

WIL LOU GRAY OPPORTUNITY SCHOOL

MINUTES OF THE NOVEMBER 9, 1983 Meeting

BOARD OF TRUSTEES

The Board of Trustees convened for its meeting on Wednesday, November 9, 1983, at 6:30 p.m. in the Archives Room of the William T. Lander Administration Building. Those Trustees in attendance were: Dr. Marvin Efron, presiding; Mr. Walter Dahlgren; Mrs. Hannah C. Meadors; Miss Mary Alice Mack; Mr. Vince Rhodes; Mr. Clarence S. Rowland; Dr. Louise Scott; Mrs. Elizabeth T. Thrailkill; and Mrs. Jack Wilson. Those Trustees not attending were: Mrs. Patricia Bowers; Mr. Karl Segelken; and Dr. James F. Miles. Those staff members present were: Mr. Sam F. Drew, Jr., Superintendent; Mr. Pat G. Smith, Director of Administration; Mr. John W. King, Jr., Director of Fiscal Affairs; Miss Gloria L. Lloyd, Director of Personnel; Dr. Jonnie Spaulding, Director of Student Development; Mrs. Thelma Bailey, Principal; Mr. George Smith, Director of Admissions; and the secretary to the Superintendent, Mrs. Patricia T. Robbins.

Dr. Efron welcomed all of the Board of Trustees and Staff to the meeting.

Dr. Efron asked that the Agenda be adopted. Mr. Vince Rhodes made a motion that it be adopted. Mrs. Jack Wilson seconded the motion. The motion passed.

A motion was made by Mrs. Jack Wilson to approve the minutes of the October 15th meeting. Mrs. Hannah C. Meadors seconded the motion. The motion passed.

Dr. Efron at this point asked for the Superintendent's report. Mr. Drew stated that several items of information previously had been mailed out to the Board members per their directive. He asked if Board members had questions about that information. There being no questions, Mr. Drew then related the following additional items for the Board's information:

- 1) Mr. George Smith had continued to work to make contact with private businesses around the state in an effort to secure needed resources for the school. Mr. Smith also has continued to work to secure books through the Federal book program. Only a few books have been received over the past couple of months. Mr. Drew stated that he was checking to determine why we were receiving so few books and would keep the Board informed of his findings.
- 2) A meeting to discuss Sunset Legislation for State Agencies had been scheduled but later was postponed due to a special session of the Legislature called to deal with Senate reapportionment. Mr. Drew stated he would keep the Board informed of any future actions concerning this matter.

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3) Mr. Drew held a meeting with George Leventis, of the School Boards Association to discuss the matter of Board policy revisions. Mr. Leventis updated Mr. Drew about the previous involvement of the School Boards Association in the agency's Board policy review, and suggested future actions to get the task accomplished. Mr. Drew agreed to forward minutes of Board meetings for 1982-83 to Mr. Leventis for review.

4) The Alumni Banquet is set for December 3. An Alumni Committee composed of Mrs. Eugenia Bechtler, Miss Linda Spivey, and Mrs. Alicia Collins is in charge of planning this event.

5) A calendar of events taking place at the Opportunity School is prepared monthly. This calendar will be shared with the Board of Trustees in the update reports sent by Mr. Drew.

6) Mr. Drew stated that the Board had been informed previously of the budget request of \$50,000.00. He stated that the Budget and Control Board had recommended that the entire request be approved. He explained that the increase would bring the 1984-85 Budget figure to \$1,556,000. The budget request must now go before the House Ways and Means Committee and on to the full House and Senate for final approval.

Next in Mr. Drew's report was the agency's financial status report. He noted that the format for this report had been changed. The new form contained a column labeled "Authorized" and one labeled "Budgeted." Mr. Drew explained to the Board that this change should help the Board distinguish between the level of funds that the State authorizes the agency to spend and the actual amount the agency budgets to spend. These are not always the same. The State may authorize the expenditure of more funds than the agency actually has to spend. There was considerable Board discussion of this point for further clarification. Mr. Vince Rhodes stated that his understanding was that an agency could spend up to the authorized amount if the money was available. If the agency overspent that amount it had to go before the Budget and Control Board and explain why it overspent or request additional money.

