

A regular meeting of the Board of Trustees of the Charleston County School District was held on Monday, December 13, 2010 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. Elizabeth Kandrac, Mrs. Elizabeth Moffly, Mrs. Mary Ann Taylor, and Dr. Nancy J. McGinley, Superintendent and Executive Secretary. Mrs. Toya Hampton-Green was absent. Staff members Mr. Michael Bobby, Mr. John Emerson, Dr. Brenda Nelson, Mrs. Audrey Lane, and Mr. Bill Lewis were also in attendance.

The news media was duly notified of the meeting and representatives were present.

Chairman Fraser called the meeting of December 13 2010 to Order at 5:00 p.m. Mrs. Moffly moved, seconded by Mrs. Kandrac to go into Executive Session to discuss the following agenda items. The motion was unanimously approved.

#### 1.1: Legal Briefing

The Board received a legal briefing in Executive Session. However, no action was taken.

### OPEN SESSION

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

The Board reconvened in Open Session at 5:20 p.m. Board Chair – Mr. Fraser welcomed everyone to the December 13, 2010 Board meeting. Then he led the group in a Moment of Silence, followed by the Pledge of Allegiance.

### III. ADOPTION OF AGENDA

Mrs. Oplinger moved, seconded by Mrs. Bohn Coats, adoption of the December 13, 2010 Board agenda. The motion was approved 8-0.

### IV. SPECIAL RECOGNITIONS (20 minutes)

The Board recognized:

#### 4.1: WMMP Television Station

Ms. Mary Margaret Johnson and Mr. Matt McCarthy presented the Richard Wern Thursday Night Lights scholarship check of \$5,000 to student athlete ChaRon Singleton of North Charleston High School.

#### 4.2: Recognition of Fall Athletes

Mr. Dave Spurlock introduced CCSD athletes for their exceptional accomplishments in their respective sports this fall and participation in recent regional competitions.

#### 4.3: Community of Readers

Community of Readers members, Ms. Phyllis Ford, Dr. Martha Kanapaux, Mrs. Ann Oplinger, Mrs. Cecelia Rodgers and Mr. Dick Trammel for their Community of Readers efforts.

#### 4.4: Jim Frye & Mary Joseph , State Board of Education Volunteers of the Year

Jim Frye – Mary Ford ES Volunteer, Mary Joseph – WAHS Volunteer were recognized by the State Board of Education in Columbia.

#### **4.5: Cobb McWhirt Scholarship Presentation to The Education Foundation**

Mr. Troy Williams, Executive Dir. of Operations, Planning & Systems Improvement, said a district sponsored scholarship effort was held on Oct 28<sup>th</sup> to raise funds for scholarships for students who want to become teachers. The corporate sponsors of the event were GCA Cleaning Services, Spartan, Service Solutions, and Durham Bus Service. Over \$14,000 was raised this year for scholarships. The total amount raised in nine years is \$102,002. This year the Chief Financial Officers' team won the tournament. A trophy was presented to M. Bobby. The Coastal Community Service was recognized for managing funds raised. Also, CCSD staff members who planned the tournament were also recognized.

### **V. SUPERINTENDENT'S REPORT**

Dr. Nancy McGinley shared the following:

