

## I. EXECUTIVE SESSION

A regular meeting of the Board of Trustees of the Charleston County School District was held on Monday, February 28, 2011, with the following members of the Board present: Mr. Chris Fraser – Chair, Mrs. Ann Oplinger - Vice Chair, Mr. Craig Ascue, Mrs. Cindy Bohn Coats, Rev. Chris Collins, Mrs. Toya Hampton-Green, Mrs. Elizabeth Kandrac, Mrs. Elizabeth Moffly, Mrs. Mary Ann Taylor, and Dr. Nancy J. McGinley, Superintendent and Executive Secretary. Staff members Mr. Michael Bobby, Mr. John Emerson, Dr. Brenda Nelson, Mrs. Audrey Lane, and Mr. Bill Lewis were also in attendance.

Chairman Fraser called the meeting of February 28, 2011 to order at 4:00 p.m. Mrs. Coats moved, seconded by Mrs. Oplinger, approval of a motion to go into Executive Session to discuss agenda items listed below. The motion was approved unanimously.

*Student Transfer Appeals*  
*Teacher Appeal Hearings – Recommendation/Dates*  
*District 9 Constituent Board Vacancy*  
*Property Matters*  
*Personnel Issues*  
*Legal Update*

## OPEN SESSION

### II. CALL TO ORDER, INVOCATION/MOMENT OF SILENCE, & PLEDGE OF ALLEGIANCE

The Board reconvened in Open Session at 5:27 p.m. Chairman Fraser called the meeting to order. Then he led the Moment of Silence followed by the Pledge of Allegiance.

### III. ADOPTION OF AGENDA

Mr. Fraser announced that agenda has also been revised and agenda item #1.4 has been changed from an information item to an action item.

Mrs. Green moved, seconded by Rev. Collins, adoption of the revised agenda. The motion was approved 9-0.

### IV. SPECIAL RECOGNITIONS (20 minutes)

#### 4.1: Principals for Tomorrow

The Board recognized Dr. Mentavlos, a retired CCSD administrator who oversees the district's leadership academy and "Principals for Tomorrow" participants (listed below). They are aspiring leaders enrolled in a management college for principals.

Cheryl Swinton	Reggie Terrie
Michael Griggs	Jarmalar Logan
Dale Metzger	Rudell Burch
Norma Smith	Joe Sampson
Edward Crosby	Stephanie Flock
Quenetta White	John O'Connell
Jake Perlmutter	Teresa Nowlin
Kevin Smith	Sara Jamme
James Whitehair	Vanessa Langer

#### 4.2: Student Recognition – Zucker Middle School

The Board recognized Zucker Middle School student Jerome Smalls for his participation in the YES Carolina camp. Jerome was recently awarded Entrepreneur of the Year by YES Carolina for developing a handyman business.

## V. SUPERINTENDENT'S REPORT

### 5.1: Superintendent's Report

Dr. McGinley shared the following:

- Congratulations to Jerome Smalls, the Zucker Middle School student who won YES Carolina's Entrepreneur of the Year Award.
- The new Teacher of the Month, Ms. Robin Pitman, was awarded today.
- Teacher Effectiveness will be showcased at the upcoming Gala sponsored with private dollars.

- During this difficult budget period, the key investment is top quality teachers.
- There are no easy answers or choices. District salaries over \$50,000 were listed in the newspaper last Saturday. Current salaries were set in 2005 when Palmer and Cay conducted a comparative salary study in Southeast. Classified, teachers and administrators' salaries were adjusted beginning with classified employees. When it comes to a pay cut, Dr. McGinley said she will start with the Administrators, then elimination of 60-70 non school staff. She further stated that the key is to focus on what's best for students and she will be truthful to board and community.
- Stall and North Charleston High School –potential merger meetings were held last week. Letters were sent out to solicit help in the selection of Task Force members to include teachers, parents, and community members.

Mrs. Kandrac requested information on the cost of the Palmer & Cay Study. The superintendent said she would get this information to the Board in the near future.

Mrs. Kandrac asked about the District's logo and why it was used on the envelope containing her invitation to the Gala. She also asked for any Gala expenses that were covered by the district. Mrs. Audrey Lane responded that amount raised for the Gala exceeded the amount needed to fund the Gala and if CCSD funds were used for anything related to the Gala, the district would be reimbursed. In response to Mrs. Kandrac's request for a list of contributors, Mrs. Lane said the board received the list earlier. However, an updated one will be provided.

