

**WIL LOU GRAY OPPORTUNITY SCHOOL
BOARD OF TRUSTEES
MINUTES OF JANUARY 10, 1990**

The Board of Trustees convened for a scheduled meeting at 6:00 p.m. on January 10, 1990, in the Wil Lou Gray Opportunity School Research and Training Center. Trustees in attendance were: Dr. Louise Scott, Mrs. Olive Wilson, Mr. Frank Hart, Mr. Vince Rhodes, Mrs. Linda Sledge, Mrs. Mickey Lindler, Mrs. Hannah Meadors, Mrs. Wilhelmina McBride, Dr. Marvin Efron, and Mrs. Elizabeth Thrailkill. Mr. John Robinson was present representing the State Department of Education. Staff members present were: Dr. Mary Catherine Norwood, Mr. Bob James, Mr. George Smith, Mrs. Jane Zenger, Mrs. Gloria Lloyd, Mr. John King, Mr. Pat Smith, Mrs. Emma Alley, Ms. Gertrude Graham, and Mrs. Brenda Stork.

Dr. Scott called the meeting to order and at this time she stated for the record that the 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 S. C. Code of Laws, 1976 as amended. Notice of the meeting was published in The State Newspaper, The Columbia Record in Columbia, The Journal of Lexington, and The Lexington Dispatch in Lexington.

Dr. Scott welcomed everyone and at this time Dr. Norwood introduced a new employee, Ms. Gertrude Graham, serving as our new accountant in Finance. The board welcomed her to the Opportunity School.

Next, Dr. Scott informed the board that the Opportunity School's Christmas float was selected as the "Most Original" in the Carolina Carillon Parade. Dr. Scott asked Dr. Norwood to convey the board's appreciation to the Art Department and staff for their hard work on the float.

Next, Dr. Scott introduced the Opportunity School's employee of the month, Mr. John McLeod, Youth Counselor. Dr. Scott said we were proud to have him on our student affairs staff. Mr. McLeod was not present, however, Dr. Scott asked Dr. Norwood to present the employee of the month plaque to him at a later date.

At this time Dr. Scott called on Dr. Norwood to recognize other employees for their longevity at the Opportunity School. Employees not present who have completed 20 years of service were Mrs. Jacquelyn White who is retiring, and Mr. Stephen Hooper. Dr. Norwood further explained that seven employees have completed ten years at the Opportunity School. Dr. Norwood presented the ten year pins to three of these employees who were present. They were Mrs. Emma Alley, Mr. John King, and Mr. Clyde Appling. Other employees who have completed ten years of service and were not present at the meeting, Dr. Norwood said, were Alvone Bouknight, Carole Goodson, Curtis Green, and John McLeod. Dr. Norwood said these employees not present would be recognized at another appropriate time.

Dr. Scott then called for approval of the agenda. A motion was made by Mr. Rhodes that the agenda be adopted as written. The motion was seconded by Mrs. Wilson. The motion was passed.

The next order of business was approval of the minutes of the September 13, 1989, board meeting. Dr. Scott explained these minutes were not approved at the November board meeting because a quorum was not present. A motion was made by Mr. Hart to approve these minutes. The motion was seconded by Mrs. Wilson. The motion was passed.

In reference to the minutes of the November 8, 1989, board meeting, Mrs. Meadors made a motion to accept these minutes as information due to the fact a quorum was not present at that meeting. Mr. Hart seconded the motion. The motion was passed.

At this time Dr. Scott called on Dr. Norwood for the Superintendent's Report. Dr. Norwood updated the board on the Superintendent's portraits. She said the portraits were completed and the portraits would be presented at the March meeting when Mr. Drew and Mr. Fede could be present.

Dr. Norwood called the board's attention to the change in the Opportunity School's phone numbers. The main number is 822-5480 and the private line directly into her office is 822-5333.

Dr. Norwood also reported she has had good progress in the area of the child care program. She will be making a presentation on the 19th to the Advisory Board for the Intergenerational Child Care Center and it looks positive that we may be able to obtain start-up funds for this center. She said she will be meeting with a representative from DSS, Andy Laurent of the Human Services Finance Commission, and Ruth Seigler from the Council on Aging on January 18th. She has also made contact with the Governor's Office and is gathering support there. Hopefully by next year we will be able to replicate an intergenerational center (intergenerational relating to the use of older citizens as employees, volunteers). She has also made contact with the midlands agency that administers Title V grants which pays older workers. Dr. Norwood said she is very encouraged and it looks very positive in gaining funding to get this program started.

Dr. Norwood informed the board that Dr. Scott and Jane Zenger will be going to Washington to make a presentation to the National Adult and Adolescent Literacy Conference relating to our school's arts program and its use in developing the literacy of our students. This presentation will be Saturday, January 13. We also have a program that is accepted for the International IRA. Dr. Norwood said the arts items were on display for the board to view.

She also reported that we are expecting to soon benefit from a five man team from the Manning Correctional Institute. The contracts have been completed and they will be working here on campus.

