

SPARTANBURG COUNTY DISTRICT 4 BOARD MEETING NOTES

September 11, 2017

The District 4 Board of Trustees held its regular meeting Monday, September 11, at 12 noon in the Board Room. Agenda notice was distributed to Spartanburg Herald Journal and listed on the District website at spartanburg4.org/do/agenda.

Chairman Milton Smith called the meeting to order. Minutes of the August 7 meeting were approved.

The following reports were given:

Woodruff Primary School

Mrs. Hodge gave the following report:

1. Calendar of Events for September 2017 is attached.
2. We have a group of USC Upstate students completing clinicals in 3K and 4K with the assistants. These students are a part of a new non-certified 4-year program overseen by Dr. Nur Tanyel.
3. Wolverine football players open car doors at WPS every Friday morning when there is a home game. The kids and the parents love it. Last year other sports organizations also helped. We plan to utilize them whenever possible.
4. Volunteers from the Lion's Club will assist Mrs. Knight with vision and hearing screening during the month of October.
5. We will administer the Kindergarten Readiness Assessment (KRA) to kindergarten students and PALS to 4K this month. The KRA is only administered once but PALS will be administered at the end of the year. These are state mandated assessments.
6. We are in the early stages of working with Cornerstone Baptist Church to continue the program "Soles for Souls".

Estimated Enrollment for WPS as of 9/2/16:

| Grade level | # |
|-------------|-----|
| Childcare | 11 |
| Full day 3K | 60 |
| 4k | 160 |
| 5K | 220 |
| 1st | 203 |
| 2nd | 214 |
| | 868 |

September

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

Character Value Emphasis: Organization

Career Focus: "To the Rescue" (Law, Public Safety, and Security)

4 – Labor Day Holiday – No School

13 – Interim Reports Issued for 1st & 2nd Graders

17 – Constitution Day

18 – PTO Fall Fundraiser Kickoff

20 – School Picture Day

29 – School Family Celebration – Wear School T-Shirts

Woodruff Elementary School

Mrs. Turner gave the following report:

1. August 3: Cross Roads Baptist Church members made a tremendous school supply donation to the students of WES. Supply donations included pencils, notebook paper, notebooks, folders, crayons, and glue sticks.
2. August 11-August 16: WES faculty and staff members participated in district and school-wide professional development activities. Activities included crisis management training, Schoology training, an introduction to the Expanded ADEPT model, English Language Learning (ELL) review with Dr. Smith, and Tier I Training with Dr. Babcock.
3. August 22: Grade Level Drop-ins were held for WES parents. Three sessions (4:00 pm, 4:45 pm, and 5:30 pm) were offered to accommodate parent schedules. Teachers met with parents to review instructional expectations, school policies, and school procedures. This event was greatly attended by parents.
4. August 22: Fall MAP testing began for all WES students. The fall MAP window will close on September 22. Teachers and students will use the 2017 spring scores to begin the baseline for student growth for the 2017-2018 school year. Students and teachers will chart progress using the WES Data Folder after each MAP cycle.
5. August 28: The fall PTO fundraiser began. Proceeds from the fall and spring fundraisers will be used for instructional resources as well as student celebrations.
6. August 28: A meeting was held with Mrs. Mary Ann Crouch, representative for Hearts 4 Schools to discuss the expansion of the Weekend Food Ministry. One hundred letters were sent home with students. Currently, forty students (an increase from ten for the 2016-2017 school year) will receive a weekend food bag beginning Friday, September 8. (This will be a fluid program where students can be added to the program at any time.)
7. September 5-September 11: *Into the Woods* was the theme for the WES fall book fair. Students and parents participated in the book fair during the week with their classes, took advantage of the book fair times after school, and attended early morning times during grade level Grandparent's Breakfast.
8. September 8: The position of Woodruff Elementary School principal was posted using numerous sources for optimal exposure. (Please see the attached timeline the Advisory Committee will adhere to during this process.)

Woodruff Middle School

Mrs. Brown gave the following report:

1. Current enrollment figures:
6th – 203
7th – 212
8th – 203
2. Open House/Meet the Teacher was held Tuesday, August 15, from 4-5:30.
3. Interims will be sent home with students on September 13, 2017.
4. Students and teachers are utilizing a new learning management platform that integrates technology applications and resources into a single interface. "Schoology" provides individual student logins that allow students to access resources, complete activities, respond to discussion forums, and take assessments via computer. Teachers customize the Schoology platform by the individual courses they teach.
5. Associate Director Ms. Dana Wood from the Upstate Workforce Investment Board spoke with 6th graders in science classes August 18 about soft skills (following directions, attitude, failing/succeeding, communication, and teamwork) and career readiness.

