

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

MONDAY – SEPTEMBER 28, 2015 – 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, September 28, 2015. At 6:00 P.M. the Board went into Executive Session to Discuss Personnel Resignations, Salary Requests, Title Change, Position Change and Act 155 Petitions. The Meeting was held at Allendale-Fairfax Middle/High School in the Multi-Purpose Room. The news media was notified.

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

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

CALL TO ORDER: Chairman Hall called the Meeting to order at 6:08 P.M.

MOMENT OF SILENCE: A Moment of Silence was held.

APPROVAL OF AGENDA: Ms. Robinson moved to approve the Agenda as presented. Ms. Russell seconded. The motion was approved by unanimous vote.

EXECUTIVE SESSION #1: Ms. Jenkins moved to go into Executive Session #1 at 6:09 P.M. to discuss Personnel Resignations, Salary Requests, Title Change, Position Change and Act 155 Petitions. Ms. Russell seconded. The motion was approved by unanimous vote.

OPEN SESSION: Ms. Russell moved to come out of Executive Session #1 at 7:05 P.M. Ms. Jenkins seconded. The motion was approved by unanimous vote.

APPROVAL OF MINUTES: Ms. Russell moved to approve the Minutes of Monday, August 24, 2015 Regular Monthly Board Meeting. Ms. Robinson seconded. The motion was approved by unanimous vote.

PUBLIC COMMENTS: None

BOARD OF EDUCATION:

SCSBA 2015 Certification of Delegates for Delegate Assembly: Chairman Hall will not be attending this Meeting. Ms. Jenkins will serve as the delegate. Ms. Russell will serve as the alternate.

SCSBA Accidental Death and Dismemberment Policy: For information only.

CONSENT AGENDA ITEMS

Discipline Reports: Ms. Jenkins said she had a concern about a lot of fights in the schools and class disruptions. With all the fights and defiance it affects the students learning. How are we addressing these issues? AES reported 30% fighting; 20% class disruptions; AFMS 33% fighting and defiance and AFHS 29% defiance and 21% class disruption. Ms. Hall, AFMS Principal said they had 3 or 4 fights at the Middle School and for each fight they called the parent in for a conference; 2 happened in PE – so you have to look at the total numbers, not the percentages. The percentage is based on the total number. Ms. Jenkins said she has been hearing the students disrespecting the teachers and this is concerning. I want the teachers to understand we have their backs and they don't have to tolerate a child cussing them. I don't want the people who work in the schools to become stressed out because students are misbehaving. What can the Board do? I see what is on paper. I am not blaming anyone, our students and parents can do a little better. Ms. Hall said they call the parents in, some come and some don't and if they don't come there is nothing the school can do. We have Parent Liaisons that go out. Ms. Russell said at AES they have fights 2 or 3 times per day. I know it is parents not coming or participating. She heard the teachers are intimidating to the students and if the child goes to the office they are sent back to class. Some students want to learn. If there is anything she can do to make a difference, maybe the Board can talk to the parents and try to make a difference. Mr. Frazier said the Board needs to talk about accountability and responsibility. The Board and Supt. must set some standards for parents. Parents need to come and babysit their child who are doing these things. We need policies that will have some teeth.

SDE Auditing Service (March 16, 2015): Ms. Williams said she wanted the Board to know the plan that was taken by the SDE Office of Auditing Services. All of this has been corrected which was from the 2013-2014 school year the Nutrition Cluster Grant. The Corrective Action Plan has been submitted and the actions completed.

SUPERINTENDENT'S OFFICE:

Construction Update – Mr. Lawrence, Brownstone: Ms. Williams said Mr. Lawrence had an emergency and would not be able to make the Board meeting until 8:00 p.m.

