

Vision 20/20: A world-class rural school district. Demonstrating our **BEST.**

Behave Responsibly
Exceed Expectations
Scholarship First
Team work always!



BOARD OF TRUSTEES

Jacqueline H. Hopkins
Thomas Owens
Mary Ann Atkins
Earl Choice
John Gordon

SUPERINTENDENT OF SCHOOLS

Martin L. Wright

Minutes

HAMPTON COUNTY SCHOOL DISTRICT 2 BOARD OF TRUSTEES

REGULAR MEETING
8/15/2017 - 7:00 pm
District Board Room
Estill, SC 29918

Mission: The mission of Hampton County School District 2 is to provide a rigorous personalized learning environment of academic excellence that prepares *Each Child, Each Day*, and in *Every Classroom* to be **college/career** and **citizen** ready with no excuses.

6:00 p.m. EXECUTIVE SESSION:

John Gordon made motion to enter executive session. Mary Ann Atkins seconded the motion. The motion was carried. **Motion passed by unanimous consent, (5/0).**

Thomas Owens made motion to come out of executive session. Mrs. Mary Ann Atkins seconded the motion. The motion was carried. **Motion passed by unanimous consent, (5/0).**

- Human Resources
- Legal Matters
- Student Matters

GENERAL SESSION: Jaqueline Hopkins, MaryAnn Atkins, Earl Choice, John Gordon and Thomas Owens.

Additional Attendees: Superintendent, Martin L. Wright, ED.S. District Level Offices, Tiphani Gardner (*See attachment*)

1.0	Call to Order- Vice-Chairperson, Thomas Owens, called the meeting to order at 7:20 pm
2.0	Statement of Media Notification <i>The agenda has been placed on the district website and the local news media has been notified.</i>
3.0	Moment of Silence
4.0	Approval of Agenda John Gordon made a motion that we approve the agenda. Earl Choice second the motion. The motion was carried. Motion passed by unanimous consent, (5/0).
5.0	Approval of Minutes from - Thomas Owens made a motion that we approve minutes from 7.18.2017 and 7.25.2017 . Mary Ann Atkins seconded the motion. The motion carried. Motion passed by unanimous consent, (5/0).
6.0	Superintendent's Report- Mr. Wright reported the following points of celebration: <ul style="list-style-type: none"> ▪ Estill Middle/High School will conduct orientation for students and parents on August 15, 2017. <i>Middle school orientation will be from 6:00 pm – 7:00 pm. High school orientation will be from 7:00 pm – 8:00 pm.</i> ▪ Estill Elementary School will host open house on August 16, 2017 from 6:00 pm – 8:00 pm. ▪ The Board of Trustees and the Superintendent will be attending professional learning August 18-20, 2017. The School Law conference is hosted by the South Carolina School Board Association. Professional learning topics will range from updates on the revised Freedom of Information Act (FOIA) to effective policies and practices in the schoolhouse to keep boards out of the courthouse. ▪ The Superintendent of Schools hosted a professional learning for district and school level leaders called Get FIT. The goal of Get FIT is to provide leaders with professional learning on topics such as the Student & Parent Handbook to legal updates and ramification for school safety and supervision of

students. One of the professional learning session was conducted by the Smiley Law Firm. I also want to thank the Smiley Law Firm for hosting lunch on August 9, 2017. Additional information regarding the Superintendent's Get FIT professional learning is in your package.

- The district kicked-off the district the BEST Professional Learning for teachers beginning August 11-14, 2017. In your BOE package, you will find the professional learning schedule. Teachers were provided opportunity to be in their schools to organize their classroom on August 10, 2017.
- Board member and leadership team training is a priority for the South Carolina School Boards Association. The Boardmanship Institute offers a year-round training curriculum focused on leadership skills for board members on state and national educational issues. This time of year presents a great opportunity to recognize board members of Hampton County School District 2 who reached one of six levels in South Carolina School Boards Association's Boardmanship Institute. Please join me in congratulating the following board members who have reach a new level in Fiscal Year 2016-2017.

Name	Level	Points
Mary Ann Atkins	Level 1	25 points (Certificate)
Earl Choice	Level 1	25 points (Certificate)
Jacqueline Hopkins	Level 3	100 points (Certificate and Gold Pin)

Level 6 is the highest recognition in the Boardmanship Institute. Again, congratulations to our board members.

