers to come to work. Mr. Hemby said this is in trying to build capacity. We want to find a way to express to staff the need to come to work. In looking at the data they saw teacher attendance problems and are trying to work on this and put some things in place. Mr. Frazier asked about communicating with parents outside the building. Mr. Hemby said they want to start visiting churches, putting their faces in the building and attending functions in the community. Mr. Frazier said from 1999 until now the Middle School has been behind. He would love to see what the Board can do to fix that problem. When we see a failing Report Card that means children are failing. It is not about criticism but fixing.

Mr. Youmans, Principal AFHS presented a PowerPoint presentation which was also included in the Board's packet. He asked the Board if they had any questions. Chairwoman Robinson said high school is the end of a 13 year journey. These are the young people we are sending out in the world. She is concerned about: 1) the number of students eligible for Life Scholarships has gone down. Target what we need to do to make more students eligible; 2) the Career and Technology programs, the percentage of students who participate have gone down. She would like to see a serious discussion to bring some of these programs back. Dr. McClain said the District is looking at the vocational programs and addressing a STEM program for K-12 students. Mr. Frazier asked the same question about reaching out to the community. Mr. Youmans said they have been talking about this in the SIC Meetings and at the next one they will ask the parents about this. Mr. Frazier asked if the District is writing grants to support programs for students who will not go to college. Dr. McClain said the District entered into a partnership with Orangeburg 4 and several other school districts to apply for a competitive *Race-to-the-Top* grant. There is no formal grant writer in the District.

Dr. Francis, Director of Allendale-Fairfax Learning Center/Adult Education presented a PowerPoint. After the presentation Chairwoman Robinson said she would like to see the enrollment for the GED and other components. Dr. Francis said the State will only fund the Adult Education program based on performance and not so much on enrollment. The District is in tough competition with Denmark Tech because they offer dollars for students to attend their program. Lunch is now provided for Adult Education students.

Golden Vanguard Band Report: Ms. Gates, Band Director 1) recognized and thanked Ms. Mitchell and Ms. Phoenix her Band Parents for their help and support; 2) from August 6-10 when Band Camp was held the number of students joining grew from 20 to 53 students. They had to turn some students away because it was time for the marching band season to start; 3) the Band performed at the Veterans Day program, half-time shows at SCSU and Savannah State; 4) they are planning a trip to Atlanta, GA for Battle of the Bands and a banquet for the students; 5) she is looking at forming a Pep Band to play at the basketball game and will have a concert band; 6) currently the Band has uniforms that have been passed down, but this is not working out well and 7) students are learning and are excited. Chairwoman Robinson said when the Band Director first came into the District they wanted the Band to play for Rep. Clyburn. However, the Director felt the Band was not ready, but after some persuasion the Band performed. Rep. Clyburn was impressed with the Band's willingness to participate, so she will contact him and ask if he can provide the Band with any assistance. Mr. Frazier made a motion that the Band Director sit down with the principals and bring a proposal back through the Superintendent to see what can be done to support the band. Chairwoman Robinson seconded. The motion was approved by all.

PERSONNEL REPORT: Ms. Rivers, Personnel Director asked the Board to approve the recommendation made to hire AR as a certified teacher. Mr. Frazier moved to approve the recommendation. Chairwoman Robinson seconded. The motion was approved by all.

Ms. Rivers asked the Board to approve the recommendation to take action on the certificate of BS. Chairwoman Robinson moved to approve the recommendation. Mr. Hall seconded. The motion was approved by all. Mr. Frazier asked about getting certified teachers and for the Board to sit down and discuss this, funding and look at colleges and universities to spread our news in a pro-active way.

FINANCIAL REPORT: Interim Director of Finance, Mr. Tillotson said the Board could have a workshop as has been done in the past to talk about how the District did last year.

Budget Change Report – October 1-31, 2012 – an allowance is made for budget movement within the activity funds and transfers between services and supplies. See page 2 which is the report thru the end of October 2012. As of October the District has yet to receive any local funds, but should receive these in January. For most districts this creates a cash flow problem, but for Allendale the District have just under \$3 million in cash on hand. EFA funds received to-date is about 67% of the budget. On the bottom of page 2, property tax relief, most will be received in December. The District has already paid half of the property insurance and will be paying the other half soon. Chairwoman Robinson said will the District look at a TAN to cover expenses until property taxes come in. Mr. Tillotson said no the District should not have to do a TAN. The District took out a TAN, but does not expect to use any of these funds.

Mr. Frazier said travel funding for JROTC have been cut. He would like the Board to look at this. He looked at the transparency report on the website and said it has not been updated since July.

ANNOUNCEMENTS

Regular Monthly Board Meeting – Monday, December 17, 2012

SCSBA Annual Convention & New Board Orientation – Myrtle Beach – February 21-24, 2013 (*Hotel & Registration Opened November 16, 2012*)

NSBA Annual Convention – San Diego, CA – April 13-15, 2013 (*Registration & Housing Opened October 17, 2012*)

Dr. McClain introduced Mr. David Sundstrom, Vice President of Atlantic Research Partners.

Chairwoman Robinson said she intends to be an active Board Member and will visit the schools. Chairwoman Robinson made a motion to request copies of the Superintendent's current and previous contracts and all evaluations. She also requested copies of all administrative, District Office Staff, consultants, mentor and Academic Coaches. The request should include name, title, salary, assignment, contract, job description and copies of last 3 evaluations. Also requested is the current agreement with the EMO (Atlantic Research), a list of administrative, Academic Coaches, consultants and mentors by name, title, salary, location assigned, contract and job descriptions. She needs the information by November 30th. Mr. Frazier seconded the motion. Ms. Smith asked why it would have to be in the form of a motion. Chairwoman Robinson said she would like it to be in the form of a motion and be part of the records. Mr. Frazier, Mr. Hall and Chairwoman Robinson approved. Ms. Smith and Mr. Priester opposed the motion. The motion was approved by 3-2 vote.

ADJOURNMENT: The meeting was adjourned at 9:57 p.m.