

**WIL LOU GRAY OPPORTUNITY SCHOOL
MINUTES OF MAY 14, 1986
BOARD OF TRUSTEES**

The Board of Trustees convened for a scheduled meeting on May 14, 1986, in the Archives Room of the William T. Lander Administration Building at 7:00 p.m. Trustees in attendance were: Mrs. Hannah Meadors, presiding; Dr. Marvin Efron, Mrs. Olive Wilson, Dr. Louise Scott, Ms. Elizabeth Thrailkill, Mr. DeVon Belcher, Ms. Wilhelmina McBride, and Mr. Vince Rhodes. Staff members present were: Mr. Sam F. Drew, Jr., Superintendent, Mr. John Robinson, Principal; Dr. Jonnie Spaulding, Director of Educational Support Services; Mr. Pat G. Smith, Director of Administration; 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.

A motion was made by Mr. Rhodes that the agenda be adopted with no corrections. The motion was seconded by Ms. McBride. The motion was passed.

The next order of business was approval of the Minutes of the March 12, 1986, Board meeting. Dr. Efron made a motion that the Minutes be accepted as written. The motion was seconded by Dr. Scott. The motion was passed.

Mrs. Meadors called for the Superintendent's Report. Mr. Drew started with a report on the FY '86 budget request. He explained that the Senate is now in the process of debating the Appropriations Act. He asked the Board to recall that there was a 2% cut in the budgets of all agenda mid way through the year. We were able to recoup 1% of that cut in the House and we got the remainder restored in the Senate version which amounts to approximately \$46,000.00. We absorbed the cut for this year through delays in hiring, thus accumulating personnel funds that we were able to turn back. We also have appropriated in the Senate version thus far, \$106,000 in Part 3 funds to complete the utilities renovation project. We have been able to get a carry-over Proviso so that the money initially allocated for the project could be carried over into the 1987 fiscal year. We should be able to complete this project this summer. He further explained that the Bond Bill, which was not passed last year, is projected to be passed this year and we have secured an appropriation in the Bond Bill which will allow us to begin the re-roofing and the heating/air-conditioning renovations next year.

Mr. Drew explained that there was a potential problem this year with the EIA money for the teacher increases. He asked the Board to recall the House was discussing a 6% increase for State employees initially. The final bill from the House contained a 3% increase. All of our calculations were based on a 6% State employee raise. These had to be re-calculated on the basis of 3%, which meant that we needed additional money from the EIA. We (including John De La Howe, School for Deaf and Blind, and S. C. Department of Mental Retardation) were approximately \$58,000 short in this category. However, we hope to secure this additional money.

Mr. Drew said he was proposing to the other three agencies next year to meet with the Department of Education prior to the budget year and discuss with them our calculations and the amount of money that we need in that category so this could be built in at the beginning of the year.

The law discussed at the last Board meeting, Mr. Drew explained, concerning provisions for replacement of a member who leaves the Board for any reason and also providing for alumni representatives of our Board to be cleared for eligibility by the Legislature was introduced by Senator Joe Wilson and passed. Senator Wilson will provide us with copies of that law.

Mr. Drew explained that we have not yet gotten the \$31,000 we requested for Youth Counselor upgrades. He said, he does not anticipate having this amount appropriated this year. He felt this should be a priority item in our budget planning for next year.

Mr. Drew further explained to the Board the expenditures during FY 1985-86 for personnel cost for the summer program. He stated that \$12,000 were expended for personnel to run the program for six weeks. This year we have teachers on Board for ten months and most of our counselors were either 11 or 12 months. Therefore, we have the staff in place at this time to run the summer program without the additional personnel service funds. JTPA will pick up all costs for the work program this year. This will leave some excess personnel service funds for the FY '87 year. Mr. Drew suggested that we use this money for Youth Counselor pay. One alternative would be to move them to 11 months. Another alternative would be a re-classification.

