

SPARTANBURG COUNTY DISTRICT 4 BOARD MEETING NOTES

December 4, 2017

The District 4 Board of Trustees held its regular meeting Monday, December 4, at 7:30 p.m. in the Board Room. Agenda notices were distributed to Spartanburg Herald Journal and listed on the District website at spartanburg4.org.

Chairman Milton Smith called the meeting to order. Minutes of the November 6 meeting were approved.

Dr. Liston administered the Oath of Office to Mr. Melvin Brewton, Mrs. Joni Phillips, Mr. Chris Bennett, Mr. Tony Davis, and Mr. Charles Hembree who were re-elected or elected to the Board of Trustees in November.

Dr. Liston presided over the election of Board Chairman. Milton Smith was unanimously elected as Board Chairman.

Mr. Melvin Brewton was elected to serve as Vice Chairman, and Joni Phillips was elected to serve as Secretary.

The following members were selected to serve on the hearing committee: Gordon Godfrey, Melvin Brewton, and Joni Phillips.

Charles Hembree and Randy Grant will serve on the Board of R. D. Anderson Applied Technology Center (RDA).

Special Recognition

Mr. Randy Williams was recognized for 19 years of outstanding service on the District Four Board of Trustees. Dr. Liston presented Mr. Williams with a plaque to commemorate his service.

Audit Report:

Ms. Mary Peasley from the accounting firm of Cherry, Bekaert reviewed the Financial Statements for the year ending June 30, 2017. She reported that District Four received a "clean" audit, and commended Mr. Benfield and his staff on their outstanding work. District Four again qualifies as a "low-risk" audit.

The following reports were given:

Woodruff Primary School

Mrs. Hodge reported the following:

1. Calendar of Events for December 2017 was provided.
2. MAP testing began on Monday, November 27 for our first and second graders.
3. The PTO will sponsor "Visit with Santa" on December 7. The students can make gifts for family members, write letters to Santa, enjoy goodies, and have their picture made with Santa.
4. Our staff graciously donated over \$930 to United Way.

5. We will host visitors from Cherokee County on December 5. They are interested in our 3K and 4K programs, as well as NAEYC accreditation.
6. NAEYC accreditation was renewed for another year.

Enrollment

Grade Level	# on Roll	# in PS	Difference	Why
November				
Early Head Start	7	0	7	Included in 3K Grade Level Count
Family Literacy	1	0	1	Included in 3K Grade Level Count
1/2 day 3K	0	0	0	
Full day 3K	60	74	-14	2 -Moon, 8 - Childcare & 4 -Sheffield
4k	156	161	-5	1- McT and 4 - Moon
5K	215	219	-4	1 - McT, 2 - Moon & 1 - Humerez
1st	199	202	-3	3 - Humerez
2nd	206	212	-6	6 - Humerez
Special Education	10	0	10	Included in Grade Level Count
Moon	8	0	8	Included in Grade Level Count
	862	868	-6	2 - McT & 4 - Sheffield

December

Community Project: Helping Hands of Woodruff (paper products) and Woodruff Soup Kitchen Food Drive

Character Value Emphasis: Caring

Career Focus: "Lend a Helping Hand" (Human Services)

Nov. 27–Dec.15 – MAP Testing (Reading & Math) – 1st & 2nd Grades

5 – Visitors from Cherokee county

7 – Visit with Santa (4:00 – 6:00)

21 – Polar Express Day; Class Christmas Parties, School Family Celebration``

22–29 – Christmas Holidays – No School for Students

Woodruff Elementary School

Mrs. Turner gave the following report:

Enrollment: 3rd Grade- 228

4th Grade- 203

5th Grade- 216

Total Enrollment: 647

1. November 2: Terrific Kid Luncheon- Fifty-one students were honored with a luncheon held in the media center to celebrate 1st Nine Weeks Terrific Kid award.
2. November 10: Veteran's Day Luncheon – Forty-one veterans were honored with a luncheon in the WES cafeteria. Student council members placed American flags along the sidewalks to greet veterans as they entered WES. Guests were then greeted by their WES student in the school lobby

where they were then escorted to the cafeteria. Once in the cafeteria, TJ Morris, Student Council President, opened the program. Lunch was served by the WES Student Council. The photographs of veterans were displayed on large screens in the cafeteria as they enjoyed a special lunch and performances conducted by the WE Singers and SOAR students. At the conclusion of the Veteran's Day program, a group picture of all visiting veterans was taken by media specialist, Amanda Stallard.