6. The Fall MAP testing window began September 5. All students in ELA and Math classes will participate in the on-line assessment during the 3-week window.
7. The first meeting of ENGAGE (*Enabling girls with academics, good behavior, and encouragement*) is September 13. The girls club meets on the second Wednesday of the month (Oct. 11, Nov. 15, Dec. 13, Jan 10, Feb 14, March 14, April 18).
8. Gifted Art after school programming began Friday, Sept. 1. Gifted Art meets each Friday afternoon through November and then resumes again in February.
9. The CUBS for Christ organization (Teens for Christ) began meeting August 23. This group meets each Wednesday morning before school and is a student-led club.
10. The LEGO Club will meet monthly on the last Tuesday and is open to any student who wishes to participate (Sept 26, Oct 17, Nov 28, Jan 23, Feb 27, March 27, April 24.) The curriculum addresses STEM (science, technology, engineering, math) standards.
11. 6th grade student council elections were held September 1. 6th grade representatives (Samuel Blake Westmoreland, Nick McConnell, Charity Johnston, Whit Harrison) will join the eight members in 7th and 8th grade who were elected in May 2017 and will begin assuming leadership roles in the school.
12. Student Council is sponsoring a relief drive to assist with the aftermath of Hurricane Harvey. WMS is partnering with Wal-Mart Corporation and All State which matches contributions from individuals and organizations.
13. WMS is participating in a reading incentive program sponsored by the Education Oversight Committee called "The Big Game." Students who read 6 books and complete required documentation are entered into a drawing to win two tickets and sideline passes to the Clemson-Carolina game in November. WMS will also draw names locally for winners who will receive a Clemson or Carolina tee shirt.
14. Zoe Wampler, Ella Gossett, Adrienne Newton, Lily Zeng, Alexis Woody, Hannah Burgess, and Jena Daniels have artwork on display at the Chapman Cultural Center. Spartanburg District 4 will have artwork displayed from September 10- October 15.
15. Volleyball began its season at Cowpens September 6. Football began at home Sept. 7 against E.P.Todd.

Calendar of Events:

| | |
|-------------------|---|
| September 13 | 1 st Nine Weeks Interims go home |
| September 25 Week | Spirit Week at WMS |
| September 27 | <i>See You at the Pole</i> , sponsored by Cubs for Christ |
| September 29 | Youth Night at the Woodruff vs Newberry football game |
| September 29 | School Dance, 3-4:40 pm |
| October 11 | PSAT test administration |
| October 20 | Teacher Work Day: Parent Conferences, 9-Noon |
| October 24 | Parent Conference Afternoon, 3-7 pm |
| October 25 | 1 st Nine Weeks report cards |
| November 7 | Election Day- teacher in-service day |
| November 11-14 | Washington, DC Trip for 8 th grade |
| December 5 | Choral Program, Activity Center, 7 pm |
| December 7 | Band Program, Activity Center, 7 pm |
| Dec 22-Jan 7 | Christmas Holidays |

Woodruff High School

Dr. Aaron Fulmer reported the following:

1. Teachers were given an analysis of test scores, information regarding student specific services, and an overview of policies, procedures, and other requirements during in-service.
2. WHS held Open House on August 15, 2016 from 5:00 P.M. to 6:30 P.M. There were approximately 350 parents in attendance with the opportunity to meet teachers and familiarize

- themselves with Woodruff High School. The WHS Guidance Department held a meeting for Seniors and their parents to discuss the college application and financial aid processes.
3. An orientation of the handbook was held the first week of school. A handbook test was administered to all 9th, 10th and 11th grade students and all new students. Seniors were provided information regarding the college application process.
 4. The Ring Ceremony for Juniors was held on August 28, 2017. Over 70 students received rings, and there were approximately 250 family members in attendance.
 5. The fall athletic teams are off to a great start. Football, Volleyball, Cross Country, Competitive Cheer and Girl's Tennis teams have worked diligently this summer and are off to promising athletic seasons.
 6. The WHS Marching Band has worked extremely hard to put together a great show. They began to unveil portions of the show entitled "Spring" at halftime vs. Abbeville.