At this time Mr. Drew called on Mr. Pat Smith to present updated information to the Board on the Capital Improvement Projects. Mr. Smith explained that we have two projects that are now established projects. One is our Training Center renovation. We have scured an A&E firm to begin drawing the specs for the building. He said that we anticipate going out to bid on this project within the next two

weeks so that the work can begin this fiscal year. The other project, Mr. Smith explained, is our electrical line renovation. Mr. Drew wrote a carry over proviso to allow the agency to carry forward \$130,000 in this year's Appropriation Bill under Supplemental Part 3. An additional \$106,000 in the FY 1987 Appropriation Bill will be combined and we should be able to carry out these projects. Also, Mr. Smith further reported that in the Bond Bill we have approximately \$250,000 for the re-roofing of the entire facility and the renovation of the mechanical system which is 18 years old. This money was secured last year but the Bond Bill failed to pass. Mr. Drew explained that he held some concern that the \$250,000 was based on two year old estimates for the above projects. He said that if the bids for these projects exceed the amount appropriated we will have to scale the projects down. He explained that the new roof on the old barracks was done by our Building Trade Class. He said that little by little we were going to try to renovate that building using the vocational class. Also, if needed, we could use the class to complete some of the re-roofing project.

At this time Mr. Drew reminded the Board that beginning this next budget cycle we will be involving the budget committee earlier in the budget process and the budget read-outs will be more detailed. He said that this process would allow the Board to approve and become more aware of budget priorities prior to the time we get into the budget year.

Mr. King was called on to present information to the Board on the Expenditure Report. A Summary of Activity through April 30, 1986, and a copy of a Summary of Federal Programs was provided to the Board. Mr. King informed the Board of several revisions in the Summary of Activity Through 4/30/86 which are as follows: 1) Under Revenue And Income, Federal Grants & Projects, Actual Y-T-D should read \$129,185. 2) The Total Revenue And Income for the Actual Y-T-D is \$2,153,372. 3) Also, under Revenue And Income, Federal Grants & Projects, Balance, should read \$62,993. 4) The Total Revenue And Income for the Balance is \$605,548. A copy of the corrected report is included and becomes a part of these Minutes. Mr. King reviewed the reports and opened the floor for questions.

Mr. Rhodes asked if we anticipated any problems getting the total amount of the allocated estimate. Mr. King said no with the exception of USDA. Mr. King said he structured it this year in such a way that we would receive all of our funds before the fiscal year ended. Mr. Rhodes also asked how much money we could carry over from one fiscal year to the next fiscal year. Mr. King explained that we can carry any amount of institutional earnings or federal funds. He further explained that generally what we carry forward in federal money is enough in each program to operate on until the first reimbursements are received. Mr. Drew cautioned the Board to remember that the authorized budgetary allocation (the first column in this report) is not the same as the budgeted figure. This

column represents the amount that we are authorized to spend, not necessarily the amount we actually have.

Mr. Drew informed the Board that we are nearing completion of the audit for 1984-85. He wanted to inform the Board of a potential exception. He said the auditors had questions about some personal service expenditures last year. He explained that last year, due to a State change in pay schedules, we were in a situation where we were going to have to turn back a large sum of personal service funds that would then come off of the front end of the next fiscal year. This situation would have then left us with less money to spend than we had appropriated. We talked with the Comptroller General's office and received verbal approval to advance the money. Mr. Drew explained that the procedure we implemented allowed all money to be paid in the 1984-85 fiscal year, though some of the work was done in the 1985-86 fiscal year. The auditors found no problem with the record keeping on this matter and no employee received money that was not due them. The auditors questioned this and wanted to know the reason people had received increases at the end of the year. Mr. Drew said that Mr. King explained the situation and showed the auditors that these were not increases. We have contacted the Comptroller General's Office and requested confirmation of their approval in writing, but Mr. Drew explained he was not sure they would be willing to provide us with this request.

Next on the agenda, Dr. Spaulding reported on the Truancy Program. She informed the Board that to date we have enrolled approximately 60 students directly in the Truancy Program and we have about 10 students beyond that number who are participating in the program but are not funded through the Truancy Program. Dr. Spaulding said she felt we were uncovering some serious problems that our truants have. A program has been developed whereby the truants receive a group counseling session every day for the first two weeks, as well as day to day individual counseling. During the summer we are planning to analyze our success and failure with the truants. Also, she further explained, we are going to try to look at what their most serious problems seem to be and see if there are other things we might be able to do to help with those particular students.

Dr. Spaulding also commented that she felt there were several things that needed to be addressed in our planning for truants: 1. The definition of a truant. 2. The need to have a better procedure for tracking students who are truant. Dr. Efron suggested that the Wil Lou Gray Opportunity School be the central headquarters for a State tracking system. Mr. Drew said that the State is now developing such a plan. Mrs. Meadors said there was a central computer system that has been developed in the Office of the Governor which is keying on various kinds of information and providing this information to other agencies.

