

June 28, 2010

A regular meeting of the Board of Trustees of the Charleston County School District was held on Monday, June 28, 2010 with the following members of the Board present: Chair – Mrs. Ruth Jordan, Vice Chair - Mr. Ray Toler, Rev. Chris Collins, Mr. Chris Fraser, Mrs. Toya Hampton-Green, Mrs. Elizabeth Kandrac, Mr. Gregg Meyers, Mr. Arthur Ravenel and Dr. Nancy J. McGinley – Superintendent of Schools and Executive Secretary. **Mrs. Ann Oplinger participated by phone during discussion and approval of two consent agenda items (9.1 – 9.2).** Staff members Mr. Michael Bobby, Dr. Doug Gepford, Mrs. Audrey Lane, Mr. Bill Lewis, and Dr. Brenda Nelson, were also in attendance.

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

Vice Chair – Mr. Ray Toler called the meeting to order at 4:00 p.m. Mr. Meyers moved, seconded by Mr. Fraser to convene into Executive Session to discuss agenda items listed below. The motion was unanimously approved.

Executive Session Agenda Items

- 1.1: Student Transfer Appeals
- 1.2: Student Expulsion Appeal
- 1.3: Personnel Matters
- 1.5: Appointment – Principal – Stall High
- 1.6: Legal Matters

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

The Board reconvened in Open Session at 5:15 p.m. Vice Chair – Mrs. Jordan called the meeting to order, led the group in a Moment of Silence followed by the Pledge of Allegiance.

III. SPECIAL RECOGNITION

3.1: Wando Music Mentor Program

The Wando Music Mentor Program was pulled from the agenda. Therefore, there were no Special Recognitions to come before the Board at this meeting.

IV. SUPERINTENDENT'S REPORT

4.1: Superintendent's Report

Dr. McGinley shared the following:

- Dr. McGinley thanked the teams who put together two programs held last week—Teacher Mentor Training Program and Administrative Support Summer Conference.
- Dr. McGinley said tonight, the FY2011 budget will come before the Board for second and final reading. The district is facing a budget crisis unlike any seen in many years. The district was hit hard by the state funding formula for public education. As a result, huge budget deficits have become the norm in Charleston. The district had a \$12 million dollar deficit last year; a \$9 million mid-year cut this year; and will face a \$30 million dollar deficit in FY2011. Districts across the state and country are slashing programs and jobs in order to survive. Dr. McGinley said while salary freezes and furloughs are painful, they keep staff working and students learning. There are no plans to cut teacher positions or increase class size. Dr. McGinley concluded her report by asking the Board to support the budget proposal which will save jobs, have minimal impact on taxpayers, and allow the district to invest dollars in student achievement.

V. VISITORS, PUBLIC COMMUNICATIONS

5.1: Visitors, Public Communications

1. Ms. Patti Trotter, Mr. Newman Lawrence, Ms. LuNale Gerig, Ms. Ashley O. Davis, Ms. Becky Baguley, Ms. Mary Ann Mosack, Ms. Allison Monday, Mr. Jerry Raymond, Ms. Kathy Mook, Ms.

Maisha Rounds, Ms. Mary McTellan, Mr. Brad Fulton, Ms. Jennifer Lohr, Mr. Bo Charpia, Mr. Joshua Gross, Mr. Leroy Lewis, Ms. Angela Owens, Ms. Julie Hershey, Mr. Al Schirduan, Mr. Robert Ellington, Mr. Dave Harrison, and Mr. Bill Richter addressed the Board in support of offering Heritage Community Service curriculum as an option for CCSD schools.

2. Mr. Robert Ledford, Mr. Matt Mason and Ms. Erica Myrick addressed the Board regarding teacher furlough days. Ms. Myrick expressed concerns about non-classroom personnel hires. Mrs. Jordan asked Mrs. Yandle to follow-up with Mr. Mason regarding his statement about the large number of students projected for one of his classes next school year.
3. Daniel Jenkins Academy Staff Members (4) expressed concerns regarding eight employees being terminated due to Restructuring and Reduction in Force.
4. Ms. Victoria Middleton, an American Civil Liberties Union representative, urged the Board to approve the curriculum provided by Heritage Community Services.
5. Mr. Steve Rapchick urged the Board not to consider employee raises because of current economic issues. He also reminded the Board about tough decisions made at state and federal levels in regards to spending taxpayers' dollars.
6. Mr. Jon Butzon addressed the Board about the FY2011 budget.

