

Minutes of the Marion County Board of Education was held February 20, 2018 at 6:00 P.M. in the Marion School District Conference Room.

Board Members Present:

Mrs. Cynthia H. Legette, Chairperson

Mr. Levant Davis, Vice Chairperson

Rev. Cynthia V. Brown

Mrs. Ritta Hennecey

Mrs. Linda Neal

Mr. Charles E. White

Mrs. Ogleretta White

**Call to Order:** Chairperson Legette called the meeting to order.

**Invocation:** Invocation was given by Rev. Cynthia V. Brown.

**Notification of Board Meeting:** Chairperson Legette verified that in accordance with the S.C. Code of Laws, 1976, Section 30-4-80 (d) as amended, the local media were notified of the time, date and place of the meeting. Mrs. Dianne Hopper stated that the media was notified of the date, time and place of the meeting and a copy of the Agenda was also provided.

**Welcome to Staff and Visitors Present:** Chairperson Legette welcomed the staff and Visitors to the February 20, 2018 meeting.

**Establishment of Quorum:** Chairperson Legette verified that a quorum was present.

**Approval of Agenda and Approval of Minutes:** Chairperson Legette asked for a motion to approve the agenda for February 20, 2018. Mrs. Neal moved, seconded by Mrs. Hennecey to approve this request; and the Board voted unanimously to approve. (Chairperson Legette, Vice-Chairperson Davis, Mrs. Hennecey, Mr. White, Rev. Cynthia Brown, Mrs. Neal and Mrs. White).

Chairperson Legette asked for a motion to approve the regular minutes for January 16, 2018. Rev. Brown moved, seconded by Mrs. Neal to approve this request; and the Board voted unanimously to approve. (Chairperson Legette, Vice-Chairperson Davis, Mrs. Hennecey, Mr. White, Rev. Cynthia Brown, Mrs. Neal and Mrs. White).

**Special Recognition: "Students / Staff Recognition:** Dr. Bethea, along with the Board recognized several students and staff members from various schools for their academic achievements and various other accomplishments. The Board commended them on a job well done.

**Reports from Administration / Review and Action Items:**

**2017 Financial Audit:** Mr. Finney began by commending Mr. Russell Causey and Mrs. Betsy Dunkin for a tremendous job in assisting them with the reports needed for the Audit. He presented the Audit report for Marion County School District and stated that the audit was collected in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material

misstatement. He informed the Board of the assets and liabilities and fund balances for Marion County School District. Management is responsible for the selection and use of appropriate accounting policies. Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. We encountered no significant difficulties in dealing with management in performing and completing our audit. Mr. Finney briefly discussed the risk of fraud. Dr. Bethea stated that she would like to bring in some outside eyes to come in and make sure that our system is working. The Net change in fund balance was an increase of \$0.2 million. Total fund balance was \$4.6 million at 6/30/2017. \$4.5 million of which was unassigned and \$0.1 million was non-spendable inventories. An adequate fund balance should be maintained to cover potential shortfalls from the state due to budget cuts or as a result of change in legislation and significant emergencies and unanticipated expenditures. The General Fund Revenues of \$34.6 million increased \$0.5 million. The General Fund Expenditures of \$35.7 million increased \$1.0 (3%) million compared to prior year. There was no millage increase in Fiscal year 2017; millage remained at 8 mills. The District issued \$550,000 in short-term General Obligation Bonds in 2017; the proceeds will be used to fund various capital improvements for school District facilities.

Chairperson Legette thanked Mr. Finney for his presentation. The Board had a few concerns for Mr. Finney to address. One of their concerns were whether the audit could be done earlier so that it would be in Columbia before December 1<sup>st</sup> or by December 1<sup>st</sup>. Mr. Finney assured them that they could arrange to come earlier to start the audit.

**Finance:** Finance Report January 2018: Mr. Russell Causey gave a brief update on the Finance Report for January 2018. He stated that the year to date revenue was \$17,218,362 and the year to date expenditures were \$17,761,858. The amount of revenue under the expenditures are (\$543,496). Mr. Causey stated that we collected over 3 million in Taxes in the month of January. We did not have the collection like we should have this year. On January 30, 2018, the District returned the debt service funding to the Treasurer's Office as previously recommended. The Board thanked Mr. Causey for his report.

