

# HORRY COUNTY BOARD OF EDUCATION

## ***MINUTES BOARD WORK SESSION District Office May 11, 2015***

The following persons were present:

### **Board of Education**

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

### **Horry County Schools Staff**

Velna Allen	Alice Dunn	Janice Parson
Pam Allsbrook	Laura Farmer	Ginger Peloquin
Cindy Ambrose	Billy Gainus	Tonya Pickett
Mary Anderson	John Gardner	Beverly Pilkey
Michelle Anderson	Kenneth Generette	Amy Porter
Edward Boyd	Roger Gray	Adam Powley
Daryl Brown	Ben Hardee	Sarah Ray
Dottie Brown	Traci Hogan	Lucas Richardson
Jackie Bryant	Charles Hucks, Jr.	Buffy Roberts
Joe Burch	Jill Jeter	Jade Rowell
June Causey	Teresa Johnson	Angela Rush
Dena Chatfield	Steve Kirkman	Rhonda Snowden
Carolyn Chestnut	Mollie Laut	Judy Stall
Kara Chestnut	HT Lee	David Stoudenmire
Janice Christy	Rick Maxey	Addie Swinney
Charles Conant	Angie McCune	Marion Touzel
Edi Cox	Sandy Moore	Tammy Trulove
Jeanie Dailey	Boone Myrick	Kristin Wilson
Samantha DeCerbo	Rutina Nobles	Kelley Wilttrout
Robert DeCerbo		

### **1. OPENING MAY 11, 2015, AT 6:00 P.M. – CALL TO ORDER**

#### **A. Invocation, Pledge of Allegiance**

Chairman DeFeo called the meeting to order. Mr. Winters gave the invocation and led the Pledge of Allegiance.

#### **B. Approval of Agenda**

Mr. DeFeo asked that a special called meeting be inserted above #5 on Business. A motion was made by Ms. Morreale to approve the agenda as amended. The motion was seconded by Mr. Cox and carried unanimously. The Board Chair did not cast a vote on this item.

*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.*

### **C. Approval of Minutes**

A motion was made by Mr. Cox and seconded by Mr. James to approve the Minutes of the April 27, 2015, Board meeting as presented. The motion carried unanimously. The Board Chair did not cast a vote on this item.

## **2. RECOGNITIONS**

### **A. National Board Certified Teachers**

Dr. Addie Swinney presented our five teachers who have become National Board Certified this year. We currently have 379 National Board Certified Teachers working in Horry County Schools. We congratulate all of these individuals for this significant achievement.

### **B. National History Day Winners**

Jeanie Dailey introduced Adam Powley, a US History Teacher at Early College. Mr. Powley has agreed to serve as the Regional Director for National History Day. Mr. Powley thanked Mr. Poston, Mr. Winters, and Ms. Morreale for serving as judges for the National History Day regional competition. The students being recognized tonight competed against students from seven other South Carolina school districts. Horry County Schools produced 32 students with 19 projects out of a potential 45 top three projects in the State. Nine of these projects are eligible to go to the national competition in Maryland in June. The competition is also about developing active historic and civic thinkers. Winners and their teachers were recognized.

Ms. Dailey also recognized a student who has been selected as the State representative to have breakfast on, "The Hill", with Congress people from all over the United States. This is sponsored by the National Endowment for Humanities. This is the second year in a row that a student from Horry County Schools was selected to represent the State.

Samantha DeCerbo, an Early College High School teacher, was recognized for having received the Patricia Behring 2015 Teacher of the Year Award, as well as the South Carolina Bar Association Teacher of the Year Award.

## **3. DISCUSSION**

### **A. Monitoring Report: R-4 Social Studies**

Cindy Ambrose gave a report on Board Governance Monitoring Report: R-4 Social Studies. Jeanie Dailey joined Mrs. Ambrose and showcased two students' work for National History Day. Next year, all students in grades 4 – 8 will take the South Carolina PASS.

### **B. Human Resources Committee Report**

Ms. Morreale reported that the Human Resources Committee met today and they have two items to recommend. The proposed 2015-16 budget requests 11 ESOL teachers. The HR Committee approves of this request and would like to recommend an additional four ESOL teachers to be paid from teacher contingency. This would allow us to add 15 ESOL teaching positions in the 2015-16 school year.

