



September 20, 2018

Prior to the regular meeting, the Board of Trustees and Administration hosted a reception to Recognize employees with 10, 20, or 30 years of service with Lexington School District Two

Minutes

Board Members Present: Linda Alford-Wooten, Chairman; Cay Kessler, Secretary; ElizaBeth Branham; Brad Giles; Cindy Kessler; Kevin Key.

Administrators Present: Dr. Bill James, Superintendent; Don Icenhower, Chief Operations Officer; Jim Hinton, Chief Administrative Officer; Marty Rawls, Chief Financial Officer. Jake Moore, Esq., Attorney for the District was also present.

Notification to Media: The prescribed notice of this meeting was given to the media by the Board of Trustees on September 17, 2018, to media outlets, District facilities and other interested parties via facsimile and electronic mail transmission. Meeting notices and Agendas are also posted on the District's website – www.lex2.org / Board of Trustees / Board Meetings / Agendas. Copies of the Agenda and transaction reports are attached and made a part of these Minutes.

I. Call to Order: Ms. Wooten called the meeting to order at 7:00 p.m. She said that Mr. Bingham sends his regrets, he is not feeling well and will not be at the meeting tonight. Also, Dr. Angela Cooper is out of town at a statewide meeting. Ms. Wooten recognized and welcomed Mr. Jerry Chitty, a former member of the Lexington Two Board of Trustees, who was in the audience.

II. Invocation and Pledge of Allegiance: Ms. Cay Kessler introduced Reid Riddle who gave the Invocation, and Bekah Kelly who led the Pledge of Allegiance. Both students are seniors from Brookland-Cayce High School.

III. Consent Agenda:

A. Approval of Agenda

B. Approval of Minutes from the August 16, 2018, Board Meeting: The Consent Agenda, and the Minutes from the August 16, 2018, Board Meeting were approved by the Board of Trustees by unanimous consent. Copies are attached and made a part of these Minutes.

IV. Public Participation Period: Mr. Hinton said that no one signed in to address the Board.

V. Report on Honors and Accomplishments, Students/Staff:

A. Recognition of Natalie Bradwell, Student from Airport High School, for Representing South Carolina as a Delegate to the Congress of Future Medical Leaders: Mr. Hinton introduced Natalie Bradwell, and stated how proud the District is of her accomplishments. Dr. James presented Natalie with a framed certificate from Lexington Two, and a certificate from the National Academy of Future Physicians and Medical Scientists.

VI. Unfinished Business:

No Unfinished Business

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VII. New Business:

- A. Consideration of a Request for a Donation: Ms. Wooten said that she received a request from Dr. Trey Castles asking that the Board consider accepting a donation for the purchase of collapsible goals for the arena at Brookland-Cayce High School. Dr. Castles introduced himself, and thanked the Board for allowing him the opportunity to speak. He asked to present a more reasonable alternative and proposal as a potential solution for the Board to reconsider having collapsible goals for the BCHS arena. He asked the Board to consider allowing the community to raise the "lacking" \$13,500 for the collapsible goals. Motion by Ms. Cay Kessler to table this request since Mr. Bingham is not at the meeting; second by Ms. Cindy Kessler. Mrs. Branham said that she was not in favor of tabling the request due to the time frame for installation of the collapsible goals. Ms. Cindy Kessler stated that the issue has been voted on three times previously by the Board; this would be the fourth time. After discussion, Motion by Mrs. Branham to accept the proposal for money to be raised and donated for the collapsible goals for the arena at Brookland-Cayce High School; second by Mr. Giles. During further discussion, Mrs. Branham called point of order, and stated this is a private donation. The Motion carried 4 – 2 with Ms. Wooten, Mrs. Branham, Mr. Giles and Mr. Key voting "yes," and Ms. Cay Kessler and Ms. Cindy Kessler voting "no."
- B. Certification of Delegates for the SC School Boards Association's 2018 Delegate Assembly: Motion by Mrs. Branham to assign the District's three votes to Ms. Cindy Kessler as the Delegate at the Annual Business Meeting of the SC School Boards Association, December 8, 2018; second by Mr. Brad Giles; unanimous approval by the Board of Trustees.
- C. Consideration of Chief Human Resource Officer and Coordinator for Evaluation and Effectiveness Travel, AASPA National Conference, Minneapolis, MN, October 8 – 12, 2018: Dr. James said that Board Policy DKC, Expense Authorization/Reimbursement, requires Board approval when general fund monies are utilized for out-of-state travel. The Chief Human Resource Officer and Coordinator for Evaluation and Effectiveness will be traveling to Minneapolis, MN, to attend the AASPA National Conference October 8 – 12, 2018, and will use general funds to cover the associated costs. He recommended approval of the out-of-state personnel travel using general fund monies.
- D. Consideration of 14 Science Teachers Travel to NSTA Science Conference, Charlotte, NC, November 29 - December 1, 2018: Dr. James said that 14 science teacher will be traveling to Charlotte, NC, for the NSTA Science Conference November 29 – December 1, 2018, using general fund monies. He recommended approval of the out-of-state personnel travel using general fund monies.
- E. Consideration of Interim Director of Secondary Travel, AVID Conference, Baltimore, MD, November 14 – 16, 2018: Dr. James said that the Interim Director of Secondary will be traveling to Baltimore, MD, for an AVID Conference November 14 – 16, 2018, using general fund monies. He recommended approval of the out-of-state personnel travel using general fund monies.
Motion by Mrs. Branham to approve Items C, D, and E, employee out-of-state travel using general fund monies; second by Ms. Cay Kessler; unanimous approval by the Board of Trustees.
- F. Consideration of Date Change for the April 2019 Board Meeting: Dr. James said that the April 2019 Board Meeting is scheduled during Spring Break, and recommended that the Board approve rescheduling the meeting from April 18 to April 25, 2019.
- G. Consideration of First and Second Reading of Revisions to Board Policy IKADD, Regulation IKADD-R, and Exhibit IKADD-E, Content and Credit Recovery: Dr. Brooks said that the State Board of Education adopted a Uniform Grading Policy (UGP) for South Carolina's public schools in December 1999. That policy, which applied to all students who first enrolled in the ninth grade in the 2000–01 school year, was revised in 2007, 2016 (ten point scale), and 2017. On Tuesday, February 13, 2018, the South Carolina State Board of Education (SBE) approved revisions to the UGP to align the UGP with the Power School Procedures for Credit Recovery Coursework, issued by the South Carolina Department of Education's Office of Research and Data Analysis in December 2017. This revision changed the process of averaging the initial credit course grade with the credit recovery grade to state that the initial credit course grade will stay on the student's transcript and a separate credit recovery course will be added to the student's transcript and will be Pass (P) or Not Pass (NP) and have no GPA impact. Dr. Brooks recommended the approval of first and

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second reading. After discussion, Ms. Cay Kessler recommended the wording be changed to “teacher of record” instead of “certified teacher.” Motion by Ms. Cindy Kessler to approve first and second reading of Revised Board Policy IKADD, Regulation IKADD-R, and Exhibit IKADD-E, Content and Credit Recovery, with the recommended change; second by Mr. Giles; unanimous approval by the Board of Trustees.

H. Consideration of the Airport High School 700 Wing Plan: Mr. Icenhower gave background information on the fire in the 700 wing two years ago. He introduced Todd Sease from Jumper, Carter, Sease who reviewed the overall plan for renovation of the 700 wing, including the floor plan and the campus security plan. Mr. Icenhower recommended approval of the plan as presented. Motion by Mrs. Branham to accept the recommendation of the Administration; second by Mr. Key. After discussion, unanimous approval by the Board of Trustees.

I. Consideration of the Congaree-Wood Early Childhood Fire Sprinkler Project: Mr. Icenhower gave background information on bids, which were over budget. He said he would like to work with the bidder to see if we can lower the price, and asked that this item be tabled until the October meeting.

