

**Minutes of Regular Monthly Meeting
Monday, November 16, 2020**

**The Board of Trustees
Clarendon School District Four**

A Regular Monthly Meeting of the Board of Trustees of Clarendon School District Four was held November 16, 2020, beginning at 6:31 PM at the Clarendon One Board Room in Summerton, SC and virtually via ZOOM Cloud Meetings.

<p>CSD4 Board Chair, Mr. Jason Newsome, called the meeting to order at 6:31 PM.</p>	<p>CALL TO ORDER</p>
<p>Chairman Jason Newsome called the meeting to order at 6: PM. He welcomed all persons joining live and thanked them for attending the meeting.</p>	<p>CALL TO ORDER/WELCOME</p>
<p>Quorum of trustees present for the Call to Order: Chairman, Mr. Jason Newsome; Vice Chair, Tony Junious; Secretary, Ethel Marshall (<i>virtual</i>); Luther Faulk; Alex Craven and Jennifer Powell</p>	<p>TRUSTEES PRESENT</p>
<p>Trustees Not Present for Declaration of Quorum: Parliamentarian, Ron Wingard (entered during All4SC Presentation)</p>	
<p>District/School/Community officials present included: CSD1,3 Personnel Director, Laura Fleming; CSD3 employee, Kim Lineberger (<i>virtual</i>); CSD4 Finance Director and CSD1 Finance Consultant, David Loadholt; CSD3 Executive Administrative Assistant, Harriett Cannon (<i>virtual</i>); CSD1 Board Secretary, John Bonaparte (<i>virtual</i>); Rhodes Branding Representatives, Austin Rhodes (<i>virtual</i>), All4SC Associates, Barnett Berry, Matt Irvin, and Don Doggett (<i>virtual</i>).</p>	<p>OFFICIALS PRESENT</p>
<p>Alex Craven led the reciting of the pledge of allegiance. A moment of silence was observed.</p>	<p>PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE</p>
<p>Jennifer Powell moved, and Alex Craven seconded the motion to approve the consent agenda. The motion was carried unanimously.</p>	<p>CONSENT AGENDA</p>
<p>Dr. Angela Bain, Interim Superintendent, yielded the floor to Barnett Berry with All4SC. Mr. Berry shared insight into All4SC. It is a project that marshals assets through a concept - community schools. He shared the project's four pillars to the community schools concept: integrated student supports, Expanded Learning Time and Opportunities, Active Family and Community Engagement, and Collaborative Leadership and Practice. Mr. Matt Irvin and Mr. Don Doggett went on to share the unique opportunities through innovative coursework and hubs of community support.</p>	<p>SUPERINTENDENT'S REPORT</p>
<p>Dr. Angela Bain, Interim Superintendent, yielded the floor to Austin from Rhodes Branding. Austin shared a report of the community's input into the C4 Logo. Seventy-four percent of the community voted for the third logo option. The Branding Company will use the logo in the development of other district media. The districts landing page is live at www.Clarendon4.org. It is still in its rough draft; however, the team will begin loading information immediately.</p>	

Dr. Angela Bain, Interim Superintendent, shared that the curriculum committee will meet on December 1 as a whole team. There will be presentations from each grade band subcommittee. The information presented will be shared with the Board. Dr. Bain also highlighted a contract from Southern Regional Education Board (SREB). The contract has been reviewed by the district's attorney.

Dr. Angela Bain, Interim Superintendent, shared an update about her meeting at McLeod Health. All three districts are working together to receive telehealth services through McLeod Health. A contract outlining that partnership was also reviewed by the district's attorney. The attorney's reports were included in the board packet for review.

DISCUSSION ITEMS

Dr. Angela Bain, Interim Superintendent, gave an update on shared services:

- September 8, 2020, C1 and C3 began to merge Human Resources.
- There will be a meeting on Wednesday to discuss some other matters that have risen.
- Transportation has not begun shared services but will merge in January as one Transportation Director will be retiring.
- Special Services and other offices will also engage in shared services.
- IT has been put on hold because of some of the issues that are being ironed out in Clarendon One. Ms. Fleming and consultant in IT are working in Clarendon Three.

Dr. Bain, Interim Superintendent, yielded the floor to Mr. David Loadholt, CSD4 Finance Director for an update on the Financial Accounting Systems and an Update on the Financial Position for Clarendon One and Three. Mr. Loadholt shared:

- C4 is up and running on the Harris Software. C1 is 75-80% converted to the Harris Software. It will be converted by the end of the month. All C1's w2's will be run from Harris software.
- The two offices will be merging soon. There will be discussion about it Wednesday.
- Financial update for Clarendon Four: At the state board meeting last Tuesday, the board voted to release the other portion of 1.88 B funds. The district has received the \$10 Million.
- Financial update for C1: Mr. Loadholt presented the cashflow and general fund budget to C1's board. He will present these reports monthly. They are on budget and are projected to remain on budget. To date, the State and Federal Tax deposits have been made.
- Financial update for C3: Loadholt presented Fleming's preliminary audit that was presented to the C3 board. Expenses are showing \$36,000 under revenue. He shared their projected fund balance.