The Human Resources Committee also recommends hiring summer clerical staff for all schools to be paid from undesignated reserves. The position would be staffed by high school or college students and there would be one for every school and program in the District. Questions and comments on this topic included what would be the purpose of these positions and how they will be evaluated. Mr. James does not feel we need to add just to add. We need to have a clear objective and a purpose. Ms. Morreale responded that during the summer, a lot of our high schools have only an administrator and possibly a bookkeeper working. Parents are walking in to register students, phones ringing, orders coming in, with bookkeepers who have end-of-the-year paperwork that needs to be processed by June 30. This would allow an extra person on hand. Our Facilities Department uses high school and college students during the summer in their Department. This would add something similar and use them in the front office at the schools. Ms. Morreale added that she would like this to occur this summer. Mr. James shared that these students will serve as the face of the schools and asked how these students will be selected. Dr. Swinney responded that we will have an interview committee established that will consist of HR staff as well as principals to determine who they select for their school. HR will not select them, but they will go through an interview process for selection. Mr. Garland voiced concern over placing students ages 16-20 in the front office due to access to confidential information. Dr. Swinney responded that the discussion was that they would just answer the phones and transfer, which will allow the bookkeepers the opportunity to come out and get those records. Dr. Swinney said the responsibilities would have to be clearly defined, and that it should not allow access to confidential information. Ms. Morreale believes it would be a benefit to the schools to provide these students to the schools to answer phones and sort mail. Mr. Garland asked that the duties and responsibilities of these students be defined before this is brought forth for approval. Dr. Swinney stated that we can work with the principals and the Executive Directors to determine the specific needs at the schools and present that back to the Board.

Mr. DeFeo asked that when this is put on the agenda for Business, that we have the amount of funds required as was discussed, as well as their responsibilities.

Mrs. Graham shared that there are programs that will pay the cost of students coming in to work for others. She had someone to call last week offering help to her business. The student is well-qualified and the program is willing to pay the student to work 400 hours during the summer months. That might be an avenue for the District to consider.

### **C. Finance Committee Report**

The Finance Committee met on Friday, May 1, 2015, at the District Facilities Office. A number of informational items were discussed, which will be a part of the Superintendent's comments and the budget workshop tonight. There were no formal recommendations coming from the Committee to the Board for action.

### **D. Monitoring Report: OE-5 Financial Planning**

John Gardner presented information on OE-5 Financial Planning, which ties into the next step of the process, which is the presentation of the 2015-16 Superintendent's Comprehensive Budget. Mr. Gardner stated that based upon the information, we believe that we are in compliance with OE-5.

### **E. Budget Workshop**

John Gardner provided an overview of the budget and the budget documents provided, which include the 2015-16 Superintendent's Comprehensive Budget as well as the 2015-16 Budget by Location and

Special Fund Utilization. A comparison was made between the 2014-15 and 2015-16 budgets, with details of the major revenue changes being shared. The week of May 18, Board members are invited to speak with Fiscal Services staff to gain information on the budget for 2015-16 and to get answers to any questions/concerns. Appointments may be scheduled by contacting Rhonda. A timeline of the budget process was provided, with final approval of the budget to occur mid to late June.

**F. Authorizing Expenditures from Revenues Collected from the Education Capital Improvements Sales and Use Tax**

This is a Resolution that the Board authorize the direct expenditure of approved capital improvement projects including classroom and instructional technology and the short-term facilities plan. This item will be presented to the Board at the next meeting for action.

**G. GC-10 Governance Cost – Board Self-Assessment**

Mr. DeFeo reminded Board members that if there are any of their allocated Education Funds remaining, they have until June 30 to request those funds be dispersed to the schools. You also have until June 30 to designate the funds to the schools which are given by the Board Chair to each Board member.

**H. Children's Internet Protection Act (CIPA)**

Charles Hucks shared information regarding the Children's Internet Protection Act. In order to receive the e-rate funding and discounts we receive for internet services, there are three requirements we must meet. The first is technology protection measures. The main item we have in this category is internet filtering. Any student computer on our network is filtered and we do everything we can to keep the content age appropriate. The second requirement is an internet protection policy. That includes our acceptable use policy, which is on our Web site and is updated annually. It also includes the activities we complete each year with our students in teaching them digital citizenship. The final requirement is to have an agenda item on a public meeting that is specifically on this topic. With this item on this agenda tonight, the District has met all three compliance requirements.

**I. Superintendent's Report**

**1. CHS Bus Safety Video**

The digital arts class of Conway High, which is taught by Ms. Tracy Hall, created a 12-minute bus safety video and can be shared with all ages. An excerpt from the video was played. The video will be shown at the annual South Carolina Pupil Transportation Conference this summer, which will be held in Myrtle Beach, and will also be available on the Horry County Schools' Transportation Web site.