J. Consideration of Fulmer Middle School Access Control (keyless entry), and Camera Upgrades: Mr. Icenhower recommended awarding the contract to install access control and camera upgrades for Fulmer Middle School to A3 Communication in the amount of \$197,985. Motion by Mrs. Branham to accept the recommendation of the Administration; second by Mr. Key; unanimous approval by the Board of Trustees.

K. Consideration of Fulmer Middle School Digital Marque: Mr. Icenhower recommended awarding the contract to install a new digital marquee at Fulmer Middle School to AAA Signs in the amount of \$23,415. Motion by Ms. Cindy Kessler to accept the recommendation of the Administration; second by Ms. Cay Kessler; unanimous approval by the Board of Trustees.

L. Consideration of Fulmer Middle School Data and Telephone Upgrades: Mr. Icenhower recommended awarding the contract for upgrading data access, the new phones, and possibly a new burglar system to Telcom in the amount of \$439,595. Motion by Ms. Cindy Kessler to accept the recommendation of the Administration; second by Ms. Cay Kessler; unanimous approval by the Board of Trustees.

M. Consideration of Lexington Two Community Education Center Access Control for Student Services Entrance: Mr. Icenhower said that the Office of Student Services moved to the Lexington Two Community Education Center (the old B-C No. 1), and they use the side entrance. He recommended awarding the project to A3 Communications in the amount of \$10,322 to install access control and an iPhone at the Student Services entrance. Motion by Ms. Cindy Kessler to accept the recommendation of the Administration; second by Mr. Giles; unanimous approval by the Board of Trustees.

N. Consideration of Lexington Two Innovation Center Delay in Opening: Mr. Bill Cram from MB Kahn gave a progress report and answered questions about the Lexington Two Innovation Center delayed opening. He said the final inspection by the Office of School Facilities is scheduled for October 10, and moving is planned for the weekend of October 19. After discussion, the Board accepted the report as information. A copy of the progress report is attached and made a part of these Minutes.

O. Consideration of Rescheduling Riverbank Elementary School Dedication: The Administration recommended rescheduling the dedication, which was originally scheduled for September 25, to October 16, 2018, due to inclement weather from Hurricane Florence.

P. Consideration of Requests for Out-of-State or Overnight Student Travel: Motion by Mrs. Branham to approve the requests for student travel; second by Ms. Cay Kessler; unanimous approval by the Board of Trustees.

1. Brookland-Cayce High School Honors Choir Students
SC ACOA Honor Choir Weekend, October 4 – 6, 2018, College of Charleston, SC
2. Airport High School Special Olympics Students
SC Special Olympics Fall Games, October 26 – 28, 2018, Myrtle Beach, SC
3. Brookland-Cayce High School Quest Students
Quest Tour of Washington, DC, October 28 - 31, 2018
4. Brookland-Cayce High School Marketing and DECA Students
Biltmore House and Gardens, November 15, 2018, Asheville, NC

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5. Airport High School Honors Choral Students
Region Choir, January 17 – 18, 2019. Southern Wesleyan University, Charleston, SC
6. Airport High School Honors Choral Students
All-State Chorus, March 7 – 9, 2019, Winthrop University, Rock Hill, SC

VIII. Administrative Divisional Reports:

A. Superintendent:

1. Make-up Days: Dr. James presented information for the four make-up days missed due to Hurricane Florence and recommended the following:

- The Board forgive one day, September 14, 2018
- Extend first semester from January 11 to January 16
- Change the January 14 in-service to a regular day
- Move the teacher in-service to January 21
- September 11 would be made up on January 14
- September 12 would be made up on February 18
- September 13 would be made up on March 22

Motion by Mrs. Branham to accept the recommendation of the Administration; second by Mr. Key. After discussion, unanimous approval by the Board of Trustees.

B. Instruction:

1. Summer Reading Camp Update: Dr. Bingham stated that she was excited to share highlights of the Lexington Two Summer Reading Camp. She said 169 students were served, and there were 18 teachers. Mrs. Jones-Stork said that the program grew due to feedback from last year, and Mrs. Hallman said that the program made significant gains from last year. They presented a video of highlights of the program, and answered questions.