Instructional Reports

Ms. Karen Neal reported the following:

1. SC Ready and SC PASS scores for grades 3-8 have been received and are being analyzed. ACT and WorkKeys scores have been received and are being analyzed. We await the release of official state data at the end of September.
2. All schools have had smooth openings. District and school staff and law enforcement continue to monitor traffic flow. However, traffic has flowed smoothly thanks to the efforts of parents and staff.
3. District and school administrators are in the process of observing all new teachers to District 4.
4. The district awaits the Assessment Schedule from the State Department of Education. The projected schedule is attached.
5. Some 6 students are currently enrolled at Help, and 1 student is being served at Fresh Start. Six of these students are enrolled in the Wolverine Express program, a proficiency-based program which enables students to receive Carnegie credits upon demonstrating mastery. The goal is for all of these students to demonstrate mastery and ultimately receive the SC High School Diploma.
6. District 4 continues to collaborate with Carridy Bender, Child Advocacy Attorney, with Spartanburg District 6 regarding DSS referrals.
7. First year teachers will participate in a countywide induction meeting on September 16th at Dawkins Middle School.
8. The State Department of Education has modified the data collection process to accommodate multiple changes and requirements.
9. Woodruff Elementary and Woodruff Middle Schools have begun the sign-up process to participate in the spelling bee sponsored by USC Upstate.
10. Title I and Title II grants have been submitted to SDE.
11. The server replacement project has been completed with the migration of all possible servers in the district. We await the transfer of one server that must be completed by the software provider.

Dr. Kim McAbee provided the following report:

1. An orientation session was held with principals on September 1st to review changes to the Expanded Program for Assisting, Developing, and Evaluating Principal Performance (PADEPP), South Carolina's principal evaluation system. Principals will meet with district staff individually to establish goals for the school year.

2. Dr. Christin Smith, ESOL teacher, updated the Plan of Service for English Learners, which outlines district procedures for enrolling, testing, and serving ELs. Principals receive updated plans each year.
3. A meeting was held with enrollment personnel to review enrollment procedures, forms, and documentation. The enrollment of special populations, such as English Learners (ELs), migrant learners, homeless students (McKinney-Vento), and foster care students, was addressed. South Carolina schools have been notified that they may receive homeless students from Texas or Florida after the recent hurricanes and flooding.
4. A meeting was held with foster care case managers to explain the latest requirements for students who are placed in foster care by DSS. The Every Student Succeeds Act (ESSA) requires that the district ensures a child in foster care remain in his/her *school of origin* unless a determination is made that remaining in the school is not in the child's best interest. This decision is made through a "Best Interest Determination" meeting where specific questions must be answered and forms completed. The team should consist of teachers, administrators, counselors, DSS case workers, foster parents, student, and others who are knowledgeable of the situation.
5. Elementary and middle level PE teachers who attended SPARK PE training sponsored by the Mary Black Foundation received \$250 each to spend on materials for their programs. Fran Thomas, Daniel Addis, Tonja Westmoreland, and Mike Stokes attended the full day training during inservice week.
6. Spartanburg Districts 2 & 4 will display student artwork at the Chapman Cultural Center on September 10 – October 15. The High School 3-D Show will be October 19 – 22. The Youth Art Month exhibit will be displayed from March 11 – April 15.
7. Induction (first-year) teachers throughout Spartanburg County will meet at Dawkins Middle School on Saturday, September 16th to hear Dr. Marcia Tate address the topics of classroom management and the engagement of students. Dr. Tate has authored several books, including *Shouting Won't Grow Dendrites*. Following this county-wide meeting, induction teachers in District 4 will meet one day per month beginning September 25th. They will learn the components of the Expanded ADEPT system, which is the teacher evaluation system utilized in South Carolina.
8. The Citadel hosted a forum on August 31st to discuss "The Education Workforce: Crisis of Shortages, Promises of Excellence". The intended outcome of the forum was to influence a policy document on how to recruit, retain, and develop excellent teachers for SC.
9. The Woodruff Adult Education Program is enrolling new students. GED classes are offered from 8:30am – 12:00pm on Monday – Thursday and from 5:00 – 8:00pm on Monday and Thursday evenings. Twenty-five students are enrolled in the morning session. Registration for evening classes was held on Thursday, September 7th.

