

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

**MONDAY – DECEMBER 16, 2013 – 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, December 16, 2013. At 6:00 P.M. the Board went into Executive Session #1 to discuss the Superintendent Search and 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
Terry Hall
Willie Priester, Secretary
Wilda Robinson, Chair
Valaree Smith, Vice Chair

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

CALL TO ORDER: Chairperson Robinson called the Meeting to order at 6:03 p.m.

MOMENT OF SILENCE: A Moment of Silence was observed.

ROLL CALL: The Roll Call was taken by the Board Recorder. Board Vice Chair Smith called earlier and informed the Superintendent that she would be running a few minutes late.

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

EXECUTIVE SESSION #1: Mr. Hall moved to enter into Executive Session at 6:06 p.m. for the superintendent search and personnel. Mr. Frazier seconded. The motion was approved by all.

OPEN SESSION: Mr. Priester moved that the Board return to Open Session at 7:15 p.m. Mr. Hall seconded. The motion was approved by all.

APPROVAL OF MINUTES: Mr. Hall moved to approve the November 18, 2013 Regular Monthly Meeting Minutes with the necessary corrections. Mr. Priester seconded. The motion was approved by all.

CHAIR'S REPORT: Chairperson Robinson said the quote on the Agenda tonight was from Nelson Mandela who died at the age of 95 on December 5, 2013. He served as the President of his country after 27 years in prison. Apartheid was like our Jim Crow where people of other colors, not of the European race were considered not desirable. Nelson Mandela lived his life fighting against apartheid. His story parallels Dr. King or Malcolm X to some degree or others who fought for equality and justice. Nelson Mandela went in prison as a young man and came out an old man where his children had children. He came out of prison without dementia, his thought process was clear, a seasoned man. A man who realized he could not fight against the system that was his oppressor, he had to change the government to change the country. In 1994 was the first time that Africans could vote and they stood in long lines to vote. Mandela spent the rest of his life working for education and aids. He was educated, a lawyer. Chairperson Robinson said she is glad to see our young people here tonight because this is a history lesson for their End of Course testing.

PUBLIC COMMENTS

AFMS students Amber Ferguson and Shateal McMillian wanted to talk about fairness. Chairperson Robinson advised them that they could not talk about personnel or call names. The students said the District's theme is "Why not Allendale", so why not AFMS Basketball team. They are not receiving basketball shoes or other gear. The parents are paying and raising money to purchase things they need for the games. They are not seeing where the funds are going. All the equipment they have is from last year. Chairperson Robinson said they will get an answer in writing and she thanked them for their decorum.

BOARD REPORT – SCSBA LEGISLATIVE & ADVOCACY CONFERENCE: Ms. Smith reported: 1) dinner with other Board Members, the Superintendent and his spouse was an experience. By sharing each other's food, this relaxed them and got them out of their comfort zone, everyone got a little piece of the others dinner; 2) let's work together and share as a district; 3) Senator Matthews talked about getting rid of 12th grade and this would be instead working toward college readiness year; 4) the transforming of South Carolina, some pilot programs in different districts are changing the way students are being taught. Allendale was not chosen as one of these pilot districts, but there is a website for information; 5) the presenters stressed that districts cannot teach the old way and get results for the 21st century.

Mr. Priester reported: 1) presenters talked about transforming the system of education in the State of South Carolina; 2) discussions from legislators included changing the length of days of school and year-round school; 3) systemic transformation, public school choice; 4) transforming First Steps and all child development programs from the very early age; 5) these things may not

come into fruition this year, but down the line; 6) a committee is reviewing if HSAP will remain as is; 7) in SC the way we are going to be successful is putting our money where our mouth is. This fiscal year there may be additional money over 500 million dollars. Allendale should be lobbying for some of these funds. Remind your legislators that education is important.

Mr. Frazier left his notes home but did report that Lexington 2 added the Arts to their STEMs program.

Chairperson Robinson served as the District's delegate for the SCSBA Delegates Assembly Meeting. She reported: 1) about 43 resolutions were passed; 2) and included early childhood education to making funding flexibility and a number dealt with large districts, small districts and school choice; 3) SCSBA is devoted to public education and all the resolutions are around these concerns. These resolutions will be shared with legislators.