Mr. Drew said that we have been working very closely with Youth Services and have had several meetings on our campus with Youth Service Counselors. They have been doing a good job on recommending students that we both agree would be successful here.

In reference to the Case Management Program, Dr. Spaulding felt that we have made a tremendous amount of progress this year.

At this time Mr. Robinson presented program proposals for 1986-87. He referred the Board to materials which they had been provided. He reviewed the list of academic and vocational graduates for 1985-86. In reference to the Talent Search Program, he explained that we are working with the University of South Carolina to provide post-secondary educational experiences for students who qualify. We currently have 10 students who are being counseled by USC for post graduate studies in technical schools or colleges in South Carolina. If the program cannot find the appropriate institution in South Carolina for these students then it will provide for placement in an appropriate institution in the United States. He further explained that we have about 35 students on the Honor Roll listed in one of the handouts. Mr. Robinson then reviewed the 1986-87 school calendar. He also reviewed the Membership and Attendance Report for the third nine weeks. He reported that the average daily attendance for this semester was 176.

Finally, Mr. Robinson proposed to the Board two new programs: Driver's Education and Building and Custodial Maintenance which are explained in the handouts. He called on Mr. Tyler to address these two programs.

Mr. Tyler reviewed the handouts and explained that Mr. Whitaker, Food Service Instructor, would teach the Driver's Ed. course. Mr. Tyler recommended that we work with the State Motor Pool in purchasing a car. We could maintain the car through our Auto Mechanics program. The car would

be used only for Driver's Education. Mr. Rhodes asked how the car would be insured. Mr. Pat Smith said through our State fleet policy. There was some discussion about the donation of a car. Mr. Smith explained the problems with such an arrangement, but agreed to further research it.

Mr. Tyler next reviewed the handout on the proposed Building Custodial Maintenance program. He explained that this program would be for students with limited capabilities. The entire instructional program will be modular, self-paced and individualized. Following the review of this course, Mr. Drew explained that for the addition of these two programs, we did not propose any additional funds for personnel. He said that a former vocational report to the Board by Mr. Tyler showed that Distributive Education was not a productive course for us and was not job producing for our students. We are proposing to eliminate this course. This would require a RIF of Mr. Woody. Mr. Woody is presently not qualified to teach the course. If he secured certification in time, he, of course, would be offered the position. Mr. Drew said that the School Calendar and course changes and additions needed Board approval.

At this time a motion was made by Dr. Efron that the School Calendar discussed by Mr. Robinson be adopted as recommended. The motion was seconded by Mrs. Wilson. The motion was passed.

A motion was made by Dr. Efron to approve the recommendations of administration which includes the adoption of the Driver's Education program and the method recommended of securing the vehicle. Mr. Belcher asked if this was a binding motion or a motion leaving up to administration on how the car is purchased. Dr. Efron said it would be left up to administration. The motion was seconded and passed.

Another motion was also made by Dr. Efron to approve the change dropping Distributive Education from the curriculum and adding the Custodial Course (using whatever name would be appropriate). The RIF, necessary for this action, would also be approved. The motion was seconded by Mrs. Wilson. The motion was passed.

The next order of business was Committee Reports. In reference to the Ad Hoc Committee on Policy Revisions, Dr. Efron explained that at the last meeting he distributed policies for the Board to review. He recalled only one policy that was controversial which he felt required more discussion. This was the policy (# BCAB) that stated the Board was to continue to meet every other month or policy (#BCBA) whether the Board should meet every third month with the provision to return for special meetings when necessary.

Dr. Efron asked for comments that the Board might have regarding the controversial policy or any other policies. Dr. Scott commented that when she first came on the Board they did not meet every other month. Therefore, when she attended the Board meetings she felt she knew so little about the issues being discussed. She felt that the Board members living in Columbia probably feel more involved because of living in the area rather than living out-of-town and having to make long distance telephone calls. Dr. Scott further commented that since the Board had been meeting every other month she felt she knew much more about what was going on. She felt that if the Board members were not involved enough there was no point in attending the Board meetings. Mrs. Meadors asked Dr. Scott if she meant she wanted to be more involved between Board meetings. Dr. Scott said she felt they have been more involved since the Board started meeting every other month. Dr. Efron commented that it was so much easier for the Board members living in Columbia to attend the meetings. Dr. Scott felt that the Board should be more sensitive to those members who live out-of-town. Mrs. Thrailkill commented that when she sought to be on the Board it meant that it would be her responsibility to learn about the issues.