## **VI. VISITORS, PUBLIC COMMUNICATIONS**

1. Mr. Dwight Holmes and Mr. John Atherlon, CCSD employees, expressed concerns regarding the Outsourcing of Custodians.
2. Mrs. Beverly Burch, vice chair of the International Ministerial Alliance, addressed the Board regarding district plans to combine Stall and North Charleston High School. Mrs. Birch said deferring action on the merger was a good idea because more time is needed time to improve programs. She requested there be some stability and consistency at Stall and NCHS and urged staff to access motive and goals and educate all students.
3. Mr. Jeff Gleim, a Waggoner Terrace representative addressed the Board regarding a Montessori program at James Simons. He requested a timeline for programming decisions for J Simons.
4. Ms. Christy Spears thanked Board for Orchestra program and impact it has had on her daughter. She urged the Board to support for the Strings Program.
5. Mr. Michael Miller, a member of the North Charleston High School Improvement Council, addressed the Board regarding the proposed merger for North Charleston High School and Stall High merger. He spoke of the number of students reading below level and expressed concerns that teachers and other faculty members were not involved in proposed merger plans. He also asked the Board to allow the principal at North Charleston High the three years she was promised to bring school up to par.
6. Dr. Franklin Ashley applauded board for lifting ban against a downtown constituent. He spoke of 1<sup>st</sup> and 14<sup>th</sup> amendments which protects the interest of such individuals.
7. Mr. Henry Copeland commented about the freedom of speech and due process. He spoke of Jan 21<sup>st</sup> letter he received from the superintendent and said under statute 59-19-510 and 520; he is entitled to a hearing. While a hearing was requested, he has not gotten response.
8. Ms. Ashley Marshall regarding the 2011 budget. She suggested everyone urge Legislators to address budget issues so CCSD wouldn't have to rely on sales tax. She also said Day Porters should not be eliminated.
9. Ms. Cally Shell addressed the Board regarding Day Porters. She urged the Board to reconsider decision made earlier about outsourcing Day Porters.

## **VII. APPROVAL OF MINUTES/EXECUTIVE SESSION AGENDA ITEMS**

### **7.1: A. Open Session Minutes of January 24, 2011**

### **B. Open Session Minutes of February 28, 2011**

Mrs. Green moved, seconded by Rev. Collins, approval of the Open Session Minutes of January 24, 2011. The motion was approved 9-0.

Mrs. Green moved, seconded by Mrs. Oplinger, approval of the Open Session Minutes of February 28, 2011. The motion was approved 9-0

## **7.2: Motions of Executive Session of February 28, 2011**

- 1.1: Student Transfer Appeals – The Board approved student transfers A and B to James Island Middle School, student transfer appeals D, E, F, were also approved; student transfer appeals C, G, H, I, J, K, L, M, N, P, Q and R were denied for lack of space. The motion was approved 9-0.
- 1.2: Teacher Appeal Hearings – The Board upheld staff's recommendation to terminate a District 2 Administrator. The motion was approved 7-2 (Mrs. Kandrak and Mrs. Moffly opposed). Also during Executive Session, the Board identified future dates for teacher appeal hearings.
- 1.3: District 9 Constituent Board Vacancy – The Board approved the recommendation of the District 9 Constituent Board to appoint Pastor Mary Stoney to serve in a vacated position that expires November 2012. The motion was approved 9-0.
- 1.4: Property Matters – The Board approved the recommendation for Rivers Phase I Seismic Restoration and Core Utilities construction contract award to M.B. Kahn Construction Company, Inc. for the stipulated sum of \$9,323,000, Capital Funds. The motion was approved 9-0.
- 1.5: Personnel Issues – The Board received information on Personnel Matters in Executive Session. No action was taken.
- 1.6: Legal Update – The Board received information on Personnel Matters in Executive Session. No action was taken.

## **7.3: Financial Minutes**

- A. **Revised Minutes January 24, 2011** – Mrs. Oplinger moved, seconded by Rev. Collins approval of the Revised January 24, 2011 Financial Minutes. The vote was 9-0.
- B. **Minutes of February 14, 2011**– Mrs. Oplinger moved, seconded by Rev. Collins approval of the February 14, 2011 Financial Minutes. The vote was 9-0.

