

This is a draft until the August 26, 2014 board meeting.

Minutes of Meeting July 29, 2014

The Anderson School District One Board of Trustees met in regular session on Tuesday, July 29, 2014, in the George Seaborn Boardroom at the District Office at 6:00 p.m.

Copies of the agenda were sent to the Anderson Independent, Easley Progress, Greenville News, Powdersville Post, and Williamston Journal.

Board members present were: Mr. Fred Alexander, Nancy Upton, Mr. David Merritt, Jr., Dr. Doug Atkins and Mrs. Brenda Ellison.

District administrators present were: Mr. David Havird, superintendent; Mr. Travis Thomas, director of finance, Mr. Robbie Binnicker, assistant superintendent for administration and Mrs. Jane Harrison, assistant superintendent for instruction.

News media present were: Mr. David Meade, Williamston Journal

Others present: Sam Patterson, Chris Patterson, Tommy Bolger, Tamara Cox, Kristen Gunter, Jessica Priesig, John Anderson

Teachers/Administrators present to be recommended for employment were: Charlotte Conklin, Delaney Sutton, Katie Perry, Jessica Mizzell, Megan Harbin, Brenda Clayton, Leslie Hill, Geoffrey Colin Melton, Kristen Lepper, Lori Chapman, Katelyn Standridge, Katie Eskew, Layne Johnson, Katelyn Lusk, Michelle Rop, Kate Bowers, and Jason McCauley.

Chairman Alexander called the meeting to order at 6:00 p.m. and Chairman Alexander gave the invocation. This was followed by the pledge of allegiance.

The minutes of the June 24, 2014 meeting were approved as received in the mail.

Introduction of new teachers.

Financial Report

Mr. Havird mentioned that the County Board has approved the Anderson One budget. The County Board expressed their sincere pleasure with the stewardship of the district. Anderson One has 30% of students but only spend 27% of Anderson County funds. Mr. Havird reviewed the schools' & the district's financial reports along with the district investments. He said it is always the goal of the district to underspend the budget. Mr. Thomas reviewed the closing of the 13-14 fiscal year. Mr. Thomas stated the district is scheduled for our yearly audit in November. The district bond money has begun to be drawn down to begin paying expenses for the Digital Innovation initiative. Mr. Havird complimented Mr. Thomas and his staff for their hard work in securing the teacher debit cards paid for by the State.

Instructional Report

Mrs. Harrison shared that she and her staff had reviewed test scores with school leadership. She also reviewed the process for former students petitioning the district for a diploma through the recently passed legislation – Act 155. Mrs. Harrison gave the board members the dates of each school's iPad roll out.

The technologist, Kristen Gunter, Tamara Cox, and Jessica Priesig presented updates on the technology initiative. Mrs. Cox explained the Aurasma app and shared a video of the recent technology staff development. Mrs. Priesig showed the board how QR codes work and their application to education. Mrs. Gunter expressed the groups desire to help board members with their iPad setup and use. The board was thanked for their support of this initiative.

Student Nutritional Report

Mr. Binnicker provided the Student Nutritional Services Report. Profit for the year on the unaudited report reflected \$198,721.80. Mr. Binnicker commended Mrs. Debbie Joye, Director of Student Nutrition Services, the cafeteria managers, and their staff on an excellent year. Student Nutrition Services will transfer approximately \$189,000 in indirect cost and \$115,000 for fringe benefit to the district.

Mr. Binnicker also sought board approval to begin a pilot test in the district to allow parents to pay for various school fees with a credit card. The district has chosen Rev. Track as our vendor for this pilot. Board members gave their approval for the pilot through consensus.

Consideration of Approving Resolution & Forum of Question for the Education Capital Improvement Sales & Use Tax Referendum for Anderson County

Mr. Havird reminded the board that they originally supported the proposal for legislation for an educational sales & use tax referendum. Approval was granted by the legislature & Governor. Mr. Havird reviewed the resolution with the board. The original legislation stated at least 10% of the proceeds must be used for the reduction in property taxes by reducing debt services. The board agreed earlier that the district would agree to at least 20% of proceeds being used for property tax reduction. The funds from the penny sales tax would also be used for safety & security, updating technology, repairing/replacing HVAC systems, constructing/improving instructional, fine arts, and athletic facilities, acquiring land, and student transportation.

