

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

**MONDAY - NOVEMBER 28, 2016 - 6:00 P.M.
ALLENDALE-FAIRFAX MIDDLE/HIGH SCHOOL**

The Allendale County Schools Board of Trustees Regular Monthly Meeting was held on Monday, November 28, 2016 at 6:00 P.M. The Meeting was held at Allendale-Fairfax Middle/High School in the Multi-Purpose Room. The news media was notified.

CALL TO ORDER: Chairperson Catherine Russell called the Meeting to order at 6:00 P.M.

MOMENT OF SILENCE: A Moment of Silence was held.

OATH OF OFFICE FOR NEW/RE-ELECTED BOARD MEMBERS: The Oath of Office was administered by Superintendent, Mrs. Leila W. Williams. Taking the Oath was newly elected Board Member Ms. Willa M. Jennings. Also re-elected Board Members Ms. Wilda J. Robinson and Mr. Terry Hall were sworn in.

ROLL CALL: Terry Hall
Patricia Jenkins
Willa M. Jennings
Wilda J. Robinson
Catherine Russell

FROM THE DISTRICT OFFICE: Leila W. Williams, Superintendent
Kedra Rivers, Director of Personnel
Angela Grant, Director of Finance
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 #1: Ms. Jenkins moved that the Board go into Executive Session #1 at 6:08 P.M. for Personnel Matters. Mr. Hall seconded. The motion was approved by unanimous vote.

OPEN SESSION: Mr. Hall moved that the Board return to Open Session at 7:05 P.M. Ms. Jenkins seconded. The motion was approved by unanimous vote.

ELECTION OF BOARD OFFICERS

Chairperson: Ms. Russell moved to nominate Ms. Patricia Jenkins as Board Chair. Ms. Jennings moved to nominate Ms. Wilda Robinson as Board Chair. Ms. Russell,

Mr. Hall and Ms. Jenkins voted to approve the nomination of Ms. Jenkins as Board Chair. Ms. Jennings and Ms. Robinson voted for Ms. Robinson as Board Chair. Ms. Jenkins was approved by a 3-2 vote.

Vice Chairperson: Ms. Robinson nominated Ms. Willa Jennings as Vice Chairperson. Ms. Jenkins nominated Ms. Russell, but she refused the nomination. Ms. Jennings was approved as Vice Chairperson by unanimous vote.

Secretary: Ms. Robinson nominated Mr. Terry Hall for Board Secretary, but he declined. Ms. Jennings nominated Ms. Wilda Robinson she also declined. Ms. Jenkins nominated Ms. Catherine Russell. The nomination of Ms. Russell was approved by unanimous vote.

APPROVAL OF MINUTES: Ms. Robinson moved to approve the Monday, October 24, 2016 Regular Monthly Meeting, Wednesday, November 2, 2016 and Wednesday, November 16, 2016 Special Called Meetings as presented. Ms. Russell seconded. The motion was approved by unanimous vote.

PUBLIC COMMENTS: None

BOARD OF TRUSTEES

Removal of Fence from All Schools: Mr. Hall submitted the topic and said if you ride around some districts they have no fence around the school. The community has been asking for the removal of the fences. He suggested replacing the old wired fences with new style fences. Ms. Williams said the area with the buses the fence must stay. She will check with the District's insurance provider about the type of fences schools may use and share the information with the Board.

Playground Equipment at Old AES: Ms. Russell said Councilman James Pinkney is asking the District to donate the old playground equipment at the old AES to Martin for the Recreation Center. Ms. Jennings said she attended a Promise Zone Meeting and there was a discussion about the playground equipment, and Ms. Williams stated the equipment could not be moved. Ms. Williams said the regulations said the equipment could not be used at a school. Moving playground equipment for school use are totally different type of regulations. But moving it to Martin they fall under different rules. Ms. Robinson asked if the Martin Recreation Center had been completed yet. The answer was no. Ms. Robinson said a request should be forthcoming from the Promise Zone for maybe use of the equipment. Her desire is that the playground equipment be left where it is so when and if the Promise Zone Grant is approved the playground equipment would be in place. Ms. Russell said send a letter to the County and let them know the equipment will remain in place. Ms. Williams will send a letter to County Council stating the Board wants to put this on hold until a later time.

CONSENT AGENDA ITEM

Discipline Reports: Ms. Jennings said in Educators Handbook she introduced the Discipline Report system to the District when she was working. But for each school there were office referrals, but they had a different number. For example AES had 41

referrals, what happened to the other students. Mr. Baines said Educators Handbook allows minor referrals to be handled by teachers that may not be necessarily handled by the principal. Ms. Jennings said another observations from the printout showing the days and hours of discipline referrals, most happen on Monday. She asked about things in place to address discipline referrals issues. Mr. Baines said he made comparisons on the days of the weeks and hours of most discipline referrals.