Mrs. Mary Johnson provided the following report:

1. 2016-17 Special Education Enrollment - Spartanburg School District Four has 382 students enrolled in Special Education classes. We had 392 at the beginning of the 2016-2017 school year. We had 401 at the beginning of the 2015-2016 school year. The numbers are declining at a rate of approximately 10 students per year.
2. Enrollment in Satellite Programs - We have a total of 23 students being served in Satellite Programs this year. We have 3 students enrolled at Abner Creek in Spartanburg District Five, 3 students enrolled at Fairforest Middle in Spartanburg District Six and 17 students enrolled in Spartanburg District Seven; 13 at McCarthy Teszler and 4 at the Alternative Schools; SCASA and Brookwood Academy. We had 19 Satellite Students last year and 22 the previous year. There isn't a pattern with these numbers, they're up one year and down the next.
3. Multi-District Agreements - An application for the establishment of Multi-District Agreements must be completed by each school district for students served outside of their home district.

These applications are designed to justify the need for students from Spartanburg County School Districts being served outside of their district and to prevent the practice of removing students from a district without a reason. Spartanburg School District Four has students served in Spartanburg Districts Five, Six, and Seven.

4. Public Consulting Group (PCG) - Public Consulting Group (PCG), the district's Medicaid biller, provided training for the Nurses on August 11th. PCG has decreased the amount of paperwork required for Medicaid billing. They are continuing to work on making billing more effective and efficient each year. Their efforts were thrown off last year by the initiation of Third party Billing (TPL), but they're back on track this year.
5. Indicator 13 Audit - The Indicator 13 Audit provides an opportunity for the SC Department of Education to provide leadership and support to school districts every three year; in order to insure that all public education students, special education and general education students, graduate prepared for success in college, a career, and citizenship.
6. Vocational Rehabilitation - This is the second year that Woodruff High School Special Education students will attend Vocational Rehabilitation Center in Spartanburg. Orientation was held on September 7th. September 18th will be their first day of training. The students will be there from 9:00 until 12:00. They will receive \$7.25 per hour for their training. They will return to Woodruff High School between 12:30 and 12:40 for lunch and their academic classes.

Facilities

Board members received a printed update of facilities projects. A PowerPoint presentation was given showing summer projects across the district.

Superintendent

1. Enrollment Update provided.
2. Rick Sloan gave a report on the SCSBA Law Conference.
3. Copy of letter that will be sent to all candidates running for school board was presented as information.
4. Update given on FOIA requests sent to SC High School League and Union County Schools regarding reclassification decision.

BOARD ACTION

1. Revisions to policies GCQF-R – Discipline, Suspension and Dismissal of Professional Staff – *Administrative Rule*, IHAM – Health Education, IHAQ – Career/Transition-To-Work Education, IHBA – Special Education/Programs for Disabled Students, IHBA-E – Delegation of Rights to Make Educational Decisions – *Form*, IHCA – Summer School, IHCD-R – Advanced College Placement – *Administrative Rule*, IKA-R – Grading/Assessment Systems – *Administrative Rule*, IKADD – Credit Recovery, IKADD-R – Credit Recovery – *Administrative Rule*, IKADD-E – Credit Recovery Application – *Form*, IKE – Promotion, Retention, and Acceleration, IKE-R – Promotion, Retention, and Acceleration – *Administrative Rule*, IKF – Graduation Requirements, JFABD-R – Admission of Homeless Students – *Administrative Rule*, JFABD-E1 – Best Interest Determination for Foster Care School placement – *Form*, JFABD-E2 – Written Notification of Enrollment Decision (Denial) – *Form*, JFABD-E3 – Written Notification of Enrollment Decision (Dispute) – *Form*, JFABF – Students in Foster Care, JFABF-E1 – Best

Interest Determination for Foster Care School Placement – *Form*, JFABF-E2 – Immediate Enrollment of Child in Foster Care – *Form*, JH-R – Student Absences and Excuses – *Administrative Rule*, JLD – Guidance and Counseling, KDB – Public’s Right to Know/Freedom of Information, KHE – Political Solicitations in Schools, KLGA – School Resource Officers were presented for first reading.

2. Gordon Godfrey will serve as the Legislative Delegate. Joni Phillips will serve as the alternate.