Mr. Drew went on to present the budget report. A copy of the report is attached and becomes a part of the minutes. He informed the Board that each division within the agency now had been given a separate budget and that at some point in the future these budgets would be tracked by computer. At that time he said he would be able to give the Board information about specific departmental expenditures. In the past budgeting has not been done by departments and budget reports had to be done by hand. The computer we are purchasing will allow us greater flexibility and accuracy in tracking and accounting for funds. The State is developing a new system called "Bars." The computer will allow us to use this system. Mr. Drew stated that when the computer is in place it will take approximately 3 months to convert over to the new system from the present system.

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Mr. Rhodes raised a question about the latitude given by the Board for expenditure of funds by the Superintendent. Dr. Efron stated that the Superintendent has wide latitude to spend money within Board policies. Mr. Drew added that State policies also provide very specific guidelines about the expenditure of State funds.

Next Mr. Drew gave a report on personnel. He informed the Board of new employees hired since the last Board meeting and requested the Boards approval. Mr. Drew explained that he had informed the Personnel Committee of these new employees prior to the meeting. Mrs. Meadors stated that the Personnel Committee agreed with Mr. Drew's recommendations. Dr. Efron stated that he thought it would be a good idea that in the future an explanation be listed as to why a person was hired. Mrs. Jack Wilson moved that we hire all new proposed employees. Miss Mary Mack seconded. The motion passed.

Mr. Drew next presented the Annual School Advisory Council's Summary Report for the Boards approval. He stated that the report had already been sent to parents, per the Board's directive at the previous meeting, but that the Board should formally approve the Summary Report. Mrs. Jack Wilson moved that the Annual School Summary Report be approved. Mr. Vince Rhodes seconded. Motion passed.

Finally Mr. Drew presented the 1984-85 Vocational Education Plan for the Boards' approval. He called upon Dr. Spaulding to briefly review the plan for the Board. Dr. Spaulding stated that the plan was essentially the same as in previous years with a few exceptions. She said that the Child Care and Horticulture courses had been deleted and that a Food Service course had been added. Mr. Rhodes moved that the 1984-85 Vocational Education Plan be accepted. Mrs. Wilson seconded. Motion passed.

Mr. Drew apologized to the Board for the confusion over hotel room reservations and billing for the Myrtle Beach conference. He stated that he was checking in to the matter and would keep them informed as to the outcome. He stated that he might have to request additional money from some Board members who were not charged correctly by the hotel. Mr. Drew summed up his report by saying that the Board should begin to examine carefully the issue of where the Opportunity School should be directing its efforts in future years. He encouraged the Board to build upon the Myrtle Beach planning session and continue to build goals for a five year plan. Dr. Efron thanked Mr. Drew for his report.

Dr. Efron then called for the Standing Committee reports. Dr. Efron stated that he would like to know when the committees meet. He wished to be informed about the time of the meeting by the Superintendent or the Chairperson of each committee. Dr. Efron further stated that if he could not meet with the committee he would like to be able to have input into some of the committee deliberations.

Administrative Committee:

Mr. Vince Rhodes stated that his committee had not met. This committee will be meeting at a later date.

Personnel Committee:

Mrs. Hannah Meadors stated that her committee had met. There were two items on their agenda. The first was the hiring of new employees. She reiterated her earlier statement that the committee approved Mr. Drew's recommendations. The second item was the naming of a new Dean of Students. She indicated that this matter would be covered in executive session.

Program Committee:

Mrs. Patricia Bowers was not present and there was no report at this time on her committee.

Dr. Efron thanked the committee chairpersons. He then stated that an executive session would be held to discuss matters of personnel. All present, except Mr. Drew and members of the Board, were excused and the Board went into executive session.

Following the executive session a motion was made to affirm the action taken in executive session to appoint Ms. Debra Haney as Dean of Students. Motion passed.

There being no further business, Dr. Efron adjourned the meeting at 7:10 p.m.

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