



**Human Resources Committee Meeting Minutes-Revised**  
**Monday, February 20, 2017**  
**3:00 PM, District Office, Room B415**

**Board members present:** David Cox, Board Member for District 4, Committee Chair  
Janice Morreale, Board Member for District 5, Committee Member  
Holly Heniford, Board Member for District 1  
Joe DeFeo, Board Chair  
Shanda Allen, Board Member for District 11

**Staff present:**

Rick Maxey, Superintendent  
Mary Anderson, Chief Human Resources Officer  
Ray Winters, Board Member for District 3  
Edward Boyd, Chief Officer for Accountability and Information  
Daryl Brown, Chief Officer for Support Services  
Carolyn Chestnut, Chief Officer for Instructional Support Services  
John Gardner, Chief Financial Officer  
Kenneth Generette, Staff Attorney  
Boone Myrick Chief Officer for Learning Services  
Velna Allen, Executive Director for Secondary Programs  
Mark Porter, Director for Human Resources  
Merri DuRant, Administrative Assistant for Human Resources Chief Officer  
Media Representatives

**Welcome - Call to Order**

Chairman David Cox called the meeting to order at 3: 02 p.m.

**Acknowledge Compliance with FOIA – David Cox**

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.

**Approval of Agenda**

Mr. Cox made a motion to approve the Agenda. The motion carried.

**Approval of Minutes**

A motion was made to approve the Minutes of the May 9, 2016 Human Resources Committee Meeting. The motion carried.

## **Topics Discussed**

### **A. Signing Bonus**

Mr. Cox opened the floor for discussion and noted that this topic was discussed about two weeks ago during budget discussions. He also noted that Ms. Anderson is in favor of a signing bonus, and we do need something to attract new teachers. A bonus would be approached as a portion of the budget.

Mr. Winters offered a substitute to consider in the form of a \$ 5,000 longevity bonus that would tie in with the student loan. This could be a form of debt reduction that HCS would pay on the employees' behalf. It could be given to new college graduates that accept teaching positions. HCS would take 1/3 and leave the employee with \$3500 after taxes. The District could make the payment directly to the loan company, and the teacher would get \$5000 worth of benefit without having to pay as much in taxes. This could possibly apply to newly hired teachers and existing teachers as well. We need to do something to attract new teachers.

Mr. Defeo pointed out that we could have new teachers that don't have a student loan debt or are newly hired with 5 – 10 years' experience. We need some type of option for them to receive \$5000 as well. Maybe the option of \$1,000 per year over a 5-year period. This could result in a better retention rate than something given just in the first year.

Mr. Winters believes the longevity bonus could apply not only to new hires but existing persons as well.

Mr. Cox shared his excitement about this option. Previous information from outside sources indicated that teacher bonuses really do not work in the long run. We need teachers and need to encourage them to come to this county.

Dr. Maxey agrees with any idea to explore any type of longevity incentive to attract and retain teachers. We must make sure we understand all the tax implications and don't have any conflicts with state regulations. Staff members can start gathering this information.

Mr. Defeo made a recommendation that we schedule another meeting as soon as possible and have information ready to explore the entire discussion including the student loan payoff and a payment over 5 years to those who do not have a student loan.

Mr. Cox stated that Ms. Anderson and Mr. Gardner will work together to gather information including taxes and state regulations.

### **B. Salary Study**

Mr. Cox noted that it has been quite a while since we had a salary study and thinks it is important to have one.

Ms. Anderson is not sure exactly when the last study was done, but it has been at least 10 years or maybe longer. The committee discussed this two meetings ago, and there was verbal conversation that it would be a direction in which to proceed. She added that she would like to explore a study that would get a complete look at the scope of our employees. Not just one segment but the whole organization.

Ms. Morreale believes that the Maintenance Department should not be included since they had increases no long ago.