Chairperson Robinson said the Superintendent Search process is getting ready to kick off. The announcement for the Superintendent Search will be going out on the District's website, SCSBA, SCASA and the National School Boards Association websites. This will be going out in the next 24-48 hours. A link on the District's website will allow anyone in the County to complete a survey. The survey ask for example, whether prior experience of a superintendent is of high or low importance to you. The survey will be made available in many different forms, in your churches and papers. The Board needs the input of all the citizens in the County, students, faculty and staff and administration. Surveys will be going home to parents after the Christmas break. Thursday, January 9, 2014 is the day when focus group meetings will be held in the schools, with administrators, teachers of the year, small groups, and in the evening a community forum. Board members will not be there, but the SCSBA who is leading the search will be there to get input from the community and talk about what they would like to see in a superintendent. These meetings are open to anyone in the community.

GOOD NEWS

Clean Sweep Award was presented to Mr. Hemby, Principal of Allendale-Fairfax Middle School for the Month of December. Mr. Tillotson said the Award focus on the attractiveness and cleanliness of the school buildings. This month we saw improvements in areas that were pointed out.

Ms. Smith said she was told that our Football team will be receiving the cleats that were used by players in the North-South Football game in Myrtle Beach. These cleats were donated by Nike.

CONSENT AGENDA ITEM

Discipline Reports: For information only.

AUDITOR'S REPORT – McAbee, Schwartz, Halliday & Co.: Mr. Tillotson said these Auditors have been in the District for a number of years. Mr. McAbee reported: 1) management

is responsible for the financial statement and maintaining internal control of the financial statements. The auditor's responsibility is to express opinions of the financial statements based on the audit. See the opinion on page 1 which is an unqualified opinion; 2) page 15 is a Statement of Revenues, Expenditures and changes in Fund balances. The first column is the general fund balance which remained unchanged at \$4.6 million dollars; 3) EIA funds of \$3.5 million in Federal Programs; if you don't spend some grant funds you must return the funds or some allow for carrying the funds over; 4) food service funds has \$341,000 at the end of the year with a decrease from last year of about \$22,000; 5) see page 26 footnote #3 capital assets minus \$14.7 million dollars; page 27 long term general obligation bond of \$600,000 which an installment is due in June; energy savings special obligation bond of \$4.3 million with installments through December 2018; 6) page 31 subsequent events, the District issued \$350,000 in general obligation bonds that must be paid in March 2014; 7) pages 59 and 60 are two letters on internal control and other matters on local government or Federal Programs, see finding on Federal Programs. With some Federal Programs employees are required to verify semi-annual or annually that they spend 50% of their time on Federal Projects or 50% in general fund. Several of these forms for verifications could not be located. Chairperson Robinson asked if these 7 incidents were out of the entire faculty and staff or just those getting portions of their salaries from these programs. Mr. McAbee said these were out of Title I. They pulled samples of 25-30 and 7 did not have the breakdowns. Ms. Smith asked if we have corrected this problem. Mr. Tillotson said going forward they will be going around and getting signatures from those staff members affected. Mr. Dobson, from McAbee said the verification is monthly. It is like a time sheet. For example how much time did you spend doing Title I. Mr. McAbee said most districts were not aware that they had to do this and this process just started about 2-3 years ago. Chairperson Robinson asked how they would rate the District's finance. Mr. McAbee said the District has about 38% where most schools are in the low teens. Based on the amount of money needed the District has an exceptional fund balance.

SUPERINTENDENT'S OFFICE

CATE Internships: Dr. Tobin reported: 1) some of the students who participated in the internship for Project Lead the Way at Denmark Tech felt they were not treated fairly in this environment; 2) the CATE Director is making attempts to get students internships in the banking environment, some require an age limit or being bonded; 3) waiting to hear from the local bank; 4) they are looking for some students to go into the automotive field; 5) they are having the most success in the health occupation field, nursing center, Technical colleges; 6) several students visited the Kroc Center in Augusta, GA for Nuclear Workforce Day; 7) Project Lead the Way and International Papers are some of the companies where students have had internships and local engineers have been coming into the schools; 8) with our limited environment in places to work we are trying to get the students into the workplace. Chairperson Robinson said she was impressed to see the growth in getting students into these kinds of experience. This is one of the criteria on the School Report Card, this is very important.

