

**WILLIAMSBURG COUNTY SCHOOL DISTRICT
BOARD OF TRUSTEES' BUDGET COMMITTEE MEETING MINUTES
Monday, February 7, 2012 – 9:00 A. M.
Main Building Complex - Conference Room
423 School Street – Kingstree, SC 29556**

Members Present: Rev. Norman Gamble and Mrs. Barbara McKenzie

Member Absent: Rev. W. C. Henryhand

Other Board Members Present: Ms. Norma Bartelle and Mr. Charles Garner

Others Present: Dr. Yvonne Jefferson-Barnes, Ms. Christine Green, Mrs. Claire Murdoch, Mrs. Wendy Fulton, Mr. John Thames, Mr. Matt McColl, and Mrs. Joann Fulton.

The meeting was called to order by Mrs. Barbara McKenzie.

Rev. Gamble provided the invocation. All persons were asked to recite the Pledge of Allegiance.

ADOPTION OF THE AGENDA

A motion was made by Rev. Norman Gamble and seconded by Mrs. Barbara McKenzie to adopt the agenda. The motion was carried unanimously, (2-0).

Rev. Gamble called for a point of order which was that he had to leave the meeting at 10:00 a. m. for an 11:00 a. m. funeral, and asked that any items that required a vote be presented before that time.

PRESENTATION OF BUDGET PROCEDURES AND STUDENT ENROLLMENT PROJECTIONS FOR FY 2012-2013

The purpose of the meeting was to review prior years' funding allocations and student population.

Mr. John Thames provided a bar graph to show the decline in student population for the past seven years. He noted that last year the district lost 267 students, and this year 170. He stated that money is allocated based on the Average Daily Membership (ADM).

Ms. Bartelle asked for reasons why students are leaving the system, and when a preliminary report would be available. Dr. Jefferson-Barnes informed her that a study was underway and that the results should be available by early April, 2012.

Mr. Garner asked which had the greatest impact on the budget, the head count or the ADM. It was stated that the head count made the greatest impact.

Dr. Jefferson-Barnes commented that the school district received 45 new students this school term.

Rev. Gamble asked the superintendent to check with the attorneys as to the results of the equity lawsuit.

An explanation was given as to how money is derived from local and state taxes. A meeting with the county's auditors and members of the finance department to determine the value of a Millage is scheduled for next week.

There was a discussion on the general fund balance, and how it supported programs such as Title 1 and IDEA, until their funds were approved in December and January, respectively, this school term.

Meeting Recess

A motion was made by Rev. Norman Gamble and seconded by Mrs. Barbara McKenzie to recess the meeting for 5 minutes. The motion was carried, unanimously (2-0). The meeting recessed at 9:55 a. m.

Open Session

A motion was made by Rev. Norman Gamble and seconded by Mrs. Barbara McKenzie that the Committee convene in Open Session. The motion was carried, unanimously (2-0). The Committee convened in Open Session at 10:00 a. m.

There were discussions related to nursing grants, request for bus drivers' pay increase, and teachers' increase, as they affect the budget.

Ms. Bartelle asked that the number of furlough days be reduced rather than completely eliminating them. Dr. Jefferson-Barnes said staff has experienced two furloughs and a RIF, which affect morale; and since surrounding districts are paying more and not furloughing days, this district is losing good people to those districts.

The once a month pay schedule was implemented because of the fund balance, not to save funds. The administration hopes to go back to the twice-a-month pay in July; depending on the fund balance.

It was noted that staff does not understand; therefore the same information presented to the Budget Committee will be presented to staff, during the March 3, 2012, Staff Development day.

Ms. Green informed Board Members of items that had become obsolete or needed to be revised, but were still included in the budget notebook. The administration requested permission to revise the book and incorporate new items where applicable. Some of the items were:

- Principals' Incentive Pay for meeting state AYP (.02%) (Recommendation to eliminate.)
- Increase Certified Substitute Pay to \$95.00 (Approved already.)
- Area Athletic Director (Recommendation to delete; position is no longer in place.)
- Requirements for Head Coaches (Follow Board Policy)
- Supplement for Cheerleader Coach for Games Beyond the regular season (Recommendation to add.)
- Supplement for Director of Nurses (Recommendation to remove; position no longer in place.)
- Reducing the number of some staff members' workdays (Recommendation to correct.)
- Bus Drivers' request for pay increase. (Survey neighboring districts for Bus Drivers' pay scales.)

The Committee will meet again on February 21, 2012, at 9:00 a. m.

ADJOURNMENT

The meeting was adjourned at 10:52 a. m.

Rev. Norman Gamble left immediately after Open Session was convened.

Submitted by: Joann M. Fulton

Date: 2/27/2012

Board Chair: Barbara McKenzie

Date: 2/27/2012