School Districts 3, 4, 5 would further use funds to build a Career & Technology Center. Mr. Havird reviewed the ballot question (attached) and the remainder of the resolution. Mr. Havird said the district is committed to reducing property taxes. Also, due to Act 388 the only way the board can currently raise funds is through raising the millage using the growth formula on businesses. This referendum could allow the board to not automatically raise millage through CPI & growth but instead use the proceeds from the penny sales tax. Mr. Havird also mentioned that some of the penny tax would be collected from visitors to the county reducing the burden on county residence & businesses. Anderson is one of only 8 counties in the state that is still utilizing a 6% sales tax.

Motion by Mrs. Upton to accept the resolution as written, second by Dr. Atkins. Unanimous vote. Motion carried.

First Reading of Revised Instructional Staff Evaluation Policy

Mr. Havird asked the board to consider changes to policy GCOA-Evaluation of Instructional Staff (attached). The revisions give specific directions for appeals of the evaluation process. The board agreed by consensus to consider this as the first reading.

Executive Session

Motion by Mrs. Upton, second by Mrs. Ellison to go into executive session to discuss a contractual matter. Unanimous vote. Motion carried.

The board returned from executive session and the chairman announced that no action had been taken in executive session.

Personnel

Motion by Dr. Atkins, second by Mrs. Ellison to approve the listed leave, personnel transfers, resignations, and recommendations.

Administrative Recommendations:

Mr. Robby Roach, Principal, Palmetto High School

Mr. Jason McCauley, Assistant Principal/Director of Freshman Academy, Palmetto High School

Recommendations:

Ms. Kate Bowers, Music Teacher, Palmetto Elementary School

Ms. Lori Chapman, Grade 4 Teacher, Wren Elementary School

Ms. Brenda Clayton, Grade 2 Teacher, Spearman Elementary School

Ms. Charlotte Conklin, K5 Teacher, Palmetto Elementary School

Ms. Katherine Eskew, Grade 3 Teacher, Spearman Elementary School

Ms. Megan Harbin, Grade 1 Teacher, Concrete Primary School

Ms. Leslie Hill, Social Studies Teacher, Powdersville High School

Ms. Layne Johnson, Grade 1 Teacher, Concrete Primary School

Ms. Kristen Lepper, K5 Teacher, Wren Elementary School

Ms. Katelyn Lusk, Grade 5 Teacher, Palmetto Elementary School

Mr. Colin Melton, Business Education Teacher (.5), Powdersville High School

Ms. Jessica Mizzell, Grade 3 Teacher, Cedar Grove Elementary School

Ms. Katherine Perry, LD S/C Teacher, Palmetto Elementary School

Ms. Delaney Sutton, Grade 5 Teacher, Wren Elementary School

Requests for Leave:

Ms. Taquilla Barksdale, Grade 5 Teacher, West Pelzer Elementary School

Ms. Barksdale is requesting medical and family medical leave time beginning on approximately February 1, 2015, and the approximate return to work date as March 30, 2015.

Ms. Katie King, Social Studies, Wren High School

Ms. King is requesting a five week maternity leave of absence to begin on August 5, 2014 and conclude on September 29, 2014.

Resignations:

Jodie Cowart, Launch, Cedar Grove Elementary

Ms. Cowart resigned her position effective July 29, 2014.

Ms. Myra Montgomery, Grade 5 Teacher, Spearman Elementary School

Ms. Montgomery has resigned her position effective July 16, 2014.

Transfers:


Ms. Beth Owings, Grade 3 Science Teacher, Palmetto Elementary School, to Grade 2 at Spearman Elementary School.

Unanimous vote. Motion carried.