Next, Dr. Norwood reported that there was a proviso in last year's budget that allows agencies who are caused an extreme hardship by the increase in the vacancy factor to ask for an exemption. She said she has developed rationale and will be presenting this to Charlie Brooks for an exemption to the vacancy factor. It represents approximately \$13,300 to us. She said with more than 100% increase in enrollment we can hardly afford that additional vacancy factor.

Dr. Norwood also reported that our Case Manager has resigned and accepted another position. We are using this interim period to make some revisions in trying some new techniques with our OPP teams to make this program more productive and to gain more commitment to it on the part of our staff. She said she would like to work on this program for a couple of months and we would then be advertising for a replacement in that area.

She reported discussion with some of the teachers concerning Ms. Jackie White's contributions to the school during her past 20 years of service. The teachers were considering some possible way to recognize that service upon retirement. Dr. Norwood said she felt it would be appropriate for the school to establish a beautified area on campus in recognition of any staff person who has given so much time and effort over a period of at least 20 years. The area could be marked using the school's resources.

There were no questions from the board concerning the departmental reports which they previously received in the mail.

Dr. Scott said at the last board meeting, the Discipline Policy was discussed with the suggested revisions they have made and this

policy was satisfactory at that time. Dr. Norwood said this policy was based on the students' handbook and administrative policy.

In reference to current enrollment, Mr. James reported the total number of students is 231 and an additional 14 were accepted today.

At this time Dr. Scott reported that Dr. Carlisle Holler who served on this board for many years died this week in Rock Hill. He was 89 years of age. Dr. Efron recommended that the board send a letter of condolence to his family in appreciation of his services on the board.

In reference to committee reports, Dr. Scott called on Dr. Efron for a Personnel Committee report. Dr. Efron reviewed the list of Personnel Actions from the last board meeting as well as the additional Personnel Actions which they received in the mail. These Personnel Actions are attached and becomes a permanent part of these minutes. Dr. Efron made a motion that the board ratify these Personnel Actions at this time. The motion was seconded by Mrs. Wilson. The motion was passed.

At this time Dr. Efron also reviewed revisions on Personnel policies for a second reading. These policies were: AEB, GAE-R, GAE-A, CEI, GBA, GBRF, GBRF-R, GCRD, and GAF. Dr. Efron made a motion that these policies be accepted with the revisions made. The motion was seconded by Mrs. Wilson. The motion was passed.

Dr. Efron informed the board that the Personnel Committee will meet on January 23 at 5:30 p.m. with the Superintendent for an update on her evaluation. Dr. Efron asked the board to please contact him by phone or mail with any suggestions or input they may have. Dr. Efron requested that a copy of the goals be mailed to the board for their review.

Dr. Scott then called on Ms. McBride for a report on the Budget Committee. Ms. McBride said she had asked Dr. Norwood to contact

her when a date was scheduled for the budget subcommittee hearing so that she and Mrs. Lindler could attend.

Next, Dr. Scott called for a report on the Foundation. Mrs. Meadors reported that the Foundation has not met, however, she said there may be a Foundation meeting later this month. Mrs. Meadors said the superintendent will write a follow-up letter to Mrs. Bush re-enforcing the invitation for this Spring. Mrs. Meadors asked Mr. George Smith if he had any comments concerning the Foundation. Mr. Smith said we were in the process of publishing an alumni brochure that would also be used as a tool to promote the Foundation.

Mrs. Meadors also reported that she would be mailing Dr. Scott and Dr. Norwood the procedures and criteria for selecting the person for the Wil Lou Gray Award. She would then forward it to the board for their review and said she welcomed any suggestions they may have. Dr. Scott said she would like the board to discuss this information at the next meeting.

The next item on the agenda was a report from the Policy Committee. Dr. Scott said policies in Section A of the policy manual were reviewed at the last board meeting. She said the revised policies (Files AA- School Legal Status, AB - School Board Legal Status, and ABCC - Terms of Office) of this section were provided to the board for their review by mail. These drafts reflected changes suggested at the November 8 board meeting and are not ready for a vote until statutes are updated. Mrs. Wilson reviewed the revisions made in the above policies. There was some discussion among the board concerning policy ABCC - Terms Of Office. The board felt this policy should read: "Members of the board who are elected by the legislature shall serve terms of four years and until their successors shall be elected. The two elected by the alumni association shall serve for four years." Dr. Scott said the discussion of changes to the statute concerning the board would be discussed under New Business.

Under old business, Dr. Scott called on Mr. Rhodes to discuss recommendations from the Facilities Committee on campus housing. Mr. Rhodes said the committee met and discussed various proposals on campus housing. He reviewed three options with the board which were as follows: Option one is to leave the fee of \$135.00 per month for the houses and \$115.00 for the apartments and have electrical meters installed. Option two would be to increase the fee by 25% each year for a period of three years and would not recommend the installation of electrical meters which means effective July 1 the housing fee for the first year would be \$168.00, second year would be a fee of \$210.00 and the third year would be \$263.00. The apartments for the first year would be \$144.00, second year would be \$180.00 and the third year \$225.00. The third option would be to increase the fee by 35% each year for a period of three years. The first year would be \$182.00, second year would be \$246.00, and the third year would be \$332.00. The apartments would be \$115.00, the second year would be \$209.00, third year would be \$282.00. Mr. Rhodes said the board felt at the last board meeting that we had no alternative but to take some action. At that November meeting it was the general consensus of the board to adopt option three effective July 1. Mr. Hart made a motion to adopt option three above. The motion was seconded by Mrs. Meadors. There was discussion among the board. Mr. Pat Smith said the total cost to install electrical meters on the houses and apartments would be \$6,000.00. After further discussion, Mrs. Lindler made an amendment to the motion to increase the housing 25% in lieu of 35%. This amendment was seconded by Mrs. Thrailkill. The motion was defeated. Dr. Scott said the original motion by Mr. Hart was to accept option three. The motion was previously seconded by Mrs. Meadors. The motion was passed. Dr. Scott said this increase would not become effective until July 1 and this would be reviewed at the end of each year.

