

Minutes of Barnwell County School District

Board of Trustees Meeting

Wednesday, May 29, 2024

(12255 Main Street, Williston, SC 29853)

Board Members Present: Chairperson Terry Richardson, Ronnie Brown, Becky Huggins,
SGM Abraham Sexton, Dr. Andy Sandifer

I. Opening Business

- Call to Order, Reflection, Pledge of Allegiance to the Flag, FOI Notice

Chair Richardson called the meeting to order at 6:00pm. Dr. Andy Sandifer led the Reflection and the Pledge of Allegiance followed.

Chair Richardson confirmed the FOI Notice, as required by the Freedom of Information Act.

During approval of the agenda, Dr. Stapleton asked for an amendment to add the approval of the May personnel report to the agenda following approval of the minutes.

Approval of Agenda – Chair Terry Richardson

A motion was made by Dr. Andy Sandifer to approve the agenda as presented with the addition of the personnel report. The motion was seconded by Ronnie Brown. Hearing no objections, the agenda was unanimously approved.

- Approval of April 23, 2024 Board Meeting Minutes – Chair Terry Richardson

A motion was made by SGM Abraham Sexton to approve the April 23, 2024 Board Meeting Minutes. The motion was seconded by Dr. Andy Sandifer. The minutes were approved unanimously.

- Approval of the May 6, 2024 Work Session Minutes- Chair Terry Richardson

A motion was made by Becky Huggins to approve the May 6, 2024 Work Session Minutes. The motion was seconded by Dr. Andy Sandifer. The minutes were unanimously.

- Approval of the May 6, 2024 Special-Called Meeting Minutes- Chair Terry Richardson

A motion was made by SGM Abraham Sexton to approve the May 6, 2024 Special- Called Meeting Minutes. The motion was seconded by Becky Huggins. The minutes were unanimously.

- Approval of the May Personnel Report- Chair Terry Richardson

A motion was made by Dr. Andy Sandifer to approve the May Personnel as presented and seconded by Ronnie Brown. The motion was approved unanimously.

- There was no public participation.

II. **Superintendent Report –Dr. Crystal Stapleton**

Dr. Stapleton shared the following updates:

A. Update regarding Facility Plan- Phase II

Dr. Stapleton provided an overview of the Board’s Plan.

- Release a Request for Qualifications (RFQ) for Architectural/Engineering Services and a Request for Proposals (RFP) for Construction Management At-Risk Services with a deadline for receiving proposal responses within two weeks.
- A district committee will conduct the bid opening and narrow down proposals to “shortlist of firms” for interviews. The board members will choose from these firms in securing services.
- Once selected, the district board and leadership will work with the chosen firms to develop specific plans and a timeline for a new career center and consolidated high school. The district will seek community input with this plan. A plan will also be developed for renovating a K-8 space both in Williston and Blackville.

Dr. Stapleton provided an update from the board work session.

At the work session, there was a presentation from SSOE and H.G. Reynolds.

At the work session, 4 options were presented:

- A new comprehensive career center and high school on a site to be determined.
- A new comprehensive career center and high school on the current site of Barnwell High School (already owned by the district) with the current high school being demolished following new construction.
- Renovation of parts of Barnwell High School with the addition of a new career and additional instructional spaces.

- Full renovation of Barnwell High with a career center addition built onsite.

Dr. Stapleton reminded the board that was a brief overview after they spent hours listening to the pros and cons of different option.

Dr. Stapleton reviewed the takeaways from presentation from SSOE and H.G. Reynolds as discussed by the board at the work session.

We heard so many times that day about the appreciation for how thorough they were with the information provided. Dr. Stapleton thanked the board for their gathering of information before making a decision moving forward.

- The architect/engineer and construction management at risk services team were thorough in the information they provided the Board of Trustees.

(Scope of Work for Phase II)

- There is substantial savings to the district and taxpayers to build on a current high school site versus a new site, thus allowing the Board to also expand on plans for the other schools in Williston and Blackville.
- The consensus of board was elimination of the option to renovate the current Barnwell High School and the option to partially renovate Barnwell High School.
- During the work session, the State Superintendent of Education Ellen Weaver committed another \$5 million dollars to the district's current \$105 million.
- We were grateful that Senator Hutto and Representative Hosey were able to join us and provide their input and support into the plans moving forward.
- The Board's next step is to have an informational meeting for the community to hear the same information that the board members heard.

Dr. Stapleton shared information about the Community Informational Meeting about the Facility Plan.

- June 11, 2024 at 6pm- Barnwell County Career Center

SSOE and H.G. Reynolds will be onsite to share plans for a CTE- focused high school (career center and high school combined)

Dr. Stapleton shared the following updates:

- B. Update related to Barnwell County School District Consolidation Plan
 - New BCSD Logo

- The BCSD Logo has been voted on as a consensus of the board.
- The colors that were chosen for the logo is navy and gray with the county outline behind Barnwell County School District.

