

**WILLIAMSBURG COUNTY SCHOOL DISTRICT  
BOARD'S POLICY COMMITTEE MEETING MINUTES  
Monday, June 25, 2012 – 5:30 P. M.  
Board/Staff Development Meeting Room  
423 School Street – Kingstree, SC 29556**

**Members Present:** Mr. Charles Garner, Mr. Joseph Lee, and Mrs. Barbara McKenzie

**Other Member Present:** Ms. Norma Bartelle

**Others Present:** Dr. Yvonne Jefferson-Barnes, Dr. Bernice Davis-Cooper, Ms. Christine Green, and Mrs. Joann Fulton.

The meeting was called to order by the Committee Chair, Mr. Charles Garner.

The Invocation and Pledge of Allegiance had been established in the prior Committee Meeting.

**ADOPTION OF THE AGENDA**

A motion was made by Mr. Joseph Lee and seconded by Mr. Charles Garner to adopt the agenda. The motion was carried unanimously, (2-0). The Chair did not vote.

Mr. Garner said the purpose of the meeting was to review policies GBEB, GBEC, GBED, GBK, and GCEC, for a third and final reading; and provide recommendations to the Full Board at the Regular Meeting.

**Policy GBEB – Staff Conduct**

A recommendation was made by the Committee Chair to present Policy GBEB to the Full Board, for final reading. The recommendation was approved unanimously, (2-0). The Chair did not vote.

**Policy GBEC – Drug and Alcohol Free Schools**

A recommendation was made by the Committee Chair to present Policy GBEC to the Full Board, for final reading. The recommendation was approved unanimously, (2-0). The Chair did not vote.

**Policy GBED – Tobacco-Free Schools/Staff No Smoking/Smoking**

Dr. Jefferson-Barnes said a representative from the SC Tobacco Collaborative, SCSBA, and South Carolina DHEC contacted the district with regard to the district's adopting their Tobacco Policy developed by those agencies. The policy would include guidelines for staff and students, and buildings and grounds.

A recommendation was made by the Committee Chair to present SC Tobacco Collaborative, SCSBA, and South Carolina DHEC's proposed Policy GBED to the Full Board, for first reading. The recommendation was approved unanimously, (2-0). The Chair did not vote.

**Policy GBK – Staff Concerns/Complaints/Grievances**

A recommendation was made by the Committee Chair to present Policy GBK to the Full Board, for final reading. The recommendation was approved unanimously, (2-0). The Chair did not vote.

**Policy GCEC – Posting and Advertising of Professional Vacancies**

Committee Members made the following addition to the end of Policy GCEC: The Superintendent will have the authority to make interim appointments in extreme emergencies. When the vacancy occurs in top level administrative positions, the Superintendent has the authority to make an interim appointment.

A recommendation was made by the Committee Chair to present revised Policy GCEC to the Full Board, for final reading. The recommendation was approved unanimously, (2-0). The Chair did not vote.

**ADJOURNMENT**

A motion was made by Mrs. Barbara McKenzie and seconded by Mr. Joseph Lee that the meeting be adjourned. The motion was carried unanimously, (2-0). The meeting was adjourned at 5:45 p. m.

Submitted by: Joann M. Fulton Date: 8/27/2012

Committee Chair: Charles T. Hamer Date: 8/27/2012