- Last week a meeting was held to discuss district strategy and goal-setting with a small group of business and community leaders called the Charleston Achieving Excellence Advisory Committee. Several Board members were in attendance. Dr. McGinley said she looks forward to engaging the Board and community over the next five months as the district works to strengthen and extend the strategic plan. This effort will be discussed further in January.
- Dr. McGinley said last week, a survey was sent to principals regarding teachers work hours and duties. Recently, in her meetings with teachers, she received a lot of feedback on work load, extra duties, meetings, and professional development. As part of this ongoing conversation, she is engaging principals directly to get a clear handle on what is being asked of our teachers. In the future, staff will share and apply this survey information to better promote the wellness and effectiveness of teachers.
- Dr. McGinley extended kudos to Dr. James Winbush for the Innovation Zones spirited holiday-themed meeting last week. Sterrett Hall had standing-room-only as students shared their talents on stage, Dr. Winbush gave a rousing speech, and everyone left inspired by the can do attitude and leadership on display.
- On a final note, Dr. McGinley said all of these things seem trivial compared to last Wednesdays' tragedy at the Academic Magnet and School of the Arts campus. She extended her continued condolences to the family of Academic Magnet High School Junior Aaron Williams, who tragically lost his life on Thursday. Aarons family and friends and everyone impacted by this tragedy at the School of the Arts and Academic Magnet High schools remain in her thoughts and prayers this week. Dr. McGinley said as stated in her Friday letter to staff, she is thankful for the heroism, extraordinary leadership and courage that she witnessed at Academic Magnet and School of the Arts last week. This goes for the principals Judith Peterson and James Reinhart, students who helped the victim, teachers, counselors, volunteers, and parents. Up to forty staff members assisted at SOA/AMHS along with the Crisis Ministry staff. She went on to say that she hopes and believes that however tragic that event was, the district can learn from this and think about how to better listen to students; open up lines of communication with them; and stay attuned to their hopes, dreams, and concerns. The district lost a CCSD family member last week, and as the district honors the memory of Aaron William, she urged everyone to continue to support students and teachers as much as possible.
- Principal Lucy Beckham visited China last week which was part of her recognition being 2010 principal of the year.
- Thanks to CCSD employee who contributed to the Trident United Way during this difficult, tough economic year \$114,000 was raised.

Rev. Collins commended staff for their assistance they provided during the crisis at Academic Magnet

and School of the Arts. He also suggested staff identify a place for students to get the assistance they need to deal with at-home or community issues.

## **VI. VISITORS, PUBLIC COMMUNICATIONS (Not to exceed 30 minutes)**

1. Mr. Jason Allen, Mr. Tyler LeNacer, Mr. Joseph Fosberry, Mr. Austin Richards, Ms. Michelle Allen, Mr. Robert Gurley, Rev. Alma Dungee, and Mr. Leroy Connors addressed the Board regarding renovation plans for the Rivers Auditorium.
2. Ms. Stephanie Ganaway Paisley, a Wando High School parent, addressed the Board regarding Wando's tardy policy.
3. Mr. Henry Copeland expressed concerns with information regarding seismic relocation costs. Mr. Copeland suggested administrators be more transparent.

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

### **7.1: Open Session Minutes of November 29, 2010**

Mrs. Kandrak moved, seconded by Mr. Ascue, approval of the Open Session minutes of November 29, 2010 as amended. The motion was approved 8-0.

Mrs. Kandrak said page 1 has Ms. Metarazzo listed as a Broad Intern. Dr. McGinley said it should say Harvard Intern. Mrs. Kandrak also said had she known Mrs. Green's letter of disclosure would be attached to the November 29, 2010 board minutes she would not have voted to approve the minutes. She went on to say that she objected the disclosure letter being included with previous minutes and suggested it be attached to the December 13, 2010 Board minutes.

Also, Mrs. Taylor said she mistakenly voted to support agenda item 9.3A.

### **7.2: Motions of Executive Session of December 13, 2010**

- 1.1: The Board received a legal briefing in Executive Session. No actions were taken.

### **7.3: Financial Minutes of November 29, 2010**

Since no items were listed on the Financial Minutes of November 29, 2010, no approval was required.

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

### **8.2: Finance & Audit Committee**

Mrs. Bohn Coats, the Finance and Audit Committee Chair, reported that the committee met immediately after the December 1, 2010 Board workshop to receive a briefing on the Annual Audit Report. The Audit Committee members were identified—Board members, Mr. Craig Ascue, Mrs. Elizabeth Kandrak and Mrs. Toya Green, who was absent. In addition to Board members, three citizens from the community also on the committee.

### **8.3: Policy Committee**

On behalf of the Policy Committee chair--Mrs. Ann Oplinger, who was absent, Rev. Collins reported that the Policy Committee met briefly after the Board Workshop on December 1, 2010 with Mr. Emerson to discuss procedures. Other members of the Policy Committee are Mrs. Elizabeth Moffly, Mrs. Mary Ann Taylor and staff member, Mr. John Emerson.

