

MINUTES
ANDERSON COUNTY BOARD OF EDUCATION
402 Bleckley Street, Anderson, South Carolina 29625
November 19, 2007

Board Members Present: Randy Price, David Draisen, Reverend Dr. Rufus Mitchell, Steve Garrison Brenda Bradberry, Mike Brock, Mike Gray, Jeff Kubu, John Sherard and Joey Nimmer, Ex Officio

Board Members Absent: All were present

Others Present: Dan Davis, Randolph Dillingham, Patricia Smith

Call to Order: Mr. Price called the meeting to order. Rev. Dr. Mitchell presented the invocation. Everyone joined in the pledge of allegiance to the flag.

Approval of Agenda: Mr. Gray made the motion to approve the amended agenda with the addition to Old Business of personnel employee manual update. Rev. Dr. Mitchell seconded the motion and the Board voted unanimously to approve.

Approval of Minutes: Ms. Bradberry made the motion to approve the October 15, 2007 minutes. Mr. Garrison seconded the motion, and the Board voted unanimously to approve.

Recognition of Media and Patrons/ Public Comment Period: Mr. Price welcomed the visitors, Dan Davis and Randolph Dillingham.

Report from Public Relations Committee—County Board Logo Contest: Mr. Garrison presented the drawings of the fifteen entrants in the logo contest for rating and review to narrow the entries to three. Mr. Nimmer gave a copy of the rules for the contest to the Board members. The question was asked if the entries should be considered even if they did not follow the rules for the contest. Ms. Bradberry made the motion to follow the rules. Mr. Garrison seconded the motion. Mr. Gray and Mr. Kubu voted nay. The motion passed with Rev. Dr. Mitchell, Mr. Brock, Mr. Sherard, Mr. Brock, Mr. Draisen, Ms. Bradberry and Mr. Price voting yea.

Mr. Garrison described the Greenville school fact sheet, logo and the information that accompanied it. He made it known that he would like for the County Board to have something as impressive. Mr. Gray told of a Toast and Topics meeting with all the District Superintendents present who had collaborated on numbers for the Chamber meeting. Mr. Garrison asked Mr. Nimmer to get some of the District numbers. Ms. Bradberry asked that the drop out rates be included. Mr. Price reminded the Board that the information request had already been published in the Anderson Independent-Mail. Ms. Bradberry made the motion to send all participants in the logo contest a thank you note. Mr. Garrison seconded the motion and the Board agreed unanimously.

Alternative School Report: Mr. Dillingham confirmed the Alternative School Board meeting being held Monday, November 26, 2007. He said enrollment was 92 to 94 which is close to last year's enrollment at this same time. Mr. Dillingham reported he had started tracking

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successes of some students who had left the Alternative School. Mr. Price expressed his gratitude for the work being done at the Alternative School. The walking track in the lot across the street from the Alternative School would be paved the next day after much preparation and help from the City of Anderson and Anderson County.

Administrator's Report: Mr. Nimmer reported:

1. Christmas Dinner scheduled for December 17th. The Board agreed to hold the Christmas dinner at Romano's at the suggestion of Mr. Kubu.
2. The South Carolina School Board annual conference will be held February 28, 2007 through March 2, 2008 at the Marriott at Hilton Head. Mr. Price wanted to know the cost per person for a Board member to attend. Mr. Nimmer estimated around \$800.00.
3. Amie Crolley and Mr. Nimmer have met with every school she will be servicing as the Attendance/Drop-Out Coordinator. Mr. Nimmer reported Ms. Crolley is being very busy doing a good job.
4. The meeting with the Strom Thurmond Institute will be held Monday, November 26 at the Anderson County Library in meeting room C.
5. John Sherard received a certificate from the South Carolina School Board Association.

Financial:

- A. **Tax Collections YTD vs. Budget:** There is a slight dip in tax revenue for District Four and District Five which includes most of the industrial base, but this gap should be closed in January. Everyone is where they should be at this time. We have now received the second distribution of the property tax relief which came in today. So far this has been a smooth process.
- B. **Assessment Totals:** We have noticed some growth due to the new residential being posted. In spite of the automobile property tax ratchet down which will be completed next month, we still have a net gain of almost \$40,000 per mill countywide. Our budget numbers for the current year which was based on a 97% collection rate at the lower assessment should be fine.

Mr. Garrison explained he had a meeting with Anderson County Treasurer, Jason Phillips, and Anderson County Auditor, Jacky Hunter, to qualify a theory he was working on. A discussion followed regarding a unified millage plan for education debt service.

Old Business:

A. **Christmas Party:** After a discussion of the restaurants contacted for reservations, the Board voted to have the Christmas dinner at Romano's at 6:00 PM on December 17th. Mr. Kubu was appointed an ad hoc committee of one to take care of the reservations. Mr. Nimmer said the invitations would be sent to the Delegation and others invited with an RSVP to get a number attending.

B. **Personnel Employee Manual:** Mr. Garrison made a suggestion the personnel committee have a workshop to make necessary changes to the manual. He added that a good job of making changes and addendums could only be developed with more time than was allotted this night. Ms. Bradberry repeated her motion of the prior Board meeting to have the Administration and Personnel Committees review and revise where necessary the entire personnel and employee manual to include updating all forms and evaluations of employees added along with the instruments to be used for evaluation. Mr. Nimmer told the Board a copy of the employee manual had been given to everyone on that Committee, and they had

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also been given the task to check on employee drug screening. Mr. Draisen asked if notes were taken when Committee meetings were held. Mr. Garrison said notes were not taken. Mr. Draisen made the motion that the Chairman of each committee take notes and submit those to the Chairman of the Board. Mr. Price presented the information three committees are listed in the manual with actual descriptions. There are six standing committees that are not ad hoc committees. Each committee has a chairman and Mr. Price said he would like the chairman of each committee to create a description and list responsibilities of their committee. Mr. Kubu suggested making committee report a regular part of the monthly agenda. Ms. Bradberry reminded the Board that the manual was an employee manual with no place for the Board committee descriptions. The only reason the three committees are listed in the manual is that they deal with employees. Mr. Nimmer said the only revisions made to the manual recently was in December, 2006, when the accumulated leave revision was made and in October 2007 when two job descriptions were updated. Ms. Bradberry believed there should be a Board manual as well as an employee manual. After further discussion Mr. Draisen withdrew his motion. It was decided that the meeting to discuss revisions to the employee manual would be held December 10, 2007 at 2 PM at the Anderson County Board of Education.

New Business:

- A. **ADM and SFS Accounts Payable:** Mr. Gray made the motion to pay the bills. Mr. Garrison seconded the motion and the Board approved unanimously.
- B. Ms. Bradberry made the motion to appoint a committee and all members who wanted to attend could attend to write a Board manual. Mr. Garrison seconded the motion. A brief discussion followed about the contents of the future Board manual. All voted yea with the exception of Mr. Gray, Mr. Kubu, and Mr. Brock who voted nay.

The meeting was adjourned.
Respectfully submitted,

David Draisen, Secretary, Anderson County Board of Education
This is a true and correct copy of notes taken at the meeting.