

Revised

**WIL LOU GRAY OPPORTUNITY SCHOOL
BOARD OF TRUSTEES
MINUTES OF September 11, 1996**

The Wil Lou Gray Opportunity School Board of Trustees convened for a scheduled meeting at 6:00 p.m. in the Wil Lou Gray Opportunity School Research and Training Center. Trustees in attendance were: Dr. Louise Scott, Mrs. Betty Henderson, Mrs. Clotilda Diggs, Mr. Vince Rhodes, Mrs. Suzanne Reynolds, Mrs. Mary Williams, Mrs. Elizabeth Thrailkill, Mrs. Frankie Newman, Dr. Marvin Efron, Ms. Wilhelmina McBride, Mrs. Faye Edwards. Mr. John Robinson was present representing Dr. Barbara Nielsen of the State Department of Education. Not present was Mr. Russell Hart, however, his absence was excused. Staff present were: Dr. Mary Catherine Norwood, Mr. Pat Smith, Mr. George Smith, Mr. Bob James, Mrs. Suzanne Busenlehner, Ms. Barbara Price, Mr. Michael Kelly, Mrs. Cynthia Prince, and Ms. Brenda Stork.

The meeting was called to order by Dr. Scott. She stated for the record that the notice of the meeting was provided to the public in conformance with the requirement of the SC Freedom of Information Act, Section 30-4-80(d) of the SC Code of Laws, 1976 as amended.

The following actions were taken by the board:

-EMPLOYEE OF THE QUARTER:

Ms. Barbara Price was recognized by the board. An employee of the quarter plaque was presented to her.

-APPROVAL OF AGENDA:

A motion was made by Mr. Rhodes to approve the agenda. The motion was seconded by Mrs. Henderson. The motion was passed.

-APPROVAL OF JULY 12-13, 1996, BOARD MINUTES:

A motion was made by Mrs. Thrailkill to approve the minutes of the July 12, 13, 1996 board meeting. The motion was seconded by Mr. Rhodes. The motion was passed.

-STATE LICENSE PLATES:

Mr. Pat Smith indicated that he had applications for WLGOS license plates for board members that were interested.

-SUPERINTENDENT'S REPORT:

Dr. Norwood reported as follows:

Governor Beasley is considering our invitation to speak at the JROTC commissioning ceremony on November 15. A final decision will be made 4-6 weeks in advance of the event.

She indicated the need to request that JROTC recurring funding be inserted in the budget priorities for fiscal year 1997-98. Unfortunately we have learned that the funding we were anticipating from EIA teacher salaries did not materialize. A motion was made by Dr. Efron that the JROTC recurring funds be inserted as the first budget priority. The motion was seconded by Mrs. Diggs. After some board discussion, the motion was defeated. A motion was made by Mrs. Henderson that the first budget priority would be additional youth counselor funding and the JROTC recurring funds be inserted as the 2nd priority. The motion was seconded by Ms. McBride. The motion was passed.

Dr. Norwood further reported the 1994 audit should have been received by each of them. Mrs. Busenlehner reviewed the budget format with the board. Mr. Rhodes recommended the budget committee review the audit report at the next committee meeting.

She reported we have not begun cosmetology for the year yet. We have six students wanting it which is the minimum and feel it is unwise to start with no enrollment cushion. We also are awaiting our final licensing inspection. We anticipate beginning after the October registration.

Enrollment figures were provided to the board. We are 10 students below this same time last year.

We have learned that last year's Nursing Assistant student is fully licensed and applying for a job at Richland Memorial Hospital. The prior year's student trained is still working in the field.

An excellent parent/student advisory meeting was held with 9 parents in attendance. The meeting was quite productive with discussions about uniforms, sports, weekend meals and smoking on campus.

We currently have only 14 students not enrolled in a vocational class or JROTC. These are students who need all academic courses toward graduation. The highest vocational enrollments are in heating/AC, keyboarding, computer literacy and auto shop. There are over 40 in JROTC.

Dr. Norwood reported she attended a seminar on performance measurement yesterday which was quite helpful and hopefully will help to make our measurements more useful.

