

Williamsburg County School Board of Trustees
Regular Board Meeting Minutes
Monday, November 21, 2011 – 6:00 P. M.
Board/Staff Development Meeting Room
423 School Street - Kingstree, South Carolina

Members Present: Mrs. Barbara McKenzie, Ms. Norma Bartelle, Mr. Charles Garner, Mr. James Darby, Rev. W. C. Henryhand, and Mr. Joseph Lee

Member Absent: Rev. Norman Gamble

Others Present: Dr. Yvonne Jefferson-Barnes, Dr. Bernice Cooper, Mr. Glen Kennedy, Ms. Christine Green, Mrs. Claire Murdoch, Mr. Titus Duran, Mrs. Delaney Frierson, Mr. Ray James, Ms. Bonnie King, Mr. Ray James, Mr. Boykin Parson, Mr. Matt McColl, and Mrs. Joann Fulton

The meeting was called to order by the Chair, Mrs. Barbara McKenzie.

Rev. W. C. Henryhand led the group in prayer. The group was then asked to recite the Pledge of Allegiance.

Adoption of Agenda

A motion was made by Ms. Norma Bartelle and seconded by Mr. James Darby to adopt the agenda. The motion was carried unanimously, (5-0). The Chair did not vote.

Public Comment

There were none.

Approval of Minutes

A motion was made by Mr. James Darby and seconded by Rev. W. C. Henryhand to approve the minutes from the October 24, 2011, Regular Board Meeting. The motion to approve the minutes was carried unanimously, (5-0). The Chair did not vote.

Election of Board Officers

The election of Board Officers was conducted by Mrs. Joann Fulton, Board Clerk/Notary Public.

Chairperson: Mr. James Darby nominated Mrs. Barbara McKenzie.

A motion was made by Rev. W. C. Henryhand and seconded by Mr. James Darby to close the nominations. The motion was carried unanimously, (6-0).

Mrs. Barbara McKenzie was declared Chairperson.

Vice-Chairperson: Mr. James Darby nominated Rev. W. C. Henryhand. Mr. Charles Garner nominated Ms. Norma Bartelle.

A motion was made by Rev. W. C. Henryhand and seconded by Mr. Charles Garner to close the nominations. The motion was carried unanimously, (6-0).

Two members voted in favor of Ms. Norma Bartelle; Ms. Norma Bartelle and Mr. Charles Garner. Four members voted in favor of Rev. W. C. Henryhand; Mr. James Darby, Rev. W. C. Henryhand, Mr. Joseph Lee, and Mrs. Barbara McKenzie.

Rev. W. C. Henryhand was declared Vice-Chairperson, by a vote of 4-2.

Secretary: Mr. James Darby nominated Mr. Joseph Lee.

A motion was made by Rev. W. C. Henryhand and seconded by Mr. James Darby to close the nominations. The motion was carried unanimously, (6-0).

Mr. Joseph Lee was declared Secretary.

Action Items

A - G. Field Trip Requests

A motion was made by Mr. James Darby and seconded by Mr. Joseph Lee to approve Items A-G, Field Trip Requests, collectively. The motion was carried unanimously, (5-0). The Chair did not vote.

The following field trips were approved: **(A)** Hemingway High School Senior Class to Nassau, Bahamas, May 3-7, 2012; **(B)** Hemingway Middle to New York, NY, June 4-8, 2012; **(C)** C. E. Murray CATE to Miami, FL, May 9-13, 2012; **(D)** Kingstree Senior High Senior Class to Orlando, FL, April 26-30, 2012; **(E-G)** C. E. Murray, Hemingway High, and Kingstree Senior High Science Students to Columbia, SC January 19-20, 2012.

H. Modification of School Name

A recommendation was made by the administration to modify the name of Hemingway Middle School, to become Hemingway M. B. Lee Middle School.

A motion was made by Mr. James Darby and seconded by Rev. W. C. Henryhand to accept the administration's recommendation to modify the name of Hemingway Middle School to Hemingway M. B. Lee Middle School. Four members voted in favor of the motion: Ms. Norma Bartelle, Mr. James Darby, Rev. Norman Gamble, and Rev. W. C. Henryhand. One member abstained: Mr. Joseph Lee. The motion was carried, (4-0). The Chair did not vote.

I. Board Policy Committee Meeting

A motion was made by Mr. Charles Garner and seconded by Rev. W. C. Henryhand to continue to follow Policy BID, Board Member Compensation and Expense, and refer the policy to the Attorney for a ruling at the next Regular Board Meeting. Four members voted in favor of the motion: Ms. Norma Bartelle, Rev. Norman Gamble, and Rev. W. C. Henryhand, Mr. Joseph Lee. One member abstained: Mr. James Darby. The motion was carried, (4-0). The Chair did not vote.

J. WCSD Students' Request for Early Completion of High School

A motion was made by Ms. Norma Bartelle and seconded by Rev. W. C. Henryhand to accept the administration's recommendation to approve the requests of three C. E. Murray High School students for early completion of high school. The motion was carried unanimously, (5-0). The Chair did not vote.

Information Items

A. WCSD Student Score Perfect on the 2011 PASS Test

Three Williamsburg County School District Students received a perfect score on various components of the 2011 PASS Test that was administered during the spring of 2011:

1. Rackwon Lakim Buck	Hemingway Annex Middle	7 th	ELA (813)
2. Aaleeya Breona Housey	Kenneth Gardner Elementary	5 th	ELA (830)
3. Lindsay Alexandria Gardner	Kenneth Gardner Elementary	5 th	Math (868)
4. Lindsay Alexandria Gardner	Kenneth Gardner Elementary	5 th	Writing (861)

Members of the Williamsburg County School Board of Trustees and the superintendent presented Certificates of Recognition to the students.