Attendance/Truancy – Mr. Everett, Attendance Supervisor: Mr. Everett gave the Board the District Truancy Plan and a proviso from the SDE 2014. 1) the District's Truancy Plan is in place and mirrors State expectations; 2) meets monthly with the Power School clerks to address needs as they relate to the schools; 3) the District has a stronger partnerships with DJJ and DSS; 4) utilize the Parent Liaisons; 5) Alternative School is a State mandated intervention; and 6) the Policy requires the District to make all reasonable

efforts to contact the home and make parents aware of excessive absences. Mr. Frazier said please submit the information beforehand so if the Board have questions and get an understanding beforehand. Ms. Williams said they will put together a PowerPoint presentation for the Board and highlight what the new changes are. Mr. Frazier said bring numbers on how many students are truant. Ms. Robinson said one of her concerns is from elderly people who see a lot of young men walking the street during the day. And the question is why they are not in school. She said her question is do you know their names or how old they are. These students may be dropouts. A student was in the 10th grade last year, and did not return for this 11th grade year and received no requests for records from another school district. What happens to these students? Mr. Everett said students have a unique ID number and people who have access to the system can check to see if the child entered another district. Parent Liaisons go out to the home and check on students who have not reported back to school and we call them. Ms. Robinson asked about students who are on campus, but skip classes. Mr. Everett said if this is the case it's a school-based incident, the system does not catch skipping but daily attendance and he informs the principal.

Guidance Procedures – Mr. Brandy burg, AFHS Guidance Counselor: he gave the Board a handout, which will be given to seniors on Senior Night. SAT and ACT registration currently 25 students have registered for October 3 and 24th. Registration for SAT has started for November and ACT in December. All seniors have taken the SAT at least once. The PSAT will be administered to sophomores. Over the last 4 years 70% of students have taken the SAT or ACTS and 30% have taken the ASVAB. Other services provided by guidance includes finding/helping students find scholarships; classroom guidance; outside program opportunities; emerging scholars; Upward Bound and Governors School. Thirteen students are taking dual credits at USC-Salk and 30 at Denmark Tech. Ms. Russell asked if the credits from USC-Salk was transferable. Mr. Brandyburg said the credits are transferable. Students who want to go to Tech schools are encouraged to take the Compass Test. Students are encouraged to apply to at least 3-5 colleges. They have met with students wanting to attend the Governors School and are working with a representative from the Governors School. Currently there are about 6 students who have a strong possibility of getting in if they are interested. Ms. Robinson asked about sessions for parents to help explain the process to them. Mr. Brandyburg said Wednesday is Parents' Night and in about 2 weeks will have one for juniors and in October College Night is scheduled.

Adult Education – Mr. Robinson, Director: presented a PowerPoint presentation. Highlights: 1) programs housed at the Center are the AFLC, Adult Education and the AND Program; 2) 12 students are enrolled in the AND program, 9 males and 3 females; 3) students use Odysseyware for work; 4) the AND program is a transition program for students that were in the Alternative School and some transitioned back to high school and 5) the Program is also for over-aged students in their grade level and for those with some discipline issues.

School Uniforms – Amendment #1: Ms. Williams said this was updated at the Special Called Meeting on September 21, 2015. These revisions are suggestions from the administrators. The changes are in bold print and underlined. Ms. Russell asked when the

changes would go into effect. Ms. Williams said no specific date was discussed, for example if the change was shoes, they would give parents time to comply. Principals said they did not have a high number of noncompliance. The color of the coats was not addressed. The principals want to do some observations on coats “characters” on coats and bring the recommendations back in the spring. The Board members said they have no plans to drop the school uniform policy. Ms. Jenkins said let parents and the community know about the changes and the uniforms are here to stay. Communicate using the call system, Facebook, etc. to inform parents.

Technology Insurance Fee: Ms. Williams said many students in the District qualify for free and reduced lunch so she is asking the Board to look at reducing the Technology Insurance Fee from \$50 to \$25. Ms. Russell asked about parents who already paid \$50. Ms. Williams said parents could complete a W9 and request a refund or keep the amount on the books and use the funds for next school year. Ms. Russell moved to accept the recommendation. Ms. Jenkins seconded. The motion was approved by unanimous vote.

