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JOHN DE LA HOWE SCHOOL



ANNUAL REPORT 1987-1988

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State Budget And Control Board

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STATE DOCUMENTS

September 1, 1988

The Honorable Carroll A. Campbell, Jr.
Governor, State of South Carolina
The State House, 1st Floor, West Wing
Post Office Box 11369
Columbia, South Carolina 29211

Dear Governor Campbell:

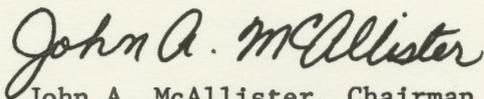
On behalf of my fellow members of the John de la Howe School Board of Trustees and the administrative staff, I hereby submit to you and the General Assembly of South Carolina, John de la Howe School's Annual Report for the 1987-88 fiscal year.

Many families in South Carolina are experiencing crisis. During this reporting period, approximately two hundred children from these families have been served on the John de la Howe School campus. Many of these young people were reunited with their families. With guidance from the Board, staff has diligently strived to develop and carry out meaningful programs to meet the many varied needs of the children and young people for whom placement has been requested.

The members of the Board of Trustees have eagerly given of their time and energies to provide guidance to the administrative staff. I am grateful to serve as Chairman of such a devoted group of South Carolina citizens.

I take pride in submitting this report, and want to thank you and members of the General Assembly for all that you do for South Carolina, and particularly John de la Howe School.

Sincerely,



John A. McAllister, Chairman
John de la Howe School Board
of Trustees

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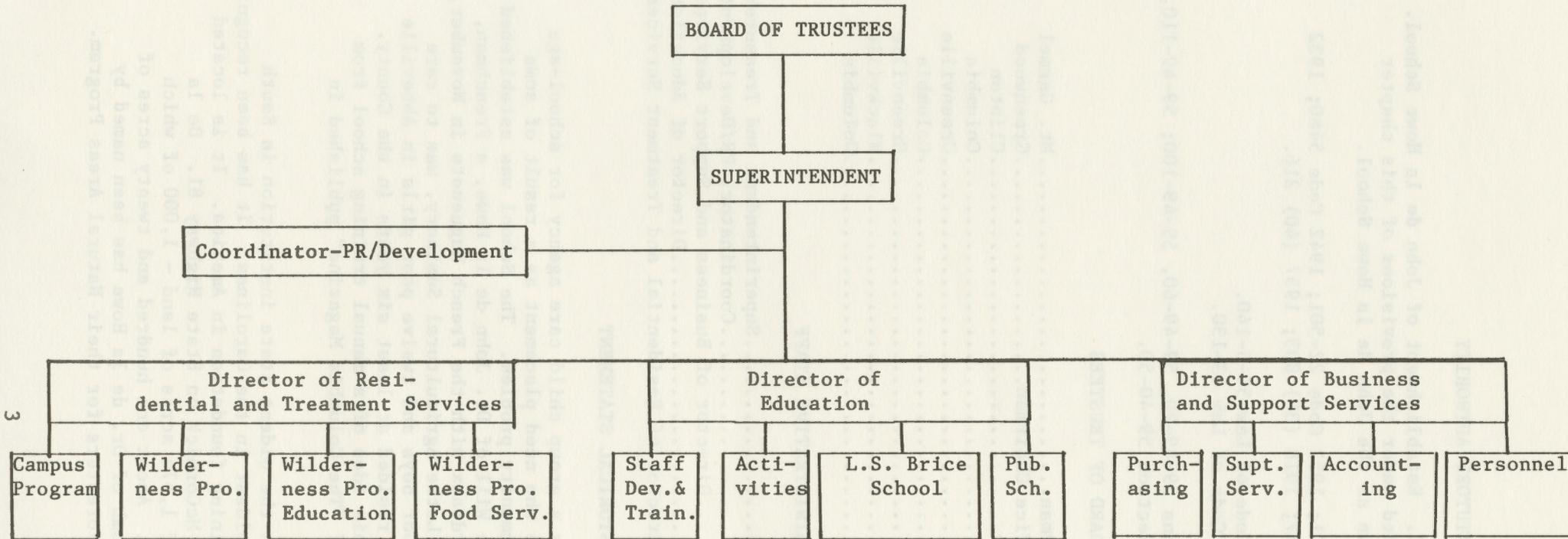
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Sincerely,