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

### **9.1: Geographic Information & Address Look Up System**

Mr. John McCarron presented information on the Geographic Information System capabilities. He said

two new tools have been added to help the district become more proficient in the work they are doing. Mr. McCarron said the GIS software helps with School Attendance Zone and Student info.

Mr. McCarron responded to questions from the Board on the GIS system. Mrs. Kandrac asked about the cost which Mr. McCarron said was approximately \$15,000.

### **9.2: 2011 First Quarter Report of Small, Women & Minority Owned Business Enterprise (SWMBE)**

Mr. Michael Bobby, Chief Financial Officer, provided an overview of the SWMBE 2011 First Quarter Report. He referred the board to page four which provides a breakdown which was recently added to the report and gives a snapshot on a single page. Mrs. Oplinger asked about certified and non-certified requirements. Mr. Bobby said it's a state requirement and some don't want to go through the process of becoming certified through the state. In response to Rev. Collins requested a breakdown by ethnicity, Mr. Emerson said the regulations have specific categories which does not include ethnicity. He went on to say that staff is not permitted to ask for that data because it works against diversity efforts. Mrs. Taylor said she is more interested in who submitted bids and what their statuses are. Mr. Bobby explained the procurement process and how those selected fit into these categories. He said it's an important link to provide access and opportunities. Mr. Ascue urged staff make sure everyone locally has a fair chance to compete first.

### **9.3: District's External Audit Report for the Year Ending June 30, 2010**

Mr. Larry Finney of Greene, Finney and Horton, LLP shared the results of the district's external audit. Mr. Finney said his company provides a reasonable assurance that financial statements are materially correct. In addition, his company brings in new people on their staff each year who have a different perspective. Mr. Finney commended Terri Shannon, Jacque Carlen and Allen Milburn for their work with the district's finances.

#### **Highlights**

- Tough year for the economy as a whole; negatively impacted District revenue
- The District responded well with tough and timely decisions to minimize impact of lower revenue
- The District exceeded its goal of having 5% in designated fund balance as of June 30, 2010
- Maintaining an effective internal control system (to prevent and detect errors and fraud) is the District's responsibility
- The Financial Statements are the District's responsibility
- Our responsibility: to express an opinion on the Financial Statements
- Reasonable assurance that financial statements are materially correct
  - CCSD was issued an unqualified opinion--The Best opinion the District could receive.

#### **Why is a Healthy Fund Balance Important?**

- Provides the necessary cash flow through the end of the calendar year until tax revenues are received – decreases the dependence upon Tax Anticipation Notes
- Important given the current economy-the possibility of additional cuts from the State and an expected slow recovery
- Potential for better bond ratings and therefore lower interest rates on debt issuances
- Allows for emergencies and unanticipated events
- Should include major planned expenditures/revenue losses (i.e. no stimulus for 2011-12 fiscal year)

### **New Accounting Pronouncement:**

GSAB 54 will be implemented in the upcoming 2011 fiscal year

- No change in the total Fund Balance, but significant changes in the definitions, categories and components of Fund Balance
- Instead of Reserved, Designated and Undesignated categories, you will now have Non-spendable, Restricted, Committed, Assigned and Unassigned

Required Communications to the Board from External Auditors

- Monitoring of special Revenue Funds,
- Time and Effort Requirements,
- Maintenance of Effort Calculation, and
- ARRA Reporting.

### **Summary**

- An Unqualified opinion was issued to CCSD;
- The District was commended for good management of finances in tough economic times;
- Mr. Finney predicted a continuance of tough economic times.

Mr. Finney expressed the importance of maintaining a healthy fund balance to help the district get through the hard times.

In response to Rev. Collins' question regarding the definition of Unqualified Opinion, Mr. Finney said an adverse opinion is an opinion no district wants.