3. November 13-November 20: Service Learning Project – The WES student body participated in a service learning project intended to assist the Woodruff Community. 2,784 canned food items were collected and donated to Helping Hands Ministries. Student Council members, led by WES guidance counselor, Katie Godchaux spearheaded this project.
4. November 14: SIC Meeting- The School Improvement Council met to discuss recent SC Ready/PASS test data. Those in attendance including Amanda Stonesifer (chair), Camille Robinson, Samantha Amick, Bonnie West, Joy Mitchell, Julie Smoak, Karyn Page-Davies, and Jennifer Turner.
5. November 15-17: Donuts for Dads- Third, fourth, and fifth grade students and parents participated in Donuts for Dads in the media center. 329 guests attended this three day event.
6. November 15: Interim Reports- WES issued interim reports to students and parents for the first nine weeks.
7. November 17: Hearts 4 Schools Social- Hearts for Schools guest readers enjoyed a social with their readers.
8. November 21: Growing up Gold Educational Field Trip- 329 students and chaperones attended the Wofford Growing up Gold basketball game.
9. November 21: 3rd Grade Living History Event- The third grade ELA teachers were excited to host the WES living history museum. Students researched the life of a famous person and wrote a biography. On November 21, students dressed as the person they researched and shared their information with friends and family.

Woodruff Middle School

Mrs. Denise Brown gave the following report:

1. Current enrollment figures:
 - 6th – 205
 - 7th – 212
 - 8th – 201
2. 2nd Nine Weeks report cards will be sent home January 10.
3. Benchmark assessments in reading and writing were administered Nov 8-10 to all students. Benchmarks were administered online to mimic the standardized testing conditions for SC Ready this spring. Data is being analyzed with teachers, and follow up activities are planned for students.
4. Student Council sponsored and conducted our Veteran's Day Program on November 10. Students invited family members who were veterans or active servicemen. A breakfast was served to our guests. Local boy scouts who attend WMS presented the colors, while music and band students provided special music to honor all service branches. Mr. John Horace Beauford from Abbeville, SC provided the keynote address to veterans, families, and students. Mr. Beauford is a World War II veteran who participated in the D-Day landing on Normandy at Utah Beach.
5. Several organizations are sponsoring events near the holiday seasons to benefit our community. Beta Club is sponsoring a Toys for Tots drive sponsored by the United States Marines. Student Council is sponsoring two children from District Four's Angel Tree that helps provide Christmas to children in the family literacy program. Student Council representatives also helped serve a Thanksgiving meal November 21 at Woodruff's Soup Kitchen.
6. 17 student artists had works selected to be on display at the USC-Upstate in the FOCUS gallery. Students were honored at a reception November 14. Students include Zoe Wampler, Tearney Clark, Adrienne Newton, Jena Daniels, Lily Zheng, Alexis Woody, Landon Tucker, Samantha Garrett, Monserrat Guallpa, Emily Brown, Lauryn Beeler, Abigail Heatherly, Arden Layton, and Isabella Stephenson.

7. Woodruff Middle School continues to celebrate the school's 50th year, and invited community members who attended the school during the first year it opened to speak with classes. Mr. Rick Sloan and Mr. John Hucceby spoke with ELA classes the week of Nov. 20. Students are using the information to create writing pieces on the topic, "That was Then; This is Now."
8. Students submitted artwork to be considered for the school's annual Christmas card. 7th grader Lauryn Beeler's submission was selected for this year's card.