- **Facilities/Operations Report:** Dr. Bethea stated that Mr. Sturkey was still ill and Mr. Blake would be presenting the Operation report in the absence of Mr. Sturkey. He stated that the Request for Proposal for painting was published February 12, 2018 on the South Carolina Business Opportunities (SCBO) website. The following will be up for bid:
  - Britton's Neck Elementary School Halls,
  - Johnakin Middle School and Mullins High School interior and exterior doors, halls, classrooms, offices (Café, kitchens, gymnasiums, media centers will not be painted)
  - Easterling Primary School kindergarten (d-l) exterior trim
  - Mandatory Pre-Bid meeting February 22, 2018
  - Bid Opening March 13, 2018

Mr. Blake gave an update for the Adult Ed Phase II at the Marion County Academy of Careers and Technology: He stated that an overhead site visit by the South Carolina State Department of Education Office of School Facility (OSF) was conducted on Jan. 17<sup>th</sup>. The inspection left items that needed to be corrected by the district, the architectural firm, and the contractor. The district's responsibility is:

- ADA signage on remaining bldg. that is not under construction.
- Label the existing electrical panel.
- Move any combustibles to another storage area.
- Upgrade existing door hardware to become ADA compliant.
- Weather-proofing exterior walls.

The architect has redesigned the opening and will pay the expense to have door jams re-worked to meet code. To alter the design to the entrance of the restroom, the contractor and architect are working together. There was not enough space on each side of entry doors to restrooms to accommodate ADA signage

The MCAE program director has been kept abreast of the wavering time line and has elected to relocate the program in June giving the project ample time to complete construction.

**District Safety Team Meeting:** Mr. Blake stated that representatives from each school will be present at the meeting. The district safety team will meet March 6, 2018 at 3:45 to map out CrisisGo roll-out. CrisisGo, is an electronic copy of the current emergency management guide flip charts that are used by the district.

**Playground Mulch:** Mr. Bill Coleman of Coleman Irrigation and Landscaping was contacted about the playground mulch at Easterling Primary School, McCormick Elementary School, the Academy of Early Learning, and Britton's Neck Elementary School. The cost of the mulch is approximately \$2,700.00 per load plus tax. We need 3 loads for Britton's Neck Elementary School, Easterling Primary and Marion Intermediate Schools. AEL and McCormick Elementary School need 1.5 loads. The approximate cost for mulch is \$20,250.00. If Coleman's irrigation installs the mulch the cost for their labor would be \$12,800.00.

**Transportation - Bus Bulletin:** Transportation department is ready to implement the bus bulletin program which will allow parents to receive text messages about late buses. Parent were given the opportunity to sign up for the program. We had two potential drivers to finish the bus class last week and will begin their required mandatory training within the next two weeks.

Transportation will participate in the district's job fair on February 24<sup>th</sup>.

**Security camera and door scan cards:** A3 Communications is has run cable for security cameras in all buildings. They have started install the interior cameras in all buildings. They will begin to install cameras on the exterior of buildings when the inside is complete, and they will install the door scans once the camera systems are installed.

Rev. Brown asked Mr. Blake could they check on cameras being placed at the hallway entrance of the bathrooms.

**Columbus Williams Track:** On February 13, 2018 in reference to the Columbus Williams Jr., track, Attorney Chuck McClain was contacted and is working on an agreement by the February 20<sup>th</sup> meeting. Mrs. Ogleretta White asked that this be tabled for executive session.

**Curriculum and Instruction – Local Board Approved Courses:** Ms. Melonie Gordon presented the courses for the Board's review and approval. After a brief discussion, Chairperson Legette asked for a motion to approve this request. Motion by Mrs. Ogleretta White, seconded by Mrs. Ritta Henneey; and the motion passed 6 for (Mrs. Ogleretta White, Vice-Chairperson Davis, Mrs. Ritta Henneey, Mrs. Linda Neal, Mr. Charles White and Chairperson Cynthia H. Legette) and (1) nay Rev. Cynthia V. Brown.

