

Minutes

5:30 p.m., March 15, 2022, Regular Monthly Meeting

Lancaster County School District Board of Trustees Regular Monthly Meeting

In attendance

Board members present-

Ken Buck (Secretary), Janice Dabney (Chair), Tyrom Faulkner, Margaret Gamble, Bobby Parker, Brad Small (Vice Chair), and Melvin Stroble

Board members absent-

None

District personnel-

Linda Blackwell (Elementary Director), Tim Bowers (Facilities), Rachel Bradley (Superintendent's Assistant), Rick Chandler (Attorney), Michelle Craig (Public Information Specialist), Butch Dutton (Secondary Director), Ashley Foster (Secondary Math Specialist), Trevor Hammond (Procurement Director), Lisa Knox (Arts Specialist), Nicki Letterman (Public Information Assistant), Angela McCrorey (Food Service Director), Jonathan Phipps (Superintendent), Kim Price (Elementary Math Specialist), Lydia Qunn (Chief Operations Officer), David Small (Facilities Director), Blake Stacks (IT Director), Ray Sapp (Security Guard), Phillip Taylor (Security Guard), Bryan Vaughn (Safety & Transportation Director), Jennifer White (Chief Financial Officer), Staci White (Elementary Literacy Specialist), Michelle Crosby (AR Rucker Middle), Shuntay Miller (AJ High), Chris Timmons (AJ Middle), Kevin Miller (Buford Middle), Keisha Witherspoon (Clinton Elementary), Chucky Rivers (Discovery School), Cory Hyslop (Erwin Elementary), Sheri Watson (Heath Springs Elementary), Sarah Deason (Indian Land Elementary), Elizabeth Bryant (Indian Land High, Chris Thorpe (Indian Land Middle), Kelli Overcash (Kershaw Elementary), Rosalyn Mood (Lancaster High), Brent Chavous (South Middle), Jason Ramey (Van Wyck Elementary), Allie Dabney (AJ Middle), Kelly Cauthen (AJ Middle), Tonya Rape (AJ Middle), Julie Thompson (AJ Middle), Chasity Robinson, Kristen Rollings, Melina Ouieni (Lancaster High).

Guests-

Emily Sobczak, CPA (Greene, Finney, Cauley, LLP)

Press-

Mac Banks (The Lancaster News)

Citizens-

6

Open session

Call to order and invocation-

BABA

At 5:30 p.m., the chair called the meeting to order. Ms. Dabney gave the INVOCATION.

Notice to media-

BCBB

In accordance with the SC Code of Laws, 1976, Section 30-4-80(d), as amended, Cable 2, The Herald, the Kershaw News Era, The Lancaster News, WBTW, WRHM and WSOC were notified of the time, date, place and agenda of this meeting.

Executive session

Executive session-

BCBK, GBC/D, GBO, GBN, DFN, FGB

The chair announced the purpose for executive session was to receive resignations/retirements/terminations, 2022-2023 certified employment recommendations, 2021-22 certified employment recommendations.

The MOTION to enter executive session was made and seconded. The motion PASSED unanimously (7-0).

Open session

Welcome & Pledge of Allegiance -

BCB

Approval of meeting agenda-

BCBD

At 7:00 p.m., the chair welcomed the public on behalf of the board.

The chair called for approval of the agenda as emailed.

In open session, a MOTION was made by Mr. Stroble and seconded by Mr. Faulkner to approve the agenda as emailed.

The motion PASSED unanimously (7-0).

Executive session action-

BCBK

The chair noted that the board held an executive session at 5:35 p.m.

- In open session, a MOTION was made by Mr. Buck and seconded by Mr. Parker to accept resignations/retirements/terminations.

The motion PASSED unanimously (7-0).

- In open session, a MOTION was made by Mr. Stroble and seconded by Mr. Small to accept the superintendent's working retirees employment recommendations for the 2021-22 school year.

The motion PASSED unanimously (7-0).

- In open session, a MOTION was made by Mr. Stroble and seconded by Mr. Buck to accept the superintendent's certified employment recommendations for the 2022-23 school year.

The motion PASSED unanimously (7-0).

- In open session, a MOTION was made by Mr. Faulkner and seconded by Mr. Small to accept the superintendent's certified employment recommendations for the 2021-22 school year.

