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CCSD BOARD OF TRUSTEES
Board Meeting & Work Session

December 12, 2016
75 Calhoun St., Charleston, SC 29401
Minutes

A meeting of the Charleston County School District Board of Trustees was held on Monday, December 12, 2016, in the board room at 75 Calhoun Street.

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

The following staff members were present: Mr. Jeff Borowy, Mr. Bill Briggman, Mr. John Cobb, Mr. John Emerson, Mrs. Michele English-Watson, Dr. Valerie Harrison, Mrs. Terri Nichols, Mrs. Mary Runyon, Mr. Glenn Stiegman, Mrs. Erica Taylor, and Dr. Joseph Williams.

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

Mrs. Darby called the meeting to order at 4:15 p.m. Mr. Miller moved, seconded by Mr. Staubes, to go into Executive Session to discussion the following agenda items. The motion was approved by consensus.

BOARD MEETING EXECUTIVE SESSION 4:15 p.m.		
I.	**1.1**	**Legal Update**
II.	**2.1**	**Personnel Matters**
III.	**3.1**	**Voluntary Transfer Appeals**
OPEN SESSION		
IV.	**CALL TO ORDER, INVOCATION/MOMENT OF SILENCE, & PLEDGE OF ALLEGIANCE** Mrs. Darby called the December 12, 2016 meeting to order at 5:21 p.m. Then she called for a Moment of Silence followed by the Pledge of Allegiance.	
V.	**ADOPTION OF AGENDA/APPROVAL OF CONSENT AGENDA ITEMS** Mr. Garrett moved, seconded by Mrs. Coats, to adopt the December 12, 2016 agenda with the amendment listed below and approve Consent Agenda items in section XIII of the agenda. The vote was 9-0. Rev. Collins offered an amendment for agenda item 10.1 Point Award for CCSD Students Applying for Admission to Academic Magnet High and School of the Arts suggesting the use of the motion approved December 5, 2016 by the Committee of the Whole that directed staff to research and recommend options for CCSD resident students currently attending CCSD schools to have priority in the admissions process for School of the Arts and Academic Magnet High School. Mrs. Coats requested that the item be placed in the Potential Consent Agenda section.	
VI.	**APPROVAL OF MINUTES**	

	6.1	**A. Open Session Minutes – November 28, 2016** Mrs. Coats moved, seconded by Mr. Miller, approve the November 28, 2016 minutes and financial impact statement. The vote was 9-0.
		B. Open Session Minutes – Special Called Meeting - December 5, 2016 Mrs. Coats moved, seconded by Mr. Miller, to approve the December 5, 2016 minutes. The vote was 8-0-1 (Collins abstained).
OPEN SESSION		
	6.2	**Approval of Executive Session Items**
		1.1 Legal Update The board received a legal update. However, no action was taken.
		2.1 Personnel Matters The board discussed Personnel Matters. Mr. Garrett moved, seconded by Mrs. Coats, to allow the superintendent to determine the appropriate compensation with bonus required, as discussed, for the recruitment of a principal for a high priority needs school. The vote was 8-1 (Miller opposed). Rev. Collins moved, seconded by Mr. Garrett, to direct staff to bring a salary recommendation proposal for all high priority schools to the Committee of the Whole in January. The vote was 9-0.
		3.1 Voluntary Transfer Appeals Mrs. Coats moved, seconded by Mr. Miller, to approve a voluntary transfer with the appropriate charge. The vote was 9-0.
VII.	**Special Recognitions**	
	7.1	**Laing High School Proclamation** Mrs. Kate Darby – Board Chair, Mr. Chris Staubes, and two Laing students read the Laing High School Proclamation.
VIII.	**VISITORS/PUBLIC COMMENTS** 1. Ms. Diny Adkins, a Holocaust survivor/speaker, asked for the opportunity to help students in the Charleston area.	
IX.	**SUPERINTENDENT'S REPORT – Dr. Gerrita Postlewait – Superintendent of Schools**	
	9.1	A. Financial Report Mr. Stiegman spoke about the new encumbrance system to explain the salary and benefits account overages. He explained that it was based on the assumption was made that all positions would be filled by June 25, 2017. That part of the report will be refined to reflect more accurate information. A reduction was made in the Education Finance Act area because of the reduction in the number of students that are enrolled in CCSD schools. B. Update on Strategic Planning Convocation • Dr. Postlewait announced a Strategic Symposium on Saturday January 28, 2017 from 9am – 12pm staff will begin with the main strategic area. An invitation has been extended to staff and community members and approximately 600 individuals are registered to participate in a round table discussion. A mid-year review for principals will also be held the following week. A handout with details on the breakout session was distributed. Following these events, a recommendation will be made for expenditures to impact student achievement. Dr. Postlewait provided a brief description of the preliminary symposium plan and goals. Additional information will be brought to the next Committee of the Whole meeting. • Mr. Borowy is planning a meeting to collaborate with local businesses to address future district

purchases.

