

**Williston School District 29 Board of Trustees**  
**Regular Board Meeting**  
**October 16, 2018**  
**7:00 p.m.**  
**District Board Room**  
**12255 Main Street**  
**Williston, South Carolina 29853**

**OPEN SESSION**

**1. Call to Order**

Board Chair Ferlecia A. Cuthbertson called the October 16, 2018, regular board meeting to order at 7:02 p.m.

Members present: Board Chair Ferlecia A. Cuthbertson, Vice-Chair Michael L. Hutto, Secretary Doris B. Young, and Members Ronald J. Brown and Annette W. Burnette.

Members absent: None

Noting a quorum was present.

Media: Jonathan Vickery, *The People Sentinel*

Administration present: Superintendent Dr. Marcella Heyward, Director of Human Resources Dr. LaToya Thomas-Dixon, Director of Finance Rose Anderson, Director of Curriculum, Instruction & Accountability Debra McCord, Director of Transportation/Medicaid Clerk Chantane Tobin, Director of Special Services Kathy Griffin, District Technology Coordinator Amy Nix, Maintenance Supervisor Ronnie Neville, IT Technician Terry Roy, Principals Nakeisha Baxley, Tammy Briggs, and John Bradley, Recording Secretary Debbie McNeil and approximately 37 guests.

**2. Invocation/Pledge Allegiance to the American Flag**

The invocation was given by Mrs. Cuthbertson, followed by the Pledge of Allegiance to the American flag.

**3. Approval of Agenda**

Mrs. Cuthbertson asked that the agenda be approved as written.

MOTION: Mr. Hutto SECOND: Mrs. Young

ACTION: Motion passed unanimously by a show of hands.

**4. Approval of Minutes:**

Mrs. Cuthbertson asked that the following Board minutes be approved as written.

- September 18, 2018: Regular Monthly Board Meeting

MOTION: Mrs. Young SECOND: Mrs. Burnette

ACTION: Motion passed unanimously by a show of hands.

**5. Awards and Recognitions**

The following groups were recognized for their outstanding achievements.

- Character Education
  - October: Courage  
Tanner Page-Kelly Edwards Elementary School

- September: Fairness
  - Gideon Petersen-W-E Middle School
  - Xavien Gordon-W-E Middle School
  - Adrianna Houston-W-E Middle School
- Rotary Students of the Month
  - Karli Overton - September
  - Catherine Arbogast - October
- WEHS National Honor Society
  - The organization and maintaining of the District's Clothes Closet

## 6. **Public Participation**

W-E High School student Evan Overton spoke to the Board concerning the W-E Marching Band. Mr. Overton invited the Board to the marching band's lower-state competition at Hartsville, S.C. next Saturday, October 20, 2018. He also informed the Board that the state band competition will be held the following Saturday at Batesburg, S.C. His concern was the band not getting the recognition as other organizations in the school district.

## 7. **Superintendent's Update**

Dr. Heyward reminded the Board that due to Hurricane Florence, school was closed on September 11<sup>th</sup>, 13<sup>th</sup>, and 14<sup>th</sup>. Dr. Heyward went on to inform the Board that South Carolina law states that at least three days are to be made up. She said these three dates had been implemented into the 2018-19 school calendar with these dates being January 4<sup>th</sup>, February 18<sup>th</sup>, and March 22<sup>nd</sup>, 2019. She asked the Board to approve these dates as makeup days for this school year.

MOTION: Mrs. Young SECOND: Mr. Brown

ACTION: Motion passed unanimously by a show of hands.

## 8. **Continuing Business**

- Department of Curriculum, Instruction & Accountability
  - 2018 Assessment Update

Director of Curriculum, Instruction & Accountability Debra McCord presented to the Board an update on Assessment Data. In reference to the End of Course testing, English 1 dropped by 3% and middle school English 1 maintained 100% passing rate. U.S. History increased by 22% which put the district slightly above the state average. Next Mrs. McCord gave the Board a report on the Ready to Work (WIN) testing. She said that 90.5% of students tested earned certificates. Out of that 90.5%, 12.7% earned Platinum/Gold certificates and 77.8% earned Bronze/Silver certificates.

- 2018 Assessment Data

Mrs. McCord presented to the Board the 2018 Assessment Data results for the 2017-18 school year. She told the Board that while the state saw a slight increase in the percentage of third and fourth graders passing the SC Ready test, it also saw growth in the percentage of students at every grade level earning the lowest possible score.

