

CCSD BOARD OF TRUSTEES
BOARD MEETING AGENDA

January 13, 2014

Business Meeting

75 Calhoun St., Charleston, SC 29401

A regular meeting of the Charleston County School District Board of Trustees of the was held on Monday, January 13, 2014, in the Board Room at 75 Calhoun Street with the following members of the Board present: Mrs. Cindy Bohn Coats – Chair, Mr. Tom Ducker - Vice Chair, Mr. Craig Ascue, Rev. Chris Collins, Mr. Chris Fraser, Mr. Todd Garrett, Mr. Michael Miller, Mrs. Elizabeth Moffly, Mr. Emerson Tripp Wiles, and Dr. Nancy J. McGinley, Superintendent and Executive Secretary.

Staff members Mr. Michael Bobby, Mr. Bill Briggman, Mr. John Emerson, Mrs. Michele English Watson, Dr. Lisa Herring, Mrs. Audrey Lane, Mr. Bill Lewis, Mr. Louis Martin, Mr. John McCarron, Dr. Brenda Nelson, Mrs. Terri Nichols, Mr. Paul Padron, Mrs. Erica Taylor, Mrs. Latisha Vaughn-Brandon, and Dr. James Winbush were also in attendance.

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

Mrs. Coats called the meeting to order. Then Mr. Emerson Trip Wiles was sworn in by Mrs. Sherron Brightharp, a CCSD notary and paralegal for the Office of General Counsel.

0.5: Oath of Office – Mr. Emerson Tripp Wiles, II

The oath of office was administered to Mr. Tripp Wiles.

1.2: Election of Officers

In compliance with CCSD Board Policy BD – Organization of the School Board (below) and statute 59-19-70 of the South Carolina Code of Laws (1976), the Board held an election of officers as required by law.

Mr. Garrett nominated Mrs. Coats to serve as Board Chair, Mr. Miller seconded the nomination. The vote was 9-0.

Mr. Garrett nominated Mr. Ducker to serve as Vice Chair, Mr. Miller seconded the nomination. The vote was 9-0.

Mr. Fraser moved, seconded by Mr. Miller, to go into Executive Session at 4:08 pm to discuss the items listed below.

EXECUTIVE SESSION

4:00 p.m.

1.1: Permission to Enter Discussions Exchange of Land & Building Assets between City of North Charleston & CCSD - Mr. Michael Bobby – Chief Financial & Operations Officer

1.2: Workers' Compensation Settlement Claim – Mr. Michael Bobby – Chief Financial & Operations Officer

1.3: Student Expulsion Appeal Decision

1.4: Legal Updates – Mr. John Emerson, General Counsel

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

Mrs. Coats called the meeting to order at 5:15pm. Then she called for a Moment of Silence followed by the Pledge of Allegiance.

III. ADOPTION OF AGENDA

Rev. Collins moved, seconded by Mr. Garrett, to adopt the revised January 13, 2014 agenda. The motion was approved 9-0.

IV. SPECIAL RECOGNITIONS (15 minutes) – Mrs. Erica Taylor, Executive Director of Strategy & Communications

4.1: School Board Appreciation Month Recognition

Ms. Erica Taylor, Executive Director of Strategy and Communications, read a proclamation highlighting and recognizing CCSD Board members for their continued dedication to the students of Charleston County School District.

Mrs. Coats introduced Mr. Tripp Wiles and announced that he was administered his oath of office before the Board convened in executive session. Mrs. Coats also stated that a Board election was held, as required by Board policy. She was elected to serve as Chair and Mr. Ducker was elected to serve as

Vice Chair. Mrs. Moffly added that the vote was unanimous.

