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County SCHOOL DISTRICT

**CCSD BOARD OF TRUSTEES
Board Meeting**

January 22, 2018
75 Calhoun St., Charleston, SC 29401

Agenda

A meeting of the Charleston County School District Board of Trustees was held on Monday, January 22, 2018, in the board room at 75 Calhoun St.

The following CCSD board members were present: Mrs. Kate Darby – Chair, Rev. Eric Mack – Vice Chair, Mrs. Cindy Bohn Coats, Rev. Chris Collins, Mr. Todd Garrett, Mr. Kevin Hollinshead, Mr. Michael Miller, Mr. Chris Staubes, and Dr. Gerrita Postlewait, Superintendent of Schools and Executive Secretary. Mrs. Priscilla Jeffery participated by phone.

The following staff members were present: Ms. Cindy Ambrose, Mr. Jeff Borowy, Mr. Bill Briggman, Ms. Natalie Hamm, Mr. Donald Kennedy, Dr. Joe Williams, and Ms. Michele English-Watson,

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

**OPEN SESSION
4:00 p.m.**

- I. 1.1 Call to Order**
Mrs. Kate Darby called the meeting to order at 4:00 p.m.
- 1.2 Adoption of the Agenda/Approval of Consent Agenda Items**
Mr. Garrett moved, seconded by Mrs. Coats, to adopt the January 22, 2018 agenda and approve Consent Agenda items. Also, Audit & Finance agenda item 10.1A was moved up on the agenda under Special Recognition. The vote was 6-0.
- Note: Hollinshead, Jeffery, Staubes did not vote on these items because they arrived or called in after the vote.

**EXECUTIVE SESSION
4:05 p.m.**

- II. 2.1 Charter School Contracts**
- 2.2 Home School Request**
- 2.3 Audit & Finance Discussion**

**OPEN SESSION RECONVENED
Immediately following Executive Session
Approximately 5:15 p.m.**

Note: 8 members were present; Mrs. Jeffery participated by phone.

- III. Call to Order/Moment of Silence/Pledge**
*
 - Military Magnet Academy JROTC**
- IV. Approval of the Minutes**
- 4.1 Open Session Minutes – December 11, 2017**
Mr. Garrett moved, seconded by Mr. Staubes, to approve the December 11, 2017 minutes and financial impact statement. The vote was 9-0.

V. APPROVAL OF EXECUTIVE SESSION ITEMS

5.1 A. January 8, 2018 COW Executive Session Agenda Items

1. Student Transfer Requests #127, 128, 129

Mr. Garrett moved, seconded by Mrs. Coats, to approve student transfer requests #127-128. The vote was 9-0.

2. D20 Contractual Matter Pulled

This item was pulled. No action was taken.

3. Home School Request

Mr. Miller moved, seconded by Mr. Garrett, to approve a Home School request. The vote was 9-0.

B. January 22, 2018 COW Executive Session Agenda Items

1. Home School Request – January 22, 2018

Mrs. Coats moved, seconded by Mr. Miller, to approve a Home School request. The vote was 8-1-0 (Staubes abstained).

2. Other Items

a. Student #129 Mrs. Coats moved, seconded by Mr. Hollinshead to uphold the Constituent Board decision. The vote was 9-0.

VI. Special Recognitions

6.1 A. **CCSD Board Appreciation** - CCSD board members were recognized during Board Appreciation Month.

B. **Star Supporter Award – City of North Charleston** - The board recognized the City of North Charleston for providing unmatched support to the Kaleidoscope Program.

C. **2017 South Carolina Engaged Community Partner Award – CCSD’s Extended Learning Program** - The board recognized Expanded Learning Program and Kaleidoscope Program employees were recognized for receiving the 2017 SC Engaged Community Partner award.

D. **2017 Art Educator of the Year – Mary Catherine Peeples, Wando High** - The board recognized Mary Catherine Peeples for receiving the Mary White 2017 Art Educator of the Year award.

E. **Whole Child Award – Daniel Jenkins Academy** - The board recognized Daniel Jenkins Academy staff members for receiving the Whole Child Award.

F. **2018 South Carolina Nurse of the Year – Charlene Barbot, Mary Ford Elementary** - The board recognized Charlene Barbot for being named the 2018 SC Nurse of the Year.

G. **2018 South Carolina Nurse Administrator of the Year – Ellen Nitz, Districts 1&2 Liaison** - The board recognized Ellen Nitz for being named the 2018 Nurse Administrator of the Year.