**2. HCS Mobile App – Bully Reporting Tool**

Dr. Maxey shared that the District's Mobile App has been upgraded and now includes a bully reporting tool. Dena Chatfield, Director of Student Affairs, provided information about the App, how someone can access the App and submit information, anonymously if desired, about incidents of bullying. This upgrade to the App came about as a result of a suggestion from Mr. Winters. Mr. Winters added that his daughter has stated that this will be helpful because many times a student does not feel comfortable going to a teacher or a guidance counselor to report bullying. Students can help their friends or school mates by reporting incidents of bullying without any fear of repercussions by the person(s) doing the bullying. Mr. Winters added that he would like for us to pull the

applet and have it placed on the home screen of the Dells and the iPads so that it is readily available to students.

### **3. Teacher Appreciation Week**

Dr. Maxey shared that each time he goes out to visit in the schools, he is always impressed and overwhelmed by the passion and enthusiasm that our teachers display in the classrooms, adding that we are indeed blessed to have the quality of educators that we do in our schools. As a small token of appreciation for all of our employees, the District treated the staff of our schools and worksites to cake recently.

### **4. National Nurses Day**

Wednesday, May 6 was National Nurse Day. Ms. Tammy Trulove, Director of Health and Safety Services, shared a brief overview of some of the responsibilities of our school nurses. Each school in Horry County is staffed by a school nurse. We have 48 RNs and 3 LPNs currently on staff. We also have five additional float nurses who rotate through attendance areas, one float nurse that works three days per week at Carolina Forest High and two days floating, and three full-time one-on-one nurses with special needs students. Out of that group, we have five nationally Board certified school nurses. Statistically when we close this year, our nurses will have logged 336,000 student encounters for an average of 35 encounters per nurse each day; 112,000 medications for an average of 2,200 medications per nurse; an average of four student injuries per day per nurse outside of the normal student encounters; and they will have logged 305 staff visits per nurse, for an average of two staff visits per nurse per day. The nurses have many other duties for which they are responsible. Due to the Board's vision, we are fortunate to have a nurse in each of our schools.

Dr. Maxey personally thanked the nurses for their contributions. He stated that when he served as a school principal, he regarded the nurse as a lifeline on more than one occasion. There is nothing more frightening than to have an injured student or staff member who has taken ill, to know that you can get someone who is able to provide immediate medical care while waiting for emergency personnel to arrive. We appreciate the job that you do on a daily basis.

## **4. EXECUTIVE SESSION**

### **A. Discussion of Contract Negotiations**

A motion was made by Mr. James to move into Executive Session to discuss contract negotiations. The motion was seconded by Mrs. Graham and carried unanimously. The Board Chair did not cast a vote on this item. The Board moved into Executive Session at 7:29 p.m.

A motion was made by Mr. Cox and was seconded by Ms. Morreale to return from Executive Session. The motion carried unanimously and the Board returned from Executive Session. The Board reconvened in open session at 8:45 p.m. The Board Chair did not cast a vote on this item.

## **5. BUSINESS**

### **A. Personnel Recommendation**

A personnel recommendation is being made for Board approval. Mr. James recused himself from any discussion or vote on this topic. Dr. Maxey informed the Board that after completing an interview process to locate a replacement for Dr. Addie Swinney who is leaving us, with her departure being effective June 1, we have gone through a process to find the best person who we think can lead Horry County Schools forward in the area of Human Resources. It is Dr. Maxey's recommendation to the Board that Mary Anderson be named Chief Officer for Human Resources. Mr. Cox stated that he is in agreement with the Board upholding the recommendation of the Superintendent. Ms. Timms seconded the motion. The motion carried unanimously. Mr. James nor the Board Chair cast a vote on this item. A round of applause was given to welcome Mary Anderson and to thank Dr. Swinney for the job she has done for Horry County Schools.

## **6. CONSENT AGENDA**

### **A. Personnel Recommendations as Required by Law**

A motion was made by Mr. James and seconded by Mr. Poston to approve the item under consent agenda, which is personnel recommendations as required by law. The motion carried unanimously. The Board Chair did not cast a vote on this item.

## **7. ADJOURNMENT**

A motion was made by Mr. Cox and seconded by Ms. Heniford to adjourn the meeting. The motion carried unanimously and the meeting adjourned. The Board Chair did not cast a vote on this item.

Respectfully submitted,



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

**Approved:**

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