

# HORRY COUNTY BOARD OF EDUCATION

## **MINUTES** **BOARD WORK SESSION/SPECIAL CALLED MEETING** **District Office** **March 7, 2016**

The following persons were present:

### **Board of Education**

Joe DeFeo, Chairman	Holly Heniford	Pam Timms
David Cox	Neil James	Sherrie Todd
Jeffrey Garland	Janice Morreale	Ray Winters
Janet Graham	John Poston	

### **Horry County Schools' Staff**

Mary Anderson	Ben Hardee	Angela Rush
Terra Bodkins	Teal Harding	Scott Scrivener
Edward Boyd	Charles Hucks, Jr.	Heather Sheehan
Daryl Brown	Angela Huggins	Rhonda Snowden
Dottie Brown	Jill Jeter	Judy Stall
Anna Carroll	H. T. Lee	Jackie Stanley
Dena Chatfield	Ebony Livingston	David Stoudenmire
Carolyn Chestnut	Cindy Magrath	Vicki Underwood
Meagen Cox	Rick Maxey	John Washburn
Laura Farmer	Boone Myrick	Kristin Wilson
John Gardner	James Nininger	Kelley Wiltout
Kenneth Generette	Lucas Richardson	Mark Wolfe
Roger Gray	Mary Beth Roach	

*As required by SC Law 30-4-80, local news media were informed of the date, time, place, and agenda of this meeting. Copies of the agenda were posted at the District Office and distributed to schools for posting.*

### **1. OPENING MARCH 7, 2016, AT 6:00 P.M. – CALL TO ORDER**

Chairman DeFeo called the meeting to order at 6:03 p.m.

#### **A. Acknowledgement of Board Member Kay Loftus**

On behalf of the entire Board, Mr. DeFeo acknowledged the loss of a fellow Board member. Mrs. Kay Loftus has been a member of the Horry County School Board for the past 14 years. Not only did Kay represent District 4, but she was devoted to serving all of the children in Horry County. Mrs. Loftus will be missed. A white rose was placed at her designated place in her honor during the Board meeting.

#### **B. Invocation/Pledge of Allegiance**

Mr. Poston asked for a moment of silence in honor of Mrs. Loftus. Following the moment of silence, Mr. Poston offered the invocation and led the Pledge of Allegiance.

#### **C. Approval of Agenda**

Mr. DeFeo noted one change on the agenda under, “Business.” Item 4.A. Funding Request to Support Ocean Bay Middle School’s Robotics Team’s Travel to First Lego League’s World Festival – St. Louis, MO., April 28, 2016, will be removed from, “Business”, as the additional needed funds have been committed by Horry County Council. This item will remain on the agenda under, “Discussion” for the purpose of clarifying the District’s policy on funding travel for national competitions.

**Board Action:** A motion was made by Mr. Poston to approve the agenda as amended. The motion was seconded by Ms. Timms and carried unanimously. The Board Chair did not cast a vote on this item.

#### **D. Approval of Minutes – February 22, 2016**

**Board Action:** A motion was made by Mr. Cox and seconded by Mr. Winters to approve the February 22, 2016, Board minutes as presented. The motion carried unanimously and the minutes were approved. The Board Chair did not cast a vote on this item.

## **2. DISCUSSION**

### **A. Finance Committee Report**

Mr. Garland reported that the Finance Committee met on February 25, 2016, and discussed the following matters: 1) Financial and Procurement Audit Services – Mr. Gardner provided a timeline. A Request for Proposals has been published with a deadline of March 15 for submission. Mr. DeFeo shared that some Board members have requested a copy of all resumes received. Mr. DeFeo asked if there had been discussion among the Finance Committee regarding the fact that the District does not have to go through the normal process. Mr. Garland shared that the last discussion was that we would solicit financial and procurement audit services for the upcoming year. Mr. Garland also shared that this is no reflection upon our current auditor. It is professional standard to change your auditor every so often. Mr. DeFeo stated that some Board members would like to have an executive session as a Board so there will be a total understanding of who the responders are since Board Governance states the Board will make the decision on the Financial and Procurement Auditor.