Direct Deposit: Ms. Williams said information was forwarded to the Board on the rationale of all employees having their check Direct Deposited. Ms. Grant, Finance Director highlighted: 1) ACS upgraded to Smart Fusion for the accounting system in an effort to become paperless; 2) asking all full time staff and subs to sign-up for Direct Deposit; 3) thru employee self-services everyone will have a username and password and they can print their check deposit slips; 4) a lot of companies have done this a long time ago; 5) saves the District money and time on special paper and cartridge to print the checks; 6) would like to start January 1, 2016. Ms. Robinson asked what percentage of employees does not currently have Direct Deposit. Ms. Grant said about 10% of employees do not have Direct Deposit. Ms. Robinson moved to approve the transition to Direct Deposit at the timeframe for all employees. Ms. Russell seconded. The motion was approved by unanimous vote.

Anne Frank Exhibition: Ms. Williams said AFMS will host the exhibit in October for about 4 weeks. They will send trainers from the foundation to serve as tour guides for the exhibit. Teachers from other parts of the State will come to Allendale for training. October 15th is the start date for the exhibit. The upper elementary students will be attending and invite neighboring districts to come in for a field trip. Afternoon dates for the community to come in and view the exhibit will be scheduled.

Dates to Review Updated Policies – October 5th or October 12th: Ms. Williams asked the Board to review their calendars to see which date works best for them to review the policies. The date was decided for October 12th at 6:00 p.m.

Test Scores: Ms. Williams said the State will be delayed in sending out test data. But SAT and ACT results have been received. The District showed a 46 points increase for students on the SAT, but some work needs to be done based on State results. ACT results saw an increase in means scores, but about 5 points below the State in the means score. Mr. Frazier asked for a summary of the test scores. Ms. Williams will send the Board the link to review the information.

Mr. Lawrence, Brownstone: presented a handout to the Board and said he will talk about the wing for the AES Campus. Specifically about taking care of the needs based on the number of dollars the District has: 1) one of the options is to build a building from concrete blocks but they are suggesting metal studs framing; 2) cited Memminger Elem. in Charleston the total square foot 78,000 – the total cost \$15,821,000, student population 500-600; 3) see handout for the case studies; 4) cannot do a wood frame construction because of fire codes; 5) option A for a Primary School 17,263 square feet; 6) option B for 16,894 square feet; 7) the civil engineer would have to study the current bus and car traffic entering and exiting the school; 8) Ms. Williams said the District is not interested in moving the facility closer to the highway; 9) the time frame for construction? Mr. Lawrence said he is not prepared to answer that question now. 10) square foot for classrooms are the same size, but what is different is the corridor space; 11) will give the Board the contact information for the schools shown in tonight's designs if they had questions; 12) use high impact sheet rock from 4" down is designed to handle heavy/high impact; 4" feet up is the cost saving sheet rock; 13) cannot answer questions on the cost of the two options presented; 14) Ms. Williams asked Ms. Youmans, LNS if based on where the classrooms are shown on the outline is that enough of a separation?? Ms. Youmans said yes. 15) Ms. Williams said the cost will be determined by metal studs framing or blocks. How much is the difference between concrete block and metal framing? Mr. Lawrence said the cost calculations will be done by Pepco. Mr. Depew said they could do this, but need a plan drawn up first. The difference between plans A and B is about 369 square foot. Mr. Frazier moved to go with Plan A at this time. Ms. Robinson seconded. The motion was approved by unanimous vote. Mr. Lawrence asked for a point of clarity would it be a full set of construction plans? It will still be schematic form. Ms. Robinson asked about a time frame for blocks and metal. Mr. Depew said the problem is getting OSF to approve the plans. They will try to have information back at the October Regular Monthly Meeting. Mr. Lawrence said it would be helpful to get some authorization to move forward. Mr. Frazier asked if they could meet at the October meeting earlier to visit the actual site of the building.