Discussion of Historic Committees

- We currently have a chair for each board-appointed committee.
- Barnwell High School- Kelly Shealy
- Blackville-Hilda High School- Dr. Andy Sandifer
- Williston-Elko High School- Ronnie Brown
- Barnwell County High School- Mike Beasley

Purpose: to archive the history of each high school, collect memorabilia that will be archived and kept for display in a museum or the new high school in the future, help consider ways to honor the legacy of the schools, etc. We will bring those committee lists to the board for approval in June.

III. **Old Business**

IV. **New Business**

A. **Presentation of Second Reading of 2024-2025 General Fund Budget**

CFO Holly Hutto shared budget highlights:

- After discussion with Sandy Houck at DOR and Gwen Kinard, Barnwell County Auditor, the millage has been set at 243.1 mills. This millage rate takes into consideration the mills needed to produce revenue for all the county schools and the Career Center.
- This millage set by DOR does not include the increase limitation allowed by local governing bodies. The school district is allowed to increase the millage rate based on the consumer price index (CPI) increase. The increase allowed is 4.12%. That increase for the school district equates to 10 mills. Operating millage does not affect owner occupied.
- Projections from the Senate have been considered when setting the revenues.
- The state minimum salary schedule draft and the bus driver recommendation has been used with setting teacher and certified salaries and bus driver pay.
- Each department has met and determined the best way to consolidate any purchase services that have been utilized. Some examples: Lawn care has now been added to Williston Schools and the Career Center, the accounting

software has been brought together into one program, Special Services has determined what purchase services they will use and utilize throughout the County, IT has worked diligently to equalize the technology across the county and bring all purchase services together.

- During the collaborative budget process, each department and school was given the opportunity to discuss their individual needs for supplies. Those needs have been assessed and have been distributed appropriately based on student population, programs offered, special considerations, and overall needs.

Revenues

Local Revenue	\$ 12,185,201.00
State Funding	\$ 21,788,977.50
State Revenue in Lieu of Taxes	\$ 5,907,112.00
Federal and Other Sources	\$2,486,467.00
Consolidation Funds	\$2,500,000.00
Total Revenue	\$44,867,757.50

Expenditures

Salary and Benefits	\$39,483,626.60
Purchase Services	\$3,140,743.02
Supplies and Other	\$2,243,387.88
Total Expenditures	\$44,867,757.50

FY 2024-2025 Recommended General Fund Budget

Local (Taxes, etc.)	\$12,185,201.00	27%
State Funding and State Revenue in Lieu of Taxes	\$27,696,089.50	62%

Federal and Transfers (DOE and Indirect Cost)	\$2,486,467.00	5.5%
Consolidation Funds	\$ 2,500,000.00	5.5%
TOTAL REVENUE	\$44,867,757.50	100%
Salary & Benefits	\$39,483,626.60	88%
Purchased Services	\$3,140,743.02	7%
Supplies & Other	\$2,243,387.88	5%
TOTAL EXPENDITURES	\$44,867,757.50	100%

IV. New Business

A. Approval of Second Reading of the FY 24-25 General Fund Budget

- (Action) Motion was made to approve the Second Reading of 2024-2025 General Fund Budget.

Motion made by SGM Abraham Sexton to approve the Second Reading of 2024-2025 General Fund Budget and seconded by Dr. Andy Sandifer. The motion was unanimously approved.

B. Approval of Out of State Field Experience for Blackville-Hilda High School Students to Future Business Leaders of America Conference

- (Action) Motion was made to approve Out of State Field Experience for Blackville-Hilda High School Students to Future Business Leaders of America Conference.
- Motion made by Ronnie Brown to approve Out of State Field Experience for Blackville-Hilda High School Students to Future Business Leaders of America Conference and seconded by Dr. Andy Sandifer. The motion was unanimously approved.

C. Approval of Out of District Students Requests A, B, C, and D

- (Action) Motion was made to approve Out of District Student Requests A, B, C, and D.

- Motion made by Dr. Andy Sandifer to approve Out of District Student Requests for Students A, B, C and D and seconded by SGM Abraham Sexton. The motion was approved unanimously.
- D. Approval of 2024-2025 Locally Board Approved Courses
- (Action) Motion was made to approve the 2024-2025 Locally Board Approved Courses.
 - Motion made by Becky Huggins to approve the 2024-2025 Locally Board Approved Courses and seconded by SGM Abraham Sexton. The motion was approved unanimously.
- Chair Richardson acknowledged Ms. Snider for being instrumental in getting her students to Girls State this year.
- E. Dr. Stapleton presented the first reading of the following policies:

Policies Category E

Support Services

Policy ECAA- Threat Assessment- This is the model policy outlining the process designed to prevent incidents of targeted school violence. We are creating exhibits to present to the Board for how we will implement this policy. (ex. threat assessment flow charts, etc.)

