

BOARD OF TRUSTEES – REGULAR MONTHLY MEETING

MONDAY – JULY 30, 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, July 30, 2012. At 6:00 p.m. the Board 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: Charlie Cave
Timothy Hall, Vice Chairman
Willie Priester, Chairman
Valaree Smith, Secretary

ABSENT: Cheryl Mole

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

7:00 P.M. CALL TO ORDER: Chairman Priester called the meeting to order at 7:07 p.m.

OPEN SESSION: Mr. Hall moved to come out of executive session at 7:08 p.m. Mr. Cave seconded. The motion was approved by all.

MOMENT OF SILENCE: A moment of silence was observed.

APPROVAL OF AGENDA: Mr. Cave moved to approve the Agenda. Mr. Hall seconded. The motion was approved by all.

APPROVAL OF MINUTES: Mr. Hall moved to approve the Minutes of the June 25, 2012 Regular Monthly Meeting. Mr. Cave seconded. The motion was approved by all.

PUBLIC COMMENT

Mr. Paul Morse said he is a former teacher who taught at AFHS and AFMS. Mr. Morse said he wanted to be helpful and made the following comments: 1) one of the big issues facing the District is teacher turnover, due to student behavior, not money; 2) the District states it has high expectations for students, but statistics don't line up with what is said; 3) statistics for AFMS 70% of students are not proficient on PASS tests; 4) the retention rate in 2011 was 2.5%, but more than 70% of students are not meeting standards; 5) teachers are pressured not to fail too many students and 6) if children don't measure up give teachers the freedom to let the children know on their Report Card.

SCSBA – FY 2011-2012 Boardmanship Institute Recognition: Dr. McClain said the South Carolina School Boards Association provides continuous in-service training to board members. Ms. Smith was recognized for reaching Level 3 and received a certificate and a pin. Mr. Hall and Ms. Mole were recognized for reaching Level 4. They also received a certificate and a pin. Ms. Mole was absent.

BOARD REPORT – NSBA Southern Region Conference. Ms. Smith and Ms. Mole attended the conference in Biloxi, Mississippi. Ms. Smith reported: 1) a lot of the topics focused on what took place during hurricane Katrina and what happened and what the schools had to do to rebuild; 2) are most districts ready or prepared to come back from such conditions and start school in a couple of weeks or months; 3) where would the funds come from and how would displaced students be handled; 4) how are we looking at the children, do we believe in them and do we care about them and do we desire for them to be all they can be; 5) a superintendent stressed let's stop talking about being good and start being great. But do we believe this – do our students see greatness in us – do they see this in us – this is something we must focus on as leaders.

SUPERINTENDENT'S OFFICE

Introduction of New District Staff: Dr. McClain introduced Ms. Melinda Merritt the Principal of Fairfax Elementary School and Ms. Michele Grant, Assistant Principal at AFMS. Dr. Johnelle Sherald, Curriculum Coordinator thru the EMO, Atlantic Research Partners.

Legal News Brief – Boykin & Davis – Agenda Amendment: for information only.

AFMS Transformation Update – Mr. Holiday, Principal highlighted: 1) they presented to the State Department of Education on July 11th and the Plan was accepted without recommendations; 2) the first dimension dealt with implementing a career for college prep and life skills. Continue to provide English and Algebra I; 3) the District hired a Curriculum Facilitator from Atlantic Research Partners, Literacy and Numeracy Coaches have been hired; 4) the schedule have been revamped for increased teaching duties for the Career Development

Facilitator; 5) dimension 2 is to create a flexible learning environment to accommodate all learning styles. Transition teachers will be utilized at AFMS; 6) dimension 3 includes exploring an adaptable means of intensity as it relates to curriculum delivery; 7) revamping PBIS to include additional incentives for students and teachers; 8) dimension 4 is improving the transition from elementary to middle to the high school. The Guidance Counselor is working on a plan and in conjunction with the high school Guidance Counselors to make sure rising 9th graders are registered before they leave AFMS; 9) dimension 5 is to employ research based methods of instructional delivery; and 10) dimension 6 is to recruit, train and retain qualified teachers and school leaders whose evaluations are tied to student achievement.