XI. APPROVAL OPEN SESSION AGENDA ITEM

Mr. Toler moved, seconded by Mr. Meyers, approval of the Open Session minutes of June 14, 2010. The motion was approved 8-0.

6.2: Motions of Executive Session of June 28, 2010

The Board approved the following motions that were made in Executive Session:

1.1: Student Transfer Appeals – The Board approved A, C, G, I, K and L student transfers appeals; B, D, E, F, and H were denied due to lack of space. The vote was 8-0.

1.2: Student Expulsion Appeal – The Board approved a recommendation from the Board Committee that heard the District 2 Student Expulsion appeal on Monday, June 21, 2010. The recommendation follows. The motion was approved 8-0.

1. Overturn District 2 Constituent Board's expulsion decision;
2. Promote Student with Academic Deficiency;
3. Transfer student to Laing Middle for the 2010-2011 school year, on Board Probation; and
4. Student must present a letter from a Mental Health Counselor to the Office of Student Placement stating that he is not a danger to himself or others.

1.3: Personnel Matters

- A. The Board approved a motion allowing three District employees to participate in Political Activities. The motion was approved 8-0.
- B. The Board received information on Personnel Matters in Executive Session.
- C. The Board received information on Personnel Matters in Executive Session.

1.4: Appointment – Principal – Stall High – The Board approved a recommendation to appoint Mr. Kim Wilson to the position of Principal at Stall High. The motion was approved 8-0.

1.5: Workers' Compensation Settlement - The Board approved a recommendation to settle a Workers' Compensation Claim. The motion was approved 8-0.

1.6: Legal Matters - General Counsel provided a legal briefing for the Board in Executive Session. No action was taken.

6.3: Financial Minutes of June 14, 2010

Mr. Collins moved, seconded by Mr. Meyers, approval of the financial minutes of June 14, 2010. The motion was approved 7-0.

VII: MANAGEMENT REPORT

7.1: Financial Report - Capital Projects – April 2010

The Board received the April 2010 Capital Projects Financial Report as information.

VIII: CHARLESTON ACHIEVING EXCELLENCE UPDATE

8.1: Alternative Education Programs – Dr. Lisa Herring

Dr. Lisa Herring, Executive Director of Student Support Services, presented information to the Board on Alternative Education Programs in the district. Below is a summary of the information Dr. Herring shared:

- Alternative schools and programs are designed to provide appropriate services to students who, for behavioral or academic reasons, are not benefitting from the regular school program or may interfere with the learning of others. Alternative schools and programs are designed to provide a last-chance schooling opportunity for disruptive students, provide remediation for students who are behind in their studies and provide another choice to students needing alternative specialized learning opportunities.
- Since the inception of the PBIS and School Climate initiatives, Out-of-School Suspensions in CCSD have been reduced by almost 6,000.
- The percent of students who were suspended has dropped by 20% over a six year period.
- The Office of Student Placement reviews and responds to referrals of the CCSD Student Code of Conduct violations which come from Charleston County School District's elementary, middle, and high schools. The Office of Student Placement is an impartial body that represents the district with handling Code of Conduct violations. OSP maintains an unbiased, fair, and consistent process for handling student discipline across the district.
- Effective fall 2010, each Learning Community (MS, HS, IZ) will have a Hearing Officer assigned to them to work more strategically with principals and schools to review and address student discipline issues at the school level.

- **Goals for Reconfiguration of Daniel Jenkins**
 - Increase number of middle grades students served
 - Increase opportunities for student success when returning to home school
 - Implement behavioral level system with clear expectations and responsibilities
 - Provide service learning, mentoring, and enhanced academic opportunities

- **Twilight Program** - A non-traditional educational classroom setting housed inside 10 of 13 CCSD high schools. Instructional hours held Monday-Friday between 12 p.m. -7 p.m.
 - ▶ **School Based Staff:** 1 Teacher, 1 Student Concern Specialist, Assistant Principal and School Guidance Counselor
 - ▶ **Focus:** Computer based instruction (Unit recovery via APEX), Option to receive direct instruction when applicable, Individualized Attention and Focus on Specific Skills
 - ▶ **Student Population:** 9-12th Grade Level II Offenses, Issues with Truancy, and Consistently Suspended.

