

**Minutes of
Special Called Meeting
York School District One
1475 East Liberty Street
York, South Carolina 29745
Tuesday, April 28, 2020**

In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80 (d) as amended, *The Herald, Charlotte Observer, WRHI Radio, Cable News Two and News 19 (Columbia)* were properly notified of the date, place, time, conference call number and ID for the meeting that was held via conference call due to the COVID19 outbreak. The conference call meeting of the York School District One Board of Trustees was held on Tuesday, April 28, 2020 and began at 6:30 PM. The public was notified through the news media mentioned. An agenda for the meeting was posted on BoardDocs and the district's website; both provided the conference call information.

Chair Howell called the meeting to order. There was no one present from the media on the call. Mr. Oliver Love gave the invocation. Chair Howell gave an overview of the procedures to be followed during the meeting via the conference call. She noted that all votes would be made by "roll call voting". A quorum was established with the following Board members present:

Diane Howell, Chair
Maria R. Duncan

Amber Floyd, Vice-Chair
Christopher Revels

Austin Dawkins, Secretary
Mike Smith

Mrs. Kelly Coxe, District Superintendent

Moment of Silence

Chair Howell asked for a moment of silence in memory of the recent loss of Coach Sara Hope (retired York School District coach and teacher) and Mrs. Naomi Kendrick (an Instructional Assistant at York Comprehensive High School).

Reports

COVID19 Update

Mrs. Coxe and Mrs. Hagner gave the Board an update on the status of operations by the district during the COVID19 closure. The report included an overview of safety protocol for staff re-entering the buildings as some of the restrictions are lifted.

A copy of the PowerPoint shared is listed as **ATTACHMENT ONE** of these minutes.

Coordinator of Student Services Dr. Diana Smith

○ ***2020-2021 Registration Update***

Dr. Diana Smith shared that the Registration Gateway will open on May 4, 2020 to begin the online returning student registration process. Due to COVID-19, the resource center, formally held at YCHS, will not be open as in the past. Instead the district will use its Wi-Fi buses throughout the month of May (Tuesdays and Thursdays). Personnel will be on site to assist parents who come to Wi-Fi buses to register. In addition, the district will provide chrome books and /or iPads for use on the Wi-Fi buses for those who

may not have their own devices. Additionally, the district will not require proof of residency for the 2020-2021 school year.

In closing Dr. Smith noted that Mr. Cooper, Public Information Officer, will create marketing for registration to be distributed via social media platforms and telephone alerts.

Assistant Superintendent for Finance & OperationsMrs. Amy Hagner

Action: Student Meal Prices 2020-2021

Motion: A motion was made by Mike Smith to keep student meal prices the same for the 2020-2021 school year as presented by the district administration. Amber Floyd seconded the motion. Motion passed by unanimous consent of the Board.

○ *Policy GCC / GDC Employee Leaves and Absences*

Mrs. Hagner shared that due to the current crisis, and the district would like to revise Policy GCC/GDC "Employee Leaves and Absences" to allow staff to receive sick leave upfront (instead of accruing leave). There was some discussion regarding the number of personal days allocated to staff. The district will bring the revisions for first reading during its May 12, 2020 meeting, with second reading June 9, 2020.

○ *2020-2021 Budget Update*

Mrs. Hagner provided the Board with a brief update on the 2020-2021 budget.

○ *Food Service RFP Update*

Mrs. Hagner shared that proposals for the food service RFP (request for proposal) were due by April 14th. The district formed a committee to review the bids. The committee consists of the Assistant Superintendent; a cafeteria manager; a district office food service employee; a principal; and a teacher. She noted that a recommendation will be brought to the board during the May meeting for approval.

Director of Human ResourcesMr. Oliver Love

Action: Certified Resignations (End of 2019-2020 School Year)

Motion: A motion was made by Maria Duncan to accept the four certified, end-of-year resignations, as presented by the district administration. Christopher Revels seconded the motion. Motion passed by unanimous consent of the Board.

Action: Certified Retiree (End of 2019-2020 School Year)

Motion: A motion was made by Christopher Revels to accept the retirement of a certified employee effective at the end of the 2019-2020 school year. Amber Floyd seconded the motion. Motion passed by unanimous consent of the Board.

Action: Certified Recommendations 2020-2021

Motion: A motion was made by Maria Duncan to approve the recommendations of three certified employees for the 2020-2021 school year, as presented by the district administration. Austin Dawkins seconded the motion. Motion passed by unanimous consent of the Board.

- *Personnel Update*

Mr. Love provided the Board with a personnel update.

Superintendent *Mrs. Kelly Cox*

- *May 12, 2020 – Board Meeting Location*

Mrs. Cox shared that the regular May 12, 2020, board meeting was scheduled to take place at 6:30 PM in the York Comprehensive High School Auditorium. Due to the extended COVID19 school closure the meeting must be relocated. In the event the Governor's "stay at home" order is rescinded, and it is safe to meet physically, administration is requesting the meeting be held at the District Office. However, if the "stay at home" order is still in place, the meeting will be held electronically.

Action: **May 12, 2020 Board Meeting Location**

Motion: A motion was made by Mike Smith to move the May 12, 2020 to the District Office (or be held electronically if 'stay at home' order is still in place) as recommended by district administration. Christopher Revels seconded the motion. Motion passed by unanimous consent of the Board.

- *York One Risk Assessment*

Mrs. Cox shared that The South Carolina Department of Education assigns financial risk factors to all school districts. The overall risk score is based on financial and programmatic performance as demonstrated on 10 criteria. Overall risk scores of less than 18 indicate low risk, risk scores between 19 & 28 indicate medium risk and risk scores of 29 or higher indicate high risk. YSD1 has an overall score of "10" which is considered low risk. Mrs. Cox thanked Mrs. Hagner and her team for their hard work and dedication.

- *Federal Programs Meeting*

Mrs. Cox shared that the date for the Federal Programs Meeting was changed to virtual meeting to take place on Thursday, May 21 at 4:00 PM. Board Members were provided with the Zoom Meeting link.

- *Board Member Resignation*

Mrs. Cox informed the Board that Mr. Chris Stephenson resigned from the Board because he no longer resides in the York School District attendance area.

Executive Session

Chair Howell noted that the Board would need to meet in executive session to discuss a personnel matter related to a district certified staff member and a contractual matter.

Motion: A motion was made by Maria Duncan (8:19 PM) to go into executive session to discuss a personnel matter involving a district certified staff member and a contractual matter. The motion was seconded by Christopher Revels. Motion passed by unanimous consent of the Board.

Motion: A motion was made by Amber Floyd (8:55 PM) to return to open session. The motion was seconded by Maria Duncan. Motion passed by unanimous consent of the Board.

The Board took the following action after returning to open session.

Action: 2020-2021 Organizational Chart

Motion: A motion was made by Maria Duncan to approve the new 2020-2021 Organizational Chart presented by the Superintendent that eliminates an Assistant Superintendent position and creates the new positions of Director of Secondary Education and Coordinator of Professional Learning / Induction & Technology Integration for Secondary Grades. Christopher Revels seconded the motion. Motion passed by unanimous consent of the Board.

Adjourn

Motion: A motion was made by Maria Duncan to adjourn for the evening (9:00 PM). The motion was seconded by Amber Floyd. Motion passed by unanimous consent of the Board.

Meeting adjourned.

Respectfully submitted,

Austin Dawkins, Board Secretary

Renee Webb, Recorder