

MINUTES

Board of Trustees Meeting Opportunity School August 30, 1967

The Opportunity School Board of Trustees was called to order by Rev. M. B. Webb, Chairman of the Board at 10:30 A.M., August 30 in the school parlor.

Those attending the meeting were: M. B. Webb, Hal Kohn, Jr., Oliver Thomas, Sam Jones, R. H. Smith, Carlisle Holler, Cyril B. Busbee, Mrs. David R. Coker, James F. Miles and Superintendent W. T. Lander, Jr.

Dr. Holler opened the meeting with prayer.

The minutes of the last meeting were read and approved after revising them to read, "at the request of Superintendent Lander, the Board appointed Mike Caskey to serve as Acting Superintendent during Supt. Lander's illness."

Superintendent Lander presented to each member of the Board a brief written report which he proceeded to discuss. He noted that each year the revenue from operating the school was a little more than previous budget estimates. He pointed out that Opportunity School teacher's salaries are still a little lower than for other teachers in the area in spite of efforts to improve them. The problem arises because Opportunity School teachers are classed as "State employees" rather than as "teachers," and as such receive salary increases as provided for State employees instead of for teachers.

Supt. Lander reported that the Boys' Dorms have been virtually completed for 5½ months but have not been officially accepted (although occupied and used) because of uncorrected defects such as the fire alarm system. The Board adopted a recommendation of Dr. Holler that the architects for the Boys' Dorms be asked for an immediate written report to the Board on the status of these buildings.

The physical therapy-recreation building is about ready to be accepted. The Board toured this building and was pleased with it. Construction on the dining hall has begun, thanks to the State permitting a \$30,000.00 residual transfer from the dorm account to the dining hall account since the accepted bid on the dining hall was more than available funds.

Supt. Lander reported plans with Vocational Rehabilitation for a federal grant of 70% to be matched with 30% by us for an addition to dormitory E. This addition would provide for 35-40 beds and an evaluation center. It is sorely needed in Vocational Rehabilitation and will help provide for new students. Applications now exceed existing space for students.

The Board endorsed Superintendent Lander's report of maintenance of old buildings which are considered permanent.

Discussion of the Opportunity School Scholarship Trust Fund led to a motion by Mr. Jones, seconded by Mrs. Coker, that the Executive Committee of the Board look into this matter and report back to the Board at its next meeting. The motion passed.

Mr. Kohn moved approval by the Board of Supt. Landers' recommendation that salaries for house mothers be raised from \$2,300.00 to \$2,650. Mr. Smith seconded the motion and it passed.

After review of the 1968-69 Opportunity School budget request which Supt. Lander submitted, the Board approved of it upon a motion by Dr. Holler which was seconded by Dr. Thomas.

Mr. Smith moved that the State Board of Education be requested to affirm its support of our building program (for the third time.) Dr. Holler seconded the motion and it passed.

Dr. Thomas moved and Mr. Smith Seconded the motion that the appointment of employees listed in Superintendent Lander's report be approved. The motion passed.

The Board adjourned at 12:45 P.M. upon a motion by Dr. Holler and seconded by Mr. Jones. After lunch the Board toured the site where the new dining hall is under construction.

Respectfully submitted,

James F. Miles
James F. Miles, Secretary

THE S. C. OPPORTUNITY SCHOOL

GENERAL REPORT

August 30, 1967

FINANCIAL

Although Fiscal Year 1966-1967 expenditures have not been completely audited, indications are that we are in a very sound financial position. One factor this past year was that actual collection of Institutional Revenue (i.e. non-appropriated funds) exceeded our estimates by approximately \$10,000 - or to a total of almost \$203,000. This, added to the State Appropriation of \$268,082 allowed for a good operation.

It has been our general policy to hold down spending to strict essentials in the early part of the year until we can see the trend of collections of non-appropriated funds. This past year we were able to use some of our operating funds to improve our athletic field, as well as for other worthwhile purposes.

SALARIES

The salary situation has improved very appreciably in the past several years, particularly for teachers. Base pay for most teachers, with one or two exceptions who are not paid to scale, is the State Aid schedule plus 15%, with annual leave accruable. Most teachers are also offered a tenth month of work if desired. We must keep these positions financially attractive in order to keep quality teachers.

Other salaries are gradually getting more favorable, but some inequities remain.

BUILDINGS

Five dormitories which were certified in April as "substantially complete" have been occupied. However, certain defects became immediately apparent including fire alarm systems, certain electrical outlets, the paint in several of the bathrooms.

Repainting of bathrooms has now been completed and attempts to correct the fire alarms are being made, and the corrective electrical work has been done. The architect assures us that he is pushing the General Contractor to finish (and we wish him great success!)

We are not making final settlement until these defects have been corrected.

The Physical Therapy-Recreation Building will apparently be ready for occupancy shortly.

Actual construction on the Dining Hall has begun. Contract completion date is April, 1968. The legislature made available \$169,000 for this building and for equipment. Closest estimates of actual cost after bids were received ran slightly in excess of \$200,000. Since there was no possibility of more funds from the General Assembly this year, a transfer from the Dormitory Account was made to this account, thus assuring the building.

We expect to develop plans along with Vocational Rehabilitation this fall to request a federal grant (70%) for us to match (30%) for an addition to Dormitory E for 35 or 40 beds and to also include the new Evaluation Center. We believe we have enough appropriated funds on hand for our share. This would then make the present Dorm E available for men students sponsored by Vocational Rehabilitation and provide for their Evaluation. This is a sorely needed project, and fits well into our over-all plan here. If implemented it will save the state a great deal of money.

IMPROVEMENT OF HOUSING

Under the master plan of the architect for the development of the new plant, the Superintendent's home and Mr. Caskey's home are both scheduled to be permanent structures. The former may continue its present function, or be divided into apartments; the latter is to continue as a staff residence.