VII. Superintendent’s Report – Dr. Gerrita Postlewait – Superintendent of Schools

Note: Mr. Garrett left the meeting at 5:47 p.m.

7.1 Superintendent’s Report

• Strategic Priorities

- The following new or recently hired staff members were recognized — Ms. Michelle Simmons, Robin Jones, Donald Kennedy, and Jacque Carlyn.

• Principal Meeting Updates

- Dr. Postlewait reviewed the following
 - Information recently shared with principals
 - Principals will bring teacher representatives to the February Principals’ Meeting
 - Accreditation for CCSD through AdvancED
 - The five-year budget projection was reviewed. Dr. Postlewait said to do something different, would require moving something out of the budget. She expressed concerns related to the challenge of balancing the budget over the next five years and said that no funds would be available for instructional coaches.
 - Proposed Act 388 Changes
 - Act 388 and Sales tax money
 - Funds for Teacher Coaches

- CCSD collects taxes from businesses but the state and county controls the amounts. Mrs. Coats suggested the district look at the state/county amounts to see how much CCSD is losing.
- ELEOT – Observation tool Continuous Improvement for All Kids
- Must give principal and teachers more authority
- Sexual Harassment Policy
- **CCSD Debt Service Updates – David Moore, PFM**
 - Status Report by David Moore (PFM) and Carol Clark (Sinkler and Boyd)
 - CCSD commended the board for the five year budget outlook
 - CCSD uses short/long term debt
 - Short Term Financing– Cash Flow Funding –Tax Anticipation Notes
 - Long Term Financing – Bond Anticipation Notes – Money for Capital Maintenance and Technology, Roof Repairs, Pay Installment Bond Payment, Sales Tax in Spring
 - The district currently uses short term bonds
 - Alternative Bonds and CEEFC were mentioned
 - All debts get paid off the same year
- **Financial Report**
Provided as information
- **Other**

VIII. Visitors/Public Comments*

1. Taylor Kahn Perry addressed the board about student mental health and the impact it has on student achievement. She urged the board to design a plan to address student mental issues.
2. Willette Wilkins expressed concerns about Montessori students that were asked to read books in the dark. She also asked the board to continue restoring trade classes at Burke High.
3. Susie Ash thanked the board for the positive things happening at Hursey Montessori.

IX. COMMITTEE REPORT(S)

Strategic Education Committee

- * **9.1 A. 2018-19 Academic Calendar Proposals**
Mrs. Darby moved, seconded by Mrs. Jeffery, to adopt Option B of the Academic Calendar for 2018-19. The vote was 8-0. Mr. Garrett left before the vote.

Mrs. Coats suggested staff be off on election day off. Another request from board members was to allow students to finish the semester before the Holiday break.

- * **B. Grade Configuration and Zoning for Lucy Beckham HS**
Mrs. Coats moved, seconded by Ms. Jeffery, to approve the recommendation to open the Lucy G. Beckham High School with 9th and 10th grade, adding 11th and 12th as students move up, with full enrollment (9-12) in 2022. The vote was 7-1 (Staubes). Mr. Garret left before the vote.

It was stated that transportation would not be provided for students desiring to take courses at Wando. However, transportation would be provided for students desiring to take classes at the Center for Advanced Studies.

Policy & Personnel Committee

- 9.2 A. Second Reading of Policy BEDM – Electronic Participation in Board Meetings – 1/11/18 COW Meeting**
Rev. Collins moved, seconded by Mrs. Darby, to approve the second reading of the Policy BEDM. The vote was 7-1 (Staubes opposed). Mr. Garrett was not present during the vote.

B. Second Reading of Policy JFAB – Nonresident Students – 12/11/17
Mrs. Coats moved, seconded by Mr. Hollinshead, to approve the second reading of Policy JFAB. The vote was 8-0. Mr. Garrett left before the vote.

Audit & Finance Committee

X. 10.1 Audit & Finance Committee January 18, 2018 Action Items
* *The board will consider approving Audit & Finance Committee action items.*

A. Procurement Exemption

Mr. Garrett moved, seconded by Mr. Miller, to approve the Procurement Exemption request for GIS Services from the competitive bid process. The vote was 9-0.

B. James B. Edwards Elementary School Greenhouse Donation

Mr. Garrett moved, seconded by Rev. Collins, to approve the James B. Edwards School Greenhouse Donation. The vote was 9-0.

