

WIL LOU GRAY OPPORTUNITY SCHOOL

BOARD OF TRUSTEES

MINUTES OF MEETING ON SEPTEMBER 9, 1981

The Board of Trustees convened for its regular bi-monthly meeting on Wednesday, September 9, 1981, at 10:00 a.m. in the Archives Room of the William T. Lander Administration Building. Trustees in attendance were: Dr. Marvin Efron, presiding; Mrs. Anne Boyce; Miss Patricia Jacques; Miss Mary Alice Mack; Mrs. Hannah C. Meadors; Dr. James F. Miles; Mr. James McClary; Mr. Karl Segelken; Dr. Louise Scott; Mrs. Elizabeth Thrailkill; Mrs. Jack Wilson. Also, in attendance were: Mrs. Lisa Peeples, Chairperson of the School Advisory Council; Mr. Scott Barnes and Dr. Alton T. Loftis from the State Auditor's Office. The teachers attending the meeting were Mrs. Denise Hoce, and Mrs. Judy Dick. The staff attending were: Mr. Salvatore A. Fede, Superintendent; Mr. John King, Jr., Director of Fiscal Affairs; Miss Gloria Lloyd, Personnel Specialist; Dr. Jonnie Spaulding, Director of Student Development; Mr. Pat Smith, Director of Facilities and Supportive Services; and Mrs. Patricia T. Robbins, Secretary.

Dr. Efron welcomed all present to the meeting.

Mr. McClary led the invocation.

New employees, who were in attendance, were introduced by Mr. Fede. Introduced were: Mr. Charles Chapman; Mrs. Bonnie Foster; Mr. Mike Holliday; Mr. James Knox; Mr. Rodney Lindsay; and Mrs. Virginia Taylor; (the listing of new employees is attached).

Dr. Efron welcomed the faculty to the Opportunity School.

Dr. Efron asked if there were any changes in the Agenda. Mrs. Wilson moved that the Agenda be adopted as written. The motion was seconded by Mrs. Meadors. Approved.

Mrs. Wilson indicated that on page five of the July 8 Minutes it was reported that a building was to be named after Dr. David Holler. It should be corrected to read Dr. John Holler.

Mrs. Boyce moved to approve the July 8 Minutes as amended. Mrs. Wilson seconded the motion. Approved.

Dr. Efron introduced Dr. Alton Loftis and Mr. Scott Barnes from the State Auditor's Office. Dr. Efron indicated he had invited them to discuss the State budgeting process and how the Board may have input and impact on the School's budget.

Dr. Loftis said he receives many questions, such as ours, on what may be done by State agencies in the preparation of the budget and what could be done to obtain the amount requested in the budget. Dr. Loftis said that Fiscal Year 1981-82 is the first time we had reductions in force in quite sometime. He predicted that Fiscal Year 1982-83 will see an even greater loss of federal funds than we suffered in the previous year.

A SYNOPSIS OF DR LOFTIS'S PRESENTATION FOLLOWS:

The planning document, which is prepared between March and June 15 is submitted to the Budget and Control Board by June 15. It is reviewed, with particular note being made of the requests for additional increases. Hearings, as necessary, are then held between July 15 and August 30. The hearings give individual agencies the opportunity to defend and justify their requests for increases.

The five-year plan or planning document is, in fact, the next year's budget request and the review and analysis of this document incorporated with the current fiscal year's budget is the basis for the recommended budget for the next fiscal year. The agency's board has the period of preparation of the planning document, March through June 15, to be involved in the actual budget making process. The period of the hearings, July 15 through August 30, (a specific date is assigned to each agency) is a time the board can lend it's influence in the budgetary process. The period leading up to the legislators sessions which start on January 1 of the following year is the time the board can help garner support for the agency's budgetary needs. Dr. Loftis stated that the board has a legal responsibility relative to the management of an agency. Mr. Barnes of the budget development section explained the record of expenditures of State funds by the Opportunity School over an eight year period and indicated that over the last five years upwards of 75% of the agency's funds were state funds and that it would become increasingly important that the agency garner support for its fiscal needs. Mr. Barnes also expressed the importance of working closely with the agency's budget analyst so that he would always be aware of our needs and so that he could articulate some when necessary. Additional observations made include: (1) The board's input is most direct in March when needs are formulated. (2) The board finalizes its work on the budget in May. (3) The board's influence is vital to influence the Legislature of its needs. These meetings begin in November.