CATE Enrollment Data by Program: Dr. Tobin reported: 1) in 2011-2012 and 2012-2013 we are having growth in some areas even though Hampton 2 no longer participates with us; 2) on page 2 we have a plus enrollment in the CATE programs even though there is a decline in student enrollment. More students are taking advantage of these programs and they hope to build STEM in some of the programs at the high school and turn one of the labs in to a robotics laboratory. Ms. Smith asked about college focus on the sheet. Mr. Flowers, Director of Curriculum and Instruction said it is SAT prep and my college quick start, getting kids on line, looking at different schools and different opportunities. The program is pretty expensive. Ms. Smith said looking at the CATE programs, cosmetology is a 3 hours program. Dr. Tobin said these are elective classes

Update on The Boys and Girls Club: Dr. Tobin reported: 1) he talked with the Director of the Boys and Girls Club and they are starting the new program at AES in January 2014; 2) FES has 43 students enrolled in the program, as far as he knows the program is going well. Mr. Hall asked what is offered in the program. Dr. Tobin said they do some homework, character education, healthy life styles and educational awareness.

Palmetto Priority Schools: Dr. Tobin reported: 1) 3 schools are Palmetto Priority Schools; 2) the schools are visited on an as-need basis, the SDE does not come down on a regular basis; 3) progress reports are made to the SDE on a quarterly basis; 4) another report is due January 23, 2014, and a report was submitted in October 2013; 5) we are where we need to be in this area; 6) FES is revising their plan.

Parent Group Procedures: Dr. Tobin said the Board approved a policy and after the holidays they will meet with the PTO and PTA on how to maintain the procedures in order to be accountable for the funds received. We are in the process of developing a set of procedures. Chairperson Robinson asked when training will be held for booster clubs and other interested parties. Dr. Tobin said they will be calling a meeting to make sure everyone understand what the procedures are. We will communicate this through the School Messenger, media and people from the various agencies. This should start in January 2014.

Alternative School Monitoring: Dr. Tobin said the SDE visited the Alternative School in November and several areas need to be addressed: 1) one of the International Teacher had some visas issues and had to leave the country. A certified teacher has been assigned to this class; and 2) the Alternative School teachers must meet certification and accreditation requirements and the Science teacher must be highly qualified. These two things have been corrected.

United Way Contributions: Dr. Tobin said Allendale County School staff contributed over \$1,000 to the local United Way. These are voluntary contributions.

Dr. Tobin reported from the SCSBA Legislative Conference: 1) he is very concerned about the 2 grading systems, the grades and criteria should be the same. They are getting ready to change it again; 2) the District did not apply for the Transforming SC Schools project. He used some of his contact and someone will be coming to Allendale this spring and this will be an opportunity to unofficially be part of this program.

APPROVALS

Facilities Plan: Chairperson Robinson asked to move this item after the Debate Competition on the Agenda.

OCAB Head Start Program – MOA 2012-13 – Ms. Smith moved to approve this MOA. Mr. Priester seconded. The motion was approved by all.

OC-TECH Lower Savannah Education and Business Alliance (LSEBA) and ACS – MOA: Mr. Priester moved to approve the MOA. Mr. Hall seconded. The motion was approved by all.

SC Governor’s School for Science & Mathematics – MOU: Dr. Tobin said last summer AFMS students participated in this program at USC-Salkehatchie. This is an opportunity in the summer time for students to gain enrichment and exposure. Ms. Smith moved to approve this agreement. Mr. Priester seconded. The motion was approved by all.

New Life Commission on Alcohol and Drug Abuse – MOU: Board Members asked about the services being provided by this agency. Dr. Tobin said the agreement describes the services they provide. Ms. Smith moved to approve this agreement. Mr. Priester seconded. The motion was approved by all. Chairperson Robinson said they provided services, but we did not have an agreement. Dr. Tobin said students were still being referred and they had been conducting classes. Chairperson Robinson said students that had substance abuse when being expelled should be referred to this service. We should be helping students get back on the right path when they have substance abuse. She is very passionate about this program, since she was the first to build an Alternative Program in the District.

3rd Reading – Concussion and Student Athletics Policy: Dr. Tobin said he talked to the head football coach about Mr. Hall’s question about when kids throw helmets on the ground. The coach said they ask the students if the helmets feel comfortable, does it feel right and if not, they make the necessary adjustments. They will have conversations with the nurses about this Policy also. Mr. Priester moved to approve the Policy. Ms. Smith seconded. The motion was approved by all.