Chairman Priester said in light of the changes occurring will the students be oriented quickly to the paradigm shift. Mr. Holiday said they have to be. It includes all stake holders so they need to know what is going on, why it is going and why it is so important. Ms. Smith asked if all teachers are attending the Summer Institute. Mr. Holiday said the ones they have hired are attending.

District Summer Institute – Dr. Sherald, Atlantic Research Partners: introduced from Atlantic Research Partners: 1) Mr. David Sundstrom, Co-founder and President; Ms. Amy Mims, Senior Vice President; Ms. Michele Mathis, will be working at AFMS with Mr. Holiday for support and Literacy among all 4 schools; Ms. Deidre Brown is assigned to FES, will be working with the Principal at FES. She is a Special Education Specialists and will be working with all 4 schools in Special Education; Mr. Scott Flowers is assigned to AFHS and will be working with the Principal there. He will also work on high school Literacy and college preparedness. Atlantic Research is still searching for one person to work at AES.

District Summer Institute, Dr. Sherald: today was the first day for the Summer Institute. We were tired and excited. Teachers were excited and the Summer Institute went well. A copy of the Summer Institute sessions was included in the Board's packets. Some session included: 1) balance literacy; 2) brain based strategies for elementary schools; 3) measures of academic progress; 4) common core standards and 5) differentiation. Everyone had to attend the 3 hour long session – the Power of Teaching. Ms. Jamison and Ms. Allen also presented at sessions. Teachers were given an opportunity to provide feedback on what they thought the needs are and the support they need.

Mr. Hall asked if the information was available for teachers who did not attend the session. Dr. Sherald said the PowerPoint will be available on the website and they will have an opportunity to participate in these sessions later. Plans will be made for additional sessions during the year.

Paperless Board Meetings – BoardDocs – Ms. Jamison, Technology Director the PowerPoint was included in the Board packets. Ms. Jamison said she was asked to investigate the opportunity for the Board to go to paperless board meetings. She highlighted: 1) the company contacted was BoardDocs and looking at Apple iPad's for Board Members; 2) current Board

packets presently may be up to 100 pages per packet. Packets are hand delivered to each Board Member which is approximately 50 miles; 3) paperless meetings would reduce the delivery time, save on paper and give the Board an opportunity to increase transparency. Information that can be made public will be on the website; 4) this will also increase efficiency and document management. Information will be stored over the “cloud” on the internet and accessible by any computer that can access the internet; 5) information is stored over 2 data systems and this will help protect the information in case of a disaster. Information is backed-up daily and 24/7 support is available; 6) the system allows for the searching of all previous documents and meetings. The Board can look at information from other school districts; 7) personnel from the company will visit the District and work with the Board Recorder on setting up the system and provide hands-on training for all Board Members; 8) the system will load any file types, Words, PDF, video or audio recordings; 9) districts using BoardDocs in SC are Greenville, Fort Mill 4, Richland 2 and Fairfield; 10) will store up to 10 years of board meetings information. After 10 years the company will save the information and return it to the District; 11) two versions of BoardDocs are LT and Pro. Most schools started with LT and moved to Pro; 12) the cost for LT is \$2,700 per year; plus \$1,000 set up fee; iPADS for Board Members \$2,395. The total cost for the first year is \$6,094. The price will increase if Broadband cards are purchased; 13) with Pro the cost increases significantly. The cost for the first year is \$12,000; plus \$1,000 set up fee and the cost of the iPADS. The total cost for the first year is \$15,394; and 14) suggested the Board Recorder and other interested Board Members visit a Richland 2 Regular Board Meeting which are held on the 2nd Tuesdays of the month at 7:00 p.m. and see how this works in a live board meeting or Board Members can view an informational BoardDocs webinar.

Mr. Hall asked if administrators can upload to a BoardDocs file, taking some of the responsibility off the Board Recorder. Can District Office Administrators or principals upload to a file? Ms. Jamison said she would double check. They may be able to do this in the Pro version, but not the LT version. Administrators would send their documents to the Board Recorder and she would upload the information. Chairman Priester asked during the initial phase of the setup how other school districts have handled 3 to 10 years’ worth of minutes. Ms. Jamison said Fairfield School District is in their 2nd year of using BoardDocs. She is not sure how long Richland 2 has been using BoardDocs. Our Minutes are currently on the website and I will ask them about current Board Minutes and if they can be uploaded.

Student Release Request: for information only.