V. SUPERINTENDENT'S REPORT – Dr. Nancy J. McGinley – Superintendent of Schools

- Dr. McGinley welcomed Mr. Tripp Wiles to the Board.
- January is School Board Appreciation Month. Board members were thanked for their continued service to the 47,000 students in CCSD. Board members were treated to dinner from Manny's Neighborhood Grill, given a gift certificate from Taziki's Café, and fruit baskets from Limehouse Produce. The sponsors, Manny's Neighborhood Grill, Taziki's Café, and Limehouse Produce were thanked for their generosity. Also, staff members Clara Heinsohn and Walter Campbell were thanked for helping with the board gifts.
- Last Monday the new James Simons ES opened its doors. The new building is filled with energetic teachers, engaged parents and a remarkable principal—Mrs. Quenetta White. Board member Michael Miller toured the school on Monday. Dr. McGinley invited other Board members to visit that school. Staff members that worked during the holiday to get the school open on time were commended.
- During a Superintendent's Recognition Breakfast held this morning, a number of remarkable individuals were recognized. The individuals nominated went above and beyond their call of duty. Dr. McGinley shared information about a CCSD nurse that spends her holidays and weekends picking up prescriptions and delivering them to the homes of students. Dr. McGinley suggested that it would be nice for Board members to meet the extraordinary individuals that are recognized monthly in the district. It was determined that a summary with information about the employees recognized would be shared with the Board.

VI. VISITORS, PUBLIC COMMUNICATIONS

1. Mr. Anthony G. Bryant addressed the Board about a Freedom of Information Act request, Tax Increment Financing, and Board compensation.

VII. APPROVAL OF MINUTES/EXECUTIVE SESSION AGENDA ITEMS

7.1: Open Session Minutes of December 9, 2013

Mr. Fraser moved, seconded by Mr. Garrett, to approve the open session minutes of December 9, 2013. The vote was 9-0.

7.2: Executive Session Action Items of January 13, 2014

The Board voted on executive session action items of January 13, 2014.

1.1: Permission to Enter Discussions Exchange of Land & Building Assets between City of North Charleston & CCSD - Mr. Michael Bobby – Chief Financial & Operations Officer

Mr. Fraser moved, seconded by Mr. Ascue, to approve the recommendation to enter exchange of land and building assets with the City of North Charleston. The vote was 9-0.

1.2: Workers' Compensation Settlement Claim – Mr. Michael Bobby – Chief Financial & Operations Officer

Mr. Garrett moved, seconded by Mr. Miller, to approve a workers' compensation settlement. The vote was 7-2 (Ducker and Wiles opposed).

1.3: Student Expulsion Appeal Decision

Rev. Collins moved, seconded by Mr. Ducker, to schedule a new hearing prior to the next Board meeting. The vote was 9-0.

1.4: Legal Updates – Mr. John Emerson, General Counsel

The Board received a Legal Update from General Counsel. However, no action was taken.

7.3: A. Financial Minutes of November 25, 2013

Mr. Fraser moved, seconded by Mr. Ascue, to approve the updated financial minutes of November 25, 2013. The vote was 9-0.

B. Financial Minutes of December 9, 2013

Mr. Fraser moved, seconded by Mr. Ascue, to approve the financial minutes of December 9, 2013. The vote was 9-0.

VIII. CAE UPDATE

IX. MANAGEMENT REPORTS

10.1: Audit & Finance Committee

A. Audit & Finance Committee Update

The Committee will provide information and receive input from Board members on the following:

-Items that are currently before the committee that have not been brought forward to the Board;

-Future topics the committee plans to bring forward; and -What is needed to move the item forward?

Mr. Garrett did not have an update for tonight's meeting. However, Mrs. Coats announced that now Mr. Wiles is officially a member of the CCSD Board, Mr. Wiles will serve on the Policy Committee and Mr. Fraser will serve on the Audit & Finance Committee.

B. Agreement between CCSD & SCSPA

Mr. Garrett moved, seconded by Mr. Ascue, to approve the proposed agreement to govern and extend the use of SC State Ports Authority Property for parking for Sanders Clyde School staff. The funding sources are Fixed Cost of Ownership and Maintenance/Transportation budgets. The vote was 9-0.

Mr. Garrett said Mr. Bobby is working with the State Ports Authority to allow staff at Sanders Clyde ES to use space to park.