- Dr. Gerrita announced a Recruitment Fair on March 11, 2017 that. The location would possibly be West Ashley High. The goal is to offer teacher contracts to 100-200 individuals this year. The board will be asked if they are willing to give preferential treatment to high turnover schools where the achievement gap is the greatest.

X. COMMITTEE REPORT(S)

Strategic Education Committee

10.1 Point Award for CCSD Students Applying for Admission to Academic Magnet High School and School of the Arts

This item during approved with the Adoption 12/12/16 board agenda and approval on Consent Agenda items..

Policy & Personnel Committee

XI. 11.1 A. Ad Hoc Committee Legislative Agenda – Mrs. Kate Darby

Mr. Garrett moved, seconded by Mrs. Coats, to approve the list of matters the board would like to discuss with elected State Legislative representatives. The vote was 9-0.

Rev. Mack asked that legislative priority be compared to legislative priorities the South Carolina School Boards Association is advocating for. CCSD should join them to fight for the same cause.

Mr. Miller requested staff ensure the board that second year certified teachers would qualify for loan repayment. It was determined that since staff confirmed this earlier, that item wasn't placed on the list.

B. Effective Governance Policies

Mrs. Coats moved, seconded by Ms. Jeffery, to adopt the first reading of Board Policies 1-13 to summarize and condense the policies listed under school board governance and operations and replace these policies in the board policy manual. The vote was 7-2 (Collins and Miller opposed).

Mrs. Coats moved, seconded by Mr. Miller, to add Finance Policies 1-3 to the existing finance policies. The vote was 9-0.

Board Policies

1. *Board Purpose*
2. *Board Legal Status and Job Description*
3. *Board Officers*
4. *Board Committees*
5. *Board Agenda and Notice*
6. *School Board Meeting*
7. *Board Member Conflict of Interest*
8. *Board Member Code of Ethics*
9. *Process for Addressing Board Member Violations*
10. *Annual Work Plan*
11. *Board-Superintendent Relationship*
12. *School Board Policy Process*
13. *School Board Powers and Duties*

Finance Policies

1. *Financial Planning*
2. *Financial Administration*
3. *Asset Protection*

Mrs. Darby highlighted the amendments that were made earlier today during the board work session. She said the effort to refine and reduce the 280 board policies.

Dr. Postlewait thanked staff and the Board for their work to update the policies listed above. Then she publicly acknowledged the tireless hours Mr. John Emerson has spent working on policy revisions.