SUPERINTENDENT'S OFFICE

AFHS Cafeteria Hood and Track Update: Mr. Morgan, District Project Manager reported and gave a handout on the proposal for the Track Project: 1) he said there are 2 phases, the track itself, fencing and alternate for lighting and Phase 2 will address the larger needs and a field house; 2) funding is limited at this time; 3) page 3 is the fee proposal broken down by phases. The Board can give approval for each phase; 4) 4 months for the design phase, by the end of April 2017 if they move through the process without major delays; 5) bid the projects which takes about 4 months. Ms. Robinson said on page 3, Add Alternate Fee, what is this? Mr. Morgan said see on page 1 the base scope of the project. This provides more options for the Board in terms of financing. Total cost about \$1.3 million; about another ½ million for lightning and bleachers. The Board could take bids on the base scope of the project and the alternate items. Ms. Robinson asked about sports lighting. Mr. Morgan said lighting is needed for the afternoon, but it was broken down this way for funding issues. They are trying to provide the basis components first, and have something to build on. If funding is not an issue we can put everything in the package. Ms. Robinson said it is the Board's intent and desire, once they move further, they would be able to get assistance from the alumni and other grant opportunities. Mr. Morgan said he need to tell the design firm to move forward if that is the position of the Board. Ms. Robinson said they have been working on the project since 2012, with the support of Rep. Lonnie Hosey, he secured initial funding and he got additional funding. And the District is hoping Rep. Hosey can get additional funding for the track. She would like to move forward. She moved to approve the design concept as presented. Ms. Russell seconded. The motion was approved by unanimous vote.

AFHS Hood Project Update: Mr. Morgan said the drawings have been submitted to OSF (Office of School Facilities) before Thanksgiving and they are in the computer system to be reviewed in the next day or 2. The drawings have been given to the contractor. And they should have the proposal tomorrow to know the cost associated with this. December 12th will start work in the kitchen and should be completed by January 2, 2017. The challenge is to get OSF and the State Fire Marshall to approve the project. However, they cannot control OSF and the Fire Marshal's schedule.

Buses Late/Overcrowding: Ms. Brooker-DeLoach, Transportation Supervisor reported the District is: 1) still short 4 drivers; 2) 3 people attended Bus Driver Training class in October in Estill, waiting on them to get their permits; 3) Nov. 2nd one person got his license and is finishing up his paperwork; 4) the State will be

replacing some of the larger passenger buses; 5) a lot of buses are breaking down and she must re-route some buses; 6) some drivers are sick and this puts them in a bind; 7) with the camera system she is working on this to get in place; 8) the District will be getting 2 new buses. Chairperson Jenkins asked how many bus cameras are not working. Five buses have cameras not working and 2 do not have cameras. Cameras have been on the buses since 2009. Ms. Jennings said she is concerned that parents stated their children must stand on the bus going to school. This is very dangerous. Ms. Brooker said she stressed to each driver to go and unload instead of having students standing. And come back and pick up the other students. Ms. Jennings said another parent in Barton is concerned about a kindergarten being picked up at 6:00 a.m. Ms. Brooker said this is the procedure, all the children small and large ride the same bus. Ms. Russell said parents are concerned about bus drivers who are out and other bus drivers do not show up and children cannot get to school. Ms. Brooker said they have gone back out and picked up students because their bus did not come. The plan is that they double the route and pick up these students. The District does not have any substitute bus drivers.

Allendale SC Proviso (Technology Technical Assistance) Funding: Ms. Williams said this report was to be given by Ms. Jamison, but she is having some family illness. This concerns all districts involved in the Abbeville lawsuit. The main concern is are these districts ready to do on-line testing. SC-Ready will be given the last 30 days of school. Because of the number of computer labs the District does not have this is why it will be done the last 30 days of school. Next year they will have only 20 days to do the testing. Funds have been allocated to schools to get the District ready and the total allocated is \$238,973.00. The District can request waivers for on-line testing and we have requested a waiver for the writing portion of the test. Many young children have not had a formal keyboarding class and this is a mark against these students. A keyboarding class has started for the elementary schools. Ms. Robinson said the allocated amount \$239,000 is that enough to provide the hardware needed. Ms. Williams said the District is in the process of looking at the numbers, it will get the District close, a much better position. The major concern is at AES. AFMS can use some of AFHS computers for testing. But this will make a significant impact on the number of computers in the District. Ms. Williams is not sure if the District can request more funds. The CATE labs cannot be used in the District's assessment and are not included in the numbers. Ms. Robinson said since Allendale was one of the original plaintiffs or 1st eight, the District should push for more funding. The waiver would be just for this year.

