

WIL LOU GRAY OPPORTUNITY SCHOOL

MINUTES OF JULY 21, 1983

BOARD OF TRUSTEES

The Board of Trustees convened for its regular meeting on Thursday, July 21, 1983 at 6:00 p.m. in the Archives Room of the William T. Lander Administration Building. Trustees in attendance were: Dr. Marvin Efron, presiding; Mr. Walter Dahlgren; Mrs. Hannah C. Meadors; Dr. James F. Miles; Mr. Vince Rhodes; Mr. Clarence S. Rowland; Mr. Karl Segelken; Dr. Louise Scott; Mrs. Elizabeth Thrailkill; and Mrs. Jack Wilson. Those trustees of the Board not attending were: Mrs. Patricia Bowers and Miss Mary Alice Mack. Mr. Sam Drew, Superintendent, was also in attendance. Those staff members present were: Mrs. Thelma Bailey, Principal; and Mr. George Smith, Director of Admissions; Mr. Pat Smith, Director of Facilities and Supportive Services; Miss Gloria Lloyd, Director of Personnel; Dr. Jonnie Spaulding, Director of Staff Development; and Mrs. Patricia Robbins, secretary.

Dr. James F. Miles gave the invocation.

Dr. Efron welcomed the Board of Trustees and introduced the two new members, Mr. Walter Dahlgren, and Mr. Vince Rhodes. Dr. Efron also welcomed Mr. Sam Drew to this first meeting under his Superintendency.

Dr. Efron expressed regrets to the Board for Mrs. Patricia Bowers, stating that she was hospitalized. Mr. George Smith reported that at the request of Mr. Drew he had visited Mrs. Bowers and presented her with a house plant from the Board and Staff of the school. Dr. Efron thanked Dr. Spaulding, Mrs. Taylor, and Mrs. Armstrong for their assistance in the preparation of a reception for Mr. Sam Drew scheduled to follow the meeting.

Mrs. Wilson moved that the Board add a short executive session to the agenda and that with that addition the agenda be adopted. Mrs. Meadors seconded the motion. Motion passed.

Mr. Rhodes moved to adopt the minutes of the May 11, 1983 meeting. Mrs. Wilson seconded the motion. Motion passed.

Dr. Efron called for Mr. Drew to give the Superintendent's report. Mr. Drew reviewed the agenda for his report with the Board and noted items of information and items requiring Board action.

The first item discussed on the Superintendent's report was the 1983-84 Cooperative Agreement between the Opportunity School and Vocational Rehabilitation. Mr. Drew stated that the agreement was longstanding and benefited both agencies. Dr. Efron gave the Board some background information concerning the agreement and called upon Mr. Vince Rhodes to relate additional details.

Mr. Drew stated that the agreement between the Opportunity School and the Vocational Rehabilitation Department was a good example of two state agencies cooperating in such a way as to save the state money by acting together. Dr. Efron stated that the agreement was the same agreement that the school has had with Vocational Rehabilitation for the past few years.

Mrs. Wilson moved that the Board approve the agreement between the Opportunity School and Vocational Rehabilitation seconded the motion. The motion passed.

Mr. Drew then moved to the next item on his report which was the status of the outstanding SCE&G bill. He reported to the Board that the bill had been paid in full and that the budget increase gained for the 1983-84 fiscal year should be sufficient to cover our utility costs this year. Next, Mr. Drew briefly related the following items for the Board's information.

- 1.) Fire extinguishers have been replaced in the cafeteria as has the hood for the stove as per the fire marshall's directives.
- 2.) George Smith continues to collect free books for the school through a federal book program. George is exploring the possibility of having the Opportunity School designated as a drop point for books. This would give us greater latitude over selection of the books.
- 3.) The summary report of the Advisory Council's annual report is being prepared and will be shared with the Board at its next meeting.
- 4.) The new carpet in the library and the administration building, donated by Dan River Mills, Inc. of Greenville, SC, was obtained through the efforts of Mr. George Smith. Mr. Smith also obtained a donation to have the carpet installed.
- 5.) The Annual School Report of state agencies is being prepared. The report is due to the Budget and Control Board on September 1st, and will be shared with the Board at its next meeting.
- 6.) The Governor will proclaim August 29th as Wil Lou Gray Day. Dr. Gray will celebrate her 100th birthday on that day. A ceremony will be held at the Opportunity School to honor Dr. Gray. The ceremony tentatively is to be held on the Opportunity School campus at 4:00 p.m. on August 29. Details will be sent to Board members as plans are finalized.

Following these items of information, Mr. Drew informed the Board of several personnel resignations. Mr. O'Neal Miller, horticulture teacher, resigned to take a new position with the Department of Corrections. Mr. James Knox, Dean of Men, resigned to take a new position with the Department of Mental Health. Mrs. Karen Chasteen resigned to accompany her husband due to his relocation with a law firm in Greenville.

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Dr. Efron asked for a motion to accept the resignation stating that the Board had, in the past, voted final approval on matters of personnel. Mr. Vince Rhodes inquired of the necessity of Board action on administration matters such as these.

Dr. Efron stated that this was looked upon by the Board as a formality and was in no way intended to interfere with the administration of the school. He said the Board had never voted against a personnel action taken by the administration of the school.

Mr. Rhodes then moved that the resignation be accepted. Mrs. Wilson seconded the motion. Motion passed.

The next item covered was the school calendar. Mr. Drew referred the Board members to the calendar in their packets. Dr. Efron suggested that the dates of the Board meetings be placed on the calendar. Mr. Drew directed Mrs. Bailey to do this. Mrs. Wilson moved that the Board accept the school calendar with the addition of the Board meetings. Mr. Rowland seconded. The motion passed.

