

**WILLIAMSBURG COUNTY SCHOOL DISTRICT
BOARD OF TRUSTEES' WORKSHOP
Tuesday, January 21, 2014 – 9:00 A. M.
Board/Staff Development Meeting Room
423 School Street – Kingstree, SC**

Members Present: Mr. Joseph Lee, Rev. Alfred Darby, Dr. Linwood Cooper, Ms. Norma Bartelle, Rev. Norman Gamble, Rev. W. C. Henryhand, Sr., and Mrs. Barbara McKenzie

Others Present: Dr. Yvonne Jefferson-Barnes, Mr. Stanley Brunson, Dr. Frank Vail, (SCSBIT), Attorney Vernie Williams, and Mrs. Joann Fulton

The meeting was called to order by the Chair, Mr. Joseph Lee.

After a Moment of Silence, all persons were asked to recite the Pledge of Allegiance.

Adoption of Agenda

A motion was made by Rev. Norman Gamble and seconded by Ms. Norma Bartelle to adopt the agenda. The motion was carried unanimously, (6--0). The Chair did not vote.

INFORMATION ITEMS

Dr. Jefferson-Barnes started the discussion of agenda Item 5A, Discussion of School District Facility Requests, which included Cades Alumni Association, Tomlinson Alumni, St. Mark Men's Club, and St. Mark/Bloomingvale Community. She said Dr. Frank Vail, Director of Insurance Services, for South Carolina School Board Insurance Trust, was present to provide an overview of the kinds of issues that may arise when leasing to outside entities, because she wanted Board Members to be fully informed.

Dr. Vail stated that everything has a certain amount of risk; and that the Board must determine if the benefits outweigh the risks. The following topics were discussed during his presentation:

- Using the same principle for all decisions: analyzing requests; and separating emotions
- Safety issues
- Condition of facilities
- Maintaining, selling, leasing, donating, and/or demolishing vacant facilities
- Liability and property insurance coverage
- Workers Compensation Liability
- Board policy on public use of school facilities

Dr. Vail stated that the district is liable for anything it approves or sanctions.

There was a request for facilities report on relocating the warehouse from the Tomlinson Center to Cades-Hebron Elementary or St. Mark Elementary.

Dr. Jefferson-Barnes said Cades-Hebron was not an option, because of the roofing problem.

Mr. Brunson said architects indicated that St. Mark was not designed for a warehouse; that the gym floor would have to be taken up, etc. He said the department is considering clearing out old portables to be used for extending the existing warehouse. Mr. Brunson spoke of the leaks in two classrooms and the HVAC and copper that has been stolen from the school.

When asked about the insurance policy covering items in the building, Dr. Vail said abandoned buildings are not covered for vandalism, theft, etc.

Dr. Vail reminded Board Members that the more people using facilities, the greater the liability/risk.

Dr. Jefferson-Barnes said the district is trying to regain financial stability, and needs to be careful when dealing with facilities.

Dr. Jefferson-Barnes was asked to provide information for the other sites, and the Youth Academy Charter School for the next meeting.

Information requested by Rev. Henryhand:

1. Property Value
2. Condition of building , if moving to different area
3. Use of old Santee Electric building
4. How often insurance goes up
5. The number of claims
6. Property leased...update on insurance to make sure it's still current
7. Any value from historical schools built to educate Blacks in the 1950's

There was a question about the district's use of school facility policy.

Dr. Jefferson-Barnes stated that Dr. Cooper is Chair of the Policy Committee, and once information is received a meeting would be called.

A suggestion was made to have requested information sent to Board Members for review; then the Board would meet.

ACTION ITEM

Mr. Lee said he needed to appoint a Budget Committee to meet on Monday, January 27, 2014. Mrs. McKenzie reminded members that there were no standing committees; and they would only be responsible for completing that one item.

The following members were appointed to the Budget Committee:

Rev. Alfred Darby, Chair,
Dr. Linwood Cooper, Member
Rev. W. C. Henryhand, Sr., Member

A motion was made by Rev. Norman Gamble and seconded by Ms. Norma Bartelle to adjourn the meeting. The motion was carried unanimously, (6-0). The Chair did not vote. The meeting adjourned at 10:39 a. m.

Submitted by: Joanna M. Fulton

Date: 2/24/2014

Board Secretary: [Signature]

Date: 2/24/2014