- The 1st day of school is August 17, 2017. The Hampton County Guardian will be on the campus of Estill Elementary School at 7:30 am to provide media coverage while we welcome our baby gators back to school. The Guardian will also cover Estill Middle/High School begin at 8:30 while the new principal, Mr. Johnnie Miller will have an Alumni Round-up on the 1st day. During the round-up, Estill high School Alum will participate in welcoming our middle and high school students back to school.

7.0 Public Comment Participation

Any person may address the Board for a maximum of three minutes following the public comment card procedures. Each speaker must fill out a public comment card. The forum will be limited to 15 minutes.

****Comment card was redirected to proper administration.***

8.0 Department Updates

- **Office of Student Services – Ms. Rose Choice reported the following updates:** A Meeting with the Sheriff Department was held on July 17, 2017 concerning School Resource Officer (SRO). The following agenda items were discussed:
 - **Role of a SRO**
 1. Uphold the laws of SC
 2. Investigate criminal activity occurring on school campus and surrounding communities when the incident is school or student related
 3. Ensure safety for everyone
 4. SRO will not act as a school disciplinarian or an administrator
 5. SRO will be available for conferences with the students, parents and faculty to assist with a law enforcement or crime issue.
 - **Expectations of SRO**
 1. Be Visible– during lunch, hallways, around campus, blind spots, etc.
 2. Build relationships with students and parents
 3. 8 hours work day

4. Notify principal and Sgt. Edwards

- **SWOT**

S – Strength: fostering built relationship with returning students and new administrator

W—Weakness: Disruption of existing relationship with current SRO and students

O – Opportunity: Assist and support administrators and staff with identifying those high-energy students

T – Threat: New SRO won't know those high-energy students

- **Group Consensus**

1. Keep current SRO

2. 90-day assessment based on an evaluation checklist will be developed and conducted by the administrator

- Plan to be submitted to the Board members by December 2017

- Assessment and feedback

Board Chair acknowledged the sport schedule that was provided in the board package. Coach Hopkins responded to questions from Board Members regarding athletics scheduling.

- JV Basketball games have not come from region yet

- The amount of Middle School Football games will be subject to change

- **Office of Human Resources – Ms. Conchita Bostick**

- **District Vacancies Chart**

Estill Elementary	Estill Middle/ High	District Office
Media Specialist	Media Specialist	Administrative Assistant
Art Teacher	JROTC Instructor	Coordinator of Special Services
Music Teacher	PBIS Coach	
PBIS Coach	Literacy Coach	

- Mrs. Mary Ann Atkins recommended to review the Psychologist position in Executive Session

- Add the ESOL teacher vacancy position under Director of Federal Programs

- Take off Public Information Officer, due to the budget there will not be any

- The 1st grade Teacher needs to be added under vacancies

- Mr. Wright explained the need for the PBIS positions and the Tier II- Maintenance of Effort State funding for the PBIS coaches. The board requested the job description of the PBIS coach.

- Mrs. Bostick provided job descriptions for the Dean of Student and Assistant Principal of Operations for Estill Middle/High School. Job Descriptions- Board chair recommended that the job descriptions be revisited in order to have time to review and placed on next regular agenda.

- Mrs. Bostick explained the vacancy protocol for the JROTC Instructor

- District's Organizational Chart 2017 (See Attached) - Mr. Owens recommended to revisit the District Organization Chart in Executive session.

- **Office of Finance and Operations – Ms. Corine Miller**

- District Financial Report for July 2017 (**See Attached**)

- Timber Update-

- Mrs. Miller stated that there are only two bids and there is still one bid pending.

- Mr. Owens requested to revisit the Timber update in the next regular meeting in executive session as a legal matter.