John A. McAllister
John A. McAllister, Chairman
John de la Howe School Board
of Trustees

JOHN DE LA HOWE SCHOOL ORGANIZATIONAL CHART



STATUTORY AUTHORITY

1976 Code of Law 59-49-10. Establishment of John de la Howe School. There is hereby established under the provisions of this chapter an institution to be known as the John de la Howe School.

History: 1962 Code 22-501; 1952 Code 22-501; 1942 Code 5480; 1932 Code 5676; Civ.C. '22-2757; 1918 (30) 803; 1937 (40) 216.

1976 Code of Law 59-5-140.

1976 Code of Law 43-130.

1985 Amdendments: Sections 59-49-20, 59-49-60, 59-49-100; 59-49-110, and 59-49-150; Repeal: Section 59-40-50.

BOARD OF TRUSTEES

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Lloyd Hendricks.....	Columbia
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Mrs. Louise H. Mitchum.....	Blackville
Mrs. Irby H. Schultz.....	Columbia

ADMINISTRATIVE STAFF

John C. Shiflet, Jr.....	Superintendent and Treasurer
Jean D. Able.....	Coordinator, PR/Development
George H. Young, Jr.....	Director of Business and Support Services
David F. Cole.....	Director of Education
Claire J. Dandeneau....	Director of Residential and Treatment Services

HISTORICAL STATEMENT

John de la Howe School is a group child care agency for school-age children and young people who need placement as a result of some individual, family or community problem. The School was established in 1797, according to the Will of Dr. John de la Howe, a Frenchman, who settled near New Bordeaux with the French Huguenots in November, 1764. The School, named Lethe Agricultural Seminary, was to care for and educate twelve poor boys and twelve poor girls in Abbeville County whose parents had resided at least six years in the County. Dr. de la Howe received his idea of a manual training school from the April, 1787, issue of "The Columbia Magazine" published in London.

John de la Howe School is the oldest State institution in South Carolina and the second oldest in the Carolinas. It has been recognized as the oldest manual training foundation in America. It is located eight miles northwest of McCormick on State Highway 81. De la Howe property consists of 1,476 acres of land - 1,000 of which are to remain in forests. About one hundred and twenty acres of forest surrounding the tomb of Dr. de la Howe has been named by the Society of American Foresters for their Natural Areas Program.

The National Park Service has listed it as a Registered Natural Landmark. The area is also a South Carolina Heritage Trust Site and is recognized by the South Carolina Wildlife and Marine Resources Commission as an outstanding example of a virgin southern piedmont forest which possesses exceptional value in illustrating the natural diversity of South Carolina. John de la Howe School is listed in the "National Register of Historic Places."

Dr. de la Howe specified in his Will that the Agricultural Society of South Carolina carry out the provisions of his Will. This was done with many problems being encountered over the years. Finally in 1918, the State of South Carolina assumed control; and children were accepted for placement from all parts of the State. The School is now in McCormick County, which was formed in 1916 from parts of Abbeville, Greenwood and Edgefield Counties.

The School was originally located at the homesite of Dr. de la Howe. It was moved in the 1800's in the vicinity of the present campus entrance and in 1918 to the present site. At this time a large, stone building was begun to house offices, school, sleeping quarters as well as the kitchen and dining hall. This building, named "de la Howe Hall," was destroyed by fire in November, 1937. The present administration building and nine cottages were constructed in 1938 and 1939. Since that time many modern facilities have been added, including three cottages, cafeteria, school and activities building and an infirmary.

