

**Wil Lou Gray Opportunity School  
Board of Trustees  
Minutes of July 9-10, 1999**

The Wil Lou Gray Opportunity School Board of Trustees met on July 9 -10, 1999 at 7:00 p.m. in the Board Room. **Board members present:** Dr. Louise Scott, Dr. Marvin Efron, Ms. Suzanne Turner, Mrs. Clotilda Diggs, Mr. Russell Hart, Mrs. Frankie Newman, Mr. Dan Smith, Mr. Vince Rhodes, Mrs. Elizabeth Thrailkill, Ms. Wilhelmina McBride, Ms. Lynn Ammons and Mr. Butch Spires. **Staff present:** Mr. Pat Smith, Colonel Jack Fogle, Colonel Joseph Davis, Mr. Bob James, Mrs. Gloria Woodard, Mrs. Sheryl Lorick and Mrs. Helen Smith.

Dr. Scott introduced Mr. Butch Spires to the Board as the new member.

**APPROVAL OF AGENDA**

**Mr. Rhodes made a motion to approve the agenda. Ms. Turner seconded the motion. The motion passed.** The presentation by Dr. Ed Thomas was changed in order to follow the approval of the minutes.

**APPROVAL OF BOARD MINUTES**

**Mr. Rhodes made a motion to approve the minutes of May 12, 1999 Board meeting. The motion was seconded by Ms. Turner. The motion passed. Mr. Hart made a motion to approve the minutes of the June 9, 1999 Board meeting. The motion was seconded by Ms. Turner. The motion passed.** Dr. Efron requested that the minutes be changed to include him as being present at the June 9 Board meeting.

Mr. Pat Smith introduced Dr. Ed Thomas, Director of the Institute of Public Affairs at USC. Using Dr. John Carver's book, *Boards That make a Difference: A New Design for Leadership in Nonprofit and Public Organizations*. Dr. Thomas provided an orientation on the basic concept of a governing board. Dr. Carver's philosophy is that the Board provides the organization with the guidelines and support needed to achieve its mission in an ethical and approved manner. That is accomplished with the adoption of various policies that serve as a guide in the administration of the organizational mission. Dr. Thomas emphasized the following as essential to that philosophy:

- ◆ Establishing and Maintaining Linkage to the Stakeholders
- ◆ Providing Policy Leadership
- ◆ Monitoring Organizational Performance

**DIRECTOR'S REPORT**

Mr. Pat Smith reported that all budget priorities for FY2000 had been approved in addition to \$15,000 in recurring Vocational money. He stated that he anticipated approval for bond authorization draw down by late fall 1999 for roofing and flooring projects. Mr. Smith also mentioned that the May 26 Career Day was well organized--with approximately fifteen vendors exhibiting. Mr. Smith mentioned several highlights of the Cycle II graduation, including the fact that graduation speaker Sheriff James Metts did an excellent job relating to the cadets his own life experiences and the inspirational remarks by Mrs. Beatrice Manning recipient of the Wil Lou

Gray Award. Mr. Smith informed the Board that there was standing room only at that graduation service, held in the Midlands Technical college auditorium and by Cycle IV graduation exercises may have to be held at another location. The Board asked Mr. Smith to explore the possibility of having future graduation exercises at the Township Auditorium. Mr. Smith reported that Cycle III will start July 18; 153 candidates have been accepted--130 males and 23 females. Mr. Smith reported the JROTC Ball was a success and very well attended and that Mrs. Paula Jett will travel to Washington, DC with two cadets who will participate in the essay contest "Do The Write Thing". A pictorial annual of Cycle II cadets and staff and dialing instructions for long distance calling were included in the Board materials.

#### **PERSONNEL COMMITTEE**

Dr. Efron made a motion to ratify the personnel actions. Mr. Rhodes seconded the motion. The motion passed. Dr. Efron made a motion to approve the Agency Head Performance Model. Ms. Turner seconded the motion. The motion passed. Dr. Efron made a motion to approve the revision of the proviso in order to satisfy the leave administration dispute. Mr. Hart seconded the motion. The motion passed.