▪ **Capital Improvement Updates are as follows:**

Facility Projects	Project Status
Estill High School	
EHS Gym Roof	Completed
Outside Carpet EHS	Completed
New countertops/sinks EHS Gym Bathrooms	Completed
New countertops/sinks EHS Bathrooms	Completed
EHS Main Office Countertop	Completed
EHS Main Office Furniture- Desk/Chairs	Open
EHS Boys Bathroom Ceramic Tile	Completed
EHS/EMS Additional Cameras	Ordered
Estill Middle School	
EMS Gym Roof	Completed
New Bell System	Ordered
Classrooms Walls - Paint	Completed
Estill Elementary	
EES Gym Roof	Completed
EES New Lab - Tile	Completed
EES Classrooms floors - Tiles	Partially Completed
EES Pre-K Building - New roof	Open
EES Storage House - New Roof	Open
EES Cafeteria Walls- Paint	Completed
District Office Transportation	
Bus Cameras	Open
Routing software	Open
District Office	
District Office Hallway Floor - Tile	Open
Auditorium Sound System	Open
District Offices Floors (3) - Tile	Open
District Office Bathroom - Upgrade	Open

- Ms. Miller provided the 2016 District Audit Moody report. Mrs. Hopkins would like to revisit the report at the next regularly scheduled board meeting.

Office of Instruction – Dr. Sarah Williams

- Read to Succeed Law – Promotion/Retention. Dr. Williams spoke of the summer reading camp and rising student who were in the lowest quartile of students.
- The following update is for information purposes only:
 - Act 284, Read to Succeed legislation, was created to address literacy performance in South Carolina and put in place a comprehensive system of support to ensure SC students graduate on time with the literacy skills they need to be successful in college, careers and citizenship. Act 284 (Read to Succeed) requires that, beginning with the 2017-2018 school year, a student must be

retained in the third grade if the student fails to demonstrate reading proficiency at the end of third grade as indicated by scoring at the lowest achievement level on the state summative reading assessment SC READY. A student may be exempt for good cause from the mandatory retention but shall continue to receive instructional support and services and reading intervention appropriate for their age and reading level.

- During the 2016 - 2017 school year, when the current group of rising 3rd graders were in first grade, a letter was drafted by the Office of the Superintendent and sent home to parents to inform them about the Read to Succeed law and the changes that would occur as these students moved from first to second grade. During the 2017 – 2018 school year, a second letter was sent to parents from the Office of the Superintendent as this same cohort of students transitioned to second grade. During the 2017- 2018 school year a third letter will be sent to the parents/guardians for this same cohort of students who will now be entering the third grade and must meet reading proficiency by the end of third grade as measured by the summative reading assessment SC READY.
- One of the many components of the Read to Succeed law is the establishment of third grade summer reading camps. Each district must identify third grade students who are not reading proficiently on grade level and provide them with the opportunity to attend a summer reading camp. During the summer reading camp, students will be taught by highly qualified teachers who have experience in working with struggling readers. Students will have the opportunity to receive small group and individual instruction to work on their reading, writing, listening, and researching skills.
- The Office of Early Learning and Literacy (OELL) from the South Carolina Department of Education (SCDE) visited Hampton District 2 (Estill Elementary School) to determine compliance for the Read to Succeed (R2S) Summer Reading Camp (SRC) held from June 19, 2017 through July 20, 2017. The district received feedback of the findings from the monitoring visit. A staff representative from The Office of Early Learning and Literacy utilized a monitoring tool to assess the following:
 - learning environment
 - instructional plan
 - student and teacher engagement
 - small group and whole group instruction
 - independent practice
 - progress monitoring
 - reading structures
 - personnel
- The results of the monitoring tool serve as a guide for current instructional practices within the district. Thirty-two of the forty Summer Reading Camp students made growth from their Directed Reading Assessment pretest to their Directed Reading Assessment posttest.
- The district has also identified our instructional focus based on goals from our strategic plan. Those goals are:
 - **Literacy** – Each classroom, each day
 - Reader's & Writer's Workshop
 - Accelerated Reader 360
 - 25 Book Challenge
 - Reading Across Content Discipline