Presently children and young people are referred to John de la Howe School by public and private agencies and families, with over one hundred and fifty receiving residential services each year. To meet the needs of those in placement, a structured program supervised by caring, dedicated staff has been designed.

DEPARTMENT REPORTS

ADMINISTRATION

John C. Shiflet, Jr., Superintendent and Treasurer

The John de la Howe School Board of Trustees is appointed by the Governor with Senate confirmation. It is the responsibility of the Board to assure that the mission of the agency is in keeping with the laws which have been set forth by the General Assembly. The Board of Trustees sets policies and determines program directions resulting in quality services offered to the State of South Carolina.

Concluding his active role as a member of the John de la Howe School Board of Trustees, Jack R. Callison, Cayce, South Carolina, attended his last Board meeting in an official capacity in January, 1988. Mr. Callison was first appointed to the Board of Trustees by Governor Timmerman in April, 1958. For most of the thirty years that followed, Mr. Callison served as Vice Chairman of the Board. His expertise as an attorney, and his commitment to John de la Howe School provided a source of leadership which will long have an affect upon the John de la Howe School program. The entire John de la Howe School family appreciates the services that Mr. Callison has rendered, and looks forward to the continued close relationship with him and his family.



Board of Trustees members: Francis E. Grier, Lloyd Hendricks, Thomas E. Kerns, John A. McAllister, Jack R. Callison, Louise Mitchum, Hessie Morrah Graham, Anne Gibert, James Sloan, and John C. Shiflet, Jr., Superintendent.

In April, 1988, Mrs. Irby Schultz of Columbia, South Carolina, attended her first meeting as a member of the John de la Howe School Board of Trustees. Mrs. Schultz, employed with Seibels Bruce Insurance Company, Columbia, South Carolina, is very active in local and state-wide events. Mrs. Schultz brings to the Board an unusual amount of energy and commitment. During her brief tenure on the Board, Mrs. Schultz has already experienced the "magic" of John de la Howe School through her attendance at the 1988 alumni reunion. The Board of Trustees and staff look forward to Mrs. Schultz's association with John de la Howe School.

The Superintendent and Treasurer of John de la Howe School is elected by the Board of Trustees. He is responsible for selecting and supervising the staff, ensuring compliance with Board and State policy, management of all school properties and facilities, and the planning, implementation and supervision of the various programs which are designed to meet the needs of the children and families of South Carolina, who are referred to John de la Howe School for services.

Mrs. Jean D. Able entered her second year as coordinator of public relations and development. Much emphasis was placed this year on her attendance at various training events in both public relations and development. Much time was spent with local and state-wide supporters of John de la Howe School. Many events were coordinated for our young people. Mrs. Able was the driving force in the organization and coordination of the 1988 John de la Howe School alumni reunion. Approximately 400 alumni, former staff and friends of John de la Howe School attended this event in early summer. Through this event and various other speaking engagements throughout the year many contacts were made and pledges of support were received.

Joining the Administration Department at the conclusion of this reporting period was Mrs. Lil Caudle, former library aide at John de la Howe School. Mrs. Caudle has assumed the duties of agency receptionist, as well as providing clerical and other assistance to Mrs. Able in the Public Relations/Development Office.

Mrs. Melanie B. King continued in her role as Executive Secretary to the Superintendent. At the beginning of this reporting period Mrs. King devoted much of her time to the coordination of the development of a new policy manual for agency staff.