(2) Ms. Myrick reported on Child Development Education Program (CDEP). There are some funds available for this program. The pros and cons of accepting these funds were discussed. The Finance Committee voted against applying for or receiving these funds and this comes as a motion from the Finance Committee. Mr. Garland asked that a Business item be on the next agenda regarding CDEP.

(3) Capital budgets and the budget for the upcoming year were discussed. Mr. Gardner provided his projection and a best estimate for the remainder of the year. It appears that we are going to use about \$400,000 of fund balance. Mr. James shared that the Facilities Committee previously advised the Board that a proposal was forthcoming that would address some needs of the Facilities area for the purchase of additional equipment, obsolete fleets that had been replaced, backhoes, trailers, trucks, etc., which totaled roughly \$581,000. It was shared with the Board that this would be presented to the Board for discussion at a future meeting because it would reduce the excess capital funds left from a previous meeting, and that the Finance Committee wished to discuss this. Mr. James asked if that occurred. Mr. Garland stated that it was basically presented to them in an information format as what was shared at the Board meeting. Mr. James added that he wanted to be sure there were no conflicting opinions between the Committees. Mr. Poston shared that the Finance Committee asked to see this information and that there is no concern with moving that forward. Mr. James asked that this be included on the next Business Agenda. Mr. James shared

that the additional information that was previously requested by the Board would be provided to Board members.

**B. Technology Committee Report**

Ms. Morreale shared that the Technology Committee met today and began discussing the possible expansion of PDLs in grades 3 and 4. The Committee also received an update on the District's actions related to the malware, and a report on device repairs and breakage. A copy of the device repairs and breakage was shared, which reflects a substantial decrease for this year over last year. Discussion was held regarding the estimated dollar value of the outstanding fines.

**C. Procedures for Filling Unexpired Term of District 4 Board Member Position**

Mr. Generette explained the Board Governance Policy as it applies to filling an unexpired term of a Board member. Pursuant to the Board's policy, there is a period of 90 days to fill the vacancy from the date the vacancy occurred. The 90 day period will expire on May 29. The policy further states that the vacancy will be advertised for a period of one week through the daily and weekly newspapers. We would also include the notice on our Website and our TV channel. Mr. Generette offered a draft timeline that would comply with the policy. This information was shared at the Work Session tonight should the Board wish to ratify this at their next Board meeting on March 21, 2016.

Mr. DeFeo shared that our Board Governance is fashioned after State legislation and that it was local legislation that was passed in the late 90's that formed the current Board the way it is. We can modify Board Governance. Mr. DeFeo would like for us to determine should there only be Republican candidates for the Board seat or only Democratic candidates for the Board seat, if we could simply appoint the winner of that particular primary, realizing that this will not be an option should there be both Republican and Democratic candidates. Mr. DeFeo shared that the May 29 deadline is only two weeks away from a potential election that could decide this for us, without having to go through the Board Governance policy process. If we are permitted to use this process, it would allow the voters to decide the Board member and the Board would simply appoint the victor of that election. We need to determine if we can legally use this process since it is based not only on Board Governance, but also on State legislation. If this is not permissible, we can proceed with the process outlined by Board Governance. Mr. Generette has contacted the Election Commission and confirmed that any person appointed by the Board to fill the vacated seat for District 4 would serve until the first Board meeting in January 2017, at which time the person elected to fill this position would take office, as this seat is up for re-election this year. Filing for this seat, as well as any other seat up for re-election this year, opens March 16 at noon and closes on March 30 at noon.

Mr. Poston shared that having been through this process three times, he understands that this process is not an easy one for the Board, and feels this should be a job of the electorate. It is Mr. Poston's desire that if we can find a way for the electorate to be heard, that we follow that process versus utilizing Board Governance policy as the guidelines since we are so close to an election.

