

Minutes

5:00 p.m., December 13, 2022, Regular Monthly Meeting

Lancaster County School District Board of Trustees Regular Monthly Meeting

In attendance

Board members present-	Eddie Boykin, Casey Cato, Courtney Green, Tyrom Faulkner (Secretary), Margaret Gamble, Brad Small (Chair), and Melvin Stroble (Vice-Chair)
Board members absent-	None
District personnel-	Linda Blackwell (Elementary Director), Rachel Bradley (Superintendent's Assistant), Michelle Craig (Communications Specialist), Butch Dutton (Secondary Director) Mary Faile (Finance Director), Trevor Hammond (Procurement Director), Cory Hyslop (EES Principal), Mellanie Jinnette (Finance Dept.), Lindsey Marino (Student Services Director), Angela McCrorey (Food Service Director), Jatana Norris (Chief Financial Officer), Jill Nelson (BES Principal), Jonathan Phipps (Superintendent), Lydia Quinn (COO), Ray Sapp (Security Guard), Quinton Thomas (LearnTV), Bryan Vaughn (Safety & Communications Director), Kendra Watts (Fiscal Services), Keisha Witherspoon (CES Principal)
Guests-	Alex Sherard (White & Story, LLC), Chad Catledge (Pedals Possible/Lancaster Rotary), Michael Miller (Numerix, LLC)
Press-	None
Citizens-	55

Open session

Call to order and invocation-	At 5:00 p.m., the Chair called the meeting to order and gave the <u>INVOCATION</u> .
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, WBTV, WRHM and WSOC were notified of the time, date, place and agenda of this meeting. The chair called for approval of the agenda as emailed.

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, 2022-2023 non-certified employment recommendations, information on contractual matters and receipt of legal advice subject to the attorney-client privilege. The <u>MOTION</u> to enter executive session was made by Mr. Stroble and seconded by Mr. Faulkner. The motion <u>PASSED</u> unanimously (7-0).
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Open session

Welcome & Pledge of Allegiance -	At 7:00 p.m., the chair welcomed the public on behalf of the board.
Approval of meeting agenda-	The chair called for approval of the agenda as emailed. In open session, a <u>MOTION</u> was made by Mr. Stroble and seconded by Ms. Cato to amend the agenda to return to

Executive session action-

BCBK

executive session following the end of the open session portion of the meeting.

The motion PASSED unanimously (7-0).

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

The motion PASSED unanimously (7-0).

The chair noted that the board held an executive session at 5:03 p.m.

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

The motion PASSED unanimously (7-0).

The chair reported that the board had not completed its executive session business and would continue executive session after the regular open session.

Trustee Awards & Pedals Possible-

- **2022 SC Ready Math Perfect Score**

Buford Elementary School

Jase Lail

Lynsie Mahaffey

Ella Parr

Aidan Ries

Jackson Walden

- **Claes Nobel Educator of Distinction**

Pamela Shaw, AJHS

Mr. Catledge from Pedals Possible gave a presentation on how the program was created and the goals for the upcoming years. Mr. Catledge explained that Pedals Possible began as a project for the Lancaster Rotary Club and grew to be a larger program because of the important cause of giving special needs children accessible bicycles that are made to empower them and let them experience the fun and independence of riding a bike.

Public forum-

BCBI

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

Eight members of the public came forward.

Mr. Zack Jones spoke about his concerns for students regarding cursive writing and African American history. Ms. Melissa Jones Horton spoke about her concerns regarding the Barr Street facilities being used by Hope on the Hill. Ms. Charlene McGriff spoke about her support of Hope on the Hill and

support of continuing a partnership between the district and the organization. Reverend Cletus Jones spoke about his support of a continued partnership between the district and Hope on the Hill. Mr. Keith Grey, Sr. spoke about his support of a continued partnership between the district and Hope on the Hill. Tonya Ross spoke about her concerns for Hope on the Hill and Promise Neighborhood. Lakesha Montgomery spoke about her frustrations and concerns regarding her children and their schoolwork. Angela Davis spoke about her support for a bond referendum to help Lancaster County schools.

Approval of consent action items-

The chair called for approval of consent action items below.

- Minutes of **November 15** regular meeting
- Early Head Start monthly financial **report**
- Head Start monthly financial **report**

A MOTION to approve the consent action items was made by Mr. Stroble and seconded by Mr. Faulkner.

The motion PASSED unanimously (7-0).