Dr. Miles said that he was in full agreement with Mr. Barnes about maintaining good relationships with the Legislature. Dr. Miles indicated that Dr. Gray was always in contact with the Legislature letting them know of our needs and keeping them aware of the school.

Dr. Efron thanked Dr. Miles for reminding the board how Dr. Gray used to let the board know of the school's needs and suggested that we have someone from the school politic for it.

Mrs. Wilson said that the buildings on campus were a monument of what could be done with help from the Legislature. Most buildings were built during the time Mr. Lander was director. Mrs. Wilson gave the following example of how close the school worked with the Legislature in the past. She stated that one time when a Legislative Dinner was being held a filibuster prevented the legislators from attending. She pointed out that she and Mrs. Mackey transported the food to the Legislature and that the legislators ate during their breaks. She said that the school provided food from 9:30 p.m. to after 1:00 a.m. the following day.

Mr. McClary said that this was good at one time, but the last time a Legislative Dinner had been scheduled only a handful attended. This resulted in the school discontinuing the practice of hosting Legislative Dinners.

Dr. Efron indicated that now is the time to take action to make sure that we are recognized as an important agency. If we do not inform the Legislators of our existence now, in the not too distant future (5-10 years) we may be in great danger of being taken over by another State agency.

Dr. Miles agreed with Dr. Efron that the school could be taken over by another agency unless we do something about it now.

Dr. Efron recognized Mrs. Lisa Peebles for her work on the School Advisory Council for the year 1980-81.

Mrs. Peebles said that our schools are different now and our students have different problems. This is not a correctional institution or a mental hospital. She also said that Student Services should be the number one priority on our list. Mrs. Peebles told the board that four parents have approached her wanting to serve on the Advisory Council.

Dr. Miles feels that we should examine our student population closely and see if their needs are the same as they were years back. They may need to be taught a different type of education in order to earn a living instead of the regular ABC's which we strive to teach them.

Dr. Efron stated that he thought it would be a good idea for the Board members to drop by the school and visit the students from time to time to observe the campus.

Miss Jacques stated that she too thought this would be a good idea. She would like a list of activities in which the students were going to be involved.

Dr. Miles said that he thought there was too much of the board trying to tell the administration what to do and we needed to have more of the administration telling the board what was going on at the school.

Mrs. Meadors suggested that the board become familiar with the student body population and visit the campus.

Dr. Miles feels that the school is in a turmoil and that there is no justification for this turmoil.

Mrs. Hoce said that she felt there was justification for the turmoil and someone should look into the situation. She said that she had been attending the meetings of the board for a year now and gave the example of the board naming buildings for a year and it is still not done. She thought it would be a good idea for the board members to come out and get to know the student population.

Dr. Miles stated that he felt the board was encouraging the staff to not go through the proper channels but to go, instead, directly to the board with their grievances. He indicated that they should go through channels and not come to the board until they have gone through all the appropriate channels.

Miss Jacques asked where the people were supposed to go when they were unhappy, if not to the board.

Dr. Efron said that the board, by law, will listen, and could not turn its back on the staff and not hear their grievances, but he did agree with Dr. Miles that as state employees they should go through channels.

Mrs. Peeples said that the school may need to revise its policy for students leaving the campus so that students and staff know what is expected of them.

Mr. McClary said that he thought we need to go through the proper channels for grievances, and that possibly the board should consider establishing a sub-committee for this activity.

Dr. Efron asked for the Superintendent's report. The Superintendent replied that he had presented his items to the various committees and that the committees would address them.

Mr. McClary said that he had no new items to report, but did reiterate the need for additional dorm counselors and a student advisor.