Next was the discussion of plans for an extended board meeting. After some discussion among the board concerning a date for this

meeting, a motion was made by Mrs. Lindler to schedule the extended board meeting for Friday, March 30 at 6:00 p.m. at the Research and Training center and continue the committee meetings Saturday morning, March 31 at Embassy Suites. The motion was seconded by Mrs. Wilson. The motion was passed. It was the general consensus of the board that the regularly scheduled board meeting on March 14 will not be held.

At this time Dr. Efron said earlier in the board meeting he discussed policy AEB - Essential Personnel For Hazardous Weather Policy. A motion was made by Mrs. Meadors to approve policy AEB for a first reading. The motion was seconded by Mr. Rhodes. After some discussion, Mrs. Lindler made an amendment to the motion to add the following: "Arrangements to make up this time may be made at the discretion of the supervisor." The motion was seconded by Mrs. Meadors. The motion was passed.

The next item on the agenda under new business was the discussion of changes to the statute concerning the board of trustees, requirements for a quorum and title of the agency head. A copy of the statute was provided to the board and Dr. Scott explained that Dr. Norwood contacted the Attorney General's Office and requested clarification of the statute. Dr. Scott reviewed Section 59-51-50 stating: "The Opportunity School shall be under the management and control of a board of fourteen trustees, ten of whom shall be elected by the legislature, and two of whom shall be elected by the alumni association of the school. The trustees so elected shall be citizens of the State who are interested in the aims and ambitions of the school. The thirteenth member shall be the State Superintendent of education, who shall serve ex-officio. The fourteenth member shall be the Governor who shall be a member of the board." Dr. Scott said this was interpreted that if the State Superintendent of Education and/or the Governor was present at the board meetings, they could vote but their representatives could not. Dr. Scott said we also have to have eight board members present for a quorum. Dr. Norwood said if a change is made it must be made by statute. She said she

has discussed revising the statute with Melanie Barton of Senator Setzler's office. Ms. Barton has researched this and responded to her that the statute does need revision and suggested that the board discuss their wishes regarding this statute and then a meeting would be scheduled with Senator Setzler so that the recommended revisions could be made. After discussion among the board, it was the general consensus of the board that the following recommendations be made: 1. Election of twelve board members elected by the General Assembly. 2. Adding to the statute a board of visitors appointed by the board of trustees. 3. Seven members need to be present for a quorum.

At this time Dr. Scott reviewed Chapter 51 of the statute which was provided to the board. She stated the South Carolina Opportunity School has been changed to Wil Lou Gray Opportunity School. Under Section 59-51-20 Dr. Scott proposed to change adults to persons in line one. After some discussion among the board, it was decided that this entire section should be revised. In reference to this section, Dr. Scott said they would review the services regarding the policies. It was suggested that the revisions could be mailed to the board members for their approval.

Regarding Section 59-51-30 and the previous discussion by the board concerning this section, it was also suggested by the board that this section be re-written.

In reference to Section 59-51-40, it was also the general consensus of the board that this policy be re-written.

In Section 59-51-50, Dr. Scott said this section reads "director" in lieu of "Superintendent". She said the policy reads "superintendent" and the statute was never changed.

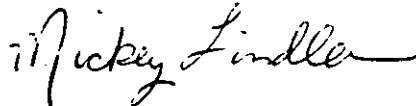
The next item on the agenda was the S. C. School Boards Association Legislative Reception. Dr. Scott said the reception is scheduled for Tuesday, January 23 and the Governor's Conference on Education is

scheduled for January 24. She said the cost of the reception is \$25.00 and the Governor's Conference is \$26.00. There was some discussion among the board on who could attend the reception and conference.

The next item of business was the discussion of the legislative agenda. A copy of this agenda was previously provided to the board. Dr. Norwood reviewed the legislative agenda with the board and a copy of this agenda is attached and becomes a permanent part of these minutes. After some discussion among the board it was the general consensus of the board for #4 to be amended as follows: "Support for State employees merit pay program". A motion was made by Mr. Hart to approve this legislative agenda as amended. The motion was seconded by Mrs. Wilson. The motion was passed.

There was no need for an Executive Session. A motion was made by Mr. Rhodes to adjourn. The motion was seconded by Mr. Hart. The motion was passed. The board adjourned at 9:40.

Respectfully submitted,



Mickey Lindler

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