## **VIII. COMMITTEE REPORT(S)**

### **8.1: Finance & Audit Committee**

- A. **CCSD Procurement Code** – Mr. Bobby

Mrs. Coats reported that the Finance and Audit Committee has not met since the last board meeting. Therefore, there are no new items to report on. However, on behalf of the Finance and Audit Committee, Mrs. Coats moved approval of the Procurement Code that was provided to the Board February 14, 2011 for approval. Mrs. Moffly suggested one revision be made on exemption, appendix B – Policy and Legal Services – Appendix 7.10. 1.6B – that is to strike “subject to superintendent’s approval”. She added the board shouldn’t have to seek approval from the superintendent to request an audit.

After Mr. Fraser said that was not the intent, Mr. Bobby said the revision was not a significant adjustment. It does not preclude the board from involvement in the decision. However, it requires Superintendent's approval to move forward. Mrs. Moffly said 8.2-21B mentions oversight by Board of Trustees page #8. (Section 540). At this time, Mr. Bobby suggested that part be returned to the Finance and Audit for additional revisions. However, he requested approval for the remainder of the document.

Mrs. Moffly moved, seconded by Mrs. Kandrak, to amend the procurement code, thereby striking the statement “subject to the superintendent’s approval” from 710.16D. Mr. Fraser stated Mrs. Moffly is asking for the Board to make decisions which are not subject to the superintendent’s decision. Mr. Bobby shared the state code requirements which mentions approval of Board before the Superintendent on contracts for accounting and auditing services. He suggested the board delay decision it’s decision and look at all occurrences of that statement.

Chairman Fraser called for the Board’s vote on proposed bylaw amendment. The vote failed, 6-3 (Rev. Collins, Mrs. Kandrak, and Mrs. Moffly opposed).

Mrs. Taylor moved the Finance and Audit Committee research the Procurement Audit document and determine required wording of the Procurement Code and provide input for board approval. The motion

was approved 7-2 (Mrs. Kandrac and Mrs. Moffly opposed).

## **8.2: Policy Committee**

### **A. Health Advisory Committee Bylaw**

Mrs. Moffly said she rewrote according to state bylaws which gives the Board leeway. Also she supports the amendment submitted by Mrs. Taylor to add a CCSD employee to the Health Advisory Committee. Mr. Fraser suggested the bylaws go back to the Policy Committee for further review.

Mrs. Moffly moved, seconded by Mrs. Kandrac, approval of the proposed bylaws which will be amended later. Mrs. Moffly said state law doesn't require Health Committee bylaws. Then Mrs. Green moved, seconded by Mrs. Oplinger to defer the approval of the addendum to the Health Advisory Bylaws submitted by Mrs. Moffly to allow the Board time to review the addendum before adding them to the bylaws. The motion was approved 9-0. Mr. Fraser requested individual Board members provide input to the committee in advance of the next meeting allowing the Policy Committee time for review and discussion.

- B. Policy Revision** – Second Reading GDQD - Discipline, Suspension & Dismissal of Classified Staff – Rev. Collins requested the second reading be deferred to allow him time to share his concerns with Mr. Bobby. However, the policy was approved 7-2 (Rev. Collins and Mrs. Kandrac opposed).

Mrs. Oplinger announced that the Policy Committee will meet on March 2<sup>nd</sup> at 9 a.m.

## **IX. MANAGEMENT REPORT(S)**

### **9.1: Financial Report – Capital Projects – December 2010**

The Board received the Capital Projects December 2010 Financial Report as information. Mr. Bobby highlighted changes on the first page which is due to the closing of projects. Also he shared information on funds remaining and unencumbered funds which he said will be swept into contingency fund.

Mr. Bobby and Mr. Lewis responded to questions from Mrs. Coats and timeline for transfer of funds to the contingency fund, fees and process.

## **X. CAE UPDATE**

### **10.1: Fifth Grade Pre-Advanced Studies Program – Mr. Paul Padron - Haut Gap MS**

Mr. Padron shared info about the 5<sup>th</sup> Grade Pre-Advanced Studies Program which was piloted at H. Gap and gained a lot of attention. Program is to get students ready for advanced studies.

## **XI. POTENTIAL CONSENT AGENDA ITEMS**

### **11.1: Academic Calendar 2011-2012**

Dr. Gepford responded to questions from Mrs. Kandrac regarding the number of individuals who responded to revised survey and the comment section added. Dr. Gepford said 3,000 responded from students, parents and employees. Also he said a column added after the February 14<sup>th</sup> meeting and comments received are included in the agenda packet. Also, comments were received from staff included a request to reduce the calendar by 10 days, make adjustments for early release time, and align CCSD's calendar with surrounding counties.