In the department reports that follow, reference will be made to reorganizational changes that were made during this reporting period. In January, 1988, the John de la Howe School Board of Trustees formally approved a plan to restructure the administrative area, as well as other changes which would follow the administrative restructuring. The basic purpose of the administrative restructuring was to identify the current programs that were in place, and to place them by function under the administrative area which would provide for maximum supervision and coordination. As a result, all services which relate to the care of children from a residential standpoint were combined under Residential and Treatment Services. This department, under the direction of Ms. Claire J. Dandeneau, assisted by Ms. Cherry L. Houston, provides a mini-continuum of services for children through our regular campus program, our cottage for emotionally handicapped males, and our recently implemented

wilderness camping program. Concerning the wilderness program, years of planning and much hard work on the part of staff came to fruition in January of this reporting period when our first children were placed in the wilderness program. Currently the first group is at capacity and through funding which has recently been approved plans are underway for the development of the second group to be placed sometime during the next reporting period. The Education Department at John de la Howe School has long been in existence. It was recognized, however, that other programs on the John de la Howe School campus should more appropriately be considered as educational programs. Therefore, all of the time of a child that is not spent in a cottage is recognized as time that can be spent in educational activities. The work program and the recreational program have been combined under the Education Department as educational experiences. Teaching young people the value of work has been a long-held tradition at John de la Howe School. Much effort is currently underway and should be implemented during the beginning of the next reporting period to establish both a therapeutic work and recreation program through this department.



Clemson University President Max Lennon, State Representative Jennings McAbee, Board of Trustees Chairman John McAllister and Superintendent John Shiflet at December, 1987 signing of the Memorandum of Agreement between the two agencies.

A tremendous boost to the development of a therapeutic work and recreation program at John de la Howe School came in December of this reporting period. John de la Howe School entered into a Memorandum of Agreement with Clemson University. This agreement, signed by Clemson University President Max Lennon, John de la Howe School Board of Trustees Chairman John A. McAllister and John de la Howe School Superintendent John C. Shiflet, Jr. at a ceremony at John de la Howe School, provides for cooperative programs which would be of mutual benefit to both institutions. One specific

such program that is currently on the drawing board is a free enterprise market program where groups of John de la Howe School students would make up the corporate structure of a free enterprise program with goods provided from campus and the local community. This program would be operated out of the old dairy barn. Plans are underway to renovate the old dairy with funds secured through the General Assembly. Both Clemson University and John de la Howe School officials feel that the successful development of a free enterprise market program in conjunction with a residential center for children from families in crisis could have both state-wide and national implications for research. Additionally, all staff training has been placed under the Education Department. Liaison with the McCormick Public School system continues to be a part of the Education Department. Mr. David F. Cole, formerly Director of Special Services, has assumed the position of Director of Education, assisted by Principal J. T. McGrath, III, and a soon-to-be-named coordinator of work and recreation. The Department of Business and Support Services has undergone perhaps the least amount of restructuring, but its value to the smooth operation of the entire agency has been recognized and is being strengthened through special efforts to coordinate the support services area. Mr. George H. Young, Jr., a long-time employee of John de la Howe School, continues to direct this department. A coordinator for support services, Mary Cartledge heading up the bookkeeping area, and Mrs. Dorothy B. Winn supervising all purchasing, make up those individuals reporting to Mr. Young.

Active permanent improvement projects underway or completed during this reporting period include the completion of a multi-purpose ballfield and swimming pool, the near completion of administration-dining hall and shower house-storage facilities at the John de la Howe School Wilderness Program, completion of the renovation of two cottages with three cottages currently undergoing renovation, and continuation of a project to connect our sewer system with the county sewer system.



Jack R. Callison, Board of Trustees
April, 1958 - April, 1988

Throughout this report, reference is made to the vast amount of support that John de la Howe School receives from the General Assembly. This fact is recognized by both the Board of Trustees and the staff of John de la Howe School. It is appropriate that a word of special appreciation be extended to our local legislative leaders who so diligently seek support for the programs that John de la Howe School is striving to develop. Both Representative Jennings McAbee of McCormick, a member of the House Ways and Means Committee, and Senator John Drummond of Greenwood, a member of the Senate Finance Committee have continued to believe in the work that is done at John de la Howe School, and as a result have given their support and encouraged the support of their fellow legislators.

