

BOARD OF COMMISSIONERS OF SCSDB
MINUTES OF MEETING
September 18, 2018

The regular meeting of the Board of Commissioners was held on Tuesday, September 18, 2018, at 12:00 p.m. in the BB&T Board Room in Walker Hall on the SCSDB campus, Spartanburg, South Carolina. Chairman Dobson called the meeting to order and stated that proper notification of the meeting had been made according to the requirements of the Freedom of Information Act. He welcomed everyone to the meeting and asked, SCSDB staff, and guests in attendance to introduce themselves.

MEMBERS PRESENT

Robert A. Dobson III, Chairman
Phyllis H. Alexander
Edward B. Bible
W. Scott Brawley, Vice Chairman
Tara P. Carroll, Ex-officio
David J. Gundling
Cynthia S. Holland
Robert H. Morrow
Steven R. Ross
Linda C. Sellars

MEMBERS ABSENT

Rebecca Davis, Ex-officio

STAFF IN ATTENDANCE

Dr. Page McCraw, President
Ann Akerman
Monique Callaham
Linda Coon
Scott Falcone
Mary Hayes
Jolene Madison
Scott Ramsey
John Reynolds
Ben Riddle
Trad Robinson
Joe Walker

GUESTS IN ATTENDANCE

Kristin Barber
Julie Bible
Sam Hook

Ann Akerman introduced Sam Hook, the incoming Director of the SCSDB Foundation, She informed the board that he would officially begin his duties on October 16, 2018.

APPROVAL OF MINUTES

A motion to approve the minutes of the May 1, 2018 board meeting (see attachment #1 to the September 18, 2018 agenda) was made by Mr. Brawley and seconded by Dr. Ross. The minutes were unanimously approved as submitted.

PRESIDENTS REPORT

Dr. McCraw opened her report with introducing Jolene Madison who now serves as the Director of Educational Services and Special Education Services. Dr. McCraw shared that SCSDB is merging these two departments in order to streamline services for students and create a more effective and efficient model for educational programs. Additionally, Dr. McCraw introduced Mr. Joe Walker who is the new Director of Educational Accountability at SCSDB. With the recent retirement of Sara Kollock and the anticipated retirement of Linda Coon at the end of this school year, Dr. McCraw explained that Mrs. Madison and Mr. Walker would be assuming the job responsibilities of Educational Services and Student Services.

Dr. McCraw also provided the board with a brief update of the status of the Campus Master Plan. She communicated with board that members of the school administration were currently working with

the architectural firm and hoped that SCSDB would receive a preliminary report before January on outdated buildings along with a completed report by June.

Dr. McCraw noted to the board that she had just received the completed Financial Audit prior to the meeting from the State Auditor's Office and anticipated that board members should receive a copy in the next few days. She communicated that one key area noted in the report revolved around Asset Management, and that the Finance Office was already working to implement procedures for improvements in this area. Additionally, Dr. McCraw shared that SCSDB had received a status of "Met" for all areas of the Strategic Plan/5 Year Renewal Plan under the South Carolina Department of Education, and the South Carolina State Board of Education had approved the 5-year waiver that allows for one principal at each school.

Finally, Dr. McCraw reminded the board that a listing of upcoming events had been included in the board packets and welcomed board members to attend any of these events in which their schedules allowed.

FINANCIAL REPORT

First, Dr. McCraw informed the board that the Revenue and Expenses portion was mistakenly not included in the mailed board packets but was placed at each board member's seat for review. Mr. Riddle reviewed the financial information that had been mailed to the board prior to the meeting (see attachment #2 to the September 18, 2018 agenda). He elaborated specifically on the Statement of Net Assets and the Statement of Revenue and Expenses, as well as answered questions from the board regarding grant amounts and past USDA reimbursements. Vice Chairman Brawley shared that it would be helpful for the board if anticipated revenues and expenses for the year could also be included in the financial report. Mr. Riddle assured him those projections would be reflected in the reports for the next meeting

2018-2019 SCHOOL CALENDAR

Dr. McCraw presented the updated 2018-2019 School Calendar (see attachment #3 to the September 18, 2018 agenda) to the Board of Commissioners. She explained that the original 2018-2019 School Calendar was approved by the SCSDB Board of Commissioners at the May 1, 2018, meeting, however, adjustments were made since then that included December 21, 2018 as a regular school day. This change was needed to allow for the 180 days of school for students that is required by law in South Carolina. After reviewing the calendar, a motion was made by Mr. Brawley, seconded by Mr. Bible and unanimously passed to approve the revised calendar as presented.