C. Audit & Finance Committee Charter and Membership

Mr. Garrett moved, seconded by Rev. Collins, to accept the Audit & Finance Committee Charter and Membership recommendation. The vote was 9-0.

D. Internal Audit Department Charter

Mr. Garrett moved, seconded by Mrs. Coats, to approve the Internal Audit Department Charter. The vote was 9-0.

E. 2018 Internal Audit Plan

Mr. Garrett moved, seconded by Mrs. Coats, moved to accept the 2018 Internal Audit Plan. The vote was 9-0.

CONSENT AGENDA ITEMS

These items were approved Adoption of the Agenda/Approval of Consent Agenda Items – Agenda Item # 1.2 as shown below. Mr. Garrett moved, seconded by Mrs. Coats, to Adopt the January 22, 2018 Agenda and approve Consent Agenda Items.

XI. 11.1 A. Appointment of Committee Chairs

The board will consider a recommendation to appoint the following board members to serve as agenda liaisons for the Strategic Education Committee, Policy and Personnel, Operations Committees and members of the Audit Finance Committee & committee chair.

- Strategic Education Committee – Priscilla Jeffery
- Policy and Personnel Committee – Cindy Bohn Coats
- Operations Committees – Michael Miller
- Audit & Finance Committee Members: Eric Mack, Todd Garrett, & Michael Miller
- Audit & Finance Committee Chair – Todd Garrett

Also, it was noted that policy could be revised in the future to consider allowing Audit & Finance Committee members to elect the A&F chair.

Strategic
Education
Committee

B. Academic Calendar Proposals for 2018-2019

The board approved the recommendation to move the calendar options forward to provide an opportunity for employee, student, parent and public input prior to adoption of 2018-19 academic calendar.

Strategic
Education
Committee

C. Amend the 2017-18 Instructional Calendar

The board approved a waiver for three missed instructional days, January 4, 5, and 8, due to Winter Storm Grayson and submit a request to the state to apply for a waiver for the fourth day, January 9.

- Instructional days missed this school year are Sept. 8, 11, 12, Jan. 4, 5, 8, 9.
- Students have made up two days so far, on Nov. 20 – 21 and will make up a third day on Feb. 9.

Operations
Committee

D. 2010-2016 Capital Building Program (Phase III) Sales Tax Budget Reallocation

The board approved the 2010-2016 Capital Building (Phase III) Sales Tax Budget Reallocation.

Operations
Committee

E. 2017-2022 Capital Program (Phase IV) Sales Tax Capital Maintenance Budget Reallocation

The board approved the 2017-2022 Capital Building (Phase IV) Sales Tax Capital Maintenance Reallocation.

Other Agenda Items

XII. 12.1 Upcoming Meetings

- 1/29/18 – Diversity Overview – 4:30 – 6pm

- 1/30 -31/18 – Diversity Interviews
- 2/12/18 – Committee of the Whole Meeting @ St. Johns High School
- 2/26/18 – Lee Gill Workshop
- 2/26/18 – Board Meeting

Mrs. Darby announced that there are other dates on calendar handed out.

XIII. Adjournment

Mrs. Coats moved, seconded by Mr. Hollinshead to adjourn. The vote was 8-0.