Mr. Ducker asked if the proposal would require staff members to drive the bus. Mr. Bobby said yes, that was the intent. Staff drivers would be required to have a Commercial Driver's License.

Mr. Ascue commended Mrs. Erica Taylor for efforts of assisting staff with the proposal.

Mrs. Moffly questioned why parking was excluded from the building plans. Mr. Bobby said it was not an oversight. However, staff wasn't aware of the off street parking issue earlier. He also thanked Mrs. Taylor for her help to resolve this issue. He said they will also pursue property nearby.

Mrs. Coats asked about possible bus issues that could occur with the assignment of staff bus drivers. Mr. Bobby said it would manage that out of the Operations Office.

Dr. McGinley added that the recommendation addresses a safety issues due to heavy traffic conditions and a ditch.

C. MOA between CCSD & CCPRC

Mr. Garrett moved, seconded by Mr. Fraser, to approve the revised memorandum of agreement with Charleston Parks and Recreation Commission for implementation. The funding source is Department of Community Education Fund 220-Before and After School Day Care and Fund 855 Community Education funds. The vote was 9-0.

Mr. Garrett said this recommendation simplifies the pay structure. Mr. Ducker asked about personnel and said it wasn't mentioned in the introduction. The Community Education Director said the plan is to hire two program coordinators at Baptist Hill HS and St. Johns HS. It was going to be addressed next year but staff had the opportunity to make it happen this year. Mr. Ducker re-stated that the MOA didn't mention personnel. The Community Education Director said the MOA would be amended.

D. James B Edwards Annex Bldg Renovation

Mr. Garrett moved, seconded by Mr. Fraser, to approve the recommendation to authorize staff to utilize a list of (4) General Contractors to obtain competitive construction proposals for James B. Edwards Annex Building renovations and proceed with construction contact based on receipt of bid results within the established bid control number (\$1,625,000). The vote was 8-1 (Moffly opposed).

Mr. Garrett stated for the record that he contacted Ms. Cathy Hazelwood at the State Ethics Commission beforehand to confirm that he could vote on this item since his brother is employed by one of the firms listed.

E. Lucy Calkins Writing Program for K-5 Teachers

Mr. Garrett moved, seconded by Mr. Fraser, to approve the recommendation to purchase writing kits for teachers in the kindergarten – fifth grades. The funding source is EIA funds in the amount of \$110,500 for 47 elementary schools. The vote was 9-0.

Mrs. Coats asked about the funding source. Mr. Bobby said funds would continue to come out of EIA. Mr. Wiles asked if there was an alternative plan in case the effort to stop Common Core Curriculum is successful. Mrs. Elizabeth Reidenbach said help was needed in the area of writing regardless to the success of Common Core or not. The Luck Calkins Writing Program is a good method for teaching writing. This program would help students have better writing scores. Even if the legislation passes, the district would still use this curriculum.

Mr. Miller asked about the number of schools that use this curriculum. Mrs. Reidenbach said there were many schools using the curriculum and 34 schools were anxious to have this program. Mr. Miller inquired again about the number of schools using the curriculum. Mrs. Reidenbach said she didn't have that information with her. Mr. Miller asked if the program was more supportive for teachers. Mrs. Reidenbach confirmed. Then Mr. Miller asked if teachers would be offered writing workshops if the Lucy Calkins program is offered. Mrs. Reidenbach said the District offers Professional Development in writing and now it would be specific to Lucy Calkins. Mr. Miller asked if the recommendation to purchase the program to use in all elementary schools was a good idea. Dr. C. J. Williams shared her experience having used the program while she was employed by another school district. Dr. Williams said many schools have different levels of implementation. However, this is the first complete set of curriculum material teachers would have to use. Mrs. Reidenbach and Dr. Herring responded to Mr. Miller's question about any negative concerns they would have with the writing program. Dr. Herring said fidelity was a concern. Dr. Winbush said any school not using reading and writing workshops are in trouble. It is effective and being used in schools in the Innovation Zone. He said that was the direction that was given earlier in the year.