Mr. Defeo explained that we should do another study to include maintenance as the previous study included billion dollar companies. He has no objection to the salary study, but it must be relevant to what is going on in Horry County. He mentioned that the last salary study done about 14 – 15 years ago included cafeteria workers, custodians, etc. The cafeteria workers got very little raises but others got a \$20,000 increase over 2 years. The study should include teachers, the maintenance department and every other facet. He would like the Board and committee to approve the bottom line of what is going to be used for the study so that we understand what we are doing and compare to something that is reasonable.

Ms. Anderson would certainly want the direction we pursue to be valid, fair and equitable and will give great consideration to the companies or consulting firms we consider. She added that Dr. Maxey may have information about some firms that have been used across the state.

Mr. Defeo mentioned that we started hiring bus drivers for 30 hours per week but most won't come here for only 30 hours per week.

Mr. Cox stated that the topic of bus drivers hours and pay has been brought up several times and suggested that it be put on the next meeting agenda for conversation.

Dr. Maxey agrees that the salary study should include all aspects as far as employees including bus drivers as we have numerous vacancies that run all year. We need to see how we are competing because drivers have our most precious commodity on a daily basis, and we need to be sure we have qualified people that are committed to being there.

Mr. Cox believes that with the wealth of information, it should be fairly easy to get unbiased information that should be easier to verify than it was 15 years ago. He is in agreement that information should be gathered for another salary study and brought back to the committee for a vote at the next meeting.

Mr. Garner asked if a motion was needed for solicitation to bring back for the Board to approve.

Mr. Defeo stated that we need to get the criteria of the salary study for the Board to review and approve before it is put out for a solicitation.

Mr. Gardner believes that we should use school districts, public municipalities or places that are in Horry County for the study because that is what we compete with for jobs.

Ms. Anderson stated that in reference to bus drivers, we compete with Coastal Carolina University and other local agencies.

Mr. Defeo agrees that we should use school districts and maybe include Brunswick County as well as information from the Department of Education and local criteria.

Ms. Anderson and Mr. Gardner will work together to come up with criteria to present at the next meeting to be scheduled in about two weeks.

### **C. Assistant Athletic Directors**

Ms. Morreale believes the District needs to put something in place to train other people for Athletic Directors similar to the way we train for Assistant Principals. Conway High still has a retiree in the Athletic Director (AD) position and Carolina Forest High took over a year to fill their position. Our Athletic Directors are not paid well and are required to teach a class. They could go elsewhere and have more support and not teach and focus on just being an Athletic Director. Several of our AD's are close to retirement, and we need to be looking ahead. They are in charge of middle and high schools and have a lot of responsibilities. The High School League is requiring them to do more and more, and the District could be fined and a team could lose a game or an entire season of games if something is not done correctly. She would like the District to look at some type of Assistant Athletic Director position or pay a stipend or supplement. The position could be different for each school depending on the level of the school, class rank, etc., and the pay could be divided up among the schools. Some high schools have more sports than others.

Ms. Heniford came to the meeting to support Ms. Morreale in this issue. In just one area there are more than 14 teams the AD has to manage just during spring season. If something should happen to one of our AD's, such as an extended illness and someone needs to be able to step in, where is the transition? This would alleviate a big gap in transition even if they didn't want to move up to an Athletic Director position. At least there would be someone that could step in and help.

Ms. Allen agrees with the idea of the pay being tied to class rank as some schools have a heavier load.

Mr. Brown shared that some of the larger 5A schools like St. James High and Carolina Forest High have more sports like competition cheer, and he reiterated that we have several AD's getting close to retirement age.

Mr. Cox agrees that it makes sense to look at paying a supplement for an Assistant Athletic Director.

### **E. Adjournment**

Chairman Cox made a motion to adjourn the meeting at 3:30 p.m. The motion carried.

Respectfully submitted: *Merrí DuRant*

*Merri DuRant, Administrative Assistant to the Chief Human Resources Officer*

*Approved: March 6, 2017*