**Human Resources Report / Updates - Mrs. Paula Grant:** Mrs. Paula Grant gave a brief update on the upcoming job fairs that they would be attending. Dr. Bethea asked that personnel action be discussed in executive session.

**Superintendent's Update:** Dr. Bethea presented her monthly updates to the Board. See Attachment.

**Review and Action: Out-of-State Travel:** Dr. Bethea presented the following Out-of- State travel request for approval. She stated that it would be no cost to the district and the amount of chaperones needed were also listed as required.

- (1) ACT First Robotics First Regional: Myrtle Beach, South Carolina 2/ 28/ 2018 – 3/3/ 2018 No Cost to district
- 2 ACT HOSA Sports Medicine: North Charleston, South Carolina 3/7/2018 – 3/9 2018. No Cost to the District.
- 3 ACT Auto Collision Repair Skills USA Competition: Greenville, South Carolina 3/22 – 23/ 2018. No cost to the District
- 4 Marion High School Varsity Wrestling A - AA Lower State Individual Wrestling Championships: North Charleston, South Carolina 2/16 – 17/ 2018. No Cost to the District.
- 5 Marion High School – Varsity Wrestling - South Carolina State Championships: Anderson Civic Center @ Anderson, South Carolina 2/23 – 24, 2018. No Cost to the District. Dr. Bethea stated that there may be additional request from the Wrestling Team if they continue to win.

The Board reviewed the request for travel briefly and Chairperson Legette asked for a motion to approve. Motion by Mrs. Linda Neal, seconded by Mrs. Henneey to approve the Out-of-County and Over-Night travel request with any additional request with the proper chaperones. (Chairperson Legette, Vice -Chairperson Davis, Mrs. O. White, Rev. Brown, Mr. C. White, Mrs. Neal and Mrs. Henneey).

**Public Participation:** None.

**Dates to Remember:** Conference / meeting Reminders: Chairperson Legette asked the Board members to contact Mrs. Hopper if they plan to attend.

- SCSBA Annual Convention – 2/15-17/18 at Hilton Head Marriott, Hilton Head, SC
- MCBOE Tour of Schools - Marion (February 23, 2018)
- Mullins Chamber of Commerce – Legislative Breakfast (February 26, 2018 @ 7:30 a.m.) Mullins First Baptist Church
- Two Days @ The Capitol - March 8 / April 12

The Board members expressed their concerns about different issues. Rev. Brown asked that the Public Relations Coordinator be contacted concern getting with Walmart about ordering uniforms all year. This will be very helpful to parents. Mrs. Ogleretta White discussed looking over the Board Policies and receiving some training. She stated that she had some concerns and we can receive training from Mrs. Tiffany Richardson. There was a concern of whether we would review all of the Board Policies or some of them. Is the review for a thorough understanding or to critique?

Chairperson Legette asked Dr. Bethea to help them with setting up this training and for each Board member to bring back an idea back to the next meeting. Chairperson Legette recognized Rev. Cynthia V. Brown for being elected the President for SCCBSBM.

**Executive Session:** Chairperson Legette asked for a motion to go into executive session. Motion by Mrs. Neal, seconded by Mr. Davis to go into executive session for personnel, contractual matters and legal briefing; and the Board voted unanimously to approve. (Chairperson Legette, Mrs. Neal, Mrs. O. White, Rev. Brown, Vice-Chairman Davis, Mrs. Henneycy).

**Out of Executive Session:** Chairperson Legette asked for a motion to come out of executive session. Motion by Rev. Brown, seconded by Mrs. Neal; and the Board voted unanimously to approve this request. (Vice-Chairman Davis, Mr. C. White, Rev. Brown, Mrs. Henneycy, Mrs. Neal, Mrs. O. White and Chairperson Legette).