Calendar of Events:

December 5	Choral Program, Activity Center, 7 pm
December 7	Band Program, Activity Center, 7 pm
December 13	ENGAGE meeting, 3-4:30
December 18	Encore, Reading exams
December 19	Writing exams
December 20	Math, social studies exams
December 21	School Christmas Concert, 1:30pm
Dec 22-Jan 7	Christmas Holidays
January 10	ENGAGE meeting, 3-4:30pm

Woodruff High School

Dr. Aaron Fulmer reported the following:

1. The registration process for the 2018-2019 school year is already underway. Pre-registration packets are under development with pre-registration to begin in January.
2. Teachers continue to focus on curriculum standards in preparation for EOC, Work Keys and ACT testing.
3. On November 13, WHS held a Veteran's Day Program. The WHS concert band and the Girls' Ensemble performed patriotic songs. Curtis Derek, the guest speaker, encouraged students to love and serve their country.
4. Interim progress reports were distributed on November 15, 2017.
5. The National Art Honor Society sponsored an Empty Bowls lunch on Sunday, November 12. The benefit raised \$832 for the Woodruff Soup Kitchen.
6. The WHS Student Council sponsored a canned food drive to benefit Helping Hands in the week leading up to thanksgiving. Over 1000 items were collected and donated.
7. On November 29, WHS Freshmen had the opportunity to tour R.D. Anderson Technical Center in preparation for scheduling classes for the 2018-2019 school year.
8. The Chorus Winter Concert will be held on December 5, 2017 at 7:00 pm at the District Four Activity Center. Additionally, the Girl's Ensemble will perform at Woodruff First Baptist on December 9 at 11:00 am and on December 12 for the Woodruff Rotary Club at 12:30 pm.
9. The Band Concert will be held on December 7, 2017 at 7:00 pm at the District Four Activity Center. Additionally, the band will march in the Woodruff Christmas Parade on Sunday, December 10, and the Spartanburg Christmas parade on Tuesday, December 12.
10. The WHS Band, Chorus and Girl's Ensemble will all perform on December 18 at Woodruff High School for the school's Christmas Program.

Instructional Reports

Ms. Neal provided the following information:

1. Fresh Start is fully functioning at the District 4 Learning Center. Current enrollment is 6. Project HELP operates in the afternoons at the Learning Center for both Homebased and Homebound students. The HELP enrollment is currently 10. Two students in Wolverine Express have completed units of credit this semester.

2. Schools are formatively assessing students with MAP during December. This assists teachers in identifying student strengths and weaknesses and enables teachers to target instruction as needed.
3. District administration continues to observe all programs in all schools on a rotational basis. In addition, formal teacher evaluations continue on schedule. Also, teachers whose certificates will expire in June 2018 have been notified of such.
4. Truancy Court continues to hear referrals from District 4.
5. The timeline to set up Power School for scheduling for 18-19 has been created and was provided.
6. Upgrades to Power School and State Reporting Updates are being completed regularly as directed by SDE.
7. State report cards were released in November. Copies were provided.
8. Junior Scholars will be recognized at the countywide awards ceremony on March 1 at Twichell auditorium.
9. All teachers whose certificates expire in June have been notified.
10. Dates for the SAT and ACT have been set and are included in the revised assessment timeline.

Dr. Kim McAbee provided the following report:

1. Literacy coaches at Woodruff Elementary and Woodruff Middle participated in 6 online professional learning sessions with Jennifer Serravallo, the author of *The Reading Strategies Book* and *The Writing Strategies Book*. These books are used by teachers at both schools. The coaches plan to utilize videos of these sessions with the ELA teachers. Teachers will receive recertification points for their hours of participation. Funding from Read to Succeed provided the opportunity for this professional development.
2. The Comprehensive Health Education Advisory Committee met and approved the Second Steps curriculum for students at Woodruff Primary and Woodruff Elementary and the NuCulture curriculum for Woodruff Middle School. Both curricula were approved with minimal changes.
3. Second grade testing for academically gifted and talented identification has been completed. Results on the dimensions of aptitude and achievement are expected in early December. Students may qualify the following ways:
 - A composite score at the 96th percentile on the CogAT.
 - A composite or sub-test (verbal, non-verbal, or quantitative) score at the 93rd percentile on the CogAT (Dimension A/Aptitude) AND a score at the 94th percentile on the Iowa Test (Dimension B/Achievement). If students meet one qualifying criterion, they are able to participate in the Performance Task Assessments in February.
4. The Gifted and Talented Plan was accepted by the SC Department of Education and required no revisions. This submission concludes the five-year plan that was initiated in 2012. New five-year goals for the Gifted and Talented Program must be submitted in April 2018.
5. English Language Learners (ELLs) in kindergarten - 12th grade will take the WIDA ACCESS online assessment beginning February 5. There are four parts to this assessment: reading, writing, speaking, and listening, which will be administered by Dr. Christin Smith, ESOL teacher. Results from the WIDA ACCESS assessment will factor into the new ESSA accountability plan.
6. Mid-year conferences will be held in December for teachers and principals who are participating in the formal ADEPT and PADEPP evaluations.
7. The Child and Adult Care Food Program (CACFP) through DSS has approved District Four's application. As Director of the Woodruff Primary School Childcare Center, Mrs. Laura Turner submitted the application, which allows the district to file for reimbursement of meals served in the WPS Childcare Center.