B Facilities Update

Mr. Dale Collier from Brownstone Construction presented information gathered during their facilities study of the district's schools and buildings. He started with the Kingstree area schools, stating that some schools had been consolidated which took care of some of their recommendations. Upgrading i.e. lighting, sprinkler systems, exit lights, etc. were recommended. W. M. Anderson Primary and both KSH campuses need upgrading to be in current compliance with the state department. Also, Kingstree Middle School needs a gymnasium. The area cost was estimated at \$29 million.

Mr. Collier stated that Greeleyville area schools are some of the oldest schools in the district, and to bring those schools up to standards would cost an estimated \$25,284,000.

Hemingway area schools are in need of major renovations, estimated at approximately \$13,400,000.

The total cost, including advertising, and bidding, is estimated at \$87 million.

C. Finance

Expenditures and Revenues

Ms. Christine Green provided the Revenue and Expenditure Statements. She informed the Board that it appeared the district would not need a Tax Anticipation Note this year.

There were concerns about a timeline for going back to the twice a month pay. Ms. Green stated that the monthly payroll is in excess of \$3.5 million, and that the fund balance, which is a little over \$2 million, is not sufficient to support the twice a month pay.

Mr. Del Brown, the school district's auditor, added that money from federal programs (which represents approximately 50% of the district's funding sources) does not come to the district until the end of the month. He said that the funds must be expended by the district, and then reimbursed. He continued that it usually takes about two months, and sometimes, as long as three months for reimbursements.

Audit Report

Mr. Brown said that the audit report would be finalized by the first of the next week, and sent to the district via email. He assured the Board that the audit report would meet the State Department's deadline of December 1, 2011.

Mr. Brown stated that the district had 15 findings last year, and all have been resolved with the exception of three, two of which would be resolved next month. The deficiencies were: 1. Preparation of the Financial Statement, 2. Proper filing of documentation on Drug and Alcohol testing for bus drivers, and 3. Personnel activity report for persons paid from various programs i.e. 80% Title 1, and 20% from the general fund.

Mr. Brown stated that the district would receive a "Clean" report with three deficiencies, which is a significant change from last year. He said hopefully next year, there will be no deficiencies. He commended the superintendent and the district, and stated that the finance department was doing an excellent job.

D. Curriculum and Instruction

Data Presentation

Mrs. Delaney Frierson presented the State Accountability report for the district. She informed Board Members that two high schools, three elementary schools, two middle schools and the Career Center realized increases. On time graduation rate for CEM and HHS increased, and KSH decreased.

With reference to increasing end of the course scores, Mr. Titus Duran, Data Consultant, said work is being done with principals to make some changes i.e. administering quarterly end of the course practice tests; teaching US history for a full year as opposed to currently taking it for one semester. Mr. Duran commended the district for overall gains, and noted that none of the schools are at-risk.

AdvancED Update

Dr. Bernice Cooper shared with the Board that the review team would consist of four in-state administrators, and from four out-of-state. Dr. Cooper provided information relative to the review process. She also shared the team's agenda, which included Board Members' interviews on November 28th, and a called board meeting on November 30th.

E. Varsity and Junior Varsity Basketball Schedules

The Chair called attention to the basketball schedules that were included in the agenda book.

Executive Session

A motion was made by Ms. Norma Bartelle and seconded by Mr. Charles Garner that the Board convene in Executive Session to discuss items listed on the agenda.

A. Discussion of Election, Transfer, Termination, Retirement and/or Resignation of Staff

B. Legal Update

The motion was carried unanimously, (5-0). The Chair did not vote. The Board convened in Executive Session at 7:46 p. m.

Open Session

A motion was made by Ms. Norma Bartelle and seconded by Mr. Charles Garner that the Board convene in Open Session to vote on any matters per Executive Session discussion. The motion was carried unanimously, (4-0). The Chair did not vote. The Board convened in Open Session at 7:51 p. m.

A motion was made by Mr. Joseph Lee and seconded by Ms. Norma Bartelle to accept: 1. the retirement of Ms. Sandra L. Toney; 2. the resignation(s) of Mr. Jerry M. Penninger and Mr. David L. Rogers; and 3. the administration's recommendation to employ Dr. Lisa M. Hall for the 2011-2012 school year: The motion was carried unanimously, (4-0). Chair did not vote.

Adjournment

A motion was made by Mr. Joseph Lee and seconded by Ms. Norma Bartelle that the meeting be adjourned. The motion was carried unanimously, (4-0). The Chair did not vote. The meeting was adjourned at 7:52 p. m.

There is a difference in votes, because Rev. W. C. Henryhand left prior to Open Session.

Submitted by *Jana M. Sutton* Date *January 23, 2012*

Board Secretary *Joy* Date *1-23-2012*

Board Reminders:

A. School Board Conferences for 2011-2012

1. AdvancED – Board Members Interviews – November 28, 2011 – 10:30 a. m. – 11:30 a. m.
2. Called Board Meeting/AdvancEd Oral Exit Report – November 30, 2011 – 3:00 p. m. – 3:30 p. m.
3. Legislative Advocacy Conference – December 2-4, 2011 – Hilton Head
4. Regular Board Meeting – January 23, 2012, Board/Staff Development Meeting Room
5. SCSBA Annual Meeting – February 23-26, 2012 – Myrtle Beach
6. NSBA Annual Meeting – April 21-23, 2012 – Boston, MA