Chairperson Legette stated that no action was taken in executive session. Motion made by Mrs. Neal, seconded by Mrs. White to approve the Superintendent's recommendation, as it pertains to the discussion in executive session; and the Board voted unanimously to approve this recommendation (Mrs. Henneycy, Mrs. O. White, Rev. Brown, Vice-Chairman Davis, Mrs. Neal, Mr. C. White and Chairperson Legette).

**Adjournment:** Chairperson Legette asked for a motion to adjourn. Motion by Mr. White, seconded by Mrs. White; and the Board voted unanimously to adjourn. (Mrs. Henneycy, Vice-Chairperson Davis, Mrs. O. White, Mrs. Neal, Mr. C. White, Rev. Brown and Chairperson Legette). Adjourned at 8:20 p.m.



## Superintendent's Monthly Update to the Board

Tuesday, February 20, 2018

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### **Superintendent's General Information:**

MCSD Tour of Schools will be held on Friday, February 23. Board members will visit each of the school in the Marion Area. Please plan to begin at 8:00 am with an ending time of 2:45 pm. Mrs. Hopper will provide you with the schedule for day.

A SRO and Administrator workshop will be held on February 27. This workshop will provide an overview of the roles and responsibilities of SROs in schools. Attorney Boykin's staff will conduct the training.

Please take time to review the proposals submitted for legal counsel.

**Human Resources:** The Human Resources Office is constantly working to create a more efficient and effective system to provide information to our employees. In January we rolled out the first stage of a secure, online system that allows employees access to their payroll check stubs and W-2 forms through the Etrieve Employee Self Service platform. Employee are able to access their information "on demand" as they may need it. As employees become familiar with accessing their information, it will eliminate the need to print hard copies of payroll stubs creating a savings for the District in time and supplies.

We will also host our annual Teacher Recruitment Fair on Saturday, February 24, 2018 11:00 AM - 12:30 PM. A bus driver fair will be conducted on the same day.

**Public Relations:** The Public Relations and Special Projects office continues to work of implementing the Empowering Educators to Excel grant initiative. E3 is the grant that we received from the US Department of Education. The grant steering committee has been fervently meeting to accomplish the initial tasks needed to implement the project. The committee welcomed project manager Kim Day. Mrs. Day will be intricately involved with our E3 project over the term of the grant. Administrative teams held three days of interviews for the positions of Lead Teachers and are now reviewing supplemental evidence provided by the candidates. The Empowering Educators to Excel (E3) grant team (principals and district administrators) will be participating in a national training session during the month of March.

The State Department of Education held two program meetings this week to cover changes and updates in Early Childhood and Chronic Absenteeism.

**Technology:** The Technology Department is continuing to work with A3 Communications on the security/surveillance improvements county wide. Pre-wiring stage has been completed and all of the cameras have been configured at this point. Interior cameras have been installed at each location. Exterior cameras interior camera installs are ongoing as well as access control systems and server installs. We've just purchased 8 additional laptop carts with 30 laptops each and those should be distributed prior to testing season.

Superintendent's Monthly Update to the Board Cont'd  
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**Curriculum:**

- **Montessori Program Expansion-** Informational parent meetings were held during the morning and afternoon of February 8 for persons interested in possibly enrolling children in the 2018-2019 4K/5K Montessori Program at the Academy of Early Learning or the Grades 1/2 Montessori Program at North Mullins Primary School. Applications will be accepted March 12-16 on a first come, first served basis.
- **First Semester Data Conferences-** Data conferences have been scheduled between members of the Office of Curriculum and Instruction and each school leadership team in the Marion County School District, during which relevant documents that support student achievement trends can be shared and discussed. These conferences will be held between February 12 and March 9.

**Special Services:** The special services department will be soon be implementing the iReady mathematics program. This researched based program will be used to supplement mathematics instruction using personal pathways.

**Student Services:** Middle and high school students will be participating in a survey coordinated by Trinity Behavioral Care. The intent of the Communities That Care (CTC) survey is to gather information about our students' attitudes towards alcohol and drugs, the availability of alcohol and drugs in the community and other community/school-related issues. The survey will be administered online as well as paper/pencil.