RESIDENTIAL AND TREATMENT SERVICES

Claire J. Dandeneau, Director

The fiscal year 1987-88 brought about many new and exciting changes for the agency as a whole, but more importantly, in the manner in which services were organized to meet the needs of our children. In effect, the services for children were incorporated into one department which has been identified as the Residential and Treatment Services Department. Residential and Treatment Services Department now includes: The regular campus and cottage programs, the special program for emotionally handicapped children in Palmetto cottage and the therapeutic wilderness camping program for emotionally handicapped children.

Along with the departmental adjustments, we have made some personnel adjustments and logistical changes. The design of the new department dictated that a new position be created. This position, the assistant director for the department, was opened, and Ms. Cherry Houston was promoted from her position of Unit Coordinator. Ms. Houston has a Masters Degree from South Carolina State University and has been employed at John de la Howe School for four years. Her skills as a counselor, supervisor and leader are an asset to the department. Logistically, all the departmental offices have been relocated to upstairs in the main building and temporarily, until the wilderness facilities are completed, the wilderness offices are located in the main building as well. This certainly assists with simplifying intra-department communication.

This new alignment creates many opportunities for growth. By design, it establishes that John de la Howe School has a continuum of services that are available and coordinated to provide the maximum "treatment benefit" to all students. As the term treatment is defined here at John de la Howe School, it specifies that each child in placement has an individualized Plan of Care that is designed specifically to meet the child's needs and considers that reuniting the child with his/her family is the most essential and important goal. Additionally, as a joint unit we are utilizing more fully the group approach to assisting young people strive to reach their goals. This provides an interesting philosophical blend and "marriage" between the wilderness peer group technique and the traditional campus level system. The advantage to this approach is inherent in that it re-emphasizes and allows the team approach to treatment to be consistent throughout the school. It underlines the premise that within each child and each group is the strength and support to foster

growth, caring and love; the essential qualities necessary for a child to reach their potential.

In keeping with our team approach, we have responded to our counselors' need for additional training. As part of our summer planning sessions we were able to develop and incorporate an intensive in-service program for all youth counseling staff members (including wilderness counseling staff). In response to the identified needs, the training will include various topics such as, groupwork skills, behavior management through the use of the personal and responsibility system, Red Cross First Aid, American Heart Association CPR, and many others. This plan for training will be instituted in the fall. Unit Coordinators and Groupwork Supervisors alike will be receiving supervisory training offered through Piedmont Technical College to assist them as they provide the leadership for the counseling treatment teams.

This year a major renovation project is being conducted to upgrade some of our cottages. This construction resulted in the closing of both Lethe and Savannah Cottages for approximately four months and upon completion of those two initial cottages, Abbeville and Carolina Cottages were closed. These cottage renovations have certainly made the cottages more comfortable, as they now are equipped with energy efficient windows, doors, insulation and heat pumps.

Programmatically, we have expanded our present campus program. This includes a revision of the younger children's program and the initiation of a program designed to meet the special needs of our older, high-school age students. For the younger children, we have modified the level system and incorporated a more parental approach to their care. For our older students we are stressing a life-skills approach to assist those students as they prepare for the world of work and/or college.

The therapeutic wilderness program, which was incorporated into the department, continues to grow. With all the initial staff hired and trained, referrals for the camp were opened as of November. The program facilities, designed by Kaufmann Associates Architects, which consists of an administration-dining hall and a shower-warehouse building, are under construction. The construction contract was awarded to Anderson Enterprises, Inc., and groundbreaking ceremonies for the facilities were held October 22, 1987. At the actual groundbreaking ceremonies Mr. Campbell Loughmiller, of Whitehouse, Texas, founder of the first therapeutic camping program for disturbed children, addressed the Board of Trustees and the school staff in the campus cafeteria. Mr. Loughmiller is nationally known as founder and Director, for more than twenty years, of the famed Salesmanship Club Boys' Camp near Dallas.