1st Reading – Use of Epinephrine Auto-Injectors Policy: Dr. Tobin said this is an auto injector prescribed medication and the most recent passage of legislation for students who have allergic reactions or allergies. He talked with Nurse Boleman about this Policy and will be providing training. Chairperson Robinson said this is an example of the School Boards Association keeping districts up to par. Mr. Priester moved to approve the 1st reading of the Policy. Mr. Hall seconded. Mr. Frazier asked what about children that we know have allergy problems. Dr. Tobin said this policy allows districts to treat the students and the nurses already know who these students are. Mr. Frazier said we are living in a world with genetically modified food and we must ensure our staff and students are safe. The motion was approved by all.

Debate Competition – Charlotte, NC – January 31-February 1, 2014 – Mr. Frazier moved to approve this trip. Mr. Priester seconded. Ms. Smith asked if the District is paying for the trip since there is no cost listed for parents. Dr. Tobin said the Board is paying for the trip to TN for the Debate Team also. The motion was approved by all.

Facilities Plan: Chairperson Robinson said the Board held a Special Called Meeting on December 12, 2013 which was opened to the public. She outlined the following options presented to the Board: 1) Do nothing; 2) Restore existing facilities; 3) Build a new elementary school and 4) Merge operations into the existing Middle and High School Facilities. Mr. Priester said in light of the District's current system and making changes for housing students he moved that the Board go with option 4. Ms. Smith seconded. Mr. Frazier said the meeting on Thursday, December 12, 2013 mentioned do nothing with a plan and he is still concerned about this. Two loans are still on the table when AFMS was refurbished and the \$1.2 million shortfall in the budget. His idea is not to abandon this project, but to give themselves a chance of getting thru the \$1.2 million shortfall and look at the debt for remodeling the schools and refurbishing of schools and believe this is not the right time. He is saying, do nothing, but with a plan. Ms. Smith said on option 4 she is looking at a chance of putting the children in an environment feasible for learning and look at future growth and with this option there are no additional taxes on the community. In the year 2016 the District will be looking at a \$1.2 million revenue shortfall in the general fund. Chairperson Robinson said this will be a loss of flex funds that was available to districts. She said she shares the desire to see a new elementary school and sees the benefit of what Mr. Frazier is saying. But they must be practical and for her this is a hard thing, but look at the great thing it can do for kids. The Board must be diligent with the taxpayer's money. We are in 2013 and we are using 21st century skills, but teach for the 21st century, and with the kind of technology we want to bring into the schools, getting the elementary children into a conducive environment as quickly as possible is her opinion. There is no millage increase with option 4. Ms. Smith said the elementary school principals are in the audience tonight, but the Board has a plan on closing and combining the 2 elementary schools. The Board is not saying they will be closing the schools and people will not have jobs. A plan will be in place for what happens to the old buildings and a plan for the faculty and staff. Chairperson Robinson said they do not want to

destroy the buildings, but use them in some capacity. Chairperson Robinson, Ms. Smith, Mr. Priester and Mr. Hall voted in favor of the motion. Mr. Frazier voted no on the motion. The motion passed with a vote of 4-1. Chairperson Robinson said a public statement will be provided to the press shortly.

PERSONNEL: No personnel item tonight.

FINANCIAL REPORT: Mr. Tillotson, Finance Director reported: 1) the District received a good audit report; 2) the District is on track to maintain the fund balance at \$4.6 million using some flex funds and move flex funds out into future years as they can; 3) as of the end of November \$2.8 million is in revenues; \$5.1 in expenses; \$2.3 million deficit; 4) received 90% of tier 3 funding; in January will receive about \$4 million in tax collection. And this will increase the fund balance. The District does not anticipate needing a TAN. The principals are good stewards of their money and it is a team effort.

ANNOUNCEMENTS

Friday – December 20th – ½ Day for Students – Last Day for Staff

Thursday, January 2, 2014 – 240 Day Staff Return

Monday, January 6, 2014 – Students & Teachers Return

Chairperson Robinson said the news media will be getting information about the Superintendent Search.

Mr. Frazier said on January 28th at Thankful Missionary Baptist Church at 6:00 p.m. in Martin he will be sponsoring a meeting from District 3 to report his status on what he is doing on the school board. He has invited the superintendent to attend this meeting.

EXECUTIVE SESSION #2: Chairperson Robinson said there is no need for Executive Session #2 to discuss the Superintendent Search.

Chairperson Robinson thanked the Board for re-electing her as chairperson for another year. She is humbled by their support.

Ms. Smith thanked the staff for their support and asked them to enjoy their families during the holiday season because life is precious.

ADJOURNMENT: at 9:19 p.m. Mr. Priester moved that the Meeting be adjourned. Ms. Smith seconded. The motion was approved by all.