- Policy EDE - Resource Conservation-Waste Management - The policy establishes the board's vision for resource conservation and a basic structure for waste management and recycling.
- Policy EEAEC - Student Contact on Buses - This policy establishes the basic structure for safe student transportation.
- Policy EF - Food Service - This policy establishes the board's vision for the role of support services in the operation of the district.
- Policy EFE - Competitive Food Sales-Vending Machines - This policy establishes the board's vision and the basic structure for district food services. This policy includes language regarding the district's participation in the Community Eligibility Program (CEP) EFE-R, EFE E1, EFE E2

Dr. Stapleton explained the Community Eligibility Program (CEP)? The Community Eligibility Provision (CEP) which provides School Nutrition Program (SNP) sponsors an alternative method for claiming student meals in high poverty schools. It allows high-

poverty schools and districts to provide breakfast and lunch at no charge to all students.

Dr. Andy Sandifer asked if there were vending machines in each school? Dr. Stapleton replied that they were not in every school, but some schools do have them and they follow the policy that is proposed tonight.

Dr. Andy Sandifer asked if the vending machines take away from the lunch program? Dr. Stapleton replied that there are certain time limits so that it does not interfere with the food service program.

Ronnie Brown asked how is it determined as to what is placed in the vending machines? Dr. Stapleton replied that food service, which Teresa Zorn oversees countywide, continuously works with the state department to update our policies and procedures so, if there's anything that we need to eliminate, we do so. She keeps the district updated on the policies in case we need to change anything within the policy.

Policies Category G

Personnel

- Policy GA - Personnel Goals - This policy outlines the general goals for personnel policies.
- Policy GCC - Professional Staff Leaves and Absences - This policy establishes the basic structure for professional staff leaves and absences. All three districts had professional and support leaves and absences information combined into one policy coded as GCC/GDC. SCSBA does not recommend coding these as the same policy.

Dr. Stapleton stated that all three of our districts including the Career Center, did have professional and support leave absences combined in one policy. The School Board Association is recommending that it is broken apart so we have policy GCC which is Professional Leaves and Absences and policy GDC which is Support Personnel Leaves and Absences. They are the same policies, but they felt that they should be divided into different documents. This is the policy that we talked in-depth about in the work session. We had the charts showing that the three districts were currently doing, and I was able to take from that discussion and do the necessary revisions you see before you tonight.

- Policy GCI - Professional Staff Development- This policy establishes the basic structure for professional staff development.

- Policy GCK - Professional Staff Assignments and Transfers - This policy establishes the basic structure for transfer and assignment of professional staff.

Policy GCK-R

- Policy GCNA - Supervision of Instructional Staff - This policy establishes the basic structure for supervision of instructional staff.
- Policy GCO - Evaluation of Administrative Staff - This policy establishes the basic structure for evaluation of administrative staff and includes reference to the state regulation and guidance covering PADEPP.

Policy GCO-R

- Policy GCOA - Evaluation of Instructional Staff - This policy establishes the basic structure for evaluation of instructional staff.
- Policy GCR – Non-school Employment of Professional Staff - This policy establishes the board’s expectations regarding non-school employment of professional staff.
- Policy GCRD - Tutoring for Pay - This policy establishes the board’s expectations for professional staff members tutoring for pay.
- Policy GD - Support-Classified Staff - This policy establishes the definition of support/classified staff members. Please note the option of including district definitions of full-time, part-time, hourly, and temporary staff.
- Policy GDA - Support Staff Positions - This policy establishes the basic structure for support/classified staff positions.
- Policy GDC - Support Staff Leaves and Absences - This policy establishes the basic structure for support staff leaves and absences. All three districts had professional and support leaves and absences information combined into one policy coded as GCC/GDC. SCSBA does not recommend coding these as the same policy.
- Policy GDF - Support Staff Hiring - This policy establishes the basic structure for support staff hiring.

Policy GDF-R

Policy GDJ - Support Staff Assignments and Transfers - This policy establishes the basic structure for support staff assignments and transfers.

- Policy GDO - Evaluation of Support Staff - This policy establishes the basic structure for evaluation of support staff.

(Action) Motion was made for approval of the First Reading of policies from Section E- Support Services and Section G- Personnel.

Motion made by SGM Abraham Sexton for the approval of the First Reading of Section E- Support Services and Section G-Personnel and seconded by Dr. Andy Sandifer.