Pending the completion of the facilities, a temporary field kitchen and shower were designed and constructed by the wilderness staff. Construction of the permanent facilities is scheduled to be completed the first part of September. The first campers were accepted and placed in a model campsite on January 3, 1988. We gradually increased the group until it reached its present total of ten. Despite an unusually harsh winter, the campers have adjusted very well to placement. We have begun to receive positive feedback from the campers' families regarding the growth of their children.

Though there have been many changes throughout the year, the attitude of department staff has been positive. Changes have been viewed as opportunities for growth. Understanding this growth-producing process, supporting each other, assisting the children in our care, is the foundation and tradition of John de la Howe School and will continue to be the role of the Residential and Treatment Services Department.



Model Campsite—John de la Howe School Wilderness Program

Statistical Information-July 1, 1987 to June 30, 1988

Number of referrals received	910	
Number of applications received	229	Families Rep. 221
Number of exploratory visits conducted	161	
Number of children admitted	77	Families Rep. 71
Number of applications terminated by institution	69	Families Rep. 65
Number of applications withdrawn	74	Families Rep. 72
Number of applications withdrawn/refused following exploratory visit	73	Families Rep. 70
Number of children discharged	113	
Withdrawn by parent/guardian (planned)	76	
Discharged for disciplinary reasons	14	
Left without permission (unplanned)	21	
Graduates	2	

% of the 910 Referrals Received
Fiscal Year 1987/88

% of the 77 Actual
Placements '87/88

DSS.....	20-1/3%	29-3/4%
Private.....	48 %	48 %
DYS.....	10 %	10-1/2%
Other (Schools, etc.).....	7-2/3%	0 %
State Hospital/Mental Health..	14 %	11-3/4%

Actual No. of the 910 Referrals
Received for Fiscal Year 1987/88

Actual No. of the 77
Placements '87/88

DSS.....	185	23
Private.....	436	37
DYS.....	92	8
Other (Schools, etc.).....	70	0
State Hospital/Mental Health..	127	9

EDUCATION DEPARTMENT

David F. Cole, Director

The Education Department began the 1987/88 fiscal year comprised of two distinct areas. The first area is the on-campus school which provides academic instruction to students in grades 1-9. Students who are in grades 10-12 attend McCormick High School. Secondly, the recreation area provides opportunities for students to expend their energies through social gatherings including dances, skating and swimming. Other activities such as competitive basketball with neighboring churches and schools provide the students a lesson in team work and sportsmanship.

The total John de la Howe student enrollment at the highest level of attendance in the on-campus school and McCormick High School was 129. The on-campus school is located in the L. S. Brice Educational Building. During the 1987/88 school year, one hundred students attended the school. There were twenty-nine students in grades 1-6 and seventy-one students in grades 7-9.

John de la Howe School participates in the Chapter I program to provide basic skills math and reading classes. During the 1987/88 year, twenty-five students attended basic skills math and thirty-five students attended basic skills reading.

Additionally, there is a special education resource room for boys with emotional problems. This class adheres to the regulations as promulgated by the Federal Law 94-142.

The library serves an important function for the students as it provides opportunities for reading, storytime for younger children and reference material for research during the school year. In the summer, reading programs are emphasized.

Also during the 1987/88 year, the Education Department and the Special Services Department were combined. The decision to combine the departments was an initial step in the overall concept of stressing the potential educational opportunities in all activities. During the second half of the 1987/88 year the actual reorganization was accomplished. The Education Department at the current time emphasizes academics, counseling, recreation and work experiences.

Cooperative efforts between John de la Howe School and South Carolina Commission on Alcohol and Drug Abuse Commission have resulted in the on-campus School Intervention Program (ScIP) for our older students. This has been an important aspect of the education program since many of the children who are in placement are judged to be at high risk for alcohol and drug involvement in the future.

The plans for the near future are to make the necessary arrangements to bring the tenth grade from the McCormick High School back to the John de la Howe School campus. This will involve the addition of teachers and appropriate courses to allow the students to work toward graduation. Additionally, the recreation and work programs will be combined to provide closer supervision and more intense learning experiences. The approach in these two areas will emphasize a team/group approach.