Since this is true, certain improvements, some emergency and some not, have been made in both houses, leading to their long-range use. This work is done largely by our maintenance crew at a very minimal cost. It is strongly recommended that we gradually continue the improvement of these from our operating budget as funds are available.

If the \$150,000 request for staff housing is granted next year, we would be able to devote almost all of it to the development of new housing, if we are able to continue the renovation of the two structures. I strongly recommend this policy.

One big problem is to build a new plant and operate an old one at the same time. So far, we have worked this fairly well. One dwelling and six warehouses were torn down for the men's dormitory area. Two buildings were torn down and one moved to make way for the women's dormitories, and a warehouse was moved to make way for the Dining Room. The Principal's home was moved to make way for the Physical Therapy-Recreation plant. Old Dormitories 1 and 2 have been sold and moved from the site.

I shall request permission from the Building Committee to dispose of Wings B-9, B-10, and B-11 as the need arises. It is essential we dispose of parts of the old main plant to make room for planning more buildings.

LEGISLATIVE REQUESTS FOR BUILDINGS

Priority for our building program was approved last year by the Board as first, Staff Housing, \$150,000 and second, Classroom Building, \$649,000. These priorities remain unchanged. With the building of staff housing we have the new faculty quarters, the new living quarters, the new dining hall, the new gymnasium, the new construction, and the new building. It is expected that the new building, of course, will be the first to be completed.

can move the now widely-scattered people living on campus, raze more wings of the present plant to make room for new construction, and reduce maintenance costs appreciably. We shall, of course, continue to stress the need of our entire program.

ENDOWED SCHOLARSHIP FUNDS

Miss Gray has, as you know, very generously donated over \$12,500 in stocks to the Alumni Trust Fund. This fund has accrued dividends which have been deposited.

The alumni have raised over \$12,500 in cash and pledges. This money has been deposited and has drawn interest all along.

There is some confusion in my mind as to who has jurisdiction over the income from these funds. The school has the stocks, but the other funds are on deposit by the alumni association.

Acting within what I believe the intent of the Board on this matter, I propose to take the following action:

1. Recommend to Miss Gray several students for her initial selection as recipients of these scholarships and award the scholarships for this fall.
2. Recommend to the Board of Trustees for consideration the naming of the Bursar as Assistant Treasurer of the Trust Fund with authority to receive, account for, and disburse income from these funds.
3. Submit to the Alumni Association a resolution for its consideration in December to turn over the funds it has collected to the school to be used as indicated above.

This action should clear all legal and accounting hurdles and put this money to use. Meanwhile, students would be receiving the aid intended for them.

IN-SERVICE AND PROFESSIONAL TRAINING

Pre-school work conferences were held on August 25 and 26 involving all teachers and administrative personnel. Two visiting resource people discussed reading. Mrs. Elizabeth Boyce Galloway who is joining the Furman University staff this fall, led discussions on "Teaching Reading in the Content Areas." Mrs. Teague G. Harris, reading specialist of Greenville, discussed the use of available materials in teaching reading. Brief sessions were devoted to the use of newly-acquired audio-visual materials.

Monthly professional staff meetings are scheduled. One day of visitation and observation of work in the other schools has been scheduled for February, 1968. One post-season day of evaluation is scheduled. The school's library is constantly adding professional books.

STAFF CHANGES

Mrs. Maggie Scott, who reached the mandatory retirement age of 72, was retired at the end of the Summer Session. Mrs. Scott served as Housemother for the past four years. Her genial personality will be missed. She makes her retirement home at the John C. Calhoun Hotel in Anderson.

Mrs. Pamela Overby Potter and Mr. Carey Washington, both teachers, resigned at the end of the year. Mrs. Potter will join her husband who is out of this area and Mr. Washington is going to graduate school. Our thanks and best wishes go with them.

Mrs. Ollie Suttle, Housemother for the past four years, resigned because of illness of her parents. Mrs. Suttle served ably and well in this important post.

Mrs. Helen W. Mize of Cayce joined the staff during the summer as Mrs. Scott's replacement.

Mrs. Sue H. Rhodes, who was on a year's leave of absence, returned to the classroom this fall.

Mr. David Caraker, a graduate of St. Andrews College joined the staff this summer. He will do classroom teaching and handle physical education for men. He comes to us from McColl High School.

Miss Judith Skelton, a recent graduate of Lander College, has joined the teaching staff this fall.

Mrs. Bertha Shumpert, a former teacher in the Brookland-Cayce system has joined the staff as housemother, replacing Mrs. Suttle.

Edwin F. Irick, a recently-retired army lieutenant colonel, has been added as a teacher, replacing Mrs. Gayle O. Holliday, whose small children will keep her at home this year.

A PERSONAL WORD

With the concurrence of my doctor I resumed responsibility for the Superintendency on July 15, on a limited basis. My deepest gratitude is extended to all who have been so thoughtful.

My thanks go to Mr. Caskey, Mr. Loftis, and the other staff members who so ably carried an extra burden during my illness.

1968-1969 BUDGET

The budget for 1968-1969 reflects these basic factors:

1. No basic increase in operating funds from the state is requested, except as may be reflected in a requested 10% general pay raise. This is a "hold the line" budget.
2. It is hoped that eventual savings will result in decreasing maintenance costs, thus freeing additional funds for other purposes.
3. The full impact of our slightly increased fees should be felt, resulting in increased revenue. A high level of enrollment is expected to continue.
4. No immediate plans exist for any appreciable enlargement of our course offerings.
5. It is strongly felt that our major legislative effort should be made for permanent improvements.
6. It is recommended that the State Board of Education be requested to affirm its support of our building program (for the third time). This greatly strengthens our hands in our legislative request.