

ALLENDALE COUNTY SCHOOL
BOARD OF TRUSTEES - ADMINISTRATORS/PRINCIPALS GOALS

TUESDAY - AUGUST 9, 2016 - 4:30 P.M.
ALLENDALE-FAIRFAX HIGH SCHOOL - MULTI-PURPOSE ROOM

The Allendale County Schools Board of Trustees held a Special Called Meeting for the purposes of Parent Concern, Student Release Requests and Administrators/Principals Goals. The Meeting was held at Allendale-Fairfax High School in the Multi-Purpose Room. The news media was notified.

CALL TO ORDER: Chairperson Catherine Russell called the Meeting to order at 4:36 P.M.

MOMENT OF SILENCE: A Moment of Silence was held.

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

FROM THE DISTRICT: Leila W. Williams, Superintendent
Tamara Suggs, Principal AES
Sheila Leath, Principal FES
Darlene Hall, Principal AFMS
Seneca Baines, Principal AFHS
LaToya Dixon, Director of Curriculum
Shalonda-Brooker DeLoach, Transportation
Tonya Beckett, Director of State & Federal Programs
Constance Mays, Director of Special Services
Angela Grant, Director of Finance
Kedra Rivers, Director of Personnel
Patricia W. Pringle, Recorder

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

EXECUTIVE SESSION: Ms. Robinson moved to go into Executive Session at 4:37 P.M. for Parent Concern/Student Release Requests. Mr. Frazier seconded. The motion was approved by unanimous vote.

OPEN SESSION: The Board returned to Open Session at 5:35 P.M. Ms. Robinson moved and Ms. Jenkins seconded. The motion was approved by unanimous vote.

INTRODUCTIONS: By Board and Administrators.

PRINCIPALS/ADMINISTRATORS GOALS

Superintendent: Ms. Williams said the Board developed ambitious goals and thus the administrators established their goals. Mr. Hall asked about student achievement and making sure students are on grade level. Will they do a pre-assessment and use the data? Ms. Williams said at some level a tool is in place and at other levels no tool is in place, they will have to decide what the tool is. FES have a tool that may be able to be used up to grade 6. There is also Universal screener; following the child up to 6th or 8th grade; the assessments are given at the beginning of the year. But the teachers have pre-assessments they give at the beginning of the year to see where student is. The district will also do MAP assessment. Mr. Hall asked if Administrators could come back to the Board in October with the assessment. Ms. Robinson also asked for a presentation on benchmark, especially at grading period time. Ms. Williams said in the one-notebook there is a form for teachers to complete to see what students scored A, B, C, etc. and what the plan is to change the grade. This particular form is for teachers to use to also improve their teaching strategy. Also developed a rubric for data notebooks.

Division of Curriculum & Instruction: Dr. Dixon, Director outlined her Goals and Strategies for the District.

Allendale Elementary School: Ms. Suggs, Interim Principal at AES said there theme this year is "Team AES". She outlined the Goals and Strategies for AES. Ms. Green and Ms. Brabham also presented.

Ms. Robinson said she liked the concept of Team AES; but noticed no males on the team, how will you utilize your male teachers at the schools. Ms. Suggs said they will be assigned to committees at the school, she tries to get everyone involved at AES. Ms. Robinson asked about a master plan for day 1, 2, 3, etc. what everyone is expected to do, all the T's and I's dotted. Ms. Suggs said they met today and the staff was given an outline for the 1st week and 6 weeks of school. They will meet and see what worked and what did not and tweak what needs to change. Ms. Robinson asked about a DARE Program in the District. Ms. Williams said the materials are in the District and the Resource Officer will check with the state on his certification.

Allendale-Fairfax Middle School: Ms. Hall, Principal & Ms. Kennedy, Guidance Counselor; attended a program this summer called Sister Keepers; will modify this for the boys; she will secure a principal mentor, this is included in her CTA plans; will send out a monthly memo to staff; and a school climate survey to parents once a month;

Ms. Robinson said they started out with specific goals and objectives that were data driven, for example 10% decrease in discipline and 5% increase on number of students scoring Met or Above on PASS. Mr. Hall asked about 10% and 5%, what is in place specifically to get these numbers. Ms. Hall said they have pre-identified some students who need help. In the Afterschool program they will focus on reading and use the MAP data in September and break students out in groups and inform the parents. Parents can see their child data notebook and track their child progress.

Mr. Frazier said he was glad to hear her talk about reading comprehensive because this is what our students need.