- **Clark Academy** is designed to help at-risk students earn the credits they need to receive a South Carolina high school diploma. Designed primarily for overage students who have fallen behind in their studies, Clark offers small class sizes and the individual attention that many students need to succeed.

- **Liberty Hill Academy** serves students with disabilities from across CCSD. Students are placed in a separate school environment by a multidisciplinary team in a therapeutic day treatment model. The main site is partnered with the Department of Mental Health and Carolina Youth Development Center. Liberty Hill Academy also provides oversight and instructional and support staff for CCSD students detained with the Department of Juvenile Justice and residing at Windwood Farms residential treatment facility.
- **The Transition Program** will work in collaboration with students returning to CCSD from DJJ, incarceration, truancy or enrollment from other districts with chronic Level III offenses. Students will be assessed through the Transition Program for intervention assessment, tracking and placement by a Behavior Assessment Team consisting of school psychologists, counselors, OEC consultants, transition specialists and led by the Behavior Programs and Family Consultant Officer (all current and existing CCSD staff). Students not yet enrolled will enroll after assessment, CCSD students will be assessed by appointment through their home school. Students may be referred by the Office of Student Placement, Associate Superintendents, and Daniel Jenkins Academy for chronic Level III offenses.

IX. POTENTIAL CONSENT AGENDA ITEMS

Note: Mrs. Oplinger only voted on Consent Agenda Items 9.1 – 9.2 and Mrs. Green only voted on items 9.1 – 9.3.

9.1: Comprehensive Health Advisory Committee – *A report from the Comprehensive Advisory Committee.*

On behalf of the Health Advisory Committee, Dr. Debra Miller, chair of the committee presented the Health Advisory Committee's curriculum recommendations to the Board. Dr. Miller said the committee began meeting with Heritage Community Service in 1999 to confirm accuracy of their curriculum materials. Since 1999, Mrs. Phyllis Thornthwaite, Ms. Debbie Cockrell, and Ms. Tamara Kirstein have all served as health directors for CCSD. Now Mr. David Spurlock serves in that capacity. The Health Committee spent 1½ years reviewing 1200 pages of material provided by Heritage Community Service. The Health Committee voted 9-1 not to approve the curriculum provided by Heritage Community Services. She went on to say that their curriculum does not align with the S.C. Health and Safety Education Standards. CCSD teachers teach Health and National Standards. Dr. Miller urged the Board to support the recommendation submitted for approval by the CCSD Health Advisory Committee.

Mr. Meyers said a lot of time was spent discussing the Heritage Community curriculum in 1999 prior to making a decision about the use of their curriculum. While he has no objection to the committee's recommendation, he is frustrated that this issue is being re-visited. He questioned the Health Committee's efforts to block the curriculum provided by Heritage Community Service and said he doesn't have an issue with students hearing both messages. However, he has a problem with the Health Advisory Committee assuming the role of the School Board.

Dr. Miller said teachers have the option of selecting from the list of curriculums adopted by the district. She also stated that the curriculum provided by Heritage Community Service does not meet state requirements of 750 minutes. Therefore a teacher using the Heritage Curriculum must make up the remainder of the time required by the state (approximately 300 minutes). Mrs. Kandrak referred to Heritage Community Service's curriculum statistics which was shared earlier by Ms. Cathy Mack (RN at St. Johns High and Stall High). Mr. Fraser agreed that parents should have a curriculum

choice. - Mr. Meyers moved, seconded by Mr. Toler, approval of the curriculum recommendation from the Health Advisory Committee for FY2011, which does not exclude, the curriculum provided by Heritage Community Services. Mr. Fraser requested the motion be amended to add "and further instruct parents of two choices available within the school setting". Mr. Meyers accepted the request to amend the motion. The amended motion was approved 6-3 (Green, Oplinger and Jordan opposed).

Also during discussion, Mrs. Green motion, seconded by Mrs. Jordan to approve the Health Advisory Committee's curriculum recommendation for FY2011. However, the Board did not vote on this motion since the first motion was approved.

