

# *Wil Lou Gray Opportunity School*

## BOARD OF TRUSTEES

### MEETING MINUTES

AUGUST 15, 2019

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A meeting of the Board of Trustees was held on August 14, 2019 beginning at 12:00 p.m., in the Board Room of the Wil Lou Gray Opportunity School.

Board members present:

Mrs. Doris Adams  
Mr. Russell Hart  
Mr. Dan Dobson  
Mr. Reggie Thomas  
Mrs. Marilyn Edwards-Taylor

Mr. Tom Hamilton  
Mr. Bobby Collar  
Mr. Michael Moss  
Mr. Stewart Cooner

Staff members present:

Mr. Pat Smith  
Mrs. Shannan Woovis  
Mr. Charlie Abbott  
Mr. Scott Gaines  
Ms. Theresa Trowell  
Ms. Martha Powers  
Mr. Scott Poovey  
Mr. Jeff Hook

Mrs. Brent Arant  
Mr. Sarah Russell  
Mr. Gary Newsome  
Captain Hamlin  
Mrs. Lettice Glenn  
Ms. Stephanie Morton  
Mrs. Tiffany Ulmer  
Mr. Brandon Lytes

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The meeting was called to order at 12:40 p.m.

#### **APPROVAL OF AGENDA**

**Mr. Cooner made a motion to approve the agenda and Mr. Hamilton seconded the motion. The motion passed.**

**The absence of Mr. Bryan England was excused by the Board.**

**Mr. Hart introduced the new Board Member, Mr. Dan Dobson.**

#### **APPROVAL OF MINUTES**

**Mrs. Blalock made a motion to approve the minutes from the May 8, 2019 meeting and Mr. Collar seconded the motion. The motion passed.**

#### **DIRECTOR'S REPORT**

Mr. Smith reported on the following:

- Introduced staff who maintain integrity of grounds and buildings: Mr. Jeff Hook, Director of Maintenance, Ms. Martha Powers, Mr. Bobby Lunn and Mr. Brandon Lytes
- Legislative Manuals were issued on June 28, 2019, but we just received them.
- During the week of July 15-19, the Residential Staff participated in mandatory training.
- In addition, all employees participated in the Active Shooter Training and Blood Born Pathogen Class.
- Mr. Scott Poovey is currently enrolled in the CPM Class and Ms. Theresa Trowell just applied to an APM Class.
- On July 29, 2019 133 students enrolled, which is reflected on the Program Profile and SC county map.
- During Class 19-03, we issued our 2500<sup>th</sup> GED since beginning this particular curriculum in 1998.
- The Academic Calendar for 2019-2020 is enclosed for future reference.

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- Enclosed is the draft of the response from the Legislative Oversight Committee.
- Representative Neal Collins commented about WLGOS on his Facebook and his desire to advocate for Section 59-65-470, which is the Dropout Prevention and Recovery Bill.
- Ms. Angela Hanyak submitted her letter of resignation to the Board of Trustees.
- We have contracted with the Town of Springdale to hire an SRO.

#### PERSONNEL COMMITTEE

Ms. Trowell presented the EEOC findings to the board members. She elaborated on the two categories within the agency that we did not achieve our goal attainment of 70%, which was in the cafeteria and residential departments. To assist in expanding hiring strategies, the Human Resources Department began using the website Indeed.com. This website is in addition to employee referrals and the SC website Careers.SC.Gov.

**Mrs. Blalock made a motion to approve the personnel actions and Mr. Cooner seconded the motion. The motion passed.**

#### POLICY COMMITTEE

**No Report.**

#### BUDGET COMMITTEE

Ms. Stephanie Morton gave an update on the 2019 Year End Budget Summary included in the member's packets.

**Mr. Cooner made a motion to approve the 2019 Budget Summary and Mr. Moss seconded the motion. The motion passed.**

The FY' 20 Operating Budget was also presented, as approved by the SC General Assembly.

**Mr. Cooner made a motion to approve the FY' 20 Operating Budget and Mr. Thomas seconded the motion. The motion passed.**

The final report discussed was the FY' 21 Budget Proposal, which included a Licensed Professional Counselor, Classroom Security Improvement and Security Camera and Keyless Entry updates.

**Mr. Cooner made a motion to approve the Proposal. Mrs. Blalock seconded the motion; the motion passed.**

#### PROGRAM COMMITTEE

Wil Lou Gray Principal Scott Gaines gave a presentation on the GED celebratory theme for the 20-01 Class. The "Ring of the Bell" celebration began in 2018-2019 as a means to congratulate each passing of the GED by a student. Once test results are disseminated, it is obvious whether a student has passed or failed. To prevent students from embarrassment when they fail, the Academic Department revised the process.

Beginning Class 20-01, a celebration theme of "Groovy" will fill the halls of Wil Lou Gray. Students will have the opportunity to discuss their GED scores to a Mental Health Counselor prior to emerging through the black curtains with blue and green lights flashing in the halls. So, everyone is given a chance to walk the lights whether they pass or fail. Once a student passes though, they are given a "Groovy Ticket". Information they may need once leaving WLGOS will be on the back, such as their username and password to their GED accounts. Those that fail are given the opportunity to set benchmarks with stickers on the wall in the academic building if they so choose.

The bell will still hang in the Academic Building and be used for students to ring once they pass. This tradition has been beneficial to the staff and students. It is amazing to see all the students congratulate each other and have the staff give hi-fives, handshakes and hugs, regardless if they passed or failed. The process itself helps develop a comradery among the students.

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### BUILDING AND GROUNDS COMMITTEE

Mr. Abbott gave an update on some of the campus improvements, including the continuation of completing the replacement of overhead power lines to underground. This project should begin around November, awaiting release of funds. The \$500,000 we received for campus updates will be used for upgrading the speaker system in the Auditorium, as well as assist in drainage issues in the same building.

Mr. Hamilton commented on utilizing solar panels on some of our buildings and grants that may assist in the funding.

### OLD BUSINESS

None.

### NEW BUSINESS

#### *Legislative Oversight Committee update:*

Mr. Smith remarked on the recommendations from the Oversight Committee Report and how they are being addressed.

#### *Board Training on Procurement, Finance and Human Resources:*

Mr. Charlie Abbott, Director of Operations, discussed the state government process on Procurement Regulations and how it relates to Wil Lou Gray. As reference, an actual PO was provided to the members.

Ms. Theresa Trowell, Human Resource Manager, provided the on-boarding procedure for new employees and direct links for current employees to use for policies relating to state benefits and programs.

A financial overview was given by Ms. Stephanie Morton. The PowerPoint provided detailed information on how Internal and External Audits relate to the financial practices of Wil Lou Gray.

**With no further business to discuss, a motion was made by Ms. Blalock to conclude the meeting. Mr. Hamilton seconded the motion and the meeting adjourned at 1:55pm.**