8. Adult Education is currently serving 47 students in the GED program. The morning session serves 23 students, and the evening session serves 24 students. Thirteen students have obtained WorkKeys certificates (11 silver and 2 bronze).

Ms. Mary Johnson reported the following:

1. RTI/504 Plan Training - The State Department will provide Training for Special Education and related staff on December 8th in the District Office Board Room. The purpose of this training is to teach Special Education and related personnel how to use a computer program to replace the paper and pencil process, currently used in referring a student for Special Education and 504 Plan Services, and create documentation that can be kept in the computer program for future reference. This process will help make the referral process more efficient. I have included a copy of the Training Agenda below.

**RTI Training Agenda
December 8, 2017**

System Overview – Getting Started

- Introductions
- Enrich Overview
 - Basic Processing in Enrich
- Navigating Enrich®
 - Signing In
 - Exploring the Teacher and School Admin Dashboards
- Exploring Student Record Tabs
 - Profile
 - Test Scores
 - Transcript
 - Files

Exploring the Programs Tab (Hands-On)

- Creating and managing plans
 - Progress Monitoring (RTI)
 - Ending and Reactivating Plans
- Review Actions list

2. National Groundhog/Job Shadow Day - One result of the November Transition Meeting, mentioned in last month's School Board Report, was that some of the Special Education students at Woodruff High school will be working with Susan Shupe, Greenville County Volunteer Coordinator for Hospice, on projects for patients at Woodruff Manor. Some of the students will be transported to Woodruff Manor during their Independent Living Classes at the end of the day to work directly with these patients. Other students will work on projects for the Hospice Clients in their Special Education Classrooms at Woodruff High School. Another result of the November Transition Meeting was that Spartanburg County Transition Coach, Travis Watson, would like to observe National Groundhog/Job Fair Day at Woodruff High School on February 1 or 5 during the school day or on February 2 in the afternoon. The purpose of this meeting is to allow local businesses to offer job opportunities to high school students. In order to prepare for this meeting the district Transition Representative; James McBeth, Spartanburg County Transition Coach; Travis Watson, and the Spartanburg County Vocational Rehabilitation Representative; John O'Brien, would meet with the local businessmen and discuss services provide by

Vocational Rehabilitation Agency to business who hire Special Education students. One of these services is that the Vocational Rehabilitation Agency will pay the salaries of Special Education students for an initial period of time in exchange for the business hiring the students, if their performance during this initial phase of employment is satisfactory.

Facilities

Board members received a printed update of facilities projects. Mr. Simpkins gave a brief PowerPoint presentation on planned construction projects.

Superintendent

Dr. Liston reported the following:

1. Thanked board members and gave a poinsettia to each.
2. Copies of the 2018-2019 Personnel Timeline and Intent Forms for certified personnel were presented as information.
3. New board member, Chris Bennett, met with Chairman Smith and Dr. Liston for an orientation meeting. State law also requires new board members to attend the SCSBA New Board Member orientation. Mr. Bennett will be attending the SCSBA orientation at the annual conference.
4. Board members are encouraged to attend the SCSBA Annual Conference February 15-18, 2018 in Hilton Head.

Old Business

Mr. Gordon Godfrey gave a brief report on information from the SCSBA Delegate Assembly.

Board Approval

Approved the purchase of 200 laptop computers.

Rescheduled the January 8 board meeting to January 11 at 6 PM.