9.2: FY2011 Budget Adoption – A recommendation to approve the Second Reading and Adoption of the FY2011 Budget.

Mr. Bobby presented highlight of the FY2011 Budget stating there were challenges and more to come in 2011 and 2012. The proposed FY2011 budget includes the use of \$17.7 million in non-recurring revenue sources for GOF--\$6.9 million in Fund Balance and \$10.8 million in State Fiscal Stabilization Funds. Some positions--Title I, IDEA and SFSF are paid from stimulus funds.

Goals of the Budget Process for FY 2011

- Resources placed to achieve district goals through district priorities
- Minimize impact of scarcity of resources on students and staff
- Preserve programs and opportunity by students
- Retain/place staff and supports to deliver programs and opportunities for students

Budget Priorities - People, Programs, Structure, and Environment / Climate

**CCSD GENERAL OPERATING FUND PRELIMINARY BUDGET
Balancing the budget - FY2011**

	FY2010 Budget	FY2011 Projected
TOTAL ESTIMATED REVENUES	\$321,322,883	\$309,057,880
TOTAL ESTIMATED EXPENDITURES	\$321,322,883	\$343,740,532
Variance for Revenues & Expenditures	\$0	(\$34,682,652)

Reductions to Expenditure Budgets:

Staff funding shifts/reductions (greater than 190 day employees) net Extra Duty/EP	\$300,000
Review of large District Outsourced contracts	\$750,000

Reductions to Expenditure Budgets Continued:

Furloughs - all staff (10 days 12-month employees, 5 days all other employees)	\$5,500,000
Freeze salary experience STEPS - all but classified	\$3,100,000
Freeze salary experience STEPS - Classified	\$385,000

Reductions to Expenditure Budgets Continued	
Retirees salaries (Teaching staff & Admin 15% less)	\$187,000
Freeze positions after 10th day of school (non-classroom)	
Reduce Elementary level unified/related arts positions; Strings, Drivers' Ed	\$0
Contract out Day porters	\$0
Central Staff positions or Admin support reductions	\$80,000
10% reduction to Central Admin non-personnel accounts	\$690,265
Freeze travel accounts unless mandated travel	\$150,000
Contract out benefits	\$150,000
Reallocation of equipment to Capital	\$200,000
Non-renewal of one charter school application	\$750,000
Redirect expenditures to other funding sources	\$1,200,000
Reduced increased per pupil from \$15 down to \$5 additional	\$400,000
Reduce staffing contingency	\$250,000
Reduce TAN interest expenditures	\$100,000
TOTAL REDUCTIONS	\$14,192,265
FY2011 Projected Expenditure Budget	\$329,548,267
Revenue/Expenditure GAP	(\$0)

Other considerations for Budget Reductions are:

- *Review of class sizes less than 10 students*
- *Custodial contract*
- *Transportation contract*
- *First Grade Academy summer program*
- *Elementary supplemental pay (i.e. department chair)*
- *Nursing FTE shift from GOF to Medicaid*
- *Teacher assistant positions (2) @ Liberty Hill Academy*
- *Freeze open positions*
- *Clark Magnet FTE (2)*
- *Reduce elective classes @ high school*
- *Extra Duty/Extra Pay*
- *GOF expenses to Capital*
- *Energy reductions through audit*
- *Career & Technology FTE*
- *Teacher Supply check from the State Department (flexibility)*
- *Courier service outsource*

FY2011 Budget Recommendation - Mr. Bobby recommended the Charleston County School District Board of Trustees approve the 2nd and final reading of the fiscal year 2011 budget as amended with the following qualifications:

1. *As has been presented, the General Operating Fund budget was provided with a zero tax increase. At the same time the Debt Service budget is presented with a zero tax increase. It is however, recommended*

that in keeping with the spirit of the board's action at the first reading of the budget on May 24,2010, that the following General Fund and Debt Service budgets be approved.