#### **POLICY COMMITTEE**

No Report.

#### **BUDGET COMMITTEE**

No Report.

#### **PROGRAM COMMITTEE**

No Report. Mr. Pat Smith stated that there would be no changes in the Cycle III program. Dr. Scott inquired as to how the additional \$15,000 in Vocational funding would be spent. Mr. Smith replied that he anticipated contracting with someone to teach four classes of computer literacy a day. Dr. Efron suggested discussing this matter in Executive Session.

#### **BUILDING AND GROUNDS COMMITTEE**

No Report.

#### **FOUNDATION COMMITTEE**

No Report. Dr. Scott asked Mr. Smith how the \$12,000 from the annual auction would be utilized. Mr. Smith replied the money is invested with the Foundation fund.

#### **WIL LOU GRAY AWARD**

No Report. Dr. Scott praised the recipient of the Wil Lou Gray Award, Mrs. Beatrice Manning. Dr. Scott stated she felt that Dr. Gray would be proud of her accomplishments.

#### **OLD BUSINESS**

The Board agreed to have the January Board meeting at the Embassy Suites Kingston Plantation. The Board asked Mr. Smith to determine availability for January 7-9 and January 21-23, 2000.

### **NEW BUSINESS**

**Dr. Efron made a motion to approve the Cooperative Services Agreement Between South Carolina Vocational Rehabilitation Department and the Wil Lou Gray Opportunity School for FY 2000. Mr. Rhodes seconded the motion. The motion passed with an amendment to change Superintendent to Director. Dr. Efron made a motion to approve the Cooperative Services Agreement Between the Military Department of South Carolina and the Wil Lou Gray Opportunity School for FY 2000. Mr. Hart seconded the motion. The motion passed with an amendment to change Superintendent to Director. Dr. Scott informed the Board that this was a five year contract with the National Guard. Dr. Efron made a motion to re-appoint the same Advisory Council members for the coming year. Mr. Hart seconded the motion. The motion passed.**

### **EXECUTIVE SESSION**

**Dr. Efron made a motion to go in Executive Session. Mr. Hart seconded the motion. The motion passed.**

The Board meeting recessed at 9:20 p.m.

**January 10, 1999**

**The Board reconvened at 9:00 a.m.**

**Embassy Suites**

Dr. Scott called the meeting to order at 9:00 a.m.

The Board began the meeting with discussions on Policy Sections A and B and Student Discipline Code JK. Ms. Turner explained the revisions which had been made to several sections. Ms. Turner made a motion to approve the first reading of Section A. Ms. Ammons seconded the motion. The motion passed. Ms. Turner made a motion to approve the first reading of Section B. Mr. Spires seconded the motion. The motion passed. Mr. Spires made a motion to approve the Student Discipline Code JK. Mrs. Newman seconded the motion. The motion passed. Members of the Discipline Review Board will be included in the Discipline Code.

The Board asked Mr. Smith to recommend a Bereavement Policy as a way to express the Board's will in the form of a recognition or memorial for Board members and their families.

The Board reviewed the Long Range Goals and agreed on the following changes:

- ◆ Successful GED completion from 75% to 60%.
- ◆ Delete the Transition to Work Program.
- ◆ Develop alternate forms of *pre*-Vocational training.

Mr. Smith proposed the following budget priorities for FY 2000.

1.	Funding for registered nurse position	\$46,600*
2.	Funding for updated accounting software	\$25,000
		\$10,000*
3.	Funding for facility-wide lock system update	\$90,000
4.	Funding for new automobile	\$23,000

\*Recurring funding

Mrs. Thrailkill made a motion to approve the budget priorities for FY 2000. Mr. Spires seconded the motion. The motion passed.

Mr. Dan Smith made a motion to adjourn. Ms. Turner seconded the motion. The motion passed.

There being no further business, the Board adjourned at 11:10 a.m.