Adjourn

Motion to adjourn by Mrs. Upton, second by Mr. Merritt. Unanimous vote. Motion carried.

The meeting adjourned at 7:25 p.m.



Mr. Robbie Binnicker, Acting Secretary

EXHIBIT A

FORM OF BALLOT

EDUCATION CAPITAL IMPROVEMENTS SALES AND
USE TAX ACT REFERENDUM FOR ANDERSON COUNTY

Must a special one percent sales and use tax be imposed in Anderson County for not more than fifteen (15) calendar years with the revenue of the tax used to provide property tax relief, and to pay, directly or indirectly, the cost of education capital improvement projects in Anderson County, as follows:

(1) At least twenty percent (20%) of the proceeds of such tax must be used to reduce property taxes by offsetting the existing debt service millage levy on general obligation bonds of any school district in Anderson County;

(2) Installation, maintenance and improvement of security and public safety measures in each school district in Anderson County;

(3) Acquisition or updating of technology hardware, software and necessary infrastructure in each school district in Anderson County;

(4) Constructing, improving and equipping a facility for career and technical education to serve Anderson County School District Nos. 3, 4 and 5, but solely from proceeds of such tax allocated to those school districts; and

(5) Repairing or replacing roofs and HVAC systems for any school buildings in each school district in Anderson County;

(6) Constructing, improving, renovating and equipping any instructional, fine arts or athletic spaces or facilities in each school district in Anderson County;

(7) Acquiring land whereon to construct school facilities in each school district in Anderson County; and

(8) Acquiring student transportation vehicles in each school district in Anderson County?

All revenue received by the school districts from the sales and use tax will be used to reduce property taxes needed to pay debt service on school district bonds or to directly pay costs of education capital improvements projects identified herein.

Yes []

No []

Those voting in favor of the question shall deposit a ballot with a check or cross mark in the square after the word "Yes", and those voting against the question shall deposit a ballot with a check or cross mark in the square after the word "No".

Policy GCOA Evaluation Of Instructional Staff

Issued 10/13

Purpose: To establish the basic structure for the evaluation of the professional instructional staff in the district to ensure accountability.

The appropriate personnel will evaluate the performance of every instructional employee fairly and on a periodic basis in an effort to improve the quality of all work performance.

The superintendent will enforce the rules, regulations and procedures necessary for conducting an efficient, effective program of employee performance evaluation.

The elements of the performance evaluation program are as follows.

- Every employee is informed of the criteria by which his/her performance is evaluated.
- Every employee has the right to be informed of his/her performance evaluation.

Assisting, Developing, and Evaluating Professional Teaching (ADEPT) System

The district will use the ADEPT System to evaluate all certified teachers employed under induction, annual and continuing contracts. The district will base all evaluations on the ADEPT performance standards in accordance with state board of education ADEPT implementation guidelines.

The district will develop plans and procedures for teacher evaluation based on the following components of ADEPT.

Induction programs

The district will develop or adopt induction programs to provide teachers with comprehensive guidance and assistance throughout each induction year. These programs must contain criteria and/or requirements necessary for teachers to complete the induction contract year. No person may be employed as an induction teacher for more than three years. A teacher who is completing a third year of induction is eligible for employment at the annual contract level.

Annual contract

The district must use a valid and reliable process for evaluating and assisting teachers employed under annual contracts in accordance with state board of education regulations. Teachers employed under an annual contract also must complete an individualized professional growth plan established by the school or district and supportive of district strategic plans and school renewal plans.

The district must establish criteria or requirements to be met by teachers to successfully complete the first annual contract year to undergo a formal performance evaluation or be provided with diagnostic assistance. An annual contract teacher who has demonstrated potential but who has not yet met the formal evaluation criteria and/or requirements set by the board is eligible for a diagnostic assistance year at the annual contract level. The district may provide this during the teacher's first annual contract year or during the annual contract year following the teacher's first unsuccessful formal evaluation. A teacher is eligible to receive only one diagnostic assistance year. A diagnostic assistance year must be followed by formal (summative) evaluation at the annual contract level during the teacher's next year of teaching employment. During subsequent annual contract years, teachers must be evaluated or assisted in accordance with state board of education regulations.