BOARD POLICY

The following proposed revised SCSDB policies (see attachment #4 to the September 18, 2018 agenda) were reviewed with the board by Linda Coon:

ADF: School Wellness

EFE: Competitive Food Sales/Vending Machines

IHAM: Health Education

IKFC, IKFC-R: Employability Credential

JFAA: Admission of Students

Mr. Gundling suggested that the verbiage on policy JFAA, second page, 1st sentence of 1st paragraph, be modified to include, 'all students who otherwise meet the admission criterion....'

After more discussion, a motion was made by Dr. Ross, seconded by Mr. Gundling and unanimously passed that the policies ADF and EFE be approved with the suggested revisions, policies IHAM,

IKFC, and IKFC-R be adopted as submitted, and policy JFAA be approved with the suggested revisions and additional language changes decided on during the meeting.

LEGISLATIVE UPDATE

Mr. Ramsey informed the board that SCSDB was currently in the process of waiting for the 2019-2020 budget cycle to begin. In addition to the budget documents, the accountability report and the capital projects improvement plan were all submitted to the executive office. Mr. Ramsey reiterated that the timeline for the campus master plan would most likely be set around January which may or may not affect the budget request details. On an operational front, Mr. Ramsey informed the board that the weekend events on campus were halted due to the auditorium repairs. Lastly, he assured the board that a state arborist would be on site to oversee any removal and replanting of trees on campus.

THE SCSDB FOUNDATION UPDATE

Ms. Akerman updated the board on the work of the SCSDB Foundation on behalf of the agency. She elaborated on the Pathways for Healthy living Initiative that was created last year and the details surrounding the \$100,000 raised to support the cause. Ms. Akerman reminded the board of I Love You Sculpture dedication to take place on October 24th to be unveiled in downtown Spartanburg. Additionally, she made the board aware of the 9th Annual Chili Cook-off to take place on February 2nd that serves as one of the biggest fundraising events held by The SCSDB Foundation. Lastly, Ms. Akerman informed the board of the inaugural meeting of the SC Lions Friends of SCSDB Committee that incorporates Lions members from across the state coming together to support SCSDB.

Mr. Brawley praised Ms. Akerman for her 9 years of service to the SCSDB Foundation and more importantly the cohesiveness she helped to create between the SCSDB Foundation and the School.

ELECTION OF OFFICERS

Chairman Dobson turned the meeting over to Dr. McCraw. She advised of the need to elect three (3) officers: Chairman, Vice Chairman, and Secretary.

A motion was made by Mrs. Holland, seconded by Mr. Morrow and unanimously passed that the current slate of officers would be reelected for the 2018-2019 term.

Dr. McCraw congratulated the appointed officers and turned the meeting back over to Chairman Dobson.

BOARD HANDBOOK AND TRAINING

Mr. Ramsey presented the 2018-2019 SCSDB Board of Commissioners and provided the annual training review. He reminded the board that SCSDB works with the SC School Board Association for their policy updates and can be accessed online. Additionally, Mr. Ramsey made the board aware of the full list of acronyms included in the board handbook as well as a laminated quick sheet of acronyms for their use.

DATE/TIME/PLACE FOR FUTURE MEETINGS

Future meetings of the Board were scheduled as follows:

- December 11, 2018.....SCSDB Campus
- February 19, 2019.....Columbia Outreach Center
- April 30, 2019.....Columbia Outreach Center

MEETING ADJOURNED AT 1:56 p.m.

Respectfully submitted,

Robert A. Dobson, III, Chairman

Phyllis H. Alexander, Secretary