Dr. McGinley said at the Principal's Roundtable writing and reading were areas identified and they looked at ways to address it. This is a universal approach across the county. \$110,000 isn't a whole lot of money and this is the first attempt to address it since she has been in the district. CCSD Staff members are not trying to sell Lucy Calkins writing program. They are looking for the best program to get the job done.

Mr. Ducker moved, seconded by Mrs. Moffly, to send the recommendation to the Strategic Education Committee for further review. Mr. Ducker also said the item should be placed on the list of early budget decisions for next year. Dr. McGinley said she is looking to purchase it immediately and use the materials during the last five months of school this year. Mrs. Moffly withdrew her second after learning that funds are in this year's budget. However, Mr. Miller offered to second the motion. However, the Board did not vote on this motion.

Mr. Ascue requested a cost breakdown. Mrs. Reidenbach and Dr. Williams said the amount would cover lesson plans, rubrics for teachers, and student support materials.

Mrs. Moffly asked if penmanship was included. Then she said she was happy to know that time was provided during the school day.

F. North Charleston Creative Arts ES (Phase I Early Site Development Pkg)

Mr. Garrett moved, seconded by Mrs. Moffly, to approve the recommendation to authorize staff to enter a contract with the lowest responsible responsive bidder for the new North Charleston Creative Arts Elementary School – Phase I Early Site Development for a Not to Exceed (NTE) amount of \$3,000,000.00. The vote was 9-0.

Mr. Ascue asked about SWMBE bids. Mr. Garrett said efforts would be made to reach out to them. He said in some areas they have more than required, on others they are below requirement.

H. Purchase Discovery Science Materials

Mr. Garrett moved, seconded by Rev. Collins, to approve the recommendation to purchase Discovery Science materials. The funding source is General Operating Funds for initial outlay then Lottery Funds from the state. The total cost is \$237,000. The vote was 8-1 (Coats).

Mr. Ducker asked for explanation. Dr. Rodney Moore said staff looked at what to use lottery money for and determined it would be used for science. Mr. Ducker said the deadline to apply was August of last year. Dr. Moore said a letter written in October said the money was offered. Mr. Ducker asked why it was just coming before the Board at this time. Dr. Herring said it was originally brought forward by Mrs. Connie Doperiela, the media director who is not here. She assumed responsibility for not bringing it forward before now because she didn't want to point her finger at anyone.

Mrs. Coats asked what was being purchased. Dr. Moore said it was electronic information that would be

used this summer. Mrs. Coats asked if it's the new proposed curriculum. Dr. Moore said its materials to supplement standards. Mrs. Coats asked how it fits into early budget decisions for next year. Dr. McGinley said it's a part of what is needed. She wouldn't rule out that no additional materials would be needed. Mrs. Coats said she wouldn't want to be asked to spend money on science now and ~~during~~ for next year's budget. Dr. McGinley said there may be more needs in the area of science. However, it is not known at this time.

I. FY2013 External Audit Report

The Board received the FY20123 External Audit Report financial audit highlights as information.

Mr. Garrett moved, seconded by Mr. Fraser, to accept the FY2012 External Audit Report. The vote was 9-0.

Mr. Larry Finney from Greene, Finney, & Horton, CPAs said they had a thorough discussion in A&F and they sent the PowerPoint out to the Board to review beforehand. He said an unmodified opinion was being issued as opposed to the unqualified opinion they shared in the past. He said that's as good as it gets. He also said the board and management does a good job with managing its expenditures. He highlighted the new GASB requirement to report pension plans and pensions and what the district is required to do.

There were three findings in the area of the Single Audit.

1. Head Start allowable Costs: Payroll Changes
2. IDEA – Allowable Costs – Payroll Charges
3. SIG – Allowable Costs: Documentation of Time and Effort

The highest risk was in the area of Payroll. That has been addressed.

A lot of work is put into the audit. Ms. Kelly and Ms. Shannon put a lot of work in to get it done.

