

**ORANGEBURG COUNTY CONSOLIDATED SCHOOL DISTRICT THREE**

**Regular Board of Trustees Meeting**

**September 25, 2018, 6:30 PM**

**District Office Board Room**

**1654 Camden Road, Holly Hill, SC 29059**

**AGENDA**

- I. CALL TO ORDER/PRAYER FOR BOARD TRUSTEES**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF MINUTES – August 7, 2018 and August 14, 2018**
- IV. RECOGNITION OF JROTC STUDENTS – Sgt. Major Howard Brown**
- V. PUBLIC COMMENTS**
- VI. REPORTS**
  - A. FOR APPROVAL**
    1. Resource Officer Contract – Gerald Wright
    2. Field Trip Request - Gerald Wright
    3. Homecoming/Tailgating – Kelvin Lemon & Gerald Wright
    4. Back to Basics Speaker – Dr. Gibbs- Brown
    5. First Reading of Policies to Address Pregnancy Nondiscrimination – Imani Newborn of White & Story Law Firm
      - a. Policy AC (Nondiscrimination/Equal Opportunity)
      - b. Policy GBA (Open Hiring/Equal Employment Opportunity and Affirmative Action)
      - c. Policy GCE (Professional Staff Recruitment)
      - d. Policy GCEC (Posting and Advertising of Professional Vacancies)
      - e. Policy GCF (Professional Staff Hiring)
      - f. Policy GDF (Support Staff Hiring)
    6. First Reading of Revised Policies – Imani Newborn - White & Story Law Firm
      - a. Policy Section E-Support Services
      - b. Policy Section I-Instruction
      - c. Policy Section K-School-Community-Relations
  - B. FOR INFORMATION (5 Minutes)**
    1. Emergency Preparedness – Dr. Gibbs-Brown & James Williams
    2. Transition Committee Meeting in OBG3 – Dr. Gibbs-Brown
    3. Curriculum and Instruction – Dr. Gibbs-Brown
      - a. Accountability & Assessment - Loretta Washington
      - b. Federal Programs - Janice Rivers
      - c. Special Service – Liana Calloway
    4. Budget Update – Gail Sanders
    5. Personnel Update - Joann Lawton
    6. Operations & Athletics Updates – Gerald Wright
    7. Transportation Update – Kevin Addison
- VII. EXECUTIVE SESSION**
  - A. STUDENT DISCIPLINE APPEALS**
  - B. PERSONNEL**
    1. Vacancies and Recommendations
- VIII. OPEN SESSION**
  - A. ACTION AS REQUIRED FROM EXECUTIVE SESSION**
- IX. ADJOURNMENT**

**ORANGEBURG COUNTY CONSOLIDATED SCHOOL DISTRICT THREE**

**Regular Board Meeting**

**1654 Camden Road**

**Holly Hill, SC 29059**

**September 25, 2018**

**6:30 PM**

The Board of Trustees of Orangeburg County Consolidated School District Three met on Tuesday, September 25, 2018 at 6:30 PM. The following individuals were present: Board Chair Vernell Goodwin, Vice Chair Dennis White, Parliamentarian Kenneth Hilliard, Secretary Catherine Shuler, Board Member Barbara Butler, Board Member Betty Pelzer, Board Member Alice Pickney), Superintendent Jesulon Gibbs-Brown, Associate Superintendent Gerald Wright, Human Resource Director Joann Lawton, Federal Programs Director Janice Rivers, Accountability and Assessment Director Loretta Washington, Business Manager Gail Sanders, Board Recording Secretary Gloria Middleton, JROTC Instructor Sgt. Major Howard Brown and JROTC Students. LMHS Principal Kelvin Lemon, Coaches – Johnny Wright, Henry Butler, William Davis, Cheerleaders Coach Cathy Brown, District Attorney Imani Newborn of White & Story Law Office, representative from Holly Hill Observer newspaper, District staff and parents.

In accordance with the SC Code of Law, 1976, Sections 90-4-9 (d) as amended, notices were given to the Times & Democrat and Holly Hill Observer/The Stripper newspapers of the time, date and place of the meeting.

**CALL TO ORDER/PRAYER FOR BOARD TRUSTEES**

Vice Chair Dennis White called the meeting to order and Kenneth Hilliard prayed for Board Trustees.

**APPROVAL OF AGENDA**

Catherine Shuler made a motion to approve the agenda. Barbara Butler seconded the motion and the vote was in favor.

**APPROVAL OF MINUTES**

Barbara Butler made a motion to approve the minutes for August 7, 2018 and August 14, 2018. Catherine Shuler seconded the motion and the vote was in favor.

**PUBLIC COMMENTS**

There were no comments.

Meeting was turned over to Board Chair Goodwin.