	<ul style="list-style-type: none"> ▪ Numeracy – <ul style="list-style-type: none"> Math Workshop Algebra Nation Digits Full Implementation Gizmos • Mrs. Hopkins would like to revisit the summer program summary in executive session • Office of Federal Program-Mrs. Youmans reviewed the Title I 2017-2018 Planning Activities. The following planning activities were included but not limited to the following: <ul style="list-style-type: none"> ▪ Instructional Provisions ▪ Provided Books and Materials ▪ Instructional intervention Programs ▪ Expenditures ▪ Allocations ▪ Professional Learning ▪ License/Subscription ▪ Literacy and Numeracy Workshops • Office of Federal Program -Mrs. Youmans reviewed the Title II 2018 Plan. The following planning activities were included but not limited to the following: <ul style="list-style-type: none"> ▪ Activity Cost <ul style="list-style-type: none"> • Professional Learning • Session Supplies • Materials • Travel ▪ District Recruitment <ul style="list-style-type: none"> • Registration • Travel • Accommodations • Per diem • Advertisement Cost • Retention Bonus Eligibility Areas • Survey Monkey Platinum Package • PD 360 Professional Learning System • Praxis Exam Reimbursement
9.0	<p>Board of Education Chairperson Report –</p> <ul style="list-style-type: none"> • Mrs. Hopkins reported that she participated in Gator pride day at Estill High, she enjoyed spreading mulch, digging weeds and stripping wall paper with the community and alumni, she reported that it was a good a turn out. Mr. Choice fried seafood and another community member friend chicken. • Mrs. Hopkins reported that she participated on walk thru August 11, 2017 with the Superintendent. She spoke of a great collaborative meeting that included suggestions and future recommendations. • Mrs. Atkins and Hopkins attended lunch in for staff and personnel • Thomas Owens gave kudos to Chairperson Hopkins, Secretary Mary Atkins and Mr. Choice representing the Board as they participated in district activities

10.0	Board Business Action <ul style="list-style-type: none"> ▪ Human Resources ▪ Student and Parent Handbook (<i>formerly Student Code of Conduct</i>) – Adoption ▪ Athletic Handbook Revisions – Adoption ▪ Student Out of District Request ▪ Title I SY 2017-2018 Plan ▪ Title II SY 2018 Plan ▪ District Organizational Chart 2017-2018 ▪ Student Enrollment
11.0	EXECUTIVE SESSION (if warranted) John Gordon made motion to enter executive session. Earl Choice seconded the motion. The motion was carried. Motion passed by unanimous consent, (5/0). Earl Choice made motion to exit executive session. John Gordon seconded the motion. The motion was carried. Motion passed by unanimous consent, (5/0).
12.0	Adjournment Thomas Owens made motion to adjourn. Mary Ann Atkins seconded the motion. The motion was carried. Motion passed by unanimous consent, (5/0). Meeting Adjourned at 9:40 p.m.