Mrs. Oplinger moved, second Rev. Collins, to accept the audit report as information. The motion was approved 7-1 (Mrs. Kandrac opposed, noting it was not personal).

## **X. CAE UPDATE**

### **10.1: PBIS**

Dr. McGinley recognized the leadership Dr. Herring provided at AMHS and SOA.

Dr. Herring, the Executive Director with the Office of Exceptional Children, presented an update regarding Positive Behavior Intervention and Support.

- Office of Student Support programs--Assessment and Support, Health Services, PBIS, Guidance and Counseling, Liberty Hill Academy, and Alternative Education Programs.
- **CCSD Goals**
  - Increase Student Achievement
  - Increase Graduation Rate
  - Reduce the Achievement Gap
- **PBIS** is an evidenced approach to school-wide discipline that has been recognized by the US Department of Education and SC Dept of Education as the preferred model.
- **PBIS Progress** - In 2005-2006 before the Implementation of PBIS, there were 17,716 suspensions and 181 Expulsions; Now there are 12,412 suspensions and 131 Expulsions. Dr. Herring said when PBIS is implemented effectively in schools, reduced behavior referrals in 2009-

10. Eight PBIS schools were identified as exemplary. The state has adopted CCSD's PBIS model.

At this time, Dr. McGinley commented of new format for presentations which is supported by data, where we are, and what we need to work on. She said all presentations are tied back to closing the achievement gap. She thanked Elliot Smalley for creating the template that will be used for all future presentations.

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

### **11.1: Home School Application**

Mrs. Oplinger motioned, seconded by Mrs. Kandrac, approval of a home school application. The motion was approved 8-0.

### **11.2: Request for Approval for Reallocation of Funds to Complete Renovations at 75 Calhoun Street**

Mrs. Kandrac asked if a board office space has been identified, mentioning space Mrs. Jordan found which was never reconfigured for the Board. After Mr. Bobby said he was not aware of the plan to configure space for Board, Mr. Olson confirmed that there were no plans to configure space for the Board.

Mr. Bobby said the request would release additional funds to complete the work in Human Resources and Professional Development, and re-carpet the hallways and secured cages in the storage area. He said HR needs to be restructured to make it more presentable and inviting. Staff began plans eighteen months ago to re-organize staff so they could be where they could best be supervised. Staff also looked at areas with most customers—HR and Categorical Programs and making those offices more accessible. He concluded that everything was done in a very frugal way.

Mrs. Taylor said the additional \$140,000 was requested in addition to \$135,000 spent to complete renovations seemed like a large amount to replace carpets. Mr. Bobby said the bulk would be spent to upgrade Human Resources carpet which looks bad because of cubicle changes. Mrs. Bohn Coats asked about delaying some of this project and re-allocating the money for other items. Mr. Bobby said the Storage Room and cages could be delayed, however, if the HR Office not done now, it would not have presence it should have. Mrs. Kandrac suggested funds be use for something else.

Mrs. Oplinger moved, seconded by Mrs. Bohn Coats, approval of the Request to approve the Reallocation of Funds to Complete Renovations at 75 Calhoun Street. The motion failed with a vote of 3-5 (, Mr. Fraser, Rev. Collins and Mrs. Oplinger supported the motion; Mr. Ascue, Mrs. Bohn Coats, Mrs. Kandrac, Mrs. Moffly and Mrs. Taylor opposed).

### **11.3: Agreement Between the Charleston County School District and the City of North Charleston for Community Oriented Policing Services (COPS) Secure Our Schools (SOS) Grant**