APPROVALS

Healthy Learners Support Request: Ms. Williams said for years the Board has provided support for the Healthy Learners initiative, transportation services. How much was allocated in the past? \$10,000 last year and Mr. Frazier said the year before it was \$15,000. Ms. Grant said this item was not in the budget. Other items would have to be reduced to give \$20,000. In the past some of the funds came from Food Service in 2012-2013 and these funds had to be repaid and some from Medicaid funds. The District cannot use Food Service funds anymore. Ms. Russell asked about the Flex Funds. Ms. Grant said everything is budgeted for a specific purpose. The District used some of the Fund Balance because of the shortage of about \$200,000 the Board voted to do this. They would have to move funds from one object to another. Ms. Russell moved to move some money around about \$20,000 for Healthy Learners. Ms. Jenkins seconded. Mr. Frazier said he is not opposed to assisting Healthy Learners; however, he hears Ms. Grant concerns about funds. He would like to stay at the same level and Ms. Williams and Ms. Grant have this as a budgeted item next year. He is saying give \$15,000 and 2016-17

have it in the budget. The motion was approved by unanimous vote to give \$20,000 to Healthy Learners.

3rd Reading Policy IJOC School Volunteers: Ms. Jenkins moved to accept the 3rd reading of Policy IJOC School Volunteers. Ms. Robinson seconded. The certified staff member may be the teacher, media specialists it depends on where the person is volunteering in the facility. Mr. Frazier had some concerns about how this was expressed in the Policy. Ms. Russell asked for a list of the volunteers. Ms. Williams said yes and Dr. Beckett has established incentives for volunteers. The motion was approved by unanimous vote.

STEM Field Studies Requests: Ms. Russell moved to accept the request. Ms. Jenkins seconded. Mr. Frazier said the request was not complete, parents, students. Do you want a school principal to chaperone a field trip when school is going on that day? Ms. Hall, Principal, AFMS said about 13 students are allowed to go and those are students already in the STEM Program. Ms. Williams said the teacher was waiting to get approval from the Board before soliciting information from the students. Mr. Frazier said do not hold back on the information, he is just requesting additional information. The motion was approved by unanimous vote.

African American Culture Center Request: the information was in the Board's packet from the African American Cultural Center. Ms. Jenkins moved to approve the recommendation that the Culture Center receive the artifacts from the old AES Building. Ms. Russell seconded. The motion was approved by unanimous vote.

Facility Use Request for Waiver of Fee: Ms. Williams said Policy KF Community Use of School Facilities, the District has received numerous requests to use the facility and waive the fee, but there is nothing in the Policy about this. For consistency they need to be on the same page, other requests have been brought before the Board. Ms. Robinson said Policy KF has provisions for waiver, but is not called this. She read the Policy which stated with approval from the principal or superintendent organizations can use the buildings. Mr. Frazier said in his training with SCSBA and advice from the attorney the District must be careful how they approve things of this nature. What it does is give other groups like the KKK and Republican Party must be given the same waiver. Ms. Robinson said the Board would have to look at the purpose for the waiver. Ms. Williams said they just want clarity on the Policy, expressly for what will be waived. Make sure organizations have liability insurance if something happens or does it fall back on the District. Other Districts get specific in their Policy on what is waived. Ms. Russell moved that this could be tabled until the October 12th Meeting on the Policy. Ms. Robinson seconded. The motion was approved by unanimous vote.

PERSONNEL: Ms. Rivers, Director of Personnel asked the Board to approve the recommendation presented in Executive Session #1. Ms. Robinson moved to approve the recommendations as reviewed in Executive Session 1. Ms. Jenkins seconded. The motion was approved by unanimous vote.

FINANCIAL REPORTS: Ms. Grant, Finance Director said the information was in the Board Packets. Local revenue was not coming in until late December and property taxes in January or February.

Budget Change Report: reflects transfers from one location or object to another that does not change the actual budget. Does not increase or decrease the budget.

Board Travel July 1-September 10, 2015: Mr. Frazier said there is a difference in the amount of expenditures for Board travel. He will contact Ms. Grant about the information.

ANNOUNCEMENTS:

October 26, 2015 Regular Monthly Meeting – Allendale Elementary School

NSBA Convention – Boston, MA – April 9-11, 2016 (Registration and Hotel opens October 28, 2015)

ADJOURNMENT: The meeting was adjourned at 10:20 p.m.