Back to School Health Fair/Expo – August 11, 2012: Dr. McClain said Mr. Everett had a class tonight and cannot be present. Dr. McClain said a flyer was included in the Board packets. The Expo is scheduled for 10:00 a.m.-2:00 p.m. at Allendale-Fairfax High School. There will be entertainment, activities and school supplies. This year the District does not have the large sponsors as they did last year.

Ms. Smith asked if the community group formed during the Transformation Plan was included in the planning of the Back to School Health Fair/Expo. Dr. McClain said he was not sure since Mr. Everett is in charge of this activity.

APPROVAL

General Bond Obligation – Mr. Bob Damron, Southwest Securities: 1) a handout was given to the Board. Mr. Damron said he has been a financial advisor to the District for a number of years; 2) presenting tonight an analysis of the District's debt structure and how bond are paid; 3) the only 2 bond obligations the District has, one done about 9 years ago with a balance of \$875,000 at a 3% interest rate. This bond is scheduled to be paid off in 2015. The 2nd one is the special obligation bond for the roof replacement at AFHS and other repairs. This has been paid down to \$4.8 million dollars with a maturity date of 2018. This bond has a call provision of December 2014. This is the date the District can go back to the bond holder and call all old bonds in. Paying them off and stopping the interest accrual; 4) since 2008 you have instructed us to try to keep the debt service cap at no more than 32 mils because the Board does not want a tax increase on the citizens of Allendale; 5) last year 2012 the District borrowed \$350,000 plus the interest; 6) the next couple of pages deal with how funds come in, the sources of revenues, mils are maintained at 32 mils; 7) the last page is the 8% debt calculations. The funds reflected are like rainy day funds – not actual money, but you can borrow money in the case of a disaster. Mr. Damron is asking for the approval of a blanket resolution, similar to all school districts in the pool. It authorizes the administration to sign the documents to borrow up to \$400,000 (maybe \$350,000). The District participates with SCAGO (South Carolina Association of Governmental Organizations) annual bond pool with other school districts. Hampton 1, Beaufort and Jasper are some of the districts in the pool.

Chairman Priester said Mr. Damron mention paying off the bond in a couple of years. If the rate is decreased in 2013 will this allow the District an opportunity to build on where it is now. This will help on the special obligation bond. Mr. Damron said when the District comes to the point of restructuring the special obligation bond, they will have the opportunity to go back into the market, with the success Allendale has had in making its payments, Allendale has proven its worth and he hopes to extend or lower the interest rate on the bond. Mr. Damron said he needs the Board to take action tonight to participate in the program. Mr. Cave moved to give Mr. Damron the authority to move forward. Mr. Hall seconded. The motion was approved by all.

FINANCIAL REPORTS: Mr. Tillotson, Interim Finance Director reported: 1) in the month of July the District does not spend a lot of money during this month. They don't have any reports for current operations in fiscal 2013 because they have not finished the month of July 2013; 2) pre-audit projections (the Auditors will be back in October with Auditors presentation in November); 3) adjustments to be made and claims on federal funds; 4) looking to have a break-even budget – no deficit – taking flex funds from some State resources for FY 2012 and repurpose them to support the new endeavors in conjunction with Atlantic Research Partners; 5)

the District is about \$100,000 over in local revenues based on information provided by the Treasurer. The State number is about \$7.6 million and 6) in terms of expenses the District is right on the money at \$7.2 million in payroll and benefits. In operating expenses the District spend less than anticipated and in service expenses. Part of this is because allowances were set up in the 2012 budget that did not come to bear.

PERSONNEL

Approval of Personnel Recommendations: Ms. Rivers, Director of Personnel asked the Board to approve the recommendations made in executive session. Mr. Hall moved to accept the recommendations coming from the Personnel Director. Mr. Cave seconded. The motion was approved by all.

ANNOUNCEMENTS

District Summer Institute – AFHS – July 30-August 2nd
Tuesday, August 14th – New Teacher Orientation
Wednesday, August 15th – Staff Opening Day – 8:00 a.m.
Monday, August 20th – First Day for Students

Ms. Smith said at the NSBA Conference in Mississippi they talked about an association for secretaries. She asked if the Board Recorder is a member. The Board Recorder will check with the SCSBA about the organization.

ADJOURNMENT: The meeting was adjourned at 8:18 p.m.