- a. The *General Operating Fund budget is approved for \$329,548,267.*
(98.7 mills current FY 2010)
 - b. The *Debt Service budget is approved for \$78,892,418.*
(27.9 mills current FY 2010)
2. The budget approval includes a *Special Revenue budget in the amount of \$78,017,111, Education Improvement Act funding budget in the amount of \$26,560,434, and a Food Service budget in the amount of \$20,070,369.*
 3. The strategy for rebuilding fund balance from the current fiscal year 2010 budget adoption shall continue through the sale of Charleston County School District real estate. Proceeds from sale(s) will be returned to the Reserve fund to replenish the same. Any and all proceeds from real estate sales would be applied to the fund balance to ensure maintenance of an undesignated fund balance of not less than 5% of the total operating budget per board policy.
 4. The board directs staff to review all staff funded in FY2011 by federal stimulus monies and create a go-forward strategy that may include other actions, such as, reductions-in-force, re-assignment, and some positions through re-allocation of resources.
 5. The board will direct the superintendent and staff to continue to seek improvements in the efficacy of resources and continue with redesign/restructuring analyses. This should include developing fee for service models (example: magnet transportation, strings, drivers' education, etc.). The analysis may lead to proposals to eliminate programs based upon cost effectiveness. (See list of potential additional expenditure controls page 18.)
 6. Should an unfunded mandated be created by a court action (such as: the creation of a charter school) the board directs the superintendent and staff to bring forth to the board at such time as the unfunded mandated is created, a proposal to utilize one of the exceptions written into legislative action of Act 388 and include in the subsequent fiscal year budget an action to use the exception to generate the funds necessary to pay for such unfunded mandate.

Also Note: *Debt Service - \$75,432,235.00*

Mr. Fraser moved, seconded by Mr. Ravenel, approval of items #1-5 (shown above) as recommended by staff; item #6 with revisions (shown below); and addition of item #7 (also shown below). The motion was approved 9-0.

- *#6 - Should an unfunded mandated be created by a court action (such as: the creation of a charter school) the board directs the superintendent and staff to bring forth to the board at such time as the unfunded mandated is created, a proposal to utilize one of the exceptions written into legislative action of Act 388 and for Board approval to include in the subsequent fiscal year budget an action to use the exception to generate the funds necessary to pay for such unfunded mandate.*
- *#7 – The Board shall receive a report each month about approved FY2011 budget items #3-6.*

Also during discussion of the budget, Mr. Ravenel and Mr. Bobby discussed Act 388 and how it works. Mr. Fraser suggested a study be done to look at tax revenues in general and Tax Increment Financing. Mr. Bobby agreed with hiring someone to study potential revenue streams.

Rev. Collins requested the cost to relocate seismically challenged downtown schools. Mr. Bobby said he would provide that information to the Board in July. Mr. Bobby also shared information on other budget considerations stating that he was not prepared decisions at this point. Rev. Collins also

asked for the total amount for custodial contracts. Mr. Bobby said \$12 million across district for all schools and that he was looking at extending the work of cleaning services thereby cleaning classrooms every 3-4 days. Mrs. Kandrac cautioned staff not to make decisions about budget reductions overnight. Mr. Bobby said the postponement of summer courses is the only thing he proposes doing right now. Although there is no change to the 98.7 millage this year or next year, Mr. Bobby said the resolution helps staff prepare for the 2012 school year. If an unfunded mandate which requires funding is proposed, staff would ask the Board to look at raising the tax cap. After Mrs. Green expressed concerns about budget strategies being recommended to the Board for approval before necessary work is done. She suggested a task force be established to look at strategies considered and requested the Board be notified in advance, if necessary, to look at other budget recommendations. Dr. McGinley said the purpose of including strategies *in* recommendations gives staff authority to look ahead and notify staff members, whose salaries are paid with stimulus funds, that their jobs may be eliminated. **Mr. Meyers suggested a monthly report on items #3-6 in the budget recommendation.**

9.3: Tax Anticipation Note Resolution – *A recommendation to approve the resolution for Tax Anticipation Note in an amount not to exceed \$65 million.* - Mrs. Green moved, seconded by Mr. Fraser, approval of the Tax Anticipation Note in an amount not to exceed \$65 million. The motion was approved 8-0.

9.4: Approval of Administrative Contracts for 2010-2011 – *A recommendation to approve Administrative Contracts for 2010-2011.* - Mr. Fraser moved, seconded by Mr. Meyers, to approve Administrative Contracts for 2010-2011. The motion was approved 7-0.