Mr. James noted that the draft schedule presented is for ratification at our March 21 Board meeting. The Board will need to know by that meeting if there is an exception to the 90 day requirement or if we can add three additional weeks to get it past the June primary.

Mr. DeFeo stated that if this is just about Board Governance, we can change that. Since it is based on local and State legislation, we need to determine if we can change our Board Governance policy. Mr. Generette will explore that possibility and get that information to the Board as soon as possible.

#### **D. Additional Board Meeting Dates**

Dr. Maxey shared that we have two additional Board meeting dates to present to the Board for consideration. The April calendar was adjusted to take into account that a number of Board members will be attending the National School Boards Association in Boston on the weekend of April 8-10. Given the timeline for issuing employment contracts by April 15, we will not have enough time to settle matters for those who have potential issues regarding non-renewals. We will be able to meet that deadline if the Board could meet on April 5, which will be prior to the NSBA conference.

The other date, which is not a flexible date because the schedule was communicated to us last week from AdvancED, is May 4. AdvancED will be conducting an exit conference with the Board and that can be scheduled at either 3:00 or 3:30, and depending on what Mr. Generette finds out regarding the appointment and/or election, that also could be used for interviews should they be necessary.

Mr. James shared that he has no problem with the additional Board meeting dates, however, he does have a conflict with the April 5 meeting and will be unable to attend. Mr. DeFeo asked if the Board could preapprove giving the Superintendent authority to approve contracts, just as the Board does during the summer months when the Board does not meet. Mr. Generette stated that the Board could authorize the Superintendent to approve contracts and request Board approval at the following business meeting.

#### **E. Waccamaw Elementary School Mascot Proposal**

Mr. Poston shared that the School Improvement Council of Waccamaw Elementary School brought forward a proposal to change Waccamaw Elementary School's school mascot. The request was moved forward to the Carolina Forest Advisory Board, who approved their request unanimously. Anna Carroll, principal, and Scott Johnson, Chairperson of the School Improvement Council presented the requested mascot and color changes. Ms. Carroll shared that the PTO were the first to mention this change to her. In the fall, the SIC brought this up again. Ms. Carroll spoke with the faculty and staff about the suggested changes and allowed them to vote anonymously. The vote was 100% in favor of the change in mascot and school colors. The recommended mascot is the Waccamaw Wildcats and the school colors are red, black, and white.

Mr. Poston stated this information is being shared tonight for discussion and will be brought forward for a vote of the full Board at the next Board meeting.

#### **F. Monitoring Report: R-5 Other Academic Disciplines**

Ms. Myrick shared that there are five monitoring reports provided under other academic disciplines, which are fine arts, foreign language, technology applications, career and technology education, and physical education. She was available to provide explanation or answer any questions. There was no discussion.

#### **G. Monitoring Report: OE-1 Global Operational Expectations**

Dr. Maxey shared that the monitoring report for OE-1 has been provided. It states that the superintendent shall take reasonable measures to protect the organization's public image or credibility. Dr. Maxey interprets this policy to mean that all actions taken by school district staff will be lawful, ethical, safe, respectful, prudent, aligned with Board policy, and supportive of the organization's public image and credibility. If any action fails to meet this expectation, there will be corresponding consequences. Dr. Maxey reports that in his opinion, we are in compliance.

#### **H. Budget Update**

Mr. Gardner provided an update on the budget, which included an EFA analysis and a General Fund budget update.

**I. Funding Request to Support Ocean Bay Middle School’s Robotics Team’s Travel to First Lego League’s World Festival**

Mr. DeFeo reported that we do not need additional funds from the District, as he has spoken with some Horry County Council members and Horry County Council will contribute an additional \$3,000, now totaling \$7,000, to support travel to the First Lego League’s World Festival for Ocean Bay Middle School

For clarification of the funds that the District will provide to schools participating in national competition, Mr. Gardner shared that the \$3,000 previously approved by the Board will come from the \$100,000 approved by the Board for academic competition.