F. Second Reading and Approval of Policies

Dr. Stapleton presented the second reading and approval of the following policies:

Policies- Section E Support Services

- Policy EA - Support Services Goals and Priority Objectives - This policy establishes the board's vision for the role of support services in the operation of the district.
- Policy EB - Environmental and Safety Program - This policy establishes the board's vision for the district's environmental and safety program.
- Policy EBAB - Hazardous Materials - This policy establishes the basic structure for dealing with hazardous materials.
- Policy EBBA - Prevention of Disease/Infection/Other Condition Transmission - This policy establishes the basic structure of the district's efforts to prevent disease, infection, and other condition transmission.
- Policy EBC - Emergencies - This policy establishes the basic structure for preparation for, and reaction to, emergencies by the administration. The administrative rules provide the structure for how essential work functions, instruction, and board meetings will continue to operate in an emergency that necessitates the closure of normal district operations.
- Policy EBC-R1
- Policy EBC-R2
- Policy EBC-R3
- Policy EBCE - School Closings and Cancellations - This policy establishes the basic structure for dealing with school closings in the event of emergency, hazardous weather, and other situations.
- Policy EC - Buildings/Grounds/Property Management - This policy establishes the basic structure for the management of district property.
- Policy ECA - Security - This policy establishes the basic structure for security of district.

- Policy ECAC - Vandalism - This policy establishes the basic structure for dealing with vandalism to district property.
- Policy ECB – Buildings and Grounds Maintenance - This policy establishes the basic structure for maintaining and repairing district property.
- Policy ED- Materials and Equipment Management- This policy establishes the basic structure for management of district materials and equipment.
- Policy ED-R
- Policy EGAD- Copyright Compliance- This policy establishes the basic structure for district compliance with federal copyright laws and regulations.
- Policy EGAD-R
- Policy EHB- Data/Records Retention- This policy establishes the basic structure for maintenance and retention of district records.
- Policy EI- Insurance Program/Risk Management- This policy establishes the basic structure for maintaining adequate insurance.

Policies- Category F

Facilities Planning and Development

- Policy FA- Facilities Development Goals and Priority Objectives- This policy establishes the board’s vision for development of district facilities.
- Policy FB- Facilities Planning- This policy establishes the board’s vision for planning long range facility needs.
- Policy FF- Naming Facilities- This policy establishes guidelines for the naming of district facilities.

Policies- Category G

Personnel

- Policy GDR – Non-school Employment of Support Staff- This policy establishes the board’s expectations regarding non-school employment of support staff.
- Policy GDQD- Discipline, Suspension, and Dismissal of Support Staff- This policy establishes the basic structure for the discipline, suspension, and dismissal of support staff.
- Policy GDQC- Retirement of Support Staff- This policy establishes the basic structure for retirement of support staff.

- Policy GDQB- Resignation of Support Staff- This policy establishes the basic structure for resignation of support staff.
- Policy GCEC- Posting and Advertising of Professional vacancies- This policy establishes the basic structure for posting of professional vacancies.
- Policy GCE- Professional Staff Recruitment- This policy establishes the basic structure for professional staff recruitment. It contains expanded information on utilizing best recruitment practices and non-discrimination statement.

Policy GCE-R

- Policy GCB- Professional Staff Contracts and Compensation- This policy establishes the basic structure for professional staff contracts and compensation.
- Policy GCA- Professional Staff Positions- This policy establishes the basic structure for hiring and employing professional staff.
- Policy GC- Professional Staff- This policy establishes the definitions of professional staff positions.
- GBI- Staff Participation in Political Activities- This policy establishes the board's expectations for staff participation in political activities.
- Policy GBCD- Workers' Compensation- This policy establishes the basic structure for the district's workers' compensation program.
- Policy GBGB- Staff Personal Security and Safety- This policy establishes the basic structure for addressing issues with staff security and safety.
- (Action) Motion was made to approve Second Reading and Approval of Policies presented from Sections E, F and G. Motion made Ronnie Brown and seconded by Dr. Andy Sandifer. The motion was approved unanimously.

V. Executive Session

Motion made to go into Executive Session by Becky Huggins at 6:30 p.m. and seconded by Ronnie Brown to discuss:

- School Choice Transfer Request- Student A
- Motion to come out of Executive Session at 6:48 p.m. Motion made by Becky Huggins and seconded by Ronnie Brown. The motion was approved unanimously.
- Motion Made to approve School Choice Transfer Request for Students A. Motion made by Becky Huggins and seconded by Ronnie Brown. The motion was approved unanimously.

VI. Adjournment

A. Announcement of Next Meeting

- Community Informational Meeting to discuss New Facility Plan - June 11, 2024 at 6pm at the Barnwell County Career Center

B. Meeting Adjournment

Chair Richardson asked for a motion to adjourn. The motion was made by Dr. Andy Sandifer and seconded by Ronnie Brown. There were no objections to adjourning. The meeting adjourned at 7:58 pm.

Chair



Clerk