**RECOGNITION OF JROTC STUDENTS – Sgt. Major Howard Brown**

Sgt. Major Brown introduced the students and explained their outstanding performances at the Junior Cadet Leadership Course in Fort Jackson, SC, June 10-16, 2018. There were ten (10) honor cadets and five (5) of them came from Lake Marion High School. Overall, eight (8) students received honors and they are as follows:

- Brienne Williams was the number one cadet in a company-sized unit consisting of 200 cadets representing seventeen schools in the state. Brienne Williams also acted as the Commander of Troops for 800 cadets at the graduation ceremony. There were cadets from sixty-two schools present during the six-day camp.
- Jalen Vogt, honor cadet from his platoon
- Alexius Patterson, honor cadet from her platoon
- Jada Middleton, honor cadet from her platoon
- Albert Smith, honor cadet from his platoon
- Zoya Myers, honorable mention cadet
- Emanuel Herrera, honorable mention cadet
- Vyana Wilson, honorable mention cadet

Dr. Gibbs-Brown congratulated the students and gave them a certificate of achievement. The Board of trustees applauded their accomplishments and gave them a standing ovation.

**FOR APPROVAL**

**RESOURCE OFFICER CONTRACT – Gerald Wright**

This discussion was tabled until after Executive Session.

**FIELD TRIP REQUEST – Gerald Wright**

Catherine Shuler made a motion to approve an out-of-state field trip for the Auto Mechanic Class, students in grades 9-12 to travel to Concord, NC to the ZMAX Dragway, National Hot Rod Association (NIRA) and Youth Education Services Program (YES) presented by the U.S. Army. Alice Pickney seconded the motion and the vote was in favor.

**HOMECOMING/TAILGATING – Kelvin Lemon and Gerald Wright**

Mr. Lemon explained an Alumni Tailgating 2018 – Participant Agreement (a copy is included in these minutes).

Dennis White made a motion to accept the Alumni Tailgating 2018 - Participant Agreement presentation as presented. Catherine Shuler seconded the motion and the vote was in favor.

Dr. Gibbs-Brown asked the Board to consider dismissing early to get students off the campus before the tailgaters arrive. The Board tabled this discussion until after Executive Session.

**BACK TO BASICS SPEAKER – Dr. Gibbs-Brown**

Dr. Gibbs-Brown informed the Board that she had the requested information on Manny Scott (potential speaker for Back to Basics). She inquired about October 18 as a possible date since he would be in South Carolina. This discussion was tabled until Executive Session.

**FIRST READING OF POLICIES TO ADDRESS PREGNANCY NONDISCRIMINATION**

**– Imani Newborn, White And Story, LLC**

Attorney Newborn stated that the District is required to update the following policies in regards to the EOE.

- AC – Nondiscrimination/Equal Opportunity
- GBA – Open Hiring/Equal Employment Opportunity
- GCE – Professional Staff Recruitment
- GCEC – Posting and Advertising of Professional Vacancies
- GCF - Professional Staff Hiring
- GDF – Support Staff Hiring

#### **FIRST READING OF REVISED POLICIES – Imani Newborn**

The following policies were discussed in the September 6, 2018 Board Work Session. Only minor revisions may be needed in the following policies.

- Section E – Support Services (28 sections)
- Section I – Instruction (66 sections)
- Section K – School-Community-Home Relations (23 sections)

#### **Section E – SUPPORT SERVICES**

- EBCB – A minimum of two safety drills are required a year, but you may do more.
- EEAG – Added language for clarification

#### **Section I – INSTRUCTIONAL GOALS AND LEARNING OBJECTIVES**

- IHA – Changes were made
- IHAE –Marching Band can satisfy the requirements
- IHAM – Added Opioid Policy
- IHAN – District in compliance with Driver Education
- IKF – Uniform Grading System (Model from SDE)
- IKF-R - Graduation Requirement Endorsements
- IKFC – New policy for Special Education students begins this year with 9<sup>th</sup> graders

#### **Section K – SCHOOL-COMMUNITY-HOME RELATIONS**

- No additional updates

Chair Goodwin made a motion to accept first reading of Policies AC, GBA, GCE, GCEC, GCF, GDF, Policy Sections E, I and K. Barbara Butler seconded the motion and the vote was in favor.

FOR INFORMATION (5 Minutes)

#### **Emergency Preparedness – Dr. Gibbs-Brown and James Williams**

Dr. Gibbs Brown shared the Inclement Weather Procedures and thanked the District staff for their assistance. Mr. Williams, Mr. Lemon and Officer Jones will share information they learned this summer during active shooter training.

#### **TRANSITION COMMITTEE MEETING IN OBG3 – Dr. Gibbs-Brown**

She reminded the Board that the Transition Meeting is scheduled for October 4, 2018 at LMHS 6:00 p.m., and it is open to the public.

**CURRICULUM AND INSTRUCTION – Dr. Gibbs-Brown**

Dr. Gibbs-Brown said the Curriculum and Instruction team will provide updates and present information at Board meetings. She provided an overview of the accountability and assessment meetings she has facilitated with Mrs. Gadson Washington (a copy is included in these minutes)

**ACCOUNTABILITY AND ASSESSMENT – Loretta Washington**

Loretta Washington said that they are in the process of developing a plan for Accountability and Assessment. The Leadership team at each school completed a data questionnaire and she spoke with the faculty and staff at the schools. The Reading Coaches and Instructional Facilitator are working on a common assessment. Math seems to be our most critical area. A Board Work Session to discuss data from the 2017-18 school year will be scheduled (a handout is included in these minutes.