In response to a question from Mrs. Moffly regarding the amount the Board was asked to vote on Mr. Bobby said \$345,000 (Fixed Cost of Ownership which was included in the district's Capital Budget). Mr. Fraser added it's a matching grant. Mr. Bobby said the project establishes surveillance cameras on each campus, giving the district twice the value with the grant. The district did not have information on the grant during the adoption of the budget. Mr. Jeff Scott said the \$345,000 would fund the schools next on the list. The Department of Justice grant was given to police department which partners with the district. This increases the number of schools from 3.5 schools to 7. This project fund cameras for

monitoring hallways and exterior for crime prevention and it is also accessible to the district's Security Officer. Mr. Scott said it allowed him to access security cameras from his vehicle. Mrs. Moffly said that expenditure was costly and the focus should be on student achievement. Dr. McGinley said plan is to have security cameras in all schools to make students and staff safer so they can learn urged the board to support the grant agreement. Mrs. Kandrak suggested the item be tabled and said that grants are really just tax monies. In response to a question from Mrs. Bohn Coats about what will happen to the money if not accepted by CCSD, Mr. Bobby said it would be allocated to another district. Mrs. Dana Enck said in 2004 it came as a result of request from principals for things like a fight and to keep students accountable. The data from existing cameras are used in court for Workers' Compensation cases. In response to Mrs. Taylor question about what happens to cameras when schools are torn down, Mr. Scott said the camera equipment is recycled and reused. Rev. Collins said the same security measures taken in individuals' homes are also needed in schools.

Rev. Collins moved, seconded by Mrs. Oplinger, approval of the Agreement Between the Charleston County School District and the City of North Charleston for Community Oriented Policing Services (COPS) Secure Our Schools (SOS) Grant. The motion was approved 6-2 (Kandrak and Moffly opposed).

#### **11.4: First Reading – Board Policies**

- **BE – School Board Meetings**
- **BID – Board Member Compensation and Expenses**

**Note:** On November 29, 2010, the Board approved a motion to postpone the first reading of these two policies until December 13<sup>th</sup> to allow the Policy Committee time to discuss the revisions submitted by board members who are no longer on the board.

Mrs. Bohn Coats stated the two policies had minimal changes and asked individuals to identify issues they had with the policies. Mrs. Kandrak said more intense discussion was needed because some things were deleted from previous policy. She also mentioned the hurried efforts of previous members to get policies approved before their terms ended.

Mrs. Kandrak moved, seconded by Rev. Collins to send the two policies, BE – School Board Meetings and BID – Board Member Compensation and Expenses, back to the Policy Committee for the new committee members to review. The motion was approved 6-2 (Mr. Fraser and Mrs. Oplinger opposed).

## **XII. NEW BUSINESS**

During Discussion of New Business individual Board members suggested the following:

1. Mrs. Moffly said she would like to discuss the process for School Board's Policy Regulations which gives board right to veto a regulation, specifically, Wando High School Tardy Policy. She said the County Board has the right to suspend policies with the vote of a super majority.

Mrs. Moffly moved, seconded by Mrs. Kandrak, to suspend Wando's tardy policy. The motion failed 3-5 (Mrs. Kandrak, Mrs. Moffly and Taylor supported the motion).

In response to Mrs. Moffly motion, Mr. Fraser pointed out that there wasn't a tardy policy. Dr. McGinley said it's a school-based management decision. Mr. Lou Martin provided additional information on the tardy procedure at Wando stating there were four free passes for arriving to school late the first-45 minutes. While he could not answer questions regarding late arrival to classes, he said arriving to school late is different. Mr. Emerson added that each school has its own tardy policy which is not a district policy. Wando's Tardy Policy was established by Ms. Beckham

and staff. Mrs. Moffly reiterated that board has the authority to make and change policies. Dr. McGinley said she would bring additional details regarding the same to the Board.

2. Mrs. Kandrak shared information she received from the Legislative Action Conference she recently attended in Hilton Head. She said they addressed control of local funds, issuance of three diplomas-IEP, Career-Ready Students, and 24 credits. Mr. Fraser added that budgets should be prepared with assumption of 10%, 15% and 20% cuts.
3. Mrs. Moffly suggested Health Advisory Committee be added to the list of New Business items.
4. Mrs. Taylor suggested Magnet School Requirements. Mr. Fraser said the policy had to be in place and it would be a challenge to revisit it at this time.

There being no more business to come before the Charleston County School District's Board of Trustees, at 9:00pm, Mr. Collins moved to adjourn the meeting, seconded by Mrs. Moffly. The motion was approved by consensus.