

ROCK HILL SCHOOL DISTRICT THREE BOARD OF TRUSTEES

Board Work Session
Tuesday, April 4, 2017
District Office

Call to Order

The Rock Hill School District Three Board of Trustees met this date at 4:00 p.m. with members present as follows: Windy Cole, Mildred Douglas, Terry Hutchinson, Helena Miller, Jane Sharp and Jim Vining. Chairman Vining called the meeting to order

A motion was made by Terry Hutchinson, seconded by Helena Miller, to approve the agenda. The agenda was unanimously approved as presented, 6-0. *(Mrs. Reid* was absent at the time the agenda was approved.)*

Data Session

The Board received their monthly data update from the administration. *(This session took place from 4:00-5:00 p.m.)*

Call to Order (cont'd)

Morgan Bennett, a fifth grade student at Ebenezer Avenue Elementary School, led in a moment of silence and the Pledge of Allegiance. Mr. Vining stated that the local news media was notified of the agenda, in writing, on Friday, March 31, 2017 and was also notified of the date change of the meeting on Monday, April 3, 2017.

8% SCAGO Bond Sale

Chief Finance Officer Terri Smith stated that included in the Board's packet is a bond resolution authorizing the issuance and sale of not exceeding \$6,000,000 General Obligation bonds, in one or more series. This bond resolution is being presented to the Board of Trustees in April instead of August 2017 to allow the administration to purchase 6th grade laptops in June, instead of late September.

The cost of the laptops is approximately \$1.5M and the laptops will be deployed to students in August.

Upon approval from the Board at the April 24 business meeting the district will issue \$1.6M General Obligation bonds to be sold in the spring 2017 SCAGO GO Debt Program. The proceeds from this issuance will be used to purchase 6th grade laptops.

We will receive the bond proceeds from the \$1.6M issuance in early June and this issuance will be included in the 2017 tax billings.

In the fall of 2017, the district will then issue the remaining amount of General Obligation bonds allowable from the bond resolution and it is not to exceed 52 mils.

The administration suggested the Bond Resolution not exceed \$6.9M.

Section “J” Policies – 6th Set

Associate Superintendent Luanne Kokolis presented to the Board for review, the 6th set of Section “J” policies for 2nd reading:

Policy **JLCEE, JLCEE-R** – *Use of Automated External Defibrillator*
Exhibit **JLCEE-E(1)-(2)** – *Use of Automated Defibrillator*
Policy **JLCEF, JLCEF-R** – *Concussions and Student/Student Athletes*
Exhibit **JLCEF-E** – *Concussions and Student/Student Athletes*
Policy **JLCF** – *School Nurses*
Policy **JLD** – *Guidance and Counseling*
Policy **JLDBB** – *Self-Esteem Promotion-Suicide Prevention*

Policy **JLF** – *Student Welfare*
Policy **JLIB** – *Student Dismissal Precautions*
Policy **JLIE** – *Automobile Use and Parking*
Policy **JQ** – *Student Fees, Fines and Charges*
Policy **JRA, JRA-R** – *Student Records*
Exhibit **JRA-E(1)-(2)** – *Student Records*

These policies/administrative rules/exhibits will be on the Action Agenda for the April business meeting for 2nd reading.

Policy DKA – Payroll Procedures/Schedules – 2nd reading

The Board reviewed Policy **DKA**– *Payroll Procedures/Schedules* – for 2nd reading. There have been no changes to the proposed policy since it was approved for 1st reading in March. This policy will be on the action agenda for 2nd read at the April business meeting.

Update on Language Immersion/French

The Board was provided with an update on French Immersion. As of 3/29/17, eight students had committed and another eleven had expressed interest in attending French Immersion. In order to recruit more students for this program, the administration and the school have done the following:

- A Rosewood representative was present at the Kindergarten enrollment event on Saturday, March 11.
- Rosewood principal Stephanie DiStasio appeared on School Talk, which aired on Comporium TV, YouTube and Facebook, to talk about French Immersion.
- Rosewood has sent email reminders; provided weekly class newsletters and flyers for distribution; promoted on social media; and conducted school tours.
- We placed information on the home page of our website and on Facebook, Twitter and Instagram.