In the coming months, the work program will operate as a team effort in which certain work tasks are accomplished by students each week. These tasks will emphasize agriculture projects. Each work team will develop a special project under the guidance of their work team supervisor.

In December, 1987, an agreement between John de la Howe School and Clemson University to work together in projects that will mutually benefit each agency was signed. This will provide exciting opportunities for our students. One of the first projects to be conceptualized was the Free Market Enterprise Project. This project, when completed, will provide an opportunity for students in a selected work team to operate the market in a corporate organizational approach. The special projects developed by each work team will be aimed at supporting the market. Other projects that will serve to provide educational learning experiences for our students will continue to be a priority.

The commitment of the staff at John de la Howe School to the children entrusted in their care is the major reason for our success. It is imperative that at least some of these staff be recognized. John de la Howe School appreciates the teachers and staff in the Education Department for their long hours of preparation and willingness to work with children.

Education Administrative Staff

John T. McGrath, III, Principal
James Wall, Guidance Counselor
Mary Storey, Secretary

Recreation Staff

Don Satterfield, Activities Supervisor
Dennis Erskine, Activity Therapist



Opening Ceremonies at the new John de la Howe School Swimming Pool - May, 1987

BUSINESS AND SUPPORT SERVICES DEPARTMENT

George H. Young, Jr., Director

Composing the foundation of the Support Services Division, the Business Department consists of a director, personnel specialist, two accounting clerks, a payroll clerk and a secretary. The department is responsible for all the physical needs of the agency, handling accounting and bookkeeping functions, working through the Comptroller General's, State Treasurer's and State Auditor's offices to insure proper financial guidelines are followed and implementing the rules and policies regarding the State Insurance Program, State Personnel Program, State Retirement and other employee benefits. The agency received monies from state appropriations, Federal funds (ESE, LSCA, and USDA) and The Duke Endowment. Children's funds received through Social Security, Veteran's Administration, families, individuals and charitable contributions are accounted for separately. The agency books are audited each year by the State Auditor's office.

A brief financial statement of our operating account is at the back of this report. These are unaudited figures.

Federal Programs--Mary H. Cartledge

During fiscal year 1987/88, Federal funds were received by the agency through Chapter I and Chapter II of the Education Consolidation Improvement Act (ECIA); the U. S. Department of Agriculture and the South Carolina State Library (LSCA). The Chapter I budget for the year totaled \$55,993. These funds provided compensatory educational programs to our most disadvantaged students in grades four through nine in the form of remedial reading and remedial math. Project funds paid the full salaries of one remedial reading teacher, one remedial math teacher and five percent of the time of a coordinator, as well as supplies.

The ECIS programs have been a valuable part of the total program. Through the use of these funds, our most disadvantaged students have not only overcome many academic handicaps in reading and math, but have shown great improvements in social adjustment and self-concept.

The Chapter II grant for \$883 was used to purchase instructional material, equipment and school library resources.

A grant from the South Carolina State Library, under the Book Collection Improvement, totaled \$694. This grant was used for the improvement of library services to the students of John de la Howe School by providing additional books and library resources.

Federal programs have played a significant role in providing additional and needed services to the children in placement at John de la Howe School.

Plant Maintenance--John F. Myers, Jr., Supervisor

The physical plant of John de la Howe School consists of over forty buildings and is situated on 1,476 acres. Under the coordination of Mr. Myers, our facilities were kept in good condition by the maintenance personnel of Harold McConnell, Tony McKee and Amos Hardy.

Because of our rural setting, the campus actually functions as a small community, requiring many varied services. The primary responsibilities of this department are maintenance of campus water-lines and plumbing, operation of a wastewater treatment plant, maintenance of the campus electrical system which involves replacing damaged switches and receptacles, installing new circuits, maintaining high voltage lines, including our fire protection system, painting and woodwork on all campus buildings, maintaining furnaces in all campus buildings and general maintenance on all buildings and equipment as required.