Board Questions/Comments:

Mr. Ducker asked about the increase in Healthcare and if the district is prepared to address it. Mr. Bobby said information was presented earlier on the increase. However, he said it was a projected amount.

Mr. Ducker asked about Special Revenue activity. Mr. Finney said some are Federal Programs and the other is the state improvement fund. Mr. Bobby also addressed questions about transportation.

Mrs. Moffly asked about Termination of Forward Agreement Delivery with the Charleston Educational Excellence Financing Corporation (CEEFC) Fund. Mr. Bobby responded. Mrs. Moffly asked if there was a fund balance in the CEEFC fund. Mr. Finney said there were probably funds that need to remain until they end that fund.

Mr. Garrett said he would try to do a better job of anticipating questions. However, board members are invited to attend committee meetings to reduce discussion in open session.

Mrs. Coats asked for a calendar of committee meeting dates.

10.2: Policy Committee – Mr. Chris Fraser

A. Policy Committee Update

The Committee will provide information and receive input from Board members on the following:

- Items that are currently before the committee that have not been brought forward to the Board;
- Future topics the committee plans to bring forward; and
- What is needed to move the item forward?

Mr. Chris Fraser said the next meeting is January 29th. He said there hasn't been a meeting since the last Board meeting.

B. Second Reading - Policy DD – Funding Proposals, Grants & Special Projects – Mr. John Emerson, General Counsel

Mr. Fraser moved, seconded by Mr. Miller, to approve the second reading of the amended Policy DD with the addition of the word "annually". The vote was 9-0.

C. Second Reading - Policy JFAB – Non Resident Students – Mr. John Emerson, General

Counsel

Mr. Fraser moved, seconded by Mr. Miller, recommendation to approve the second reading of Policy JFAB. The vote was 9-0.

D. Second Reading – Policy BDG – Staff Attorney/Outside Legal Services – Mr. John Emerson, General Counsel

Mr. Fraser moved, seconded by Mr. Miller, to approve the second reading of Policy BDG. The vote was 9-0.

E. Second Reading – Policy - Accommodation for Nursing Mothers

Mr. Fraser moved, seconded by Mr. Miller, to approve the second reading of the Accommodation for Nursing Mothers policy. The vote was 9-0.

F. Second Reading – Policy JFABC – Student Transfers

Mr. Fraser moved, seconded by Mr. Miller, to approve the second reading of the Student Transfer policy. The vote was 9-0.

G. Second Reading – Policy – Transfer of Children of Employees

Mr. Fraser moved, seconded by Mr. Miller, to approve the second reading of the Transfer of Children of Employees policy. The vote was 9-0.

10.3: Strategic Education Committee – Mr. Michael Miller

11.1: POTENTIAL CONSENT AGENDA ITEMS

A. Goals Based Performance Results

The Board discussed the goals based performance results of two principals.

Mr. Briggman explained the revisions for NCHS stating that the data was correct. However Mr. Grimm did not meet the graduation goals.

Rev. Collins asked about goals. Dr. McGinley said each principal was given a contract with annual growth. The full packet is in the board documents. Rev. Collins asked about attendance and discipline. Dr. McGinley said those were the goals identified and numbers received from the state was plugged in.

Rev. Collins asked about suspension and expulsion at Stall. Mrs. Coats said the Board could request a suspension and expulsion presentation for those schools.

Mrs. Moffly said she wanted it for all schools. Dr. Winbush said the reports are on the district's website broken down by learning communities.

Dr. McGinley suggested the website be updated. Also, she said she would provide Rev. Collins a hard copy.

Mr. Miller asked if the data from both schools include the 9GR. Dr. Winbush said that is something else, not one of the goals.

Mr. Ducker asked if both principals were evaluated. He requested a copy of their evaluations. Dr. Winbush said Stall's was done.

Mr. Fraser moved, seconded by Mr. Garrett, to adjourn the meeting at 7:05pm. The motion was approved unanimously.