Principals Update

FES, Ms. Leath: 1) the teachers are really chopping at the bits, 4 teachers went through READ to Succeed to get their endorsement; 2) PBIS for discipline is going very well; 3) teachers were given a little refresher on what is expected. Have not had many referrals this year; 4) join their Facebook page and they are on twitter. She post good things every week, it's a good way to get your brand out; 5) working on math and writing, will be putting in a structure for math, according to the data what

they are doing is not working; working on guided math, which is working well and peeking the interest of some teachers; started 6 traits of writing this year.

AES, Ms. Suggs: 1) teachers and students attendance is good; 2) working on mentoring and volunteering programs, working with First Baptist Church, about 19 USC-Salkehatchie baseball players are serving as mentors and volunteers for 3rd and 4th grade students; 3) teachers have common planning periods and meet weekly; 4) have two student clubs, Boys to Gent and Girls to Pearls to help improve leadership and self esteem; 5) discipline, some teachers are struggling with classroom management. These teachers are receiving extra support; 6) have identified students who are frequent flyers with discipline. She visited Hampton 1 and want to use a proposal they are using a certified teacher who works with a handful of frequent flyer students in an alternative setting for about 30 days. She would like to submit a proposal to the Board about this; 7) anti-bullying program, the GREAT Program by DJJ; 8) low test scores, Mr. Duren is meeting with teachers at grade level to help with this. Ms. Robinson said this is December, in regards to discipline, is it almost to late to start with problem solving, some of this should have been in place already. And also with the parents on helping them understand the data. Ms. Suggs said with her making the transition and a large teacher turnover, once they found out what teachers needed support, they provided it. It is not to late to move the frequent flyers and have a plan for them.

AFMS, Ms. Hall: 1) they are looking good for SC-Ready, they met ELA; still working on this; 22% of middle school students did not attempt to write; they have writing Wednesdays, each student must write an essay; 2) they write for about 2 hours in the Afterschool program; 51% of students scored not ready on SC-Ready and in the math classes they are looking at doing a mini-assessment every 2 weeks; 3) inviting the students who scored low in math to attend Afterschool; 4) long term goals are to implement math as a 90 minute block; 5) and will have a 90 minute block for reading. Ms. Robinson asked if this could be implemented in January 2017. Ms. Hall said her Afterschool program will be run differently focusing on the area where the student is weak in. Mr. Hall asked about single gender in 7th grade. Ms. Hall said about 2 teachers did not like it, but the girls are outperforming the boys and discipline is down. The English I and Algebra I classes are not single gender.

AFHS, Mr. Baines: 1) they had issues with staff moral last year and they worked diligently to improve moral. They have a temperature check at each staff meeting; 2) overwhelmingly the staff is in favor of block scheduling; time for activities and support the lessons they have; 3) New Tech pulled some students and asked how they felt about the 90 minutes class, some said less homework; not as stressful keeping up assignment and the school day is not as long.

New Tech Funding and Block Schedule: Mr. Baines, AFHS Principal: on October 11th they met with the SDE to get directions on where the District is with New Tech Funding and what the SDE will contribute in reference to funding.

Four Year Graduation Rate: Mr. Baines reported the rate is 80.5% about 4% down from 2015. Last year they re-vamped the AND Program and because of this restriction some students had to go a little longer to graduate.

ASVAB/PSAT/SAT/ACT Update: ACT all 11th graders take this test; 19 students signed up through the school to retake the ACT; 84 students took the PSAT; 27 students took the ASVAB.

Mr. Hall said he looked at the New Tech room and has not seen much progress. Mr. Baines said they were waiting on funding numbers from the SDE. Once they get the amount. Mr. Hall asked if the room could be cleaned even though they are waiting on funding amounts.

EOC & PASS Scores: Dr. Thomas-Dixon presented a Power Point on these topics, which were included in the Board's packets. Mr. Hall asked what is being done to make sure good teachers become effective teachers so students can learn. Dr. Dixon said she make sure teachers go to workshops in science and social studies, she goes in and does PD for teachers; Instructional Coaches attend monthly meetings for specific contents; most districts are seeking outside help for teachers; the Media Specialists are helping with "Read Across America" at the State House. She networks with other curriculum directors and also getting teachers GT endorsed. Ms. Russell said information is going to teachers, why are they not attending. Ms. Hall said her teachers are attending. Anything tied to instruction teachers are going and CTA funds help. We want the effective teachers to stay in the District. She will hold classes so teachers can attend Professional Development. She has seen some gains. Some students are so many grade level behind, so it will take some time to get things moved ahead. Ms. Leath said she does not have CTA funds, but Dr. Dixon will find funds. And she will put teachers on Improvement Plans and you must visit the classrooms at any time. Mr. Baines said Ms. Williams has an expectation where principals must comment on all Lesson Plans.