Board Work Session – Page 3
Tuesday, April 4, 2017
District Office

- We did a “push out” to parents through our district mobile app.
- We contacted, via email, all current 4K parents. (Two additional emails are scheduled.)
- We contacted parents of all children who are on the Spanish Immersion wait list.
- The enrollment period will continue through Monday, April 17.

Activity Bus Rental Requests

Mr. Brian Vaughan, executive director of Facilities Services, presented an activity bus rental request from St. Anne’s Catholic School to utilize an activity bus for a trip to Riverbanks Zoo on May 12th. This is an additional request from the previously approved usage request. We have also received requests for next school year which have been declined to date.

There still continues to be discussion on allowing other agencies to use our buses considering the requestors are tax paying citizens of York County. Further discussion and clarification is needed if the administration was correct in declining those requests.

Mrs. Miller expressed her views that we have the responsibility to have our students’ needs as our first priority when renting buses and questioned whether or not we are being compensated sufficiently as we are adding mileage and maintenance cost to the fleet.

Chairman Vining commented that he does not have a problem renting our buses to St. Anne’s Catholic School.

Dr. Pew called for further clarification as we have already issued guidance to the administration as to whether we will rent our buses for the next fiscal year.

Dr. Sharp expressed her concern for the wear and tear on buses if the Concord trip and daily usage requested is approved.

Mr. Hutchinson requested and update on the yearly mileage for the activity bus line.

It is the Board’s recommendation that we not take forward for approval the **daily usage request** (for an activity bus) from St. Anne’s Catholic School.

Mrs. Reid requested further information on how we handled previous requests and if the students using the buses become our students when they reach high school.

Mr. Vining repeated that the parents of some organizations are taxpayers and are helping to pay for our buses with their tax dollars. It is his recommendation that we approve the local request but not requests from organizations outside of the district.

Board Work Session – Page 4
Tuesday, April 4, 2017
District Office

Mrs. Miller noted that we are getting this request because no other district will rent buses, and that just because we can, doesn't mean that we need to do so.

Mrs. Cole requested more information on maintenance costs associated with such requests.

Mrs. Douglas would like more information on how we arrive at the cost which will be a follow up from Mr. Vaughan. It is her recommendation that we approve St. Anne's for this time.

Mr. Hutchinson agreed that he would like clarification on the cost with actual mechanical maintenance included and has no argument on driver cost. He feels the daily request (for an activity bus) is extreme.

Mr. Brian Vaughan and Dr. Pew agreed that the daily request will impact our ability to use our own buses for our own students as the buses already have limited availability on the days they are needed for our students.

The activity bus rental request from St. Anne's Catholic School for an activity bus for a trip to Riverbanks Zoo on May 12th will be on the action agenda at the April business meeting.

There were two additional activity bus rental requests – *Rock Hill Police Department Safety Patrol* and *Worthy Boys and Girls Camp*. These two requests will be on the consent agenda at the April business meeting.

Policy JKE, JKE-R – Expulsion of Students – 1st reading

Associate Superintendent Luanne Kokolis began her presentation by handing out one minor edit to the information in the board's packet and noted that the policy has been reviewed by our attorney Mr. Vernie Williams.

The board expressed great concern at the amount of time students are absent from any type of curriculum during the hearing and appeals process. Dr. Pew stated the administration is in agreement and requested further clarification as they perceive a different interpretation of the policy. Mr. Vining clarified that the Code of Conduct already allows for the administration to make the determination for an alternative program and feels it needs to be a simple decision, a judgement call.

Mr. Vining expressed his concern that we are using an outside source for our hearing officials. Dr. Keith Wilks, executive director of student services, explained the need for a non-biased party with school experience and knowledge of K-12 policies. He also clarified that the expense is not a great expense and not even in comparison to other district's that use their attorneys for appeal decisions. Mr. Vining would also like to see clarification about our requirements for hearing officers and more information on their qualifications to hold this position.