Teachers may not be employed under an annual contract for more than four years.

Continuing contract

Teachers employed under continuing contracts must be evaluated on a continuing basis. The district will decide whether the evaluation will be formal or informal (i.e., goals-based). Continuing contract

teachers who are being recommended for formal evaluation the following year must be notified in writing on or before the date the district issues the written offer of employment or reemployment.

The district will develop a plan in accordance with state board of education ADEPT implementation guidelines, to continuously evaluate teachers who are employed under continuing contracts. At a minimum, the district ADEPT plans for these teachers must address formal and informal evaluations and individualized professional growth plans.

Teachers employed from out of state

Teacher employed from out of state who receive a South Carolina professional teaching certificate based on reciprocity are eligible for employment under an annual contract. At the annual contract level, teachers may receive either a diagnostic assistance year or a formal evaluation. Teachers must successfully complete the formal evaluation at the annual contract level before they are eligible to receive a continuing contract.

Teachers employed in charter schools

If a charter school operating within the district elects to implement the ADEPT system for evaluating their teachers, it must do so in compliance with all provisions of law and state board of education regulation and implementation guidelines. In fulfilling these requirements, the contract between the charter school and its sponsor must include an ADEPT provision. All certified teachers in the charter school must be assisted and evaluated consistent with the sponsor's state board of education approved ADEPT plan for induction, formal evaluation and goals-based evaluation.

The charter school ADEPT provision must address the charter school's responsibilities for ensuring the fidelity of the implementation of the system and the sponsor's responsibility in terms of staff training and program implementation. The provision must be included in the sponsor's ADEPT plan and approved by the state board of education prior to implementation. The sponsor agrees to disseminate all ADEPT-related information from the state department of education to the charter school and to report charter school teacher data as required.

Teachers who hold a limited professional certificate

An educator who holds a valid South Carolina limited professional certificate is eligible for employment in a "regulated" public school at the annual contract level and may receive either a diagnostic-assistance year or a formal evaluation. Teachers must successfully complete the formal evaluation at the annual contract level before they are eligible to move from a limited professional certificate to a full professional certificate and be employed under a continuing contract.

Training and reporting

The district must provide appropriate training for all personnel responsible for conducting the evaluation process.

The district must meet all reporting requirements as outlined in law and state board regulation.

Evaluation Appeals

Formal Evaluations

No teacher or other certified staff member may grieve the results of his/her formal performance evaluation.

If an Annual or Continuing Contract teacher is dissatisfied with the results of his/her final evaluation,

she may submit a written request citing perceived *procedural* violation of the process to Director of Personnel. This must be done within 5 school days of the teacher receiving his/her final evaluation results.

The decision of the Director of Personnel is final for Annual Contract teachers. If a Continuing Contract teacher believes the Director of Personnel's determination is in error, s/he has the right to appeal to Assistant Superintendent of Administration. An appeal must be filed in writing and submitted to the Assistant Superintendent of Administration within 5 school days of the date of the Director of Personnel's determination and should state explicitly why the teacher believes the Director of Personnel's conclusion was in error. The Assistant Superintendent of Administration's decision is final.

Informal Evaluations

No teacher or other certified staff member may grieve the results of his/her informal evaluations, including Goals-based Evaluations. The decision of the building principal is final.

Adopted 4/30/73; Revised 2/24/87, 4/29/97, 10/29/13

Legal references:

S.C. Code, 1976, as amended:

Section 59-26-10 through Section 59-26-40 - A system for the training, certification, initial employment, evaluation and continuous professional development of public educators.

State Board of Education Regulations:

R-43-205.1 - Assisting, Developing, and Evaluating Professional Teaching (ADEPT).

State Board of Education:

Guidelines for Implementation of ADEPT.

ANDERSON SCHOOL DISTRICT ONE