EOC Power Point presentation: Ms. Jenkins asked what could be done to predetermine how students will do on the test. Mr. Baines said they use MAP data and Benchmark assessments. Ms. Williams said last week she gave the Board information on the School Report Cards. And principals met to see what could be done to improve EOC testing and give enrichment. There are some funds the District can apply for to help with intervention.

First Steps Relocation to Old AES: Ms. Williams said she met with the Director of First Steps, they want to relocate, but has not met with the First Steps Board to get things worked out. The Director is out of the office because something came up. And the District is waiting on First Steps. The Maintenance Dept. has been working in the building to remove old equipment and do some repainting of some areas and some upkeep around the building. Ms. Russell said the First Steps Board has not been able to meet and get a quorum.

Funding for Campus Road Paving: Ms. Williams said the information was given to the Board. The grant was for alternative sidewalk programs. They talked about paving the section from the stadium to the pavement. It would be up to the District to come up with 20% of the cost. The County had "hard" funds, which could be used to cover the District's portion of funding. The driveways, the local transportation

commission deals with fences and gates. The driveways would have to be more accessible to the public and then the District could qualify for these funds. This would be through the SC Department of Transportation. She spoke with Mr. Herb Cooper. This does not cover the potholes. Ms. Jennings said with the transportation committee you would have to take the fences down.

Parks & Recreation Dept. Request to use Baseball Field for Youth Golf: Ms. Williams said she met with Ms. Joyner and they are still interested. Ms. Jennings said she is the Chairperson of this committee and about 20 students from AFMS are interested in learning to play golf. Congressman Clyburn said if they got the program started he would help with funding issues. She requested from the county and town to clean the field, which they have done. If they are allowed to use the field they will go back and recruit AFMS students to see if they want to learn to play golf. First Tee is too expensive and they cannot afford this. Ms. Robinson moved to allow the Recreation Dept. have access to the field. Ms. Russell seconded. The motion was approved by unanimous vote.

Ms. Robinson said she requested that the Board look at some options for what can be done with the restrooms at FES. Look at some temporary solutions. Pull out the old toilets especially in the girls' restrooms. If the District had to purchase some toilets, and when the transition is made the units can be moved to the new site. Ms. Williams said she spoke with Mr. Moses and they are working on this. Mr. Moses said they are working on this and thus far they have replaced the seating (toilet rims), also working on the cafeteria, replacing some hardware on the sink. Ms. Robinson asked about deep cleaning the ceramic in the toilet bowls. Mr. Moses said they are working on removing the rust stains, working with the Maintenance Dept. on these issues. Ms. Jennings asked how long the students would be at FES. Ms. Williams said they are waiting on approval for the drawings from OSF. They have taken up the old carpet at FES and this has helped.

PERSONNEL: Ms. Rivers, Director of Personnel asked the Board to approve the recommendation made in Executive Session. Ms. Russell moved to approve the recommendation. Mr. Hall seconded. The motion was approved by unanimous vote.

APPROVALS

Field Studies Request – Honda Battle of the Bands – January 28, 2017 – Atlanta, GA: Ms. Robinson said on the invoice they paid for 30 tickets and only 19 students are going and 4 adults for a total of 23. Mr. Baines said the rates for the tickets are the rates at a discounted price for 30 tickets. Some administrators will be attending. Mr. Hall said he would like to know the other personnel who will be attending. He said table this until December 12th meeting.

FINANCIAL REPORTS: Ms. Grant, Director of Finance said the Reports were in the Board packets. The auditors are wrapping up the Audit and they will make the December 1st deadline to the SDE and they will be at the January 2017 Board Meeting. The good news is the District's financial outcome looks great according to

the Auditors. The budget change report, see page 11, shows budget transfers from one function to another. The overall budget did not change. Pages 12 and 13 are the Board travel (\$9,490) and Superintendent travel (\$1,039) as of October 28th.

See Challenge to Achievement amounts listed on the cover letter. Ms. Robinson asked about the carryover funds. Ms. Grant said in June the District received about \$230,000 in funds; normally, CT fund should be spent down to 15% by the end of June every year and if you don't spend down to 15% districts may have to send the funds back.

ANNOUNCEMENTS

SCSBA 2017 Annual Convention/New Board Orientation/Board Chair Workshop – February 16-19, 2017 – Hilton Head (Registration Opens 12-8-16)

Monday, December 12, 2016 – Regular Monthly Board Meeting

Adjournment: the Meeting was adjourned at 9:30 P.M.