

**Charleston County School District Board of Trustees
July 11, 2016 Committee of the Whole**

Meeting Notes - July 12, 2016

Observer: Barbara Griffin

AUDIT & FINANCE COMMITTEE

Interim Financial Report - Mr. Glenn Stiegman (Chief Financial Officer)

The presentation contained considerable detail and no copies of presentation documents were provided to the public so it was a bit difficult to follow. Mr. Stiegman provided various updates on the status of budget, revenue and expenditures for June (not final). Over-arching concern is that taxes have weakened against projections with an approximate \$10 M to \$11 M shortage against plan. With regard to expenditures there were various updates describing some categories over anticipated spending and some under. For example, there was a substantial increase in Workers' Compensation expenditures due to two settlements while spending was under by about \$1 M each in Transportation and in Supplies.

Internal Audit Plan Update/Revision – Ms. Cathy Milne

The Audit & Finance Committee approved a revision to the 2016 Internal Audit Plan. Again, committee documents were not provided to attendees. However, from the discussion, there were changes to costs associated with consulting and the Audit Plan will now include an audit of Medicaid.

Capital Maintenance Reallocation (2017 - 2022 Capital Program Phase IV – Sales Tax) – Ms. Joyce Costello

The Audit & Finance Committee approved a reallocation of funds in the amount of \$54,722.

Finance Division Information Items

A. **Approval Limits for Contracts and Purchase Requisitions** – Mr. Glenn Stiegman

Mr. Stiegmann provided updated staff signature authority limits for contracts and purchase requisitions.

B. **2016 - 2017 Budget Revisions** – Mr. Glenn Stiegman

The Audit & Finance Committee received 2016-2017 Budget Revisions information but Mr. Stiegman will bring back a more formal revision in September.

C. **Capital Projects Reports – April 2016 & May 2016** – Ms. Joyce Costello

Again, no documents were made available to the attending public. No committee action was required.

D. **Head Start/Early Head Start** - May 2016 Financial Report

Again, no documents were made available to the attending public. No committee action was required or taken.

Audit Reports - Not discussed.

Next Meeting – Monday, August 8, 2016

EXECUTIVE SESSION

The Executive Session was closed to the public. These are the topics that were expected to be discussed in Executive Session:

- Voluntary Student Transfers
- Teacher Appeal Hearing Officers
- Consideration of Liquor License Application for Hotel Near School
- Personnel Matter
- Disposition of Archer Property

STRATEGIC EDUCATION COMMITTEE

2016 - 2017 Code of Conduct and Progressive Discipline Plan – Mrs. Jennifer Coker

The Strategic Education Committee approved the proposed revised Elementary and Secondary Schools Codes of Conduct and the new Progressive Discipline Plan. There was considerable discussion regarding reporting legal infractions to the police. This centered largely around alcohol or prescription drugs. The proposed codes were approved with two dissents.

2015 - 2016 MAP Results

The Strategic Education Committee receive MAP test analyses as information. Again, without the meeting materials it was difficult to follow the discussion about the information on the charts. Considerable discussion ensued regarding some of the low performing results with at least two or three members expressing heightened concern and asking for strategies to immediately address those concerns. No specific action or plan was discussed or taken.

Burns at McNair Update – Dr. Valerie Harrison, Mrs. Anita Huggins, Dr. Joyce Johnson Presentation

The Strategic Education Committee received a high level description of the new plan for Burns at McNair. The new team was introduced. The plan placed considerable emphasis on community and parent outreach. At least one member of the Committee expressed his personal interest in the success of the effort and willingness to personally assist the new team. One point of note: It appears only 10 of the prior year's instructional staff will be returning.

Frierson Elementary School Enrollment – Ms. Deborah Grant and Ms. Audrey Mack

Ms. Grant and Ms. Mack presented information related to a plan and process for increasing enrollment at Frierson Elementary School. They indicated parents appeared to be reluctant to enroll their children in Frierson. One of the strategies they were employing was to invite parents to a two-day visit to become more knowledgeable about what Frierson has to offer.