		Mrs. Darby also thanked Mrs. Portia Stoney, Mrs. Sherron Brightharp, and Mrs. Julia Erickson for helping with policy revisions.
XII.	**12.1**	**Administrative Rules** The board received the Administrative Rules as information. Mrs. Darby said Administrative Rules would be discussed at the next Committee of the Whole meeting. Rev. Collins suggested a thorough review by legal counsel that is an expert in this area.
CONSENT AGENDA ITEMS **Note:** These items were approved with the agenda item #V. Adoption of the Agenda. The vote was 9-0 Also note, agenda item **10.1 Point Award for CCSD Students Applying for Admission to Academic Magnet High School and School of the Arts** was moved to this section approved with Consent Agenda items.		
XIII. Operations Committee	**13.1**	**A. North Charleston, West Ashley Career Centers for Advanced Studies – Mr. Jeff Borowy** The board approved a recommendation to direct staff to solicit for design of North Charleston and West Ashley Centers for Advanced Studies concurrently targeting the completion of North Charleston in 2020 and West Ashley in 2021.
Policy & Personnel Committee		**B. District 10 Constituent Board Appointment – Mr. John Emerson** The board approved the District 10 recommendation to fill the vacant seat on the D10 Constituent Board.
Policy & Personnel Committee		**C. Policy GCQF – Dismissal of Professional Staff – Mr. John Emerson** The board approved the first reading of an update to the policy noting the authority of the board to delegate teacher appeal hearings to a hearing officer. The revised policy would also serve as notice to teachers that a hearing might take place before the board of trustees or their designee.
Audit & Finance Committee		**D. 2010-2016 Capital Building Program (Phase III) Sales Tax Budget Reallocation – District Wide Athletic Improvements and Emergency Operations Center (EOC) – Mr. Reginald McNeil** The board received and approved the reallocation of funds as shown on the resolution.
Audit & Finance Committee		**E. Fixed Cost of Ownership (FCO) FY17 Budget Reallocation - Mr. T. Nawrocki** The board approved a recommendation to receive and approve the reallocation of funds in the amount of $100,000 as shown on the resolution attached.
Audit & Finance Committee		**F. Oceanside Collegiate Academy Agreement Extension** The board approved a 6 month extension to the facility use agreement for Oceanside Collegiate Academy at the McClellanville Middle School campus.
OTHER AGENDA ITEMS		
XIV.	**14.1**	**Appointment of Committee Liaisons – Staubes, Darby, Mack, and Garrett** Mr. Staubes, the Committee of the Whole Chair moved, seconded by Mrs. Coats, to appoint the committee liaisons listed below. The vote was 7-0-2 (Jeffery and Miller abstained). • Policy & Personnel: Mrs. Cindy Bohn Coats • Audit & Finance: Mr. Todd Garrett • Strategic Education: Ms. Priscilla Jeffery • Operations & Transportation: Mr. Kevin Hollinshead
	14.2	**Appointment of Audit & Finance Committee Liaisons** Mrs. Darby moved, seconded by Rev. Collins, to approve the appointment of Mr. Todd Garrett and Rev. Eric Mack to serve on the Board's Audit and Finance Committee. The vote was 9-0.
	14.3	**Upcoming Meetings**

		• January 9, 2017 – Committee of the Whole Meeting • January 23, 2017 – 2:00 p.m. – Finance Workshop • January 23, 2017 – Board of Trustees Meeting
XV.	**15.1**	**Adjournment** Mrs. Coats moved, seconded by Mr. Garrett to adjourn the meeting at 6:22 p.m. The vote was pproved by consensus.

Item	Description		Impact on FY17	Impact on Future FY	Funding Source	Notes
XIII.13.1.A	The Board approved recommendation from Operations Committee to direct staff to solicit design for North Charleston and West Ashley Centers for Advanced Studies.		TBD	TBD	Capital	
XIII.13.1.D	The Board approved recommendation from Audit & Finance for reallocation of 2010-2016 Capital Building Program (Phase III) funds to District Wide Athletic Improvements and Emergency Operations Center (EOC).		No Impact	$0	Capital	

Project#	Project	Approved Budget	Proposed Changes	Revised Budget
5131	Charleston Progressive Academy	$22,871,000	($30,000)	$22,841,000
5132	James Simons Elementary School	26,483,618	(605,323.15)	25,878,294.85
5144	Montessori/Springfield Support Facility	10,116,433	(56,240.73)	10,060,192.27
5145	Jennie Moore Elementary School	34,075,843	(150,000)	33,925,643
5147	Laing Middle School	37,571,198	(560,000)	37,011,198
5149	St. Andrews School of Math and Science	32,900,000	(285,000)	32,615,000
5151	Springfield Elementary School	22,937,896	(181,000)	22,756,896
5153	James Island Charter High School	23,521,269	(482,000)	23,039,269
5180	District Wide Athletic Improvements - Academic Magnet	113,693	(7,740.01)	105,952.99
5180	District Wide Athletic Improvements - Lincoln High	505,337	(479,338.20)	25,998.80
5180	District Wide Athletic Improvements - St. Johns High	364,796	(122,245)	242,551
5180	District Wide Athletic Improvements - Stall High	798,949	700,000	1,498,949
5180	District Wide Athletic Improvements - Baptist Hill High	420,425	850,000	1,270,425
5158	CCSD Emergency Operations Center	2,500,000	1,385,563.21	3,885,563.21
9989	Program Contingency	620,245	23,323.88	643,568.88
	TOTAL	**$215,800,702**	$0	**$215,800,702**

XIII.13.1.E	The Board approved recommendation from the Audit & Finance Committee for the reallocation Fixed Cost of Ownership and Classroom Modernization funds for an enterprise level file management system.		No Impact	$0	FCO	

Project#	Project	Approved Budget	Proposed Changes	Revised Budget
5336	Information Technology	$1,512,483	($100,000)	$1,412,483
5339	IT Software - (NEW) Veronis	3,757,000	100,000	3,857,000
	TOTAL	$5,269,483	$0	$5,269,483