Mrs. Coats moved, seconded by Mrs. Green approval of the 2011-2012 Academic Calendar. The motion was approved 9-0.

### **11.2: Approval of Applications for Continuation of Pilot Programs**

Mrs. Coats moved, seconded by Mrs. Green approval of the Pilot Applications for Continuation at Stall High. The motion was approved 8-1 (Mrs. Kandrac opposed).

### **11.3: Day Porters – Ascue, Collins, Moffly and Taylor**

Mr. Ascue expressed concerns about outsourcing Day Porters. He suggested day porters be given the same care and concern given to administrators and other district employees. He commented on the pride day porter display while doing their jobs and urged staff to consider taking care of this group of employees. Rev. Collins commented on the lack of information provided about day porters at the last board meeting. He said the savings of \$90,000 is not justified and day porters shouldn't have to bear the burden of budget deficit. He said if necessary the Board should consider weeding and reducing day porter positions on an annual basis. Rev. Collins urged the Board to reconsider motion of Feb 14<sup>th</sup> to outsource day porters. Mr. Ascue agreed. In

response, Mr. Bobby said many day porters are long term employees who take pride in work has not gone unknown or unappreciated. However, Outsourcing Day Porters has been a topic of discussion since 2008. The hard decision, to act on, it has been delayed until now. Mr. Bobby said additional recommendations made it necessary to take actions this year that were not taken in past--CCSD has contracts with three custodial service providers. That gives the district the ability to work with service providers to get them to hire existing staff and address benefits and pay. Also Mr. Bobby said, in looking at custodial experience, staff is looking for ways senior day porters could continue their retirement with a service provider. Meetings are being held with day porters and Mr. Dennis Burgess, service providers and Ms. Mina Agujia, the Human Resource Director, for a smooth transition. While some things not finalized, most day porters who want to continue may be able to do so in 11, not 12 month positions.

In response to Mr. Ascue's question about the bid process and the experience of the three companies, Mr. Bobby said the companies have five-year contracts and they are in year three now. Mr. Ascue also asked about principals at autonomous schools and their ability to keep day porter. Mrs. Taylor suggested assignment of day porter should be based on performance. Rev. Collins suggested staff to bring a recommendation next year to save jobs and keep people working. Mrs. Moffly also questioned the number of vice principals at Burke High, suggesting there were too many principals for the student population.

Mr. Fraser said every employee is valued and every employee does the best they can. While many things tied to state, and resources, it is necessary not talk about whether someone is paid too much or too little because CCSD Employees paid at market rate. He urged Board members not to target individual staff members.

#### **11.4: Fiscal Year 2012 Budget Reductions**

A. **Administrative Payroll Reduction** – 6% - Mrs. Oplinger moved, second by Mrs. Green. The motion was approved 5-4 (Rev. Collins, Mrs. Kandrac, Mrs. Moffly and Mrs. Taylor). In response to Mrs. Coats question about Cost of Living increases in 2010, Mr. Bobby said no one in this group received a cost of living raise. Mrs. Coats asked if any are scheduled to receive an increase based on contracts for 2011. Mr. Bobby said not to his knowledge. Mrs. Coats expressed concerns about the furlough plan suggesting that administrators stagger their time off so forty-one of the administrators are not absent at the same time. Mr. Bobby said winter and spring breaks will be considered.

Mrs. Kandrac commented on contract recommendation letters signed by the superintendent and the intern who was previously hired in last three months. She suggested district go back in 2009 salaries for everyone when resources began to decline. Mr. Bobby said it may be necessary to make more cuts because of additional state budget cuts since Health care and Education cuts are being considered.

B. **Reduction in Staff - Restructuring/Reorganization of Learning Communities** – Mrs. Oplinger moved, seconded by Mrs. Green, approval of the Reduction in Staff Recommendation to Restructure and Reorganize the Learning Communities. The motion was approved 9-0.

C. **Administrative Level Reductions** – Mrs. Oplinger moved, seconded by Mrs. Green, approval of the Administrative Level Reductions. The motion was approved 9-0.

D. **Driver's Education Program (elimination and out-sourcing) for CCSD** – Mrs. Oplinger moved, seconded by Mrs. Green, approval of the Driver's Education Program. The motion was approved 9-0. Mrs. Moffly said would like to see district work with the state department of education to get outside credits for Driver Education.

E. **Contract Issuance for Induction, Retired, VIF (Visiting International Faculty) and Letter of Agreement Teachers** – Mrs. Oplinger moved, seconded by Mrs. Green approval of the Contract Issuance for Induction, Retired, VIF, and Letter of Agreement Teachers. The motion was approved 9-0.