The School Boards Association has indicated they have approved another category of membership which would include the services we requested but without a vote. We currently pay \$200 in dues and \$750 for the policy service. Their brochure is forthcoming and she will send it to each of the board members as soon as it arrives.

The uniforms appear to have a very positive effect. Discipline write-ups in the first 2 weeks equaled 1. The count today after four weeks was only 13 students have had any citation at all. The most serious were 4 alcohol/drug related. Others related to class disruption and inappropriate language. Two incidents involved threats to staff which weren't considered serious but were dealt with strongly.

Dr. Norwood provided a report to the board on media/library expenditures requested by the program committee.

Average daily attendance last year was 142 also a figure requested by the program committee.

We prepared and produced an annual report in house for last year. This report was provided to the board. These are not funded any longer for printing by the state, but we felt they would be important from an historical point of view.

This concluded the superintendent's report.

-STANDING COMMITTEE REPORTS

-PERSONNEL COMMITTEE:

Mrs. Henderson reviewed the Personnel Actions provided to the board. A motion was made by Mrs. Henderson to ratify these personnel actions. The motion was seconded by Mr. Rhodes. The motion was passed. A copy of these personnel actions are attached and becomes a permanent part of these minutes.

Mrs. Henderson also reported the personnel committee met and reviewed two policies, GBI and GBKA. Dr. Efron will report on these policies in the policy committee report.

-POLICY COMMITTEE:

Dr. Efron reviewed policies GBI and GBKA. The recommended revision on policy GBI is on page 1 adding:

- Substantially Exceeds Performance Requirements (SE) - 4
- Exceeds Performance Requirements (E) - 3
- Meets Performance Requirements (M) - 2
- Below Performance Requirements (B) - 1

The following policies were previously provided to the board and reviewed by Dr. Efron for 2nd reading:

- GAL - Pay Day Schedules/Salary Deductions
- GBA - Compensation Guides and Contracts
- GBI - Employee Performance Management System
- GBKA - Reduction-In-Force
- GBRE - Professional Personnel Extra Duty
- IDD-E2 - Section 504 Informational Notice
(Section 504 of the Rehabilitation Act of 1973)
- JC - Student Rights and Responsibilities
- JCDA-R - Behavior and Responsibilities
- JCDAC-R - Drug Use
- JCDB - Student Dress Code
- JGF - Student Safety
- JH - Student Activities
- JQE - Pregnant Students
- JR - Student Records
- JS - Student Fees
- JBCAA - New Resident Students
- JBCAA-E1 - Notice to Parent or Guardian
- JB AA-E2 - Authorization to Withdraw Emergency Bus Ticket Funds
- JBCD - Transfer and Withdrawals

A motion was made by Dr. Efron to approve the above policies for 2nd reading. The motion was seconded by Mr. Rhodes. The motion was passed.

The following policies were previously provided to the board and reviewed by Dr. Efron for 1st reading:

- BA - Goals and Objectives
- BBA - Officers
- BBABA - Chairman
- BBB-E - Wil Lou Gray Opportunity School Board of Trustees
- BBBA - Duties of the Board
- BBBB - New Member Orientation
- BBC - Board Committees
- BBD - Board-Superintendent Relations
- BCAB - Regular Meetings
- BCAB-E - Regular Meetings 1996
- BCBA - Time and Place
- BCBH - Minutes
- BDE - Policy Review
- BDG - Administration in Policy Absence
- BDH - Suspension of policies
- BE - School Board Records
- BGA - Membership In School Boards Association
- BH-E - Code of Ethics for School Board Members

The following revision was recommended to policy BBBA:

Page 1, 1st sentence should read:

"The board of trustees will establish the general policies of the Wil Lou Gray Opportunity School."

The following revisions were recommended to policy BBC:

Page 1, paragraph 4, line 3 should read:

"-Performs such duties as shall be assigned specifically to it."

Page 1, paragraph 4, line 7 should read:

"Acts until the regular board meets."

