

**WIL LOU GRAY OPPORTUNITY SCHOOL
MINUTES OF NOVEMBER 6, 1985
BOARD OF TRUSTEES**

The Board of Trustees convened for a scheduled meeting on November 6, 1985, in the cafeteria at 7:00 p.m. Trustees in attendance were: Mrs. Hannah Meadors, presiding; Mr. DeVon Belcher; Dr. Marvin Efron; Mr. Walter Dahlgren; Mrs. Olive Wilson, Dr. Louise Scott, Ms. Wilhelmina McBride and Mrs. Mickey Lindler. Dr. Robert C. Fulmer from the S. C. Department of Education represented Dr. Charlie Williams. Staff members present were: Mr. Sam F. Drew, Jr., Superintendent; Mr. John Robinson, Principal; Dr. Jonnie Spaulding, Director of Educational Support Services; Mr. George Smith, Development Officer; Mr. John W. King, Jr., Fiscal Affairs Officer; Ms. Gloria Lloyd, Personnel Specialist; and Mrs. Brenda Stork, Secretary.

Mrs. Meadors called the meeting to order and stated for the record that notice of the meeting was provided to the public in conformance with the requirements of the S. C. Freedom of Information Act, Section 30-4-80(d) of the South Carolina Code of Laws, 1976 as amended. Notice of this meeting was published in The State Newspaper and the Columbia Record in Columbia, The Journal in Lexington, and The Lexington Dispatch in Lexington.

Mrs. Meadors introduced a guest, Mr. Reeves. He was representing the Lexington County Newspapers. On behalf of the Board, Mrs. Meadors welcomed Mr. Reeves.

A motion was made by Dr. Efron that the agenda be adopted with no corrections. The motion was seconded by Mrs. Wilson. The motion was passed.

The next order of business was approval of the Minutes of the September 11, 1985, Board meeting. Dr. Efron made a motion that the Minutes be accepted as written. The motion was seconded by Mrs. Lindler. The motion was passed.

Mrs. Meadors called for the Superintendent's Report. In reference to the budget, Mr. Drew explained there was not a great deal of change from the last Board meeting on the outlook for FY 1987. The Budget and Control Board met yesterday, November 5, 1985, and they delayed any budget cutting action until January. Mr. Drew further explained that in our budget planning we are still prepared for a cut as large as one and one-half percent. We are placing restraints on expenditures until January when we get a better reading from the Board of Economic Advisors on the economy.

At this time Mr. Drew called on Mr. King to present updated information to the Board on the Expenditure Report. Mr. King provided the Board with a supplemental report of expenditures as of October 31, 1985. He explained that the expenditure report, previously mailed to the Board, was a summary based on the latest month-ending (9/30/85) cut-off records. Mr. King further explained that a lot of activity had occurred between the two statements. The supplemental report reflected that activity. Mr. King explained that expenditures will slow down in ensuing months since most of the start-up supply items have been purchased. Mr. Drew stated that a percentage of the expenditures to date included the renovations in the cafeteria and classrooms. He added that the agency is purchasing only necessary items at this time and will continue this practice through December until we have a better reading on the possibility of budget cuts.

The next item on the agenda was the proposal for a more formal athletic program. Mr. Drew

called on Mr. Robinson to present this program for Board discussion. Mr. Robinson provided the Board with the A-1 Conference Proposal. He proposed that Wil Lou Gray Opportunity School join the A-1 conference district 4. He briefly outlined the information he had gathered for the Board including a listing of expenditures to join the league.

Mr. Robinson further explained that there is some concern about whether we have a sufficient number of students in the unit of credit program to successfully compete in this league. At this point the Opportunity School has forty five students in the units of credit program. He explained that this program is for the 1986-87 school year and he is hoping that next year the number of students in the unit of credit program will be greater. Team membership was proposed as follows: 1) Basketball - possibly fifteen; 2) Track would be composed of one member; 3) Tennis - two or three members; 4) Soccer - eleven members (15-16 players). The school would not attempt to participate in football. Mr. Robinson said he felt that joining a conference would improve the schools image and provide additional motivation for some students to stay in school. In reference to basketball, Dr. Scott asked Mr. Robinson if he was referring to boys and girls. He said yes.

Mrs. Meadors asked about the sports program with the area churches. Mr. Robinson explained that it was developing in terms of a schedule. He said that the Opportunity School has individuals going out and practicing on some church teams. They are also proposing to play students at John De La Howe as part of the church league. Mr. Drew explained that basically our only oponents have been the Youth Services schools and we felt that if we could get into one of the competitive leagues it would help encourage more students to enter the diploma program, encourage students

to stay in school, and it would help to improve school spirit. Mr. Drew further reiterated that we were uncertain about whether we would have enough students to qualify. He told the Board, however, that he felt that it would be worth the effort to explore and plan for league participation and if we weren't able to get in then we could disregard it. Mr. Drew informed the Board that their approval was being requested for Mr. Robinson to proceed.