HAMPTON COUNTY SCHOOL DISTRICT 2
BOARD BUSINESS ACTIONS/VOTING RECORDS
Regular Meeting-8.15.2017

1. That, upon the recommendation of the Superintendent, the Board approves Human Resource recommendation of certified employees.	Motion made by: Thomas Owens Motion seconded by: Earl Choice	<input checked="" type="checkbox"/> Earl Choice <input checked="" type="checkbox"/> MaryAnn Atkins <input checked="" type="checkbox"/> John Gordon <input checked="" type="checkbox"/> Jacqueline Hopkins <input checked="" type="checkbox"/> Thomas Owens The motion passed 5 of 5
2. That, upon the recommendation of the Superintendent, the Board rejects the Human Resource recommendation of Classified Employee Candidate #1.	Motion made by: Thomas Owens Motion seconded by: Earl Choice	<input checked="" type="checkbox"/> Earl Choice <input checked="" type="checkbox"/> MaryAnn Atkins <input checked="" type="checkbox"/> John Gordon <input checked="" type="checkbox"/> Jacqueline Hopkins <input checked="" type="checkbox"/> Thomas Owens The motion passed 5 of 5
3. That, upon the recommendation of the Superintendent, the Board approves Human Resources recommendation of Classified Employee Candidate #2 <i>based upon 1 year employee probationary period.</i>	Motion made by: John Gordon Motion seconded by: Earl Choice	<input checked="" type="checkbox"/> Earl Choice <input type="checkbox"/> MaryAnn Atkins- Opposed <input checked="" type="checkbox"/> John Gordon <input checked="" type="checkbox"/> Jacqueline Hopkins <input type="checkbox"/> Thomas Owens- Opposed The motion passed 3 of 5
4. That, upon the recommendation of the Superintendent, the Board approves Student and Parent Handbook <i>(formerly Student Code of Conduct)</i> – Adoption	Motion made by: MaryAnn Atkins Motion seconded by: John Gordon	<input checked="" type="checkbox"/> Earl Choice <input checked="" type="checkbox"/> MaryAnn Atkins <input checked="" type="checkbox"/> John Gordon <input checked="" type="checkbox"/> Jacqueline Hopkins <input checked="" type="checkbox"/> Thomas Owens The motion passed 5 of 5
5. That, upon the recommendation of the Superintendent, the Board approves the adoption of 2017-2018 Athletic Handbook Revisions. Adoption	Motion made by: MaryAnn Atkins Motion seconded by: Earl Choice	<input checked="" type="checkbox"/> Earl Choice <input checked="" type="checkbox"/> MaryAnn Atkins <input checked="" type="checkbox"/> John Gordon <input checked="" type="checkbox"/> Jacqueline Hopkins <input checked="" type="checkbox"/> Thomas Owens The motion passed 5 of 5
6. That, upon the recommendation of the Superintendent, the Board approves Student Out of District Request	Motion made by: Thomas Owens Motion seconded by: MaryAnn Atkins	<input checked="" type="checkbox"/> Earl Choice <input checked="" type="checkbox"/> MaryAnn Atkins <input checked="" type="checkbox"/> John Gordon <input checked="" type="checkbox"/> Jacqueline Hopkins <input checked="" type="checkbox"/> Thomas Owens The motion passed 5 of 5

7. That, upon the recommendation of the Superintendent, the Board approves SY 2017-2018 Title I Plan .	Motion made by: Thomas Owens Motion seconded by: MaryAnn Atkins	<input checked="" type="checkbox"/> Earl Choice <input checked="" type="checkbox"/> MaryAnn Atkins <input checked="" type="checkbox"/> John Gordon <input checked="" type="checkbox"/> Jacqueline Hopkins <input checked="" type="checkbox"/> Thomas Owens The motion passed 5 of 5
8. That, upon the recommendation of the Superintendent, the Board approves SY 2018 Title II Plan .	Motion made by: Thomas Owens Motion seconded by: MaryAnn Atkins	<input checked="" type="checkbox"/> Earl Choice <input checked="" type="checkbox"/> MaryAnn Atkins <input checked="" type="checkbox"/> John Gordon <input checked="" type="checkbox"/> Jacqueline Hopkins <input checked="" type="checkbox"/> Thomas Owens The motion passed 5 of 5
9. That, upon the recommendation of the Superintendent, that the Board table approval of the 2017-2018 District Organizational Chart .	Motion made by: Thomas Owens Motion seconded by: Earl Choice	<input checked="" type="checkbox"/> Earl Choice <input checked="" type="checkbox"/> MaryAnn Atkins <input checked="" type="checkbox"/> John Gordon <input checked="" type="checkbox"/> Jacqueline Hopkins <input checked="" type="checkbox"/> Thomas Owens The motion passed 5 of 5
10. That, upon the recommendation of the Superintendent, the Board approves Student A to enroll in Hampton County 2 under the Alternative School program . <i>Stipulations: equivalent to the time that the student must serve from previous school district.</i>	Motion made by: Thomas Owens Motion seconded by: Earl Choice	<input checked="" type="checkbox"/> Earl Choice <input checked="" type="checkbox"/> MaryAnn Atkins <input checked="" type="checkbox"/> John Gordon <input checked="" type="checkbox"/> Jacqueline Hopkins <input checked="" type="checkbox"/> Thomas Owens The motion passed 5 of 5
11. That, upon the recommendation of the Superintendent, the Board approves District Employee Student enrollment request .	Motion made by: Thomas Owens Motion seconded by: Earl Choice	<input checked="" type="checkbox"/> Earl Choice <input checked="" type="checkbox"/> MaryAnn Atkins <input checked="" type="checkbox"/> John Gordon <input checked="" type="checkbox"/> Jacqueline Hopkins <input checked="" type="checkbox"/> Thomas Owens The motion passed 5 of 5

October 31, 2017