Dr. Pew clarified that the majority of the time out of school experienced by the students appeal is according to due process and legal responsibilities. Dr. Wilks clarified the mailing process and review process needed by the hearing officials.

Board Work Session – Page 5
Tuesday, April 4, 2017
District Office

Mrs. Cole expressed her interest in seeing the mailing followed up with a verbal in order to guide and encourage the parents/students to turn in their appeal request before the last day of submission.

Mrs. Miller requested a flow chart or clear and concise steps to be included with the policy.

Dr. Pew requested further guidance from the Board, as to the authority of her, or her designee, to make these decisions so that the Board is not hearing the appeals and so that the student is not out of school longer than needed.

The Board clarified that she does have the authority under the current law and policy based on their interpretation.

Mrs. Miller added that she feels the time frame and current policy keeps the student out of school for too long and we are punishing students before a decision has been reached and it sets a bad precedence if our goal is education and graduation of the students.

It is the administration's and the board's recommendation to remove the three person subcommittee as it is not beneficial in reducing the time frame for the student being out of school. Further clarification from our attorney is needed.

Dr. Pew stressed our need to keep our schools safe and to make sure the policy agreed upon has that priority. While the timeline is a concern, we need to make sure our policy will not have legal repercussions and that our policy can support our decisions if appeals proceed to litigation.

Mrs. Miller requested additional information in the next Hotline regarding the timeline of offenses through the final decision.

Mildred Douglas concedes that our policy changes in October were not successful and didn't fit the intent behind the requested changes.

Mrs. Cole requested that we make it clear that the expectation for those students in this process is to continue with their curriculum and Dr. Kokolis was in agreement that they need to do a better job of communicating the process. Dr. Wilks and Dr. Kokolis are collaborating on a policy for discipline procedures.

Dr. Wilks will update the information he provided in October regarding the number of hearings for this year as well as the number of decisions the hearing officer overturned which will be included in the next Hotline.

Dr. Kokolis noted that if a student under appeal has an IEP, there is an additional step with a committee for a manifestation determination to see if the disturbance and behavior was due to their disability.

Capital Program Update Q&A

Mr. Brian Vaughan presented the board with a request to approve the capital budget in its entirety instead of a yearly request. This will allow them to continue projects on time and within budget. The administration will still provide yearly progress updates for the Board. Mrs. Bill Klein and Ms. Lorraine Edwards were in attendance from J.M. Cope to answer any questions.

Mrs. Miller requested more information on the line items that reflect a substantial increase.

Mr. Klein clarified that they realigned the construction projects by site to provide consistency and cost savings by including items in construction bids per site concurrently instead of by category.

The Board requested more information via the Hotline regarding any increase that is 10% or above before taking a vote on this request. Mr. Klein and Ms. Edwards will provide this information as requested.

Mr. Vaughan mentioned that increasing construction cost in addition to code requirements from OSF have increased their funds needed and increased the production time for projects.

Energy Management Program Report Q&A

Mr. Kim Melander clarified the late revision to his presentation that includes current figures. Mr. Melander mentioned that it has been a great energy saving year which calculates to a 38% savings.

Mr. Melander clarified, per the Board's request, that the baseline does include all adjustments for rentals and energy usage. Increase in energy for construction is something that we absorb in the baseline as well. This coming fiscal year will be the first in four years that we will be adjusting the baseline because of the district's growth. Without this change, we would not have an accurate picture of progress and savings.

Mrs. Cole asked for more information on the top three things he has on his list of goals to reduce energy cost. Mr. Melander will provide a list in the April Hotline for the Board to review.