Dr. Efron asked if the Opportunity School would be legally eligible since we are not a school district. Mr. Robinson said yes. He had met with Mr. Pinkerton and Mr. Fulmer on Monday, November 4, and they discussed eligibility. Dr. Scott asked about the holding ability we have now for students. We come under the same Rules and Regulations as other students in EIA concerning absences, etc. She asked the number of days the students needed to be here to be eligible. Mr. Drew explained we would have to follow the EIA regulations. He further stated that in the past there has been a great deal of turnover at the school and we were seeking to improve that. He said he felt this would be additional leverage with some of the students to keep them here for a longer period of time.

Dr. Efron commented that the program committee has asked Mr. Robinson what our approximate cost would be. Dr. Efron said Mr. Robinson said the cost to join the league would be approximately \$200.00. Dr. Efron said the committee agreed that for \$200.00 it may be worth the investment to try it.

Mr. Belcher stated that Mr. Robinson had asked him to meet with him and Mr. Pinkerton on Monday, November 4, and Mr. Pinkerton had told Mr. Robinson that he did not think the league

would have any problem. They would apply the same regulations to Wil Lou Gray Opportunity School that they would apply to any other conference members. The students would have to meet the same EIA eligibility rules. He said that we needed to get Board approval and then approach the A-I Conference for membership. Dr. Scott said that she felt the Board did not have a true picture of the expenses. After some discussion among the Board members, Mr. Drew said he would prepare a cost analysis for the Board. He said that because we have a fairly extensive intramural program and because some of the expense is already built in we could cost that out and show the Board the difference. Dr. Efron commented that the only students that could play would be the Carnegie unit students which would total forty five. Dr. Efron felt we should have something for the GED students. Mr. Drew and Mr. Robinson replied that we will continue the intramural program which is for all students. The intramural program has been well received and attended this year. Mrs. Meadors asked if it was the recommendation of Mrs. Wilson's committee that the Board consider this. Mrs. Wilson said it was the consensus of the committee that they continue looking into it. Mr. Belcher said that Mr. Robinson needed approval of the Board to go ahead and contact the conference and find out if we can actually get into the A-I conference.

Mrs. Wilson made a motion that the Board give Mr. Robinson permission to proceed with the matter. The motion was seconded by Mrs. Lindler. The motion was passed.

At this time Mr. Drew called on Ms. Lloyd to present the Personnel Report. She asked the Board if they had any questions concerning the personnel report which was previously mailed to the Board. Mr. Drew reminded the Board that with respect to the cafeteria personnel, two people

who previously worked in the cafeteria, Mrs. Turner and Mrs. Taylor, were transferred from the cafeteria into house keeping and that this arrangement was working well. Ms. Gibson and Ms. Frame were hired to replace them in the cafeteria. Mr. Drew also reminded the Board that the Legislature approved two additional positions last year for Support Services. We hired only one additional person in the cafeteria. The other new hire was Mr. Gantt as Trades Craftsman in the maintenance department. He further explained that since the time of this report, Ms. Frame has been released and Mrs. Suber was hired. Ms. Frame did not work out and she was released before the end of her six month period. Mr. Drew further explained that Mr. Fogle was promoted to the position that was formally held by Mr. Elkins who resigned.

In order to clarify the above personnel changes, Dr. Efron asked if Ms. Suber was to be approved in lieu of Ms. Frame. Ms. Lloyd said yes, Ms. Hattie Suber began work on Monday, November 4, 1985. Dr. Efron also asked if Mrs. Patricia Meetze listed as a new hire on the report, was working under Mr. Pat Smith? Ms. Lloyd said Mrs. Meetze was in the finance department. Mr. King explained that she functions as an Accounting Clerk and she is primarily responsible for vouchers. Dr. Efron asked if she was replacing a person or was this a new position. Mr. King explained that it was a position that Ms. Margie Lancaster held who retired one year ago. Mr. Drew explained that we have been using Ms. Lancaster on a temporary part-time basis. Dr. Efron asked if Ms. Lancaster would continue to work on a temporary basis. Mr. King explained that Ms. Lancaster was currently assisting him to prepare for the 1984-85 audit and help train Mrs. Meetze. Mr. Drew said she will then be phased out. He further asked the Board to recall the discussions on this during previous meetings. Some of these personnel changes and additions resulted from audit exceptions in prior years concerning the division of functions in agency

accounting. For instance, purchasing paper work, now done by Mrs. Helen Smith, is not mixed with the other parts of finance, accounts receivable and accounts payable.