Dr. Maxey provided some history of the Board’s approval for providing funding for academic competition. Under the previous administration, the Board set aside \$100,000 for national student competition. The guidelines approved by the Board allow administration to award up to \$3,000 towards expenses of attending national competitions. Should the total expenses for the trip exceed \$10,000, a request may be made to the Board for additional funding.

The request for additional funding from Ocean Bay Middle School was received because the total expenses for their trip is \$12,009. Although some County funds have been approved by Council members, the guidelines for requesting additional funds by the District necessitated the request that was being presented tonight. That request was being made before we became aware that some County Council members were approving additional funds for this trip.

Mr. DeFeo shared that he believes the guidelines should be changed to allow Board members to request additional funds for schools participating in national competitions. Following further discussion, Dr. Maxey asked if the Board would like the guidelines to be revised to state that funds are limited to \$3,000 per school per national event. If team travel costs exceed \$3,000, the request may be presented to the Board for special consideration. This recommendation will be brought back to the Board for a vote since the original guidelines for providing funding to schools for national competitions were voted on and approved previously by the Board.

**J. Searchable Database for Board Motions**

Mr. DeFeo and Mr. James stated that the Board previously voted on this topic, asking that a searchable database for Board motions be created. Mr. James added that the Board specified that we have a searchable database for the Board Minutes and meeting notes, as well as outlines and motions. Since this has been voted on, it needs to be created. Charles Hucks addressed the capabilities of our current program, Granicus, to be utilized for searching motions and minutes. Mr. James noted that we may not have the most effective Board application that will enable searches. He reviewed something called Board Pack being used by another organization. A library was already set up where you put your meeting minutes, governance policies, and so forth, and they are all searchable, so we may not have the most efficient software application to do this. Mr. Hucks added that search capability is available in Granicus, but up to this point, we have not utilized this option. Mr. Hucks stated that more information will be needed to get this set up, such as if we wish to include who made the motion, and how far, historically, we want to go

back. Mr. DeFeo asked if the IT Committee might take this up and bring a recommendation back to the Board. Mr. James asked if possible that Board Committee folders also be set up.

#### **K. Superintendent's Report**

1) Horry County Schools has the distinction of having one of the five finalists for South Carolina State Teacher of the Year, Mr. Joey Trail. Molly Spearman, State Superintendent, arrived at Forestbrook Middle School around noon today and made the announcement to a group of students and teachers who were very excited, and lining the hall to celebrate this wonderful recognition for Mr. Trail. We are very supportive of him and wish him the best. We are proud of the work that he has done at Forestbrook Middle School. This is a huge accolade for Forestbrook Middle School and for Horry County Schools.

2) We had a second visit to St. James High School last week for Palmetto's Finest. They are in the running again for the Palmetto's Finest competition. We are excited and really proud of what Vann Pennell and his staff have done at St. James High School. We will find out on Tuesday, March 15, when the State Department of Education streams a live announcement.

3) By way of a progress report on the middle school principal selection process, we shared with you on Friday in the Board update the timeline for the six vacancies we are working with. We will be conducting interviews for Forestbrook Middle on March 10, North Myrtle Beach Middle on March 11, and Ocean Bay Middle on March 14. Interviews with the Executive Cabinet will take place on March 15. We hope to have recommendations to the Board on March 21. For the new schools including the future Carolina Forest Middle, Socastee Middle, and St. James Intermediate, these were posted on February 22 and close on March 10. The initial screening will take place on March 18 at the District Office, Room C-102, beginning at 9:00 a.m. should any Board members wish to participate in that screening. We hope to have candidates to present to the Board for these positions on April 18.

4) We had a strategic planning event here last week that involved a number of our constituents from the schools, community, and businesses. We had two Board members participate – Ms. Graham and Ms. Morreale. We had good discussion that was very affirming about what we are doing in terms of the vision for Horry County Schools. We appreciate Mr. Boyd and his staff for putting that event together. It was a very efficient meeting that will help us to guide our work in the future.