Regular monthly financial reports -

Dr. Phipps referred board members to appropriate agenda pages and recognized Ms. Faile and Ms. Jinnette. Ms. Jinnette introduced the new Chief Financial Officer, Jatana Norris. Ms. Faile reviewed the monthly financial reports with the board. Mr. Small requested clarification on line item 137 under the Expenditures by Function report. Ms. Faile stated that she would check on the expenditures for that line item and get back to the board with the information. Ms. Faile also gave an update on all three ESSER allocations. Mr. Stroble requested information on the amount of money set aside in the third allocation of ESSER funds for before/after school programs to help with student recovery. Dr. Phipps stated that he could gather that information and have district staff provide a presentation at the January board meeting. Ms. Jinnette gave an update on the Fiscal Watch for the district. She stated that it is confirmed that the finding from the previous audit that caused the Fiscal Watch to be placed on the district is not in the 2021-2022 audit. Ms. Jinnette informed the board that the outlook is positive for the Fiscal Watch to be removed. Ms. Jinnette explained that she received a draft of the audit today and she will be submitting to the SDE so that it is submitted in the month of December. She informed the board that the district might get a risk point for turing the audit in after December 1st but that she has been told it is not of great concern as long as the audit it submitted in December. Ms. Jinnette also explained that the district has received for the 18th year in a row the Government Finance Officer Association certificate of excellence. She also explained the two findings in the 2021-2022 audit and that the district is already working to resolve them. The first finding is a new Governmental Auditing Standards Board statement that requires districts to record certain revenue on state restricted accounts in a certain way if the district doesn't spend the money. The district, as well as many others, have been recording the revenue as revenue received in advance and not as fund balance. The Finance Department

has already begun the process of adjusting the entries in the financial books to match the GASB statement. The second finding is to continue to work with the County on recording district revenue in a timely manner. Ms. Jinnette stated that this will be an ongoing improvement process and that Ms. Faile and Ms. Norris will meet with the county to ensure that revenue received from the county, the tax dollars, are recorded properly and in a timely manner. Mr. Stroble requested the executive summary of the 2021-2022 audit and the descriptions of the two findings. Ms. Jinnette confirmed she could provide these to the board. Ms. Jinnette recognized Ms. Faile and Ms. Robinson in Finance for working hard to provide the auditors with all of the documents and support they need to complete the audit. Ms. Jinnette stated that the auditors will present the final audit report at the January board meeting.

A MOTION to approve the monthly financial report was made by Mr. Stroble and seconded by Ms. Cato. The motion PASSED unanimously (7-0).

Recommendation to approve first reading of revisions to Board Policy Section K - General Public Relations and Memo -

Dr. Phipps referred board members to appropriate agenda pages and recognized Ms. Quinn who explained to the board there were suggestions made for revisions to Board Policy Section K - *General Public Relations* and these will need to be reviewed by legal counsel.

A MOTION to table the second reading Board Policy Section K - *General Public Relations* and Memo was made by Mr. Stroble and seconded by Mr. Boykin.

The motion PASSED unanimously (7-0).

Recommendation to approve first reading of revisions to Board Policy Section L - Interorganizational Relations and Memo -

Dr. Phipps referred board members to appropriate agenda pages and recognized Ms. Quinn who explained to the board there were suggestions made for revisions to Board Policy Section L - *Interorganizational Relations* and these will need to be reviewed by legal counsel.

A MOTION to table the second reading Board Policy Section L - *Interorganizational Relations* and Memo was made by Mr. Stroble and seconded by Ms. Cato.

The motion PASSED unanimously (7-0).

Recommendation to approve first reading of revisions to Board Policy Section M - Relations With Other Education Agencies and Memo -

Dr. Phipps referred board members to appropriate agenda pages and recognized Ms. Quinn who explained to the board there were suggestions made for revisions to Board Policy Section M - *Relations With Other Education Agencies* and these will need to be reviewed by legal counsel.

A MOTION to table the second reading Board Policy Section M - *Relations With Other Education Agencies* and Memo was made by Mr. Stroble and seconded by Mr. Faulkner.

The motion PASSED unanimously (7-0).

Hope on the Hill & use of LCSD Barr Street facilities -

A MOTION to allow Mr. Sherard to continue due diligence regarding lease negotiations with Hope on the Hill and use of the Barr Street facilities was made by Mr. Stroble and seconded by Mr. Boykin.

The motion PASSED unanimously (7-0).

District-wide employee bonus

Mr. Stroble clarified that while negotiations are still going on, the current lease agreement will continue.

Dr. Phipps recognized Ms. Jinnette who informed the board of the bonus amount for each employee category. She also explained that there was a request to increase the classified and part-time amounts. Ms. Jinnette stated that Certified/Administrative employees would receive \$1000, Classified employees would receive \$750, and part-time employees would receive \$350 per the requested increase. Ms. Jinnette informed the board that the total for all of the bonuses would be roughly \$1.9 million.

A **MOTION** to approve the district-wide employee bonus with Certified/Administrative employees receiving \$1000, Classified employees receiving \$750, and part-time employees receiving \$350 in January 2023 was made by Mr. Stroble and seconded by Mr. Faulkner.

The motion **PASSED** unanimously (7-0).

Increase law enforcement pay for off duty employment with district-

Dr. Phipps referred board members to appropriate agenda page and recognized Mr. Vaughn. Mr. Vaughn spoke to the board about the recommendation to increase the off-duty law enforcement pay to \$35 an hour. He explained that these off-duty officers often are hired to help with sports, school events, school traffic control, etc. Mr. Vaughn also informed the board that these officers are working beyond their working hours and the increase would help ensure that the district could hire enough support for any event. He also informed the board that there would be a three hour minimum when hiring these officers so that there was appropriate compensation when the officers are working for the district.

A **MOTION** to approve the increase of pay for off-duty law enforcement officers who work for the district to \$35 an hour was made by Mr. Stroble and seconded by Mr. Faulkner.