Dr. Efron made a motion that the personnel actions recommended be approved with the amendments. The motion was seconded. The motion was passed. Mr. Drew commented that with the hiring of these employees we now have filled all of the positions approved by the Legislature last year minus those that we lost appropriations for with the exceptions of two additional youth counselors. He further explained we have not hired those persons in anticipation of the possibility of budget cuts and we would probably hold off at least an additional month until we have a better reading. He also reminded the Board that these positions were approved to help with the implementation of the truancy program. Mr. Drew said that we really needed the additional counselors to deal with the severity of problems many of our students have. Dr. Efron asked who is making the truancy referrals. Mr. Drew said most of them are coming in from the school districts. He added that we had one group of approximately fifteen truancy-status offenders come for orientation from Youth Services. Only three of those students, to date have actually entered school here.

Ms. Lloyd called the Board's attention to the Affirmative Action Plan which was previously mailed to the Board. She explained that on or about July 1 we must update the Affirmative Action Policy. Next year when the policy statement, group analysis, and goal forms are updated, then they could replace the revised pages of the plan. Ms. Lloyd further explained the policy statement must be signed by the Board Chairperson and the Superintendent with the approval of the revisions. Dr. Efron asked since this was a policy statement should the Board deal with it in

the same way as the other policy revision? Mr. Drew explained that there are two parts to this: 1) Policy - and at the appropriate time the Board should consider this as policy and incorporate it into the manual, and 2) a year to year implementation plan for that policy. Mr. Drew recommended that the Board accept the plan for this year, unless there is an objection to the policy statement, knowing that the Board would review the statement at a later date and establish the policy for the manual. Mrs. Meadors asked the Board if there were any questions. There being none she recommended that the Board follow past procedure and approve the plan.

Dr. Efron made a motion that the Board accept the Affirmative Action Plan and the Board empower the Chairperson and Superintendent to sign accordingly. The motion was seconded by Mrs. Wilson. The motion was passed.

The last item on the Superintendent's Report was the viewing of the video tape of the Opportunity School. Mr. Drew explained that work had been in progress on this for the past year with ETV. Mr. George Smith has been working with ETV to coordinate work on this tape. Mr. Drew explained that we produced this twelve minute video tape with two purposes in mind: 1) it could be an item that could be taken to a civic or social club to help explain about our school districts and other agencies mission, goals, and the people we serve; and 2) to use directly with potential students to give them a better idea about the school. At this time the Board reviewed the video tape. After viewing the tape, Dr. Efron said it was an excellent presentation and he suggested that the Board write a letter to ETV expressing our appreciation. Mr. Drew said they have also talked with ETV about compiling a couple of thirty second public service announcements.

In reference to the above video tape, Dr. Efron made a motion that the Board write letters of appreciation to ETV and Mr. George Smith. The motion was seconded by Ms. McBride. The motion was passed. Dr. Efron also suggested that the letters be drafted by administration and signed by the Chairperson. Mr. Drew said that provisions have been made to provide each Board member with a copy of the tape. Mrs. Meadors suggested that the tape be shown to the Superintendents of the State. Mr. Drew also said they had talked about the possibility of using the tape during the ceremony for the hanging of the portrait of Wil Lou Gray in the State House. Mr. Dahlgren suggested that this would be an excellent tape for civic clubs. Dr. Efron commented he thought this tape would be excellent for new legislators to view.

Mrs. Meadors then called on Mr. Dahlgren for his committee report on the Wil Lou Gray Foundation. Mr. Dahlgren explained that the school had asked the Attorney General's Office to look over the By-Laws and Articles of Incorporation which had been compiled and had previously been mailed to the Board for their review. Some minor revisions are still being made. He further explained that the Secretary of State's Office would place the final approval on the By-laws and Articles of Incorporation. Mr. Dahlgren suggested also that we inquire of the Secretary of State any legal recommendations which would modify the document. Dr. Efron said it appeared to him that once this foundation is started, the Board no longer has a hold on what is done with the money that is raised by the foundation. He said he understood there would be three ex-officio members and beyond that the Board would have no other members. Dr. Efron asked who starts the Foundation Board. Mr. Drew explained that initially we wanted three members. Two members of the Opportunity School Board along with the Superintendent. Mr. Drew said, however, that he felt the Ethics Commission would rule against this and that the Attorney

General's Office had recommended already that the initial Board not be composed of members of the Opportunity School Board. State law clearly delineates the function of foundations and State agencies. Therefore, Mr. Drew said that Dr. Efron was correct in saying that the Opportunity School Board would not have direct control over this money. Although, he added, the foundation is being set up to support the school and therefore, the Board elected to direct that foundation would be a Board that would be totally supportive of the needs of the Opportunity School.