In response to Mrs. Oplinger's question about the savings, Mr. Bobby said the intent is not to have a savings at this time. He said action is recommended at this time because fifty or more positions may be displaced and/or replaced due to proposed administrative reductions. He spoke about the screening process used to determine who would be offered a contract. Also, he said about the number of new teachers employed in the Innovation Zone, it's necessary to look at induction teachers' performance to determine contract issuance. In response to Rev. Collins question about reductions for Retired Employees,

Mr. Bobby said he is watching to see which provisos are coming forward. He mentioned 15% reduction taken earlier from Retired Teachers and said if authority is granted, retirees could be cut back to year one of their employment. Dr. McGinley added that there weren't many retirees left in the district. Mrs. Coats asked about the 222 new employees. Mr. Bill Briggman spoke of the high performing teachers offered contracts last year and said this may be an opportunity to improve teacher performance.

Mrs. Green asked about Magnet Transportation and other proposed cuts listed. Mr. Bobby said even if all of the cuts listed were approved, the district would still fall short of funds. Mrs. Green suggested board look at everything holistically, before deciding on budget reductions. Dr. McGinley said budget decisions that impact classrooms would be left for last. If necessary, she could bring information regarding increasing class size and the amount it would generate. Mrs. Taylor suggested the need to "put on hold" initiatives like expansion of the 4yr old CD program and attrition of those who will retire. Mr. Fraser suggested staff look at extra curricula activities costs, although he hates doing this. Also in response to his question about the TIF for King Street, Mr. Bobby said he would like to schedule a workshop to talk about TIF and the ability to generate funds. Mr. Fraser said because the cost of everything goes up annually, even if nothing different is done the upcoming school year, there is a 3% increase for Electricity, and other increases.

Mrs. Kandrak asked about reducing costs such as travel to Broad, costs related to Neighborhoods of Promise, and other costly items. Mr. Bobby said each situation could be reviewed individually. He said it is necessary to analyze contracts to see if the district has the ability to end them.

**11.5: Fixed Cost of Ownership FY 2010 – Reallocation & Approval of Projects**

Mrs. Oplinger moved, seconded by Mrs. Green, approval of the Fixed Cost of Ownership for FY2010. A total of \$870,000.00 is available for reallocation. The motion was approved 9-0.

**11.6: Fixed Cost of Ownership FY 2011 – Reallocation & Approval of Projects**

Mrs. Oplinger moved, seconded by Mrs. Green, approval of the Fixed Cost of Ownership for FY2011 recommendation. A total of \$748,970.47 is available for reallocation and consideration for other projects. The motion was approved 9-0.

**11.7: Authorization to Utilize Fixed Cost of Ownership - Federal AHERA Inspections**

This item was pulled from the agenda. No action was taken.

**11.8: Utility Easement for Mt. Pleasant Water Works at Wando North**

Mrs. Oplinger moved, seconded by Mrs. Green, approval of the Utility Easement for Mt. Pleasant Water Works at Wando North. The motion was approved 9-0.

**11.9: Citizen's Advisory Board – "At Large Seats"**

Mrs. Oplinger moved, seconded by Mrs. Green, approval of the Citizen's Advisory Board – At Large Seats. The motion was approved 7-2 (Mrs. Kandrak and Mrs. Moffly opposed).

Mrs. Kandrak said the NAACP questioned why the Chamber was allowed to nominate individuals for the Oversight Steering Committee when they were not given the same opportunity. Mr. Fraser said Board voted and approved the selection process in January and everyone who volunteered will serve on the committee.

**XII. NEW BUSINESS**

1. Rev. Collins, Mrs. Kandrak, Mrs. Moffly, and Mrs. Taylor agreed the Board needs to determine if an Appeal Hearing will be scheduled for the individual who was recently banned from board meetings.
2. Mrs. Bohn Coats requested 2009 – 2010 salary information for administrators.
3. Mrs. Kandrak said Board policy GDQD, does not allow Board hearings for classified employees who are suspended. She suggested the Policy Committee revisit that policy.

Also, Mrs. Kandrak offered Financial Wellness Program information she received at recent conference.

Mr. Bobby suggested the Board identify a date for Capital Projects workshop for new board members.

There being no further business to come before the Board, at 8:31 p.m. Mrs. Green moved, seconded by Mrs. Oplinger adjournment. The motion was approved by consensus.