Mr. Fede said that the three Student Services positions that had been requested in the budget for 1982-83 have been deleted. He indicated we would have to lobby for these positions to be re-inserted in the FY 82-83 as soon as the Ways and Means Committee members are appointed.

Mr. McClary suggested that we divert some of our funds from other sources and use them in the places they are needed such as Student Services. Mr. Fede stated this was what was done last year and could be done this year; provided however, we do not have unforeseen high cost emergency expenditures.

Miss Jacques wanted to know the ratio of the evening staff to students, and if thirteen persons were assigned to the night staff. Mr. Fede replied that 13 is the correct number and that the ratio is 25 to 1 generally.

Dr. Spaulding reported that Mr. Hoce is doing a good job with the staff that he has available.

Mrs. Wilson, reported that we had an enrollment of 230 total enrollment. Forty-nine are paying their own way. Sixteen are on Work Scholarships. State agencies are sponsoring 76% of the total enrollment. They are mostly Vocational Rehabilitation sponsored. Some are sponsored by the Department of Social Services. Mr. Smith said that the Department of Social Services students receive SSI payments and they in turn pay the school from this money.

In answer to a question by Dr. Miles, Mr. Fede said that our dorms can house up to 250 students. All the dorms have dorm parents living in Monday through Friday, but that the male dorms have a rotating dorm parent during the weekend.

Mrs. Wilson discussed the proposed philosophy and other philosophy items that had been written earlier. Dr. Miles motioned that Dr. Holler, Dr. Tolbert, and Mrs. Peeples be asked to draft a philosophy statement. Seconded by Mrs. Boyce. Approved.

Dr. Scott, Chairperson of the Fiscal, Facilities and Supportive Services, and Personnel Committee commented on the projection of \$243,300 in institutionally generated funds for school year 1981-82 and Mr. King was asked to provide by the next meeting a breakdown of how these monies were to be distributed to the various areas for expenditure purposes.

Dr. Scott discussed the proposed guidelines for disciplinary action and suggested we delete items four and five.

Mr. McClary stated that he thought that there should be some kind of record kept of a person being reprimanded. This was so that in the future, should the case come up again, there would be documented evidence of the person's misconduct.

Mr. Fede stated that an employee's personnel file is not the place to keep anecdotes unless the individual and his supervisor are both aware that they are to be placed there.

Dr. Miles said that he felt that a person's evaluation is the time to make this notation; that is why we have evaluations.

Miss Jacques stated she felt we needed documentation of incidents.

Dr. Scott suggested that the proposed policy not be acted upon until all staff and faculty had an opportunity to review it and to provide input if they so desired.

Dr. Scott motioned that Miss Deborah Haney be employed to fill the position of Director of Cottage Life/Recreation Specialist. Mrs. Wilson seconded the motion. Approved. (Recommendation attached.)

Dr. Efron had no report from the Executive Committee.

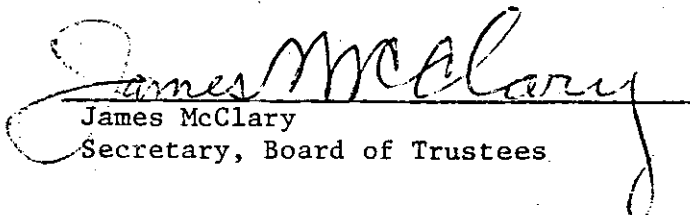
Dr. Efron at this time completed the financial arrangements for the Recognition Dinner held the previous evening.

Dr. Miles said that there is a possibility of the school being awarded approximately \$300,000 from the closing of a school in Ohio. Mr. Glenn Turner had brought this to his attention.

Dr. Efron appointed a committee to work with Dr. Miles in trying to obtain this money. The committee is to consist of Dr. Miles, Mr. Segelken, and Mr. Rowland. Dr. Efron asked Mr. Fede to co-ordinate the committee.

Dr. Efron then asked for all persons except Board Members to excuse themselves since the Board was to discuss personnel matters.

The Board adjourned at 1:15 p.m.


James McClary
Secretary, Board of Trustees

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