Dr. Efron asked who selects the original members of the Board. Mr. Drew commented that this is what we were trying to clarify - how we get it started and yet keep it separate. He said that this is what the Attorney General's office is advising us on now. Mr. Dahlgren said he had asked the school to discuss this matter with the Attorney General's and the Secretary of State's office. Mr. Dahlgren said the Foundation would be a separate entity from the Opportunity School and the separate entity does have the complete power and control of the funds. Mr. Dahlgren said they were still exploring. Mrs. Meadors suggested that Mr. Dahlgren contact Mrs. June Licata at ETV and find out their procedure. At this time Mr. Dahlgren reviewed information that was discussed at the last meeting regarding a development plan for the agency. Mr. Dahlgren distributed to the Board some notes which he had drawn up to serve as an educational process for the Board to help the Board begin to think about what might go into a development plan.

At this time Mrs. Meadors asked the Board to please read and become completely familiar with the ByLaws. Mr. Dahlgren asked that the Opportunity School begin to identify and make a list of individuals who have had close relationship with the Opportunity School. These would be

the people who would want to assist us with the foundation. Also, highlight approximately fifty key alumni who would be helpful serving on fund raising committees. Mr. Dahlgren also recommended to Mr. Drew and the Board, key people that we might consider to be temporary members of the foundation. He said it would be good to draw them from all over the State.

In reference to the next committee report, the Ad Hoc Committee on Mission, Mrs. Meadors explained that Mrs. Thrailkill's preliminary mission report was ready but she was not able to attend this meeting due to her mother's illness. Therefore, the report was delayed until the next Board meeting. Mr. Drew commented that the Mission Committee has made progress and a draft report has been compiled for their review. The Mission Committee plans to meet after Thanksgiving and compile its recommendations and provide the Board with the recommendations by the next meeting.

Mrs. Meadors then called on Dr. Efron to present the report of the Ad Hoc Committee on Policy Revisions. Dr. Efron explained that he and Mr. Drew had met since the last Board meeting and reviewed some items and were discussed at the last meeting. Dr. Efron said that he recognized the concerns stated at the last meeting and he and Mr. Drew had revised the plan to meet those concerns. He explained that under the revised plan the Board would be presented with policy revisions at the regular meetings. There would be discussion at that time but no action would be taken until the following Board meeting. This would give the Board adequate time to study the policies before voting on them. Dr. Efron reminded the Board that some policies were presented at the last Board meeting. He said that he would like the Board's action on these policies. He

stated that any policies having to do with missions would be omitted until the Mission Committee had completed their work.

Dr. Efron then reviewed the following policies which he asked the Board to finalize and approve at this meeting: File AA, School Legal Status; File AB, School Board Legal Status; File ABA/ABB, School Board Authority/Powers and Duties; File ABC (cf.BBB), School Board Members Legal Status; File ABCA, Number of Board Members; File ABCB, Board Members Qualification; File ABCC, Terms Of Office; File ABD (cf.CE), School Superintendent Legal Status; File AC (cf.IE), School Organizational Plan; File AE, School Year; File AEA, School Calendar; File AEAB, Holidays; File AEAB-E, Holidays; File AFC (also EBBB), Emergency Closings; and Essential Personnel For Hazardous Weather Policy.

Dr. Efron made a motion that the above policies be adopted with the exception of File AC (cf.IE), School Organizational Plan. The motion was seconded. The motion was passed.

At this time, Dr. Efron reviewed the Overtime Policy. Mr. Drew explained that this policy was drafted along the guidelines issued by State Personnel. It has to be submitted to State Personnel and stamped by them for approval in addition to having our Board's approval. Dr. Efron asked the Board to study this policy and be prepared for a second reading at the next meeting.

Finally, Dr. Efron presented to the Board a list of policy areas not presently covered in the manual that he felt this Board should address and take some action on or request that the

Legislature take some action. One area, Dr. Efron explained, was the role of the Governor and the Superintendent of Education's proxies. He felt the role of these persons should be clarified by policy. At this time, Dr. Efron explained, they can enter any discussion but they are not allowed to vote. Therefore, Dr. Efron felt we should have a policy stating this.