The motion **PASSED** unanimously (7-0).

A **MOTION** to approve for the off-duty law enforcement officers who work for the district to be paid for a minimum of three hours was made by Mr. Stroble and seconded by Ms. Cato.

The motion **PASSED** unanimously (7-0).

Mr. Stroble clarified with Mr. Vaughn that the increase to \$35 an hour is for off-duty officers and SROs who work for the district outside of their regular 40 hours per week. Mr. Vaughn also clarified that this increase would not affect the SRO budget because there are currently a few SRO vacancies in the district therefore there is some leftover funding available for this year.

Review of bus, cafe, and maintenance salaries-

Dr. Phipps referred board members to the appropriate handout and recognized Ms. Jinnette who discussed the salaries for the bus, cafe, and maintenance employees. Dr. Phipps stated that when the district completed the salary study these salaries were adjusted per the data gathered. Ms. Jinnette explained most districts pay above and beyond the salary schedule to help attract and maintain employees. She also stated that the

district was hoping to have the salary schedules reviewed so that they could be updated and increase the longevity of the schedules by becoming more aligned with surrounding districts. Ms. Jinnette also explained that any changes to the cafeteria salary schedules would be subject to what the program can sustain since it is a federally funded program. She informed the board that maintenance salaries are typically created with different levels based on certifications and technical abilities of workers. Ms. Jinnette suggested reviewing these salaries to prepare for the new year budget discussions in the coming months.

A MOTION to continue the discussion of the review of bus, cafe, and maintenance salaries as part of the February board workshop was made by Mr. Stroble and seconded by Ms. Green.

The motion PASSED unanimously (7-0).

Receipt of consent information items-

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

- FY 2022-23 45-day average daily **membership**
- End-of-first-semester **schedule**
- 2022 College Application **Day**
- Early Head Start/Head Start monthly Director's monthly **report**
- Early Head Start/Head Start monthly Policy Council **minutes**
- Early Head Start/Head Start monthly federal progress **summary**
- Early Head Start/Head Start monthly enrollment & **attendance**
- South Carolina School Boards Association **information**

Cognia - Brief Overview

Dr. Phipps recognized Ms. Vaughan who provided the board with an overview presentation of what Cognia is and how the third party program facilitates continued accreditation for our district. Ms. Vaughan explained the importance of accreditation. The process of accreditation makes sure schools and the district are meeting standards, providing quality education, and gives credibility to the district's reputation. Getting an education from an accredited district also helps support students when they are seeking higher education after high school. Ms. Vaughan stated that the district will submit the reports and the Executive Summary to Cognia in January 2023. The Cognia accreditation team will then interview selected district representatives for additional information in March 2023. Mr. Stroble requested the cost information of using Cognia. Ms. Vaughan stated that she could gather that information and provide it to the board. Ms. Vaughan stated that the district chose Cognia because it is our regional organization for accreditation. Ms. Vaughan informed the board that most colleges and universities are looking for students who have graduated from an accredited district that was evaluated outside of the State Department's accreditation

SCSBA Delegate Assembly report-

process. Ms. Quinn clarified that the State Department's process reviews certain factors but Cognia provides a more in-depth and thorough accreditation process.

Mr. Stroble, Ms. Green, and Mr. Faulkner gave an overview of the SCSBA Delegate Assembly they attended December 3rd and 4th. Mr. Stroble reported to the board the members that were newly elected across the state. Mr. Stroble stated there were at least 33 proposals voted on at the assembly. Mr. Stroble explained a new proposal to have private schools in South Carolina enter into their own athletic division instead of playing against public school teams was brought forth to the assembly for consideration. Mr. Stroble, Mr. Faulkner, and Ms. Green informed the board of the types of informational and helpful workshops provided to delegates during the assembly.

Enrollment Study update -

Board Chair, Mr. Small, recognized Mr. Miller from Numerix, LLC who presented an updated enrollment study for the district. Mr. Miller explained the process of how the data is collected and then utilized to provide school district's with helpful information about school capacity, enrollment numbers in the coming years, and recommended solutions for over capacity. Mr. Miller provided the board with up-to-date information on the district and gave suggestions for the district to consider as solutions for the growth throughout the county.

Executive Session -
BCBK

The Chair called for a motion to go back into executive session. The MOTION to enter executive session was made by Mr. Stroble and seconded by Mr. Boykin. The motion PASSED unanimously (7-0).

Executive session action-
BCBK

The chair called for a motion to come out of executive session. The MOTION to come out of executive session was made by Mr. Stroble and seconded by Mr. Boykin. The motion PASSED unanimously (7-0).

The chair noted that the board held an executive session at 10:15 p.m.

- In open session, a MOTION was made by Mr. Stroble and seconded by Ms. Green to allow the Superintendent and the Board Chair to submit a letter of intent for some land in the panhandle. The motion PASSED unanimously (7-0).

Adjournment-

With no other business before the board, the chair adjourned the meeting at 11:08 p.m.

Respectfully submitted,

Approved: _____

Tyrom Faulkner, Secretary

Brad Small, Chair