Fairfax Elementary School: Ms. Leath, Principal and Ms. Davis, Guidance Counselor. They are working on interventions with Dr. Dixon for students who are under performing. Teacher retention is part of student achievement also. Implement some student "choice" for example, what they want to learn, this also helps with student achievement. Ms. Davis, help with academic achievement; need assessments will be done in September and these results will drive the small groups and planning; 2016 Comprehensive guidance calendar, which includes some activities; TOY conducts the new teacher academy and the principal attends by invitation only; show the staff what a positive school climate looks like; FES has an active Facebook page, so like FES on Facebook.

Ms. Robinson said 2nd grade Gifted and Talented program some parents are concerned about this. The District's program was called the Scholars Program. Ms. Williams said Dr. Beckett is working on a procedures manual, looking at cut scores, when it is ready it will be presented to parents. Dr. Beckett came up with a new name for the program. What is GT and what is the District's program. Dr. Beckett said she is working on identifying the students from last year's data and spoke with Ms. Suggs and Leath. She hopes the handbook will be done late next week. For AES the goal is for parents to know if their children will be in the program. The new program will be called Learners Engaged in Accelerated Programs (LEAP).

Allendale-Fairfax High School: Mr. Baines, Principal; Ms. Anderson, Assistant Principal and Mr. Brandyburg, Guidance. Mr. Baines said numeral goals were pulled from the School Renewal Plan; the HS guidance calendar was given to the Board.

Ms. Anderson said they will implement in CATE: Law Enforcement Cluster (52 students signed up); Skills USA; Dress for Success; PLTW (Project Lead The Way) will have a teacher for AFHS; Student participation in competitions; Summer welding program – this was a success, 4 students participated and passed 2 of the modules for certification. Mr. Frazier suggested they visit Georgia Pacific. Mr. Baines said they had a long conversation with the staff today about the graduation ceremony. Got some great ideas and will have parents come in and tell them what graduation will look like. At Open House last night they had about 110 parents and with students about 220 came through. This is a good starting number, but want more to come in.

Ms. Robinson said the Board developed their goals and they took this as a serious activity. They used the District's Mission Statement to guide them in setting their goals. The high school get a lot of attention. Under school climate – provide exceptional and campus leadership and oversight. She recommended the high school do a survey, this is a concern, the oversight at the high school is not what it needs to be. Her question is have you set personal goals for yourself as principal to help you achieve the goals and strategies you outlined. Mr. Baines said yes, he shared those personal goals with the staff this morning. They had an open and candid discussion to improve the moral, etc. He encouraged the Board to come out and speak with the staff about what was discussed at staff meeting. Use the staff people at the school who want to see the student succeed. They had about 10 students who won scholarship from Jim Clyburn. Mr. Hall asked about increasing SAT scores. Mr. Baines said they will have training on this and they purchased site

license, Odysseyware will be used for credit recovery for ISS, Homebased and Homebound students. They will be starting the Afterschool program immediately. Mr. Frazier said the TOY was on Clyburn Scholarship Committee. Graduation, we need to act like we are civilized and start correcting this. Instructors at the AFLC did not get lesson plans from the high school and he hopes this is fixed. He does not want to see ISS students sleeping in class.

State and Federal Programs: Dr. Beckett, Director outlined the sub-fund management and the purpose of these funds: 1) CEDP and the carryover from each school; 2) 318 – formative assessment used for administering MAP and benchmark and reading performance; 3) At-Risk 338 – 85% of funds must be used on instruction and instructional support; 4) 232 – McKinney Vento Homeless Education – FY Carryover \$15,199.64; - school supplies and food in the event of an emergency; FY 16 \$25,000 grant used for background checks, must attend their professional development; clothing and school supplies; 5) 311 – which is professional development so these funds go to FES; 6) 371 – state priority funds – these are CTA funds – original allocation was \$493,660 and the final allocation was \$614,637; 7) fund 926 – summer reading program; 8) Title I funds to make sure student have the same opportunities as students in other districts.

Ms. Robinson asked about teacher bonus? Dr. Beckett said teachers are paid for non-contract days during the summer. Ms. Jenkins asked about original and final allocation? Dr. Beckett said this is the previous year allocations and make adjustments. The final allocation is the amount of funding distributed to the district throughout the year. Ms. Russell asked about the state sending too much money – page 5, fund 371. Ms. Grant said these funds are automatically carried over.

Special Services – Ms. Mays, Director and Ms. McKinney, Compliance. Ms. Mays outlined their Goals and Strategies.

Ms. Robinson congratulated the Special Education department and encouraged them to keep up the hard work.

The Board will continue the meeting on Thursday, August 11, 2016 to hear the remaining Administrators Goals and Strategies. To present are Personnel, Finance and Transportation.

STUDENT RELEASE REQUESTS: Ms. Robinson moved to approve the 5 Student Releases as reviewed in Executive Session. Mr. Frazier seconded. The motion was approved by unanimous vote.

ADJOURNMENT: The Meeting was adjourned at 8:50 p.m.