Dr. Efron made a motion that the policy (#BCAB) be adopted, which stated that the Board would continue to meet every other month. The motion was seconded by Mr. Rhodes. The motion was passed.

Another motion was made by Dr. Efron that the other policies be adopted also. The policies included were: BA, BBA, BBAA (Cf. BCAA), BBABA, BBABB, BBABC, BBABE, BBB, BBB-E (Cf. ABC), BBBA (Cf. ABB), BBBE (Cf. DJD), BBC, BBC-E, BBD (Also CF), BCAA (Cf. BBAA), BCAB, BCAB-E, BCAC, BCBA, BCBB, BCBFA, BCBG, BCBH, BCBK, BD, BDA, BDAA, BDB, BDBB, BDC, BDD, BDE, BDF, BDG, BDH, BE (Cf. CN), BGA (Also MGB), BH, BH-E, BHA, KB, KBA, KBB, KG, KM, LB, LDCA, LEC, MGB (ALSO BGA), MFA/MI and AC. The motion was seconded by Mr. Rhodes. The motion was passed.

At this time Dr. Efron also presented to the Board for first reading Section J of the Policy Manual. The policies included were: JA, JBB, JBC, JBCA, JBCCB, JBCE-R, JC, JCAB, JCDA, JCDA-E, JCDB-E, JCDAE, JCDAE-R, JCDB, JD, JD-R, JGC (Cf. JGFG), JGD, JGF, JGFA-E (Also EBBC-E, Cf. LDAK, LDAL), JGFA (Also EBBC: Cf. LDAK, LKAL), JGFA-E (Also EBBC; Cf. LDAK, LDAL), JGH (Cf. EE), JH (Cf. IDE), JHCA, JN (Also KHA), and JR. At the next Board meeting there will be a final vote on this section.

Regarding old business, Mrs. Meadors distributed a letter which was addressed to her from Mr. Douglas F. Dent agreeing to a joint meeting of the Boards of Wil Lou Gray Opportunity School, John De La Howe and the School for the Deaf and Blind. Mrs. Meadors had sent a letter earlier to the Board chairpersons of the other agencies. Mrs. Meadors said she wanted to make it clear that we were seeking greater cooperation, coordination, and focus among the three schools. She felt that Mr. John McAllister, Mr. Dent, and she understood this. She felt that perhaps the first meeting should focus on outlining each school's mission. Mrs. Meadors said she spoke with the Governor about the need for additional coordination of services and he was very much in favor. Mr. Drew commented that we needed to proceed cautiously with this so as not to stir "turf" controversies. He felt much would be gained with respect to better service delivery if the schools draw up a cooperative plan.

Dr. Efron commented on how well done the memorial service for Dr. Wil Lou Gray was and suggested that letters of appreciation and recognition be sent to the artist, Mr. Del Priore, the students, and other appropriate persons who contributed to the ceremony.

Mrs. Meadors informed the Board that on May 22 there would be a statewide conference at the Opportunity School for teachers who have trained other teachers in child development techniques. Also, Mrs. Meadors informed the Board that Senator Waddell sent a note to remind us that training is available to the Board for performance appraisals of the Director. She asked if the Board would like to incorporate this into the July meeting. After a short discussion the Board expressed agreement to incorporate training into the July meeting. Mrs. Meadors said we would try to arrange this with State Personnel. She said that if we were able to do this, other business for the meeting would have to be brief.

Mr. Drew informed the Board that the fund raiser which was scheduled several weeks ago was cancelled because it was in conflict with several local festivals held for Columbia's bicentennial. It will be re-scheduled.

Mr. Drew also informed the Board that he had talked with Mr. Dahlgren in reference to the foundation. There is still some paper work to be completed. Mr. Drew has an appointment to talk with Mrs. Riley. He plans to ask her to serve on this committee and/or to use her influence with other prominent people to get this started.

Dr. Efron made a motion that the Board move into Executive Session to discuss confidential

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personnel matters. The motion was seconded. The motion was passed.

The Board moved into Executive Session at 9:30 p.m.

After the Executive Session the Board reconvened. No action was taken in Executive Session.

There being no further business, the Board adjourned at 10:15 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Linda Spivey".

Linda Spivey

/bgs