The motion PASSED unanimously (7-0).

Public forum-

BCBI

The chair outlined the procedures for addressing the board and invited any member of the audience to come forward.

Two members of the public came forward.

Steve Giagiakos spoke about his concerns and opinions regarding the COVID-19 guidelines for schools for the last two years.

Tonya Ross spoke about her concerns about students at Clinton Elementary and the funding that is being used for the Harrisburg Elementary expansion.

Approval of consent action items-

BCBD

The chair called for approval of consent action items below.

- Minutes of **February 15th** regular meeting (BCBH)
- **Early Head Start** monthly financial report (DC, IDDH)
- **Head Start** monthly financial report (DC, IDDH)

- Second reading of revisions to **Board Policy Section J - Students** and **Memo**
- Change of April regular board meeting date to **April 26** due to Spring Break
A **MOTION** to approve the items was made by Mr. Parker and seconded by Mr. Stroble.
The motion **PASSED** unanimously (7-0).

**Recommendation to approve regular monthly financial report-
DCH**

Dr. Phipps referred board members to appropriate agenda pages and recognized Ms. White, who reported expenditures and revenues were in line with the budget. Ms. White stated that the COVID-19 stipends would be reflected in next month's Finance report. Mr. Stroble requested that employees be notified, possibly by the weekly staff newsletter, that the COVID-19 stipends were approved by the board. Ms. White also discussed the capital savings the district has acquired by utilizing Maintenance and Facilities staff to complete work instead of outsourcing. This gives the district savings that is used to cover the costs of other work that has to be outsourced. Ms. White also informed the board that the State Department has stated that, if needed, ESSER funds could be used to cover the cost of the additions to Harrisburg Elementary. A **MOTION** to approve the report was made by Mr. Faulkner and seconded by Mr. Parker.
The motion **PASSED** unanimously (7-0).

Recommendation to approve budget revision for 2021-2022 -

Dr. Phipps referred board members to appropriate handout and introduced Ms. White who presented the mid-year budget revisions for the district. A **MOTION** to approve budget revisions for 2021-2022 was made by Mr. Faulkner and seconded by Mr. Parker.
The motion **PASSED** unanimously (7-0).

Recommendation to approve 2020-2021 Procurement Audit -

Dr. Phipps referred board members to the appropriate agenda pages and introduced Mr. Hammond. Mr. Hammond introduced Ms. Sobczak who presented the 2020-2021 Procurement Audit. Ms. Sobczak stated that the audit report for Lancaster County School District was good. Mr. Stroble asked Ms. Sobczak if the audit procedure for the district's Minority Business Enterprise Utilization annual plan included checking the businesses the district utilizes against the certified small business database for South Carolina. Ms. Sobczak stated that this was not part of the required procedures set forth by the state so it was not a check they conducted during the audit. Mr. Stroble also expressed that the state statute, SECTION 11-35-5240, states that a governmental body should set goals that include expending with Minority Business Enterprises certified by the Office of Small and Minority Business Assistance an amount equal to ten percent of each governmental body's total dollar amount of funds expended. Mr. Hammond stated that the district follows its MBE Utilization Plan and Procurement code however when changes are allowed to be made to both, the district can revise the plan and code to include the check for certified small and minority owned businesses.

Recommendation to approve the new Procurement code changes -

A MOTION to approve the 2020-2021 Procurement Audit was made by Mr. Buck and seconded by Mr. Small.

The motion PASSED (6-1).

Mr. Stroble voted against.

Dr. Phipps referred board members to appropriate agenda pages and recognized Mr. Hammond who explained the changes to the Procurement Code. Mr. Hammond stated that approving the new Procurement Code with the changes helps to create a “standardized” set of procedures for SC School Districts that aligns with those currently used at all state agencies and public colleges. Mr. Hammond also informed the board that it also provides for increased compliance with the “new” procedures for the expenditures and contracting requirements of Federal Funds.

A MOTION to approve the Procurement Code changes was made by Ms. Gamble and seconded by Mr. Buck.

The motion PASSED unanimously (7-0).