- Department of Finance
  - Monthly Financial Update

Director of Finance Mrs. Rose Anderson presented the monthly financial update for the month of September as information only.

- FY 2018-2019 Appropriation Act funds

The next item Mrs. Anderson brought to the Board's attention was the \$15 million lottery allotment allocated by the South Carolina General Assembly which would allow school districts to apply for their top three safety priorities. Mrs. Anderson said she met with the staff to discuss the top three main items that relate to the security of the district. They are as follows:

1. SRO Equipment
2. Intercom System-District Wide
3. Security Cameras

Mrs. Anderson said the application, in the amount of \$145,000, will be submitted on October 26, 2018.

- Federal Programs Update

Next, Mrs. Anderson gave the Board a federal programs update. Some questions were asked.

➤ Abbeville Funds Update

Mrs. Anderson informed the Board that the Superintendent, Director of Finance, and high school principal, had met with the architect project manager to review the next steps of the Abbeville construction projects. She told the Board that the bidding process had already begun, with the pre-bidding conference being held on October 23, 2018, at 2:00 pm.

- Department of Human Resources
  - Salary Scales Update

Dr. LaToya Thomas-Dixon, Director of Human Resources, updated the Board on the Salary Scales study. Dr. Thomas-Dixon informed the Board that she had worked with Cheryl Tune, Payroll Manager and they had pulled all the employees titles, classified and certified. Dr. Thomas-Dixon went on to explain she is working with Talent Ed and that once all the job descriptions had been pulled for every employee in the district, she said the directors, supervisors, and principals, will take a good look at the job descriptions and edit them. She said once they have all been edited and approved, she will upload them into Talent Ed so when a job position needs to be advertised, the job description will already be in the system. She said she will be working with finance to put the salary ranges next to the titles.

## 9. **New Business**

- Certification of Delegates for the 2018 Delegate Assembly

Mr. Hutto nominated Mr. Brown as the voting delegate for the 2018-2019 SCSBA Legislative Advocacy Assembly.

SECOND: Mrs. Young ACTION: Motion passed unanimously by a show of hands.

Mr. Hutto nominated Mrs. Young as the voting alternative for the 2018-2019 SCSBA Legislative Advocacy Assembly.

SECOND: Mr. Brown ACTION: Motion passed with a 4 vote with Mrs. Young abstaining from voting

- Dr. Heyward presented the following out of country field trip request for Board approval.
  - WEHS Spanish Class: Costa Rica-April 12-21, 2019

After some discussion, a vote was called.

MOTION: Mr. Hutto SECOND: Mrs. Burnette

ACTION: Motion passed with a 4 vote with Mrs. Young abstaining from voting.

## 10. **CLOSED SESSION**

### **Executive Session: Employment, Student, Contractual Matters, and Superintendent's Interim Evaluation**

At 8:17 pm, Mrs. Young made a motion that the Board enter executive session for the discussion of employment, student, contractual matters, and Superintendent's interim evaluation. Mr. Hutto seconded the motion. Motion passed unanimously by a show of hands.

At 8:47 pm, Mrs. Young made a motion to adjourn executive session. Mr. Brown seconded the motion. Motion passed unanimously by a show of hands.

## **OPEN SESSION**

### 11. **Action on matters discussed in Executive Session**

- Employment Matters

No action taken.

- Student Matters

Dr. Heyward recommended the Board accept approval of students "A" and "B" into Williston School District 29, pending release from Aiken County School District.

MOTION: Mrs. Young SECOND: Mrs. Burnette

ACTION: Motion passed unanimously by a show of hands.

- Contractual Matters

No action taken.

- Superintendent Interim Evaluation

Mr. Hutto informed everyone that this was just a reminder to the Board to be prepared for the next Board meeting to do the Superintendent's interim evaluation and to bring all concerns and praises and for the Superintendent and for the Superintendent to do the same for the Board.

**12. Adjournment**

At 8:49 pm, Mrs. Young made a motion for adjournment. Mr. Brown seconded the motion. Motion passed unanimously.

Respectfully submitted: \_\_\_\_\_  
Ferlecia A. Cuthbertson, Board Chair

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Debra W. McNeil, Recording Secretary