

May 14, 1965

Minutes of Meeting
May 12, 1965

Board of Trustees
Opportunity School
West Columbia, S. C.

The meeting was called to order by the Chairman of the Board, the Rev. M. B. Webb, at 10:30 a.m. Present for the meeting were: Drs. Carlisle Holler and James F. Miles and Messrs. Hal Kohn, Sam H. Jones and William Lander, and Dr. Wil Lou Gray, Director Emeritus. Dr. Holler opened the meeting with prayer.

Rev. Webb read a letter from Mrs. Harriet Johnson asking that she be relieved of duties as secretary to the Board because of heavy family responsibilities at this time which also accounted for her absence. Dr. Holler nominated James F. Miles to serve as secretary of the Board and he was elected.

Rev. Webb also read a fine letter from Miss Marguerite Tolbert, Assistant Director, in which she explains her retirement, her continuing interest in the Opportunity School and her hopes for its future. Later Miss Tolbert joined the meeting with the Board. Speeches of commendation of Miss Tolbert were spontaneous from Director Lander, Rev. Webb, Mr. Kohn, and Drs. Miles and Holler.

The minutes of the previous meeting were accepted without being read.

There being no old business, the Chairman called for new business. Most of the discussion which followed centered about reports from Director Lander and Miss Tolbert. Director Lander indicated that the Legislature had provided for a 3 percent pay raise for all Opportunity School employees. He indicated that the Legislature also provided 5% pay raise for public school teachers but that our teachers were considered as State Employees by the Legislature, that the policy of the Opportunity School had been to pay our teachers the equivalent of state aid plus 17½ percent and that he believed he could adjust his budget to allow a 5% raise for Opportunity School teachers and a 3% increase for the other employees. Mr. Jones moved the adoption of the 5% increase. It was seconded by Dr. Miles and adopted.

Dr. Gray, Dr. Miles, and Mr. Kohn stressed the need for a "Miss Olvey" type hostess for the front hall to receive and serve as a gracious hostess for the Opportunity School. The Director was urged to work toward this end.

A discussion was led by Director of extreme need for reduction of duties of men on the staff, by hiring an additional man, and a shift of responsibilities of the men. Director Lander asked that the Board consider Mr. Mike P. Caskey, the Dean of Men, to assume new duties as Principal of the Opportunity School, the Director would become the Superintendent and Mr. C. E. Loftis would become Dean of Students. The Board gave its assent, and recommend the hiring of a new man who would be assigned some of the responsibilities previously carried out by the men on the staff to help lighten their duties. The title for Miss Lessie Moore was changed to Director of Public Relations and Alumni Affairs without dissent.

The Board gave the Superintendent the charge to fill such vacancies and hire such personnel as are necessary to run the school in the absence of the Board, subject to later approval by the Board.

The discussion of salaries for the new positions was to the effect that Mr. Caskey should not receive a cut in salary in being promoted to his new position but consideration was given to his relieving himself of night school teaching, for which he has received extra compensation. The figure of \$6,900.00 per year for twelve months was mentioned for the salary of Dean of Students, Mr. C. E. Loftis.

Mr. Jones moved and Mr. Kohn seconded the motion that the Board adopt the budget as passed by the Legislature and as recommended by Superintendent Lander. The motion passed. Dr. Holler suggested that the Executive Committee look into the responsibilities of raising the salary of the Superintendent.

Superintendent Lander gave Miss Tolbert the opportunity to report the good news that the Deficiency Bill before the Legislature provided \$600,000.00 to initiate the Opportunity School building program by erection of a girls dormitory. She was proud to announce what was important news to the entire Board. She also said that she had initiated the WALK OF FAME of South Carolina's great

citizens and that she would like to prepare some class reading lessons on the individuals thus remembered, and continue her interest in getting each graduation class and others to add stepping stones in this WALK OF FAME.

It was decided that when the building funds became available the Board would meet again to initiate construction.

The Superintendent was advised to keep abreast of developments, recommendations and plans for the state-wide junior college program, determine how it would affect the Opportunity School and acquaint those initiating the junior college^{plans} of the functions of the Opportunity School.

The meeting adjourned.

Signed by

James F. Miles
Secretary