FY18 Budget Update

Chief Finance Officer Terri Smith stated she received guidance from the Senate Finance Committee regarding the increase in the base student cost which will be \$85 per weighted pupil unit in the next fiscal year. They will support 75% of that cost with local support and revenues covering the remaining 25%. The following are required increases for 2017/2018:

- Employer Retirement Contribution Rate will increase 2% (13.56%), Insurance Surcharge 5.33% for a total projected rate of 18.89%
- Employer Retirement Contribution Rate will increase 1% per year until 2023 and for the rate to reach 18.56%, FY 2023 - projected total rate 23.89%
- Employee Retirement Contribution will increase to 9% from 8.66%. There is no projected rate increase after FY 2019.
- EIA for employers increase by 2% (funding provided to pay for 1% of the mandated 2%)

Board Work Session – Page 7
Tuesday, April 4, 2017
District Office

- Employer cost increase 3.3% State Health plan, no increase for employee
- One Service Step increase for teachers – some funding is provided and typically the district matches this step for all other personnel.

Mrs. Smith is continuing conversations with principals, leadership and departments on budget priorities. We will also need to consider funding for the initiatives suggested from the GT Audit, Student Activity Study and the Special Education Audit.

Dr. Pew and Mrs. Smith request that the board consider an increase in millage as our operating costs continue to increase as well as mandated increases from the state. All three local districts are also considering an increase in millage for the maximum allowed amount. Our total allowable increase would be 5 mils calculated by the increase in consumer price index and increase in population. Dr. Pew clarified that an increase in millage is not something that can be recouped at a later year if it is not capitalized on in that current year. The last increase in millage was in May 2014 for the 14/15 school year to support compliance with Special Education requirements.

Mrs. Miller requested more information on the current expenditures and would like assurance we are operating conservatively in our expenditures before a millage increase is approved.

Mrs. Douglas mentioned that our district needs to stay competitive as we are losing our teachers to other districts.

Dr. Pew called for a special board work session to discuss the budget and review in time for approval in June.

NSBA Conference

Dr. Pew, Dr. Jaworowski, Mrs. Douglas and Mr. Vining were able to attend the NSBA Conference in Denver Colorado to accept an award from the Center for Digital Education. Rock Hill School District Three ranked in the top ten nationally for this award.

Chairman Vining recommended the board consider attending next year as there were a lot of opportunities and they gained valuable insight from those outside of our region. The attendees agreed it was a wonderful opportunity to network and receive information on the processes of other districts other than our local entities. They provided a brief update on the sessions attended.

Dr. Pew	Board and Superintendent Relationships – Importance of Transparency and Communication
Dr. Jaworowski	Student Data Security – Consider Creating Policy on Data Governance
Mrs. Douglas	IBB – Powerful Team for Student Success Where Everyone Has Input at the Table

Mr. Vining

Media – Using appropriate sources to reach our audience and also educate students on other communication methods. Session on suspensions vs psychologist - to reduce your incidents not your suspensions. Enlightening information about the effectiveness of counseling where the result was reduction in suspension as their research shows that suspensions are not effective.

Other and Future Business Conference

Mrs. Miller updated the Board on an educational summit she recently attended for economic development, which brought together resources from education and local businesses.

Mrs. Douglas provided information regarding transportation needs from her working group from the conference.

Lunch at Independence Elementary after Community Visits

Dr. Pew invited the Board to join them for lunch at Independence Elementary on April 21st. The Administration would like to showcase some of the capital projects ongoing and those completed. The Board will have lunch after the Community Visit at Independence and will then take a tour of facility/construction sites.

Laptops for Teachers

Mrs. Miller stated she has received inquiries regarding teachers not having updated laptops. Dr. Pew clarified that some decisions were based on teacher choice. They had the option to switch over mid-year or wait until the summer to be ready for the next school year. An update will be provided to the Board via the Hotline.

Ann Reid Recognition

Terry Hutchinson congratulated Mrs. Ann Reid for her recent election to director of the Family Trust Federal Credit Union Board. She comments that Rock Hill Schools was one of the first agencies that Family Trust partnered with, outside of The Bleachery, for branch membership.

Death of Construction worker

Ann Reid asked for more information regarding the recent death of a construction worker at Rock Hill High School. Dr. Pew provided the information regarding the OSHA investigation which concluded the incident was due to operator error.

Adjournment

On a motion by Jane Sharp, seconded by Terry Hutchinson, the meeting adjourned.