CHARLESTON COUNTY SCHOOL DISTRICT
Financial Minutes January 22, 2018

Item	Description	Impact on FY18	Impact on Future FY	Funding Source	Project #	Project	Approved Budget	Proposed Budget	Variance	Notes
X.10.1.A	Board approved Procurement Exemption to extend contract for one year to GIS mapping services vendor.		\$40,000-\$60,000	GOF	5131	Charleston Progressive	\$ 22,841,000	\$ 22,838,130	\$ (2,870)	Projected utilities cost per year \$200
X.10.1.B	Board approved the donation of a greenhouse to James B. Edwards Elementary School.			GOF	5147	Lang MS	\$ 36,976,165	\$ 36,972,722	\$ (3,443)	
XI.11.1.D	Board approved 2010-2016 Capital Building Program (Phase III) Sales Tax Budget Reallocation			Capital	5148	CAS @ Wando	\$ 43,536,944	\$ 43,506,082	\$ (30,862)	
					5149	St. Andrews ES	\$ 32,615,001	\$ 32,419,419	\$ (195,582)	
					5150	Harbor View ES	\$ 25,050,004	\$ 24,971,265	\$ (78,739)	
					5152	North Chas Creative Arts ES	\$ 28,902,929	\$ 28,761,962	\$ (140,967)	
					5153	James Island Charter High	\$ 22,963,188	\$ 22,902,746	\$ (60,442)	
					5154	Murray-Lasaine	\$ 9,807,429	\$ 9,789,563	\$ (17,866)	
					5161	Carolina Park Land	\$ 2,357,295	\$ 2,136,949	\$ (220,346)	
					5165	Carolina Bay Land	\$ 2,500,000	\$ 35,800	\$ (2,464,200)	
					5182	Mary Ford ES	\$ 350,000	\$ 115,065	\$ (234,935)	
					5183	Northwoods MS	\$ 350,000	\$ 129,775	\$ (220,225)	
					5184	CE Williams MS	\$ 300,000	\$ 40,715	\$ (259,285)	
					5185	West Ashley MS	\$ 300,000	\$ 145,865	\$ (154,135)	
					5191	St. Andrews MS	\$ 30,000	\$ 28,425	\$ (1,575)	
					5188	Garrett Academy	\$ 2,358	\$ 142,358	\$ 140,000	
					5143	Chicora ES	\$ 27,544,000	\$ 27,594,000	\$ 50,000	
					5174	District 4 Bus Lot	\$ 2,489,092	\$ 5,162,029	\$ 2,672,937	
					5155	Angel Oak ES	\$ 18,489,000	\$ 18,614,000	\$ 125,000	
					9989	Program Contingency	\$ 509,766	\$ 1,607,301	\$ 1,097,535	
						TOTAL	\$ 277,914,171	\$ 277,914,171	\$ (0)	
XI.11.1.E	Board approved 2017-2022 Capital Program (Phase IV) Sales Tax Capital Maintenance Budget Reallocation			Capital	5271	Project	\$ 58,463	\$ 46,956	\$ (11,507)	
					5272	Goodwin (Roof) - (Year 1 of 6)	\$ 51,500	\$ 11,500	\$ (40,000)	
					5272	Frison ES (Restrooms) - (Year 1 of 6)	\$ 111,385	\$ 111,084	\$ (301)	
					5273	Mt. Zion ES (Restrooms) - (Year 1 of 6)	\$ 33,230	\$ 25,223	\$ (8,007)	
					5274	Pepperhill ES (Ext Envelope) - (Year 1 of 6)	\$ 156,686	\$ 155,066	\$ (1,620)	
					5275	Corcoran (Paving) - (Year 1 of 6)	\$ 208,000	\$ 187,866	\$ (20,134)	
					5275	Ashley River (Electrical) - (Year 1 of 6)	\$ 23,207	\$ 21,647	\$ (1,560)	
					5278	Mt. Zion ES (Electrical) - (Year 1 of 6)	\$ 225,110	\$ 210,835	\$ (14,275)	
					5279	Hunley Park (Painting) - (Year 1 of 6)	\$ 60,000	\$ 42,000	\$ (18,000)	
					5279	JB Edwards (Doors&Hardware) - (Year 1 of 6)	\$ 42,000	\$ 35,000	\$ (7,000)	
					5281	Lamb ES (Doors&Hardware) - (Year 1 of 6)	\$ 141,509	\$ 124,912	\$ (16,597)	
					5281	Military Magnet (Flooring) - (Year 1 of 6)	\$ 17,000	\$ -	\$ (17,000)	
					5281	JB Edwards (Flooring) - (Year 2 of 6)	\$ 266,040	\$ 245,040	\$ (21,000)	
					5282	St. James Santee (Flooring) - (Year 1 of 6)	\$ 50,000	\$ -	\$ (50,000)	
		5282	West Ashley HS (Flooring) - (Year 2 of 6)	\$ 40,000	\$ 7,000	\$ (33,000)				
		5282	Corcoran (Fire Protection) - (Year 1 of 6)	\$ 326,000	\$ 319,488	\$ (6,512)				
		5282	Deer Park (Fire Protection) - (Year 1 of 6)	\$ 50,000	\$ 16,250	\$ (33,750)				
		5282	Military Magnet (Fire Protection) - (Year 1 of 6)	\$ 578,200	\$ 533,331	\$ (44,869)				
		5270	St. Andrews MS (Fire Protection) - (Year 1 of 6)	\$ 340,000	\$ 685,132	\$ 345,132				
					TOTAL	\$ 2,778,330	\$ 2,778,330	\$ -		