The remainder of the sentence on line 7 should be added as another responsibility and should read: "-Discusses and assists the board chairman in setting the annual agenda."

Page 2, paragraph 1, line 7 should read:

"Assists the superintendent in providing clear and concise financial statements and information."

A motion was made by Dr. Efron to approve the above policies with revisions for first reading. The motion was seconded by Mrs. Henderson. The motion was passed.

The policies concerning a smoke-free campus were referred to the building and grounds committee. This report will be included in the building and grounds committee report.

-BUDGET COMMITTEE:

-Ms McBride reported the budget committee met and discussed recommendations of a simplified budget report with Mrs. Busenlehner. At this time Mrs. Busenlehner distributed a budget report and reviewed same.

-BUILDING AND GROUNDS COMMITTEE:

-Mr. Rhodes reviewed the minutes of the building and grounds committee meeting which were provided to the board. He further reported the recommendation of the committee was to enforce a smoke free campus excluding campus housing. However, it was recommended to the board that smoking would not be allowed outside of the homes. A motion was made by Mr. Rhodes to accept this recommendation of the committee. The motion was seconded by Mrs. Diggs. At this time Dr. Efron reviewed policy GAM - Staff Rights and Responsibilities, with recommended revisions on page 3. He also recommended a smoke free campus, excluding staff housing, become effective the Fall of 1997. The above motion was passed.

-At this time Mr. Rhodes discussed the recommendations made by the building and grounds committee for the South American program. He stated a total charge for the program is \$5,100 (\$3,900 for food and \$1,200 room and transportation). For future Partners programs, the committee recommended WLGOS to have complete charge of the program and bill Partners for the total cost. Included in the contract would be services WLGOS will provide and the services to be provided by the Partners. WLGOS will have a coordinator appointed and the coordinator's salary and facilities will be prorated. A motion was made by Mr. Rhodes to continue the South American program with the above recommendations. The motion was seconded by Ms. McBride. The motion was passed.

-Mr. Rhodes also stated in reference to charges for use of school facilities and campus housing, Mr. Pat Smith will be providing the board with further information at the November board meeting.

-PROGRAM COMMITTEE:

-Mrs. Diggs reported the program committee met. She reviewed the minutes of this meeting which were provided to the board. The committee discussed possibly having Spanish rather than French. Night classes in Spanish and English as a second language were also recommended. Mrs. Diggs said this would expand our enrollment for an adult population. In reference to midlands transition to work project, Mr. Pete Howell, Mr. Vince Rhodes and Mr. Mike Kelly will be invited to the next program committee meeting to be set. Dr. Norwood will also be reporting on the exploration of work experience units.

-FOUNDATION COMMITTEE:

Mrs. Williams reported the foundation committee will meet with Mr. George Smith for an update on the foundation.

-OLD BUSINESS:

-Extended board meeting: January 24-26, 1997, was recommended for the extended board meeting. Several locations were recommended. Dr. Norwood's office will gather availability information and will report at the November meeting.

-NEW BUSINESS:

-Discussion concerning student insurance:

Dr. Norwood reviewed information provided to the board. Dr. Scott recommended this issue be referred to the budget committee and report back to the board at the November board meeting including the number of students qualifying for Medicaid. It was also recommended to survey parents concerning their input on this matter.

-EXECUTIVE SESSION:

A motion was made by Mr. Rhodes to move into executive session for the purpose of a legal update. The motion was seconded by Mrs. Henderson. The motion was passed.

-The board moved into executive session.

-A motion was made by Dr. Efron to move out of executive session. The motion was seconded by Mr. Rhodes. The motion was passed.

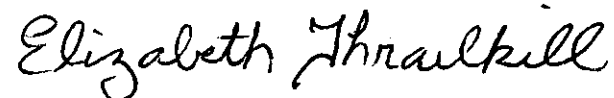
No further action was taken.

-ADJOURN:

-A motion was made by Mrs. Newman to adjourn. The motion was seconded by Mrs. Henderson. The motion was passed.

The board adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Elizabeth Thrailkill".

Elizabeth Thrailkill

/bgs

Attachment