Dr. Bain opened the floor for discussion on the location for the Clarendon School District Four District Office. Mrs. Ethel Marshall shared some updates on the C1 District Administrative Offices. After a discussion with Dalton Tresvant of Representative Clyburn's Office, it seems that there are about two – three years left before the buildings will become National Park Sites. Once the first bill passes, there will be a second bill requesting that the Park Service pay C1 for the buildings. Until the buildings are released to the park service, the district will be responsible for the buildings. The board requested Mr. Tresvant attend the December or January meeting to answer their questions.

Dr. Bain opened the floor for discussion of Policy BEDH: Public Participation at Meetings. Public Participation has been suspended due to the COVID-19 pandemic as a safety precaution. A community group has reached out to Clarendon Four for public participation; therefore, the board will discussed reinstitution of the policy with adjustments for virtual participation.

Alex Craven moved, and Luther Faulk seconded the motion to go into Executive Session at 7:26 PM to discuss Personnel Matters – Organizational Chart, SREB Contract, and McLeod Health Contract. The motion was approved unanimously.

EXECUTIVE SESSION

Alex Craven moved, and Jennifer Powell seconded the motion to come out of Executive Session at 8:23 PM. The motion was approved unanimously.

COME OUT OF EXECUTIVE SESSION

The Public Session of the Board of Trustees Meeting reconvened with the following trustees present: Mr. Jason Newsome, Mr. Tony Junious, Ms. Ethel Marshall (*virtual*), Mr. Ron Wingard, Mr. Luther Faulk, Ms. Jennifer Powell, and Mr. Alex Craven.

TRUSTEES PRESENT

The Board received and review Policy EA – Support Services Goals and Priority Objectives, Policy EB – Environmental and Safety Programs, Policy EBAB – Hazardous Materials, Policy EBBA – Prevention of Disease/Infection/Other Condition Transmission, Policy EBC – Emergencies, EBC – R(1) – Remote Work, EBC – R(2) – Remote Instruction, EBC – R(3) – Virtual Board Meetings, Policy EBCB – Safety Drills, Policy EBCC – Bomb Threats, Policy EBCE – School Closings and Cancellations, Policy EC- Buildings, Grounds, Property Management, Policy ECA- Security, Policy ECAA – Threat Assessment, ECAA – R – Threat Assessment, File ECAA – E(1), File ECAA – E(2) – Threat Assessment and Management Process, Policy ECAC – Vandalism, Policy ECAF – Video Monitoring _ Buildings and Grounds, Policy ECAG – Video Monitoring_ School Buses, Policy ECB – Buildings and Grounds Maintenance, Policy ED – Materials and Equipment Management, ED-R – Materials and Equipment Management, Policy EDE – Resource Conservation/Waste Management and Recycling, Policy EEA – Student Transportation, Policy EEAE – Bus Safety Program, EEAE-R – Bus Safety Program, File EEAE-E – Drug and Alcohol Testing Program Acknowledgement Form, Policy EEAE-E – Student Conduct on Buses, Policy EEAG – Student Transportation in Private Vehicles, Policy EEBA – District-Owned Vehicles, Policy EF – Food Services, EF-R- Food Services, Policy EFE- Competitive Food Sales/Vending Machines, EFE-R- Competitive Food Sales/Vending Machines, File EFE – E(1): Smart Snacks Individual Exempt Fundraiser Checklist, File EFE-E(2): Smart Snacks Annual School-Based Exempt Fundraiser Summary Report, Policy EGAD – Copyright Compliance, EGAD-R- Copyright Compliance, Policy EHB – Data/Records Retention, Policy EI – Insurance Program/Risk Management, Policy FA – Facilities Development Goals and Priority Objectives, Policy FB – Facilities Planning, Policy FF – Naming Facilities, and FF-R- Naming Facilities for first reading.

ACTION ITEMS

The Board received and reviewed Policy DJ- Purchasing, DJ -R - Model School District Procurement Code FINAL, Policy DJGA – Sales Calls and Demonstrations, Policy DK – Payment Procedures, Policy DKA – Payroll Procedures – Schedules, Policy DKB – Salary Deductions, Policy DKC – Expense

Authorization – Reimbursement, Policy DM – Cash in School Buildings, and Policy DN – School Properties Disposition for second reading.

Mr. Tony Junious, Vice Chairman and Chairman of the Policy Subcommittee, reviewed the changes to the policies with the board.

Tony Junious moved, and Jennifer Powell seconded the motion to approve polices from Section E and F as presented for first reading. The motion was approved unanimously.

Tony Junious moved, and Ron Wingard seconded the motion to approve polices from Section D with the presented corrections for second reading. The motion was approved unanimously.

Tony Junious moved, and Jennifer Powell seconded the motion to approve the minutes from meetings October 19, 2020 with any necessary corrections. The motion was approved unanimously.

Jennifer Powell moved, and Tony Junious seconded the motion to approve the McLeod Health Contract to include SECC as they were inadvertently omitted. The motion was approved unanimously.

Tony Junious moved, and Ron Wingard seconded the motion to approve the SREB Contract. The motion was approved unanimously.

There being no further business, Jennifer Powell moved, and Alex Craven seconded the motion to adjourn the meeting at 8:33 PM. The motion was carried unanimously.

ADJOURNMENT

Respectfully submitted by:

Mr. Jason Newsome, Board Chairman

Mrs. Ethel Marshall, Board Secretary