Mr. Drew then discussed with the Board the possibility of securing CETA funding for a summer project to run through September 30. The program would serve students who need basic skill instruction in order to gain entrance to technical schools. The program would be residential and serve no more than 30 students. Equipment would be purchased under the grant which the school could use with other Opportunity School students.

Mr. Rhodes questioned the ability of the school to retain equipment bought with CETA funds. He also felt that the agency should carefully explore its commitment to provide job placement to students exiting the program. He stated that he did not oppose the project, but that all aspects should be carefully explored before we undertook such a project.

Mr. Drew assured Mr. Rhodes he would investigate carefully before committing to the project. He also stated that time constraints may prevent the agency's participation in any event. He said that he wanted the option to pursue the project should it prove feasible.

Dr. Efron then called for a motion to allow Mr. Drew to pursue this matter. Mr. Rowland made the motion. Mrs. Wilson seconded the motion. Motion passed.

Mr. Drew then made a lengthy budget presentation to the Board. The presentation was made in three parts:

- 1.) 1982-83 Budget Closeout
- 2.) 1983-84 Budget Closeout.
- 3.) 1984-85 Budget request process.

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In discussing each area, Mr. Drew referred Board members to materials in folders prepared for the meeting.

Mr. Drew stated that the closeout information was preliminary and that a final closeout would be available by the time of the next meeting.

On the status of the 1983-84 Budget, Mr. Drew informed the Board that the agency had received increases totaling \$152,000. Of this increase: \$12,000 was allocated for a much needed van to transport students; \$90,000 was allocated to defray higher utility costs resulting from the installation by SCE&G of a new electric meter for the agency, after the old meter was discovered to be defective and did not register the total amount of electric power usage; and \$50,000 was allocated to make a back payment to SCE&G for charges resulting from the defective meter.

Mr. Drew stated that he had not yet had time to make a complete study of the Budget, but that a preliminary review indicated that the agency should have sufficient operating funds for the year and was beginning the fiscal year in a far better position than the past few years.

Finally in budget presentation Mr. Drew reviewed for the Board the steps and timelines for the 1984-85 Budget request process. These steps were:

August 15---Agency budget request submitted to the Budget and Control Board.
September---Agency budget presentation to the Budget and Control Board.
November---Budget recommendations made to the General Assembly.
January---General Assembly acts on state appropriations bill.

Mr. Drew stated that he could find no mechanism in place within the agency for arriving at a budget request based on the real needs of the agency. He proposed the following steps and timelines for developing next years (85-86) budget request:

January---Begin with the internal budget process for each department within the agency. The budgets determined by the departments will be based on past expenditures and projected needs.
February---Department budgets would be reacted to by the staff, modified and collected into an FY85-86 budget needs projection.
March---At the March board meeting, the projected budget would be presented for the Board's reaction and initial input. At this time revisions to the Budget will be made based on input from the Board.
April---New budget based on all data is presented to the Board. At this time a strategy is devised for getting our budget through the state budget process.
May---Actual state budget process starts.
July---At the July meeting of the Board plans would be finalized for getting our budget approved.

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Mr. Drew presented the agency's budget request for 1984-85. He stated that the request was preliminary and that he wanted additional input from the Board before it was submitted to the Budget and Control Board on August 25. Dr. Efron asked for Board members who were able to attend a special meeting to give input on the 84-85 budget request. Mr. Vince Rhodes, Mrs. Hannah Meadors and Mrs. Elizabeth Thrailkill said they could attend. Dr. Efron asked the Board for tentative approval for Mr. Drew to make any changes he thinks necessary in the budget within the guidelines set by the special committee. Mrs. Wilson moved that we accept this suggestion. Mr. Rhodes seconded the motion. Motion passed.

Mr. Drew stated that one other item of budget required the Board's attention. He said that he had made a tentative study of the agency's endowment fund and felt that we were not getting an adequate return on the investment of this money. The money is invested by the State Treasurer. The rate of return last year was only 9%. After a brief discussion, Mr. Rhodes recommended that Mr. Drew approach Mr. Grady Patterson, State Treasurer, about this matter. The other Board members concurred with this suggestion. Mr. Drew stated he would do this and report back to the Board.

Finally, Mr. Drew informed the Board of the South Carolina School Board's Conference to be held in October. He encouraged the Board to attend the conference. Dr. Efron also encouraged the Board's participation in the conference.

Dr. Efron thanked Mr. Drew for his report to the Board. He then stated that at the next meeting of the Board, he would assign two new standing committees.

Dr. Efron then talked briefly about the need for a Board retreat to set new goals and objectives. Board members agreed on the need for a retreat. A tentative date was set for September 23 and 24.

Dr. Efron then called for any other business before the Board went into executive session. There being no other business, the Board went into executive session at 7:17 p.m.

At the completion of the executive session the Board reconvened.

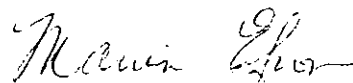
A motion was made and seconded that Mrs. Alma Grooms employment be approved for one additional year. Motion passed.

The Board expressed its agreement with the administration to incorporate the grounds staff with the maintenance staff. Mr. Walter Hughes was designated to direct all of the grounds and maintenance crew. The vacancy which occurred because of Mr. Miller's resignation will be filled as a grounds keeper rather than a grounds supervisor.

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Dr. Efron called for a motion to adjourn. Mrs. Meadors moved to adjourn.
Mrs. Wilson seconded the motion. Motion carried and the meeting was adjourned.

A reception for Mr. Drew followed the meeting.



Marvin Efron, Chairman
Board of Trustees

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