5) HCS' Job Fair was held on Saturday. We were pleased with the turnout and are excited that we were able to make contact with so many teachers. Twenty-five contracts were offered and there were many candidates who are going for a school level interview. We thank Ms. Anderson and her staff for doing such an excellent job, and we thank those principals and their staff who took part on a Saturday to bring more great teachers to Horry County.

6) Weather Make-up Date – Dr. Maxey shared that the change in the law last year has impacted how school districts deal with inclement weather days. The significant difference between this year and previous years is that State law requires that Districts use up all of the make-up days it sets aside. By law, all South Carolina districts are required to set aside three make-up days. We were able to utilize two of our make-up days, but there is one day that we recently missed, and we had already passed our third designated make-up day. So according to the law, before the School Board can forgive any days, that third day has to be made up. Dr. Maxey has the principals meeting this week and he would like a chance to get feedback from principals. Dr. Maxey wanted to make the Board aware of our intentions, which is that we

will not impact spring break, graduation ceremonies, or Memorial Day. We hope to have a solution by the end of this week.

### **3. ADJOURN WORK SESSION**

Mr. DeFeo called for the opening of a Business meeting to address the Consent Agenda items.

### **4. BUSINESS**

#### **A. Funding Request to Support Ocean Bay Middle School’s Robotics Team’s Travel to First Lego League’s World Festival – St. Louis, MO., April 28, 2016**

This item was removed from the agenda during the Approval of Agenda vote earlier in the meeting as this request is no longer needed per Mr. DeFeo, Board Chair.

### **5. CONSENT AGENDA**

***Board Action:*** A motion was made by Mr. Cox and seconded by Ms. Heniford to approve the Consent Agenda items as follows:

- A. Personnel Recommendations as Required by Law
- B. Education Fund Distribution – District 2
- C. Education Fund Distribution – District 3
- D. Education Fund Distribution – District 7
- E. Education Fund Distribution – District 9

The motion carried unanimously and the Consent Agenda items were approved as presented. The Board Chair did not cast a vote on this item.

### **6. ADJOURNMENT**

***Board Action:*** A motion was made by Mr. James and seconded by Mr. Winters to adjourn. The motion carried unanimously and the meeting adjourned at 7:22 p.m. The Board Chair did not cast a vote on this item.

### **BOARD SELF-ASSESSMENT RESULTS**

A summary of the responses follows.

Respectfully submitted,



Rhonda Snowden  
Executive Assistant to the Superintendent and  
Horry County Schools’ Board of Education

Approved: \_\_\_\_\_ Approved March 21, 2016

## Board Performance Indicators - 9 Responses

March 7, 2016

*5 = strongly agree, 4 = agree, 3 = neither agree nor disagree, 2 = disagree, 1 = strongly disagree*

Date

### Agenda

Reports are clear, well prepared and provide adequate information for decision making.

**43 / 4.78**

The majority of agenda items focus on our core purpose.

**41 / 4.56**

### Meetings

Our meetings are businesslike, results-oriented and we function like a team.

**42 / 4.67**

(8 responses)

Our discussions are cordial and well balanced (not dominated by just a few members.)

**38 / 4.75**

### Community

Board members make reasonable efforts to inform themselves about education through school visits, professional meetings and outside reading.

**38 / 4.22**

Board members meet reasonable expectations of involvement by participating in school and other public meetings as representatives of the Board.

**40 / 4.44**

Board members efficiently address issues and concerns brought to them by the public.

**41 / 4.56**

### Superintendent Relationship

The Board seeks and values the input of the Superintendent as issues are discussed and decisions are made.

**43 / 4.78**

### Work / Policies

Board decisions are based on thoughtful analysis of available information.

**40 / 4.44**

Board members balance the issues of their district with the needs of the entire school district.

**37 / 4.11**

The Board places emphasis on building consensus among members through open and honest communication.

**38 / 4.22**

### Comments:

There were no comments.