Recommendation to approve Board Policy Regulation JGCD-R - Assisting Students with Medications and their Health Care Needs and Memo -

Dr. Phipps referred board members to appropriate agenda pages and recognized Ms. Quinn who explained to the board the details of Board Policy Regulation JGCD-R - *Assisting Students with Medication and their Health Care Needs*.

A MOTION to approve Board Policy Regulation JGCD-R - *Assisting Students with Medication and their Health Care Needs* and Memo was made by Mr. Buck and seconded by Mr. Stroble.

The motion PASSED unanimously (7-0).

Recommendation to approve first reading of Board Policy JCDAB - Weapons in School and Memo -

Dr. Phipps referred board members to appropriate agenda pages and recognized Ms. Quinn who explained the new weapons policy details. Mr. Stroble asked for clarification to be added to the *Level of offense* section of the policy to make it clear that law enforcement will be the executor of the fine or imprisonment not the district. It was also suggested to possibly include signage that states that no weapons are allowed on school grounds.

A MOTION to approve Board Policy JCDAB - *Weapons in School* and Memo with suggested modifications was made by Mr. Buck and seconded by Mr. Stroble.

The motion PASSED unanimously (7-0).

**Receipt of consent information items-
BCBD**

The board agreed to receive without discussion the reports below as consent information items. The reports were emailed to board members before the meeting.

- 2022-2023 school year calendar **corrections**
- 2022 **summer schedule**
- National Purchasing Month - **March**
- Early Head Start/Head Start director's monthly **report**
- Early Head Start/Head Start Feb. Policy Council **Minutes**
- Early Head Start/Head Start monthly federal progress **summary**
- Early Head Start/Head Start monthly enrollment & **attendance**

IT Update -

Dr. Phipps referred board members to appropriate handout and recognized Mr. Stacks. Mr. Stacks informed the board about the Emergency Connectivity Fund funding applications that were approved for the district. The total amount given to the district is just over \$2.3 million for instructional technology for students and teachers. Mr. Stacks explained that the IT department was already in the process of ordering, receiving, and distributing the devices throughout the district.

Facilities Update -

Dr. Phipps referred board members to appropriate agenda pages and recognized Mr. Small and Mr. Bowers. Mr. Small informed the board that majority of Buford Middle's HVAC units have been installed and the rest will be done by Spring Break. Indian Land Elementary's HVAC units will be installed by Spring Break as well. Mr. Bowers informed the board that the auditorium at Indian Land High School is open for use. There were a few small corrections that were being fixed during the current week. Mr. Bowers also informed the board that the Baseball and Softball fields were being used at Indian Land High School now as well.

Safety Update -

Dr. Phipps referred board members to appropriate handout and recognized Mr. Vaughn who explained to the board the clear bag policy proposal for the 2022-2023 school year. This policy will be in effect at all middle and high school special events. He also informed the board that there would be plenty of signs about the policy posted at the events so attendees would be informed properly before entering the school facility. Mr. Vaughn also discussed the possible purchase of additional metal detectors for all four high schools if Capital funds allow. Mr. Vaughn also stated that additional metal detectors could be used on each floor at Lancaster High School and Indian Land High School.

Instruction Update -

Dr. Phipps recognized Dr. Blackwell who introduced Mrs. Overcash and Mrs. Deason. The two principals gave a presentation on their schools' data and the success of the workshop model in the classroom at an elementary level. Mr. Timmons came forward with Ms. Cauthen, Ms. Dabney, Ms. Rape, and Ms. Thompson to present about the workshop model in their classrooms at AJ Middle School and the success they are seeing with students through the real-time data they receive when using instructional software like Mastery Connect. Ms. Mood came forward to give a presentation to the board about Lancaster High School's challenges and intentions and their transition to the workshop model in classrooms. Ms. Mood introduced Ms. Ouieni who presented to the board some of her work in classrooms with the workshop model.

April Planning Meeting Update -

Ms. Dabney explained to the board that there would be a board planning meeting in April. Ms. Dabney stated that the date would be determined at a later date once the board was polled for availability.

**Adjournment-
BCBF**

With no other business before the board, the chair adjourned the meeting at 10:31 p.m.

Respectfully submitted,

Approved: _____

Ken Buck, Secretary

Janice C. Dabney, Chair