A second area concerned public notification of Board meetings. Although we do this, there is no policy stating such. Dr. Efron recommended that the Board have such a policy. Two other areas mentioned by Dr. Efron were: 1) Executive Sessions, and (2) proxy voting by Board members at meetings other than elections. Three final areas mentioned by Dr. Efron were: 1) approval of contracts between the Opportunity School and other Federal and State agencies; 2) confirming personnel changes; and 3) qualification of alumni members. Dr. Efron felt the Board should adopt policies in each of these areas. Concerning policy revisions, Mr. Drew informed the Board that he also is reviewing the Minutes from 1957 to present to determine all policies that have been made and/or rescinded, etc.

At this time, Mrs. Meadors asked for clarification about the discussion concerning qualifications of alumni members. Dr. Efron said he and Mr. Belcher had talked about that. Mr. Drew explained that the two alumni members are elected by the Alumni Association and presently do not go through the same screening as other Board members. He said this could present a potential conflict. Mr. Belcher said he was in agreement that this area needed to be explored. Dr. Efron suggested that Mr. Belcher and Ms. Spivey be involved in this policy change. Mrs. Meadors thanked Dr. Efron for his report.

Next on the agenda was a report of the status of the Wil Lou Gray portrait. Mrs. Meadors explained that she has been in contact with the Arts Commission. The Portrait Committee will have to meet with the head of General Services and survey the location as to where the portrait will be. Mrs. Meadors further explained that they will have to decide on the approximate size of the portrait and will have to choose whether it will be a bust or full portrait, whether it will be in oils or water colors. All of these recommendations will then go through a committee chaired by Senator Dennis. The overall plan calls for the portrait to be completed and presented at the end of the 1986 Joint Legislative Session. Dr. Efron recommended that the Chairperson appoint a committee between now and the next Board meeting to plan the festivities when the portrait is unveiled. Mrs. Meadors said it was her understanding that Senator Dennis together with the present committee would take a lead in this, however, she would keep the Board informed.

On another matter, Mrs. Meadors informed the Board that she and Mr. Drew attended a formal banquet sponsored by the S. C. Hall of Honor in Education. Dr. Gray was among the first three people inducted into the Hall of Honor. Her portrait will be placed in the Hall of Honor for Education. Mrs. Meadors distributed copies of the program to the Board.

In reference to the report on the meeting of the Children's Coordinating Cabinet, Mrs. Meadors explained that the Governor chairs this meeting and it relates to the official cabinet report and since the Wil Lou Gray Opportunity School was mentioned there were issues relating to our program. Mr. Belcher attended this meeting in Mrs. Meador's absence and she asked Mr. Belcher to present the report. Mr. Belcher reviewed the cabinet staff recommendations. The Board was provided a copy. He informed the Board that there will be an updated copy of these

recommendations and Mrs. Meadors said she would secure a copy for each member of the Board for distribution. Mr. Belcher explained one point on page 21, item 13, that specifically impacts the Board, as well as all other agencies. He explained it is a recommendation that all agencies adopt a policy on addictions and the family stressing the need for all agencies dealing with clients who have alcohol and drug abuse problems to work with the family related problems brought about by these addictions. He drew the Board's attention to the recommendations and needs to be addressed.

Mrs. Meadors mentioned that one thing that is mentioned in the Educational Improvement Act is the SKIP Program, school intervention program. Mr. Drew informed the Board that the Opportunity School has been working very closely with SKIP. He said that at the meeting it was pointed out that most of the other agencies there supported this plan and would also support the funding requirements for it.

Mrs. Meadors explained the Childrens Coordinating Cabinet was established through executive order of the Governor. The CCRC, Childrens Case Resolution Committee, deals with the issue of children who are shuffled from one agency to another and who are not being served. Mrs. Meadors further explained that there is going to be legislation introduced by Parker Evatt that will attempt to institutionalize the CCRC and that committee will be charged with the responsibility of helping agencies become more responsible in working with these children. Mrs. Meadors said this would be coming up in January and the Board needed to be aware of this.

Mrs. Meadors informed the Board that Mr. Elmer Whitten who is in the Grants Management

Division of the Governor's Office approached her of the possibility of having the Columbia Junior Optimist Club of which he is a member, to endorse some project that the Opportunity School would like to see come about.

Mr. Dahlgren reminded the Board that they had talked briefly in the past about the possibility of establishing an award for individuals with outstanding service. He offered a suggestion that the Board consider the possibility of establishing an award. Mr. Drew suggested that such an award be given for the first time during the ceremonies at the State House when Miss Wil Lou's portrait would be unveiled. Mr. Dahlgren thought this was a good idea.

There being no further business, the meeting was adjourned at 9:20 p.m.

Respectfully submitted,

Linda Spivey

Linda Spivey
Secretary

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