**FEDERAL PROGRAM – Janice Rivers**

Janice Rivers gave an overview of the Title I, II, III, and IV. Funds from each program can be used for professional development and other areas specified in the guidelines. Title V funds are used for Rural School Districts. Title VI is used for Materials and Resources in Rural School Districts.

There federal grants pay for services provided by the Reading Interventionist. A state grant pays for services provided by Teen Pregnancy Prevention and Comprehensive Health. The District has to track materials and equipment.

Funds have been used for class size reductions – 12 teachers, 12 additional employees and a part-time consultant.

**SPECIAL SERVICES – Liana Calloway**

Liana Calloway provided a breakdown of the Special Services Department for the 2018-19 school year. She included the number of staff members, service providers, SPED Models that will be used this school year, meetings they are actively involved in this school year, and specific trainings teachers are involved in this school year (a copy is included in these minutes).

**BUDGET UPDATE – Gail Sanders**

Gail Sanders gave the budget reports for July 1, 2018 – July 31, 2018 and August 1, 2018 – August 31, 2018. In July, the revenues were \$850,143.50 and expenditures were \$618,843.38. In August, the revenues were \$836,645.05 and expenditures were \$882,233.00 (a copy is included in these minutes).

**PERSONNEL (HUMAN RESOURCES) – Joann Lawton**

Joann Lawton discussed the Substitute Information Sheet. Information included were requirements to comply with the Federal Law PL-107-110 which states that all classroom substitutes employed complete at least two years of study (60 credit hours) at an institution of higher education or have earned an Associate Degree or higher.

Other requirements include mandatory attendance in a substitute in-service and a state Criminal Records Check (SLED).

A job description for Instructional Aides and a list of new hires were also included.

**OPERATIONS & ATHLETICS UPDATES – Gerald Wright**

Chair Goodwin asked for comments from the Varsity, Assistant Varsity, Junior Varsity football, and Cheerleaders Coaches. They thanked Mr. Lemon and Mr. Wright for their assistance. They also shared that they needed more helmets, and that some of the shoulder pads were too large for smaller players. Both items have been ordered and were expected to be delivered by the next day.

The Cheerleaders Coach requested new uniforms. She was told to get more price quotes before placing her order.

Coaches' uniforms have arrived, but some sizes were incorrect.

Gerald Wright said that the painting at HH-RM is completed.

Other items discussed include:

- Grant approved to hire another Resource Officer.
- District could save \$17,308.88 by attending the Risky Business Seminar October 17-19, 2018.
- Safety Grant was approved to purchase door locks, security cameras, metal detectors, lifesaving medical equipment and equipment for Resource Officers.
- Security cameras installation at the District Office has been completed. Cameras are currently being installed at Ellore Elementary/Middle School and Holly Hill-Roberts Middle Schools.
- The Demolition project at the old Holly Hill Primary site is in progress.
- During Hurricane Florence, there were no site damages, but there were roof leaks at the District Office. The roof is under warranty.
- Homecoming is scheduled for October 5, 2018. There will be a parade before the game and tailgating during the game. The practice field will be the designated spot on a first come, first serve basis. Fees will be collected at the entrance.

**TRANSPORTATION – Kevin Addison**

Several drivers have resigned and some are on medical leave. There are 4 drivers to be trained. We need 2 drivers to cover routes, but more would be even better.

Mr. Addison asked Board to consider coming back to school after a storm on a delayed schedule. It is a lot safer for the bus drivers.

Dennis White made a motion to go in to executive session. Catherine Shuler seconded the motion and the vote was in favor.

**EXECUTIVE SESSION**

Barbara Butler made a motion to reconvene in open session. Kenneth Hilliard seconded the motion and the vote was in favor.

**ACTION AS REQUIRED FROM EXECUTIVE SESSION**

1. Betty Pelzer made a motion for Student A and B to return to school and be placed in Infinity. Barbara Butler seconded the motion and the vote was in favor.
2. Catherine Shuler made a motion to approve early dismissal on October 5, 2018. Dennis White seconded the motion and the vote was in favor.
3. Barbara Butler made a motion to approve the contract for the School Resource Office for 2018-19 school year. Catherine Shuler seconded the motion and the vote was in favor.
4. Kenneth Hilliard made a motion to hire coaches for Varsity softball, baseball and soccer for the 2018-19 school year. Betty Pelzer seconded the motion and the vote was in favor.
5. Dennis White made a motion to hire an AP/AD, secretary and athletic trainer for Lake Marion High School. Betty Pelzer seconded the motion and the vote was in favor.
6. Alice Pickney made a motion to hire a Special Education teacher and a food service operator at St. James-Gaillard. Kenneth Hilliard seconded the motion and the vote was in favor.

Dennis White made a motion to adjourn until the October 9, 2018 Board Regular Meeting at 6:30 p.m. and Work Session at 7:30 p.m. Catherine Shuler seconded the motion and the vote was in favor

Respectfully submitted,



Gloria Middleton, Recording Secretary



Catherine Shuler, Board Secretary