9.5: Approval of Teacher Contracts for 2010-2011 – *A recommendation to approve Teacher Contracts for 2010-2011.* - Mr. Fraser moved, seconded by Mr. Meyers, to approve Teacher Contracts for 2010-2011. The motion was approved 7-0.

9.6: Festo Didactic Learning Systems for North Charleston High School Career Technology – *A recommendation to approve a sole source procurement of a Festo Didactic Learning System for North Charleston High School from Carolina Training Associates. The total amount is \$184,280. The funding source is the North Charleston Capital Building project.* - Mr. Meyers moved, seconded by Mr. Collins, approval of a sole source procurement of a Festo Didactic Learning System for North Charleston High School. The motion was approved 7-0.

9.7: Harlequin Dance Floor for Charleston County School of the Arts – *A recommendation to approve a sole source procurement of a Harlequin Dance Floor for Charleston County School of the Arts from American Harlequin, Inc. The total cost is \$87,173.36. The funding source is the school's building program budget.* - Mr. Fraser moved, seconded by Mr. Meyers, approval of the sole source procurement of a Harlequin Dance Floor for Charleston County School of the Arts. The motion was approved 6-1 (Kandrac opposed).

9.8: Gearboss Systems for Academic Magnet and R. B. Stall High School Athletic Program – *A recommendation to approve a sole source procurement of a Gearboss System for North Charleston High from Wenger Corporation, Inc. The total cost for the Gear Boss System at Academic Magnet and R. B. Stall High is \$90,000. The funding source is the school's building program budget.*

- Mr. Fraser moved, seconded by Mr. Meyers, approval of the sole source procurement of a Gearboss System for North Charleston High. The motion was approved 7-0.

Note: Mrs. Jordan questioned sole source procurement agenda items 9.7 and 9.8. Mr. Feil said in reference to sole source for the Harlequin Floor that this was the only manufacturer of the combined specifications. Mrs. Kandrac questioned why an incorrect floor was installed. Mr. Feil said in an attempt to avoid sole source, they selected a floor that met specifications. However, after the dancers had difficulty dancing on the floor, the Charleston Ballet Dancers were brought in said the Harlequin Floor would prevent injuries. Mrs. Jordan said if it met procurement codes, she would support the recommendation.

9.9: Bid Results for "Make Ready" at Wando South and Whitesides for moving Buist and Sullivan's Island Elementary –*The Board received information regarding Qualified School Construction Bond and for "Make Ready" solicitations. No action was taken.*

9.10: Purchase of Read Well Materials – *A recommendation to approve the revised recommendation to Purchase Read Well Materials. The funding source is Special Revenue Funds; the corrected amount is \$573,891.00. This corrects the initial estimated amount of \$386,707 that was approved May 24, 2010.* - Mr. Fraser moved, seconded by Mr. Meyers, approval of the recommendation correcting the amount to Purchase Read Well Materials. The motion was approved 7-0.

9.11: Greg Mathis Charter – *A request to approve absences at Greg Mathis Charter High School resulting from the administration's decision to end the school year early.* - Mr. Fraser moved, seconded by Mr. Meyers, approval of the absences at Greg Mathis Charter High School resulting from the administration's decision to end the school year early. The motion was approved 7-0.

9.12: Salary Increase for Classified Workers – Collins, Kandrac, Ravenel and Toler – *The Board will discuss a salary increase for classified workers.* - Rev. Collins led the discussion regarding salary increase for classified workers stating his intent to discuss it further at the next board meeting. In response to Rev. Collins request for the salary of the lowest paid classified worker in the District, Ms. Shannon said no one in the district received less than \$10.60 per hour. Also during discussion, Mr. Bobby said in 2009 CCSD employees received a 1.9% salary increase. Rev. Collins also asked about purchased service contract renewals. Mr. Bobby said contracts are usually renewed every 5 years. Rev. Collins suggested that contracts be reduced by 5% and extra duties be assigned to in-house staff for additional pay. Mr. Bobby said he doubt employees have time available to do take on additional work.

There being no further business to come before the Board, at 8:55 p.m. Mr. Meyers moved, seconded by Mrs. Oplinger to adjourn the meeting. The motion was approved by consensus.

Approved:

Nancy J. McGinley, Ed.D.
Superintendent of Schools