Dietary--Mrs. Irene H. Torchia, Dietitian

The agency operates a central cafeteria on campus which provides three meals daily, twelve months a year, to all children. Young people in our care learn to cook and serve meals, to care for and clean equipment, as well as ordering food and planning menus.

The dietitian, assisted by Mrs. Myrtice Anthony, Mrs. Mary L. Belcher, Mrs. Virginia Johnson, Mrs. Hattie Calhoun and the children assigned to this area, prepares the food and vegetables for cooking and serving. Again this year, we had a bountiful crop of vegetables from the campus garden. Cafeteria staff and children worked long hours getting the vegetables canned, frozen and preserved so that they may be enjoyed during the winter months.

Six cottages are self-contained, with staff and children preparing their own breakfast and evening meals. Cafeteria personnel prepare food orders for those cottages. All food purchases are handled by the dietitian.

Meals are prepared for many special occasions, including banquets, picnics, parties, giving children an opportunity to learn to function in various social situations.

John de la Howe School participates in the U. S. Department of Agriculture's National School Lunch and Breakfast Program. A monthly reimbursement is received for meals served in our school food service program. Commodities are also received from the USDA.

Participation in the USDA Breakfast and Lunch Programs and the USDA Commodity Program requires that dietary staff receive training in food services and that various records and reports be maintained. The most important aspect of the dietary program is teaching the children the importance of providing balanced, nutritional meals.

Farm Operation--Ralph C. Moore, Farm Manager

The farm operation was busy all year with several projects from which the agency will benefit for many years to come. The farm staff monitored the timberland, replanting and replacing seedlings that did not grow or were damaged. Much valuable assistance is provided by Ron Ferguson with the South Carolina Commission of Forestry. The farm operation sold calves that had been kept over the winter. The female calves were retained to enlarge the herd. As of June 30, 1987, we had a total of 93 heads of cattle in the beef herd operation.

The campus garden was very productive again this year. With the use of irrigation equipment and improved planting methods, more vegetables were harvested, processed and stored.

Farm Manager Ralph Moore, assisted by E. L. "Pete" Young, continued to train students in proper care of animals and to teach them the proper methods of planting a garden, growing and harvesting vegetables, upkeep of the campus lawns, shrubbery, and trees. The campus grounds, forests and pastures were well kept.

Laundry and Supply--Mrs. Dorothy M. Hamrick, Supervisor

With the help of students, one adult and a part-time staff member, the campus laundry operated three days each week. Boys' cottages send laundry twice a week and girls' cottages once. Bed linens are sent once a week and bedspreads once a month. Blankets are also cleaned in the campus laundry.

Students are taught to operate the washers, pressers, etc. They also learn to fold clothing and bed linens and pack them in the proper baskets for delivery to each cottage, infirmary and cafeteria.

The supply room, located in the Administration Building, is open all day on Tuesdays and Fridays and other days after laundry hours. Supplies for all cottages, cafeteria and infirmary are issued by requisition from houseparents, including shoes, clothing, etc. for the children. Inventory records are kept in the supply room files.

The laundry and supply room supervisor also teaches a group of young people proper cleaning methods and upkeep of the Administration Building.

JOHN DE LA HOWE SCHOOL

FINANCIAL STATEMENT

1987/88

Operation Fund

I. Administration	Personal Services	\$ 84,702
	Other Operating Expenses	3,283
II. Education	Personal Services	357,568
	Other Operating Expenses	13,915
III. Children's Services	Personal Services	531,232
	Other Operating Expenses	36,767
IV. Business and Support Services	Personal Services	337,019
	Other Operating Expenses	493,563
V. Special Services	Personal Services	204,324
	Other Operating Expenses	20,918
VI. Wilderness Program	Personal Services	139,247
	Other Operating Expenses	34,949
VII. State Employer Contributions	Personal Services	<u>356,933</u>
TOTAL EXPENDITURES		\$ 2,614,420