C. Finance:

1. Monthly Financial Reports: Mrs. Rawls reviewed the Monthly Financial Reports, Revenues and Expenditures, and the Monthly Referendum Budget. Without objection, the Board of Trustees accepted the reports as presented by unanimous consent. A copy of the reports are attached and made a part of these Minutes.

2. a. Sole Source, Emergency and Trade-In Transactions;
- b. Minority Business Utilization

Mrs. Rawls presented a report on sole source, emergency and trade-in transactions, and minority business utilization, which are required by the procurement code and presented annually to the Board of Trustees as information. A copy of the reports are attached and made a part of these Minutes.

D. Administration and Student Services:

1. Enrollment Update: Mr. Hinton presented an enrollment update, and said that we may possibly have an increase in enrollment due to some students from North Carolina being displaced by Hurricane Florence. After discussion on staffing, the Board accepted the report as information. A copy of the 10-Day District Total Enrollment report is attached and made a part of these Minutes.

2. Construction Update: Mr. Icenhower presented the monthly construction update. A copy of the report is attached and made a part of these Minutes.

E. Human Resources:

1. Annual Report to the Board: Dr. James reviewed the annual personnel staffing report. A copy of the report is attached and made a part of these Minutes.

IX. Executive Session: Motion by Ms. Cay Kessler for the Board of Trustees to enter Closed Session for consideration of personnel appointments and resignations, discussion of contractual matters, consideration of property matters, consideration of requests for out-of-district tuition waiver for two High school seniors, discussion of out-of-district tuition, discussion on proposed volunteer agreement; second by Mr. Giles; unanimous approval by the Board of Trustees.

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X. Open Session / Action on Executive Session Items: Following Executive Session, Motion by Ms. Cay Kessler that the meeting of the Board of Trustees be reconvened in Open Session and the appropriate Affidavit executed; second by Ms. Cindy Kessler; unanimous approval by the Board of Trustees. The following action was taken as a result of discussions in Executive Session:

- Motion by Mrs. Branham to approve the Administration's recommendation for personnel appointments and resignations; second by Ms. Cay Kessler; unanimous approval by the Board of Trustees
- Motion by Ms. Cay Kessler to report Breach of Contract for an employee from Cayce Elementary School to the State Department of Education; second by Mr. Giles; unanimous approval by the Board of Trustees
- Motion by Mrs. Branham to approve the contract extension with Cumming Construction; second by Ms. Cindy Kessler; unanimous approval by the Board of Trustees
- Motion by Mrs. Branham to approve the out-of-district tuition waiver request for two seniors from Airport High School; second by Ms. Cay Kessler; unanimous approval by the Board of Trustees
- Motion by Ms. Cay Kessler to approve the Extension to the Agreement of Purchase and Sale with Still Hopes; second by Mr. Giles; unanimous approval by the Board of Trustees

XI. Announcements:

- A. SCSBA 2018 Regional Advocacy Meeting
5:15 pm, Registration and Dinner; 6:00 – 7:30 pm, Program
Thursday, September 27, 2018, Batesburg-Leesville High School
- B. SCSBA Beyond the Basics Series
9:00 a.m. – 3:30 p.m., Thursday, October 11, 2018
SCSBA Training Center, Columbia, SC
- C. Open House/Dedication Riverbank Elementary School
6:00 pm, Tuesday, October 16, 2018
- D. Hero/Heroine Reception
6:30 p.m., Thursday, October 18, 2018, Lobby, District Education Center
- E. Regular Monthly Meeting of the Board of Trustees
7:00 p.m., Thursday, October 18, 2018, Board Room

XII. Adjournment: There being no further business, Motion by Mrs. Branham to adjourn; second by Ms. Cay Kessler; unanimous approval by the Board of Trustees.

Respectfully submitted,

Cay M. Kessler, Secretary
Board of Trustees

