



**AGENDA  
BOARD OF TRUSTEES  
THE CENTER FOR ADVANCED TECHNICAL STUDIES  
DECEMBER 9, 2013**

1. Call to order at 6:00 p.m.
2. Enter executive session to consider the following:
  - a. Selected employment items (Exhibit A)
  - b. A contractual matter regarding lease of property
  - c. Update on Freedom from Religion Foundation vs. School District Five of Lexington and Richland Counties
3. Welcoming remarks at 7 p.m.
4. Invocation – Jondy Loveless
5. Pledge of Allegiance – Sam Rennick, a senior at Dutch Fork High School
6. School Board Spotlight
7. Welcome and brief overview of the Champions of the Environment program by Dr. Bob Couch, Director
8. Approval of the agenda
9. Approval of the minutes of the November 11, 2013 board meeting
10. Superintendent's report
  - a. Choice Update
  - b. Financial Services
    - (1) Monthly Financial Reports (Exhibit B)
11. Public participation\*

## **ACTION AGENDA**

12. Items considered in executive session
13. Awarding bid to lowest, responsible, responsive bidder for new middle school site package (Exhibit C)
14. Second reading of proposed revisions to "E" board policies (Exhibit D):
  - a. Replace EE "Food Services Management" and EEA "Free and Reduced Price Food Service" with EF "Food Services"
  - b. Add EFE "Competitive Food Sales/Vending Machines"
  - c. Add EGAD "Copyright Compliance" and EGAD-R "Copyright Compliance"
15. Second reading approval of proposed revisions to "I" board policies (Exhibit E):
  - a. Replace IFAB "Supplementary Materials Selection, Adoption and Use" and IFAB-R "Supplementary Materials Selection, Adoption and Use" with IJK "Supplementary Materials Selection and Adoption"
16. Second reading approval of proposed revisions to "K" board policies (Exhibit F):
  - a. Replace KF-E(1) "Hourly Fee Schedule for Selected Use of District Five Facilities" with KF-E(1) "Hourly Fee Schedule for Selected Use of District Five Facilities"

## **DISCUSSION AGENDA**

17. Resolution authorizing the School District to reimburse certain expenditures prior to the issuance by the School District of its tax-exempt debt (Exhibit G)
18. Adjourn by 9:30 p.m. \*\*  
\*\*Any items to be submitted by board members for the record must be turned in within 15 minutes of the adjournment.

## **FOR YOUR INFORMATION**

19. The next regular scheduled board meeting will be January 13, 2014 at Leaphart Elementary School.

\*The Board welcomes and encourages public participation and includes an opportunity during its meetings for the public to do so. We respectfully ask that you adhere to the procedures and the decorum provided in board policy BEDH "Public Participation at Meetings". We ask that you sign-up to speak before the meeting

begins and that you provide us your name, address and topic of input. Your comments should be limited to three minutes. Questions asked during public participation and placed in writing will receive a written response in a timely manner. Comments, questions and opinions are appreciated but should always be presented in a manner that reflects the respect and dignity expected by our community. Personal attacks on members of the community, the Board, or the staff of the school system will not be allowed.



Minutes/ November 11, 2013

The Board of Trustees of School District Five of Lexington and Richland Counties met at Oak Pointe Elementary School with the following members present:

Mr. Robert Gantt, Chairman  
Mrs. Beth Burn Watson, Vice Chairman  
Mrs. Ellen Baumgardner, Secretary  
Mrs. Jondy Loveless  
Mr. Jim Turner  
Mr. Ed White

The following staff were in attendance:

Dr. Angela Bain, Chief Human Resource Services Officer  
Mr. Mark Bounds, Chief Information Officer  
Dr. Karl Fulmer, Chief Financial Services Officer  
Mr. Michael Harris, Chief Student Services Officer  
Dr. Christina Melton, Chief Instructional Services Officer

Chairman Robert Gantt called the meeting to order and gave welcoming remarks.

The Invocation was given by Jim Turner. The Pledge of Allegiance was led by Mitchell Cook and Abby Tam, students at Oak Pointe Elementary School.

The School Board Spotlight was led by Robert Gantt, Beth Watson and Ellen Baumgardner.

A welcome and brief overview of Oak Pointe Elementary School was given by Cassy Paschal, principal.

During the Superintendent's Report, Mark Bounds presented information on the Report Card Ratings; Michael Harris gave an update on Bullying; Alan Grimsley and Dr. Karl Fulmer presented the Comprehensive Annual Financial Report (Exhibit B); and Mike Gallagher and Dr. Fulmer presented a report on the Sale of Bonds.

No one spoke during public participation.

SCHOOL DISTRICT FIVE  
OF  
LEXINGTON AND RICHLAND COUNTIES

Meeting of November 11, 2013

	B A U M G A R D N E R	G A N T T	L O V E L E S S	T U R N E R	W A T S O N	W H I T E	
1. M. Watson                      S. Baumgardner  Enter executive session to consider the following: a) selected employment items (Exhibit A)	X	X	X		X	X	X
2. Election of Board Officers  Gantt nominated Watson Chair seconded by Baumgardner  Watson nominated Gantt Vice Chair seconded by Loveless  Loveless nominated Baumgardner Secretary seconded by Gantt	X	X	X		X	X	X
3. M. Baumgardner              S. Gantt  Approve the agenda	X	X	X		X	X	X
4. M. Baumgardner              S. Loveless  Approve the minutes of the October 28, 2013 board meeting	X	AB	X		X	X	X
5. M. Gantt                              S. Baumgardner  Approve the selected employment items (Exhibit A)	X	X	X		X	X	X
6. M. Gantt                              S. Baumgardner  Approve the appointments to the Comprehensive Health Education Advisory Committee (Exhibit C)	X	X	X		X	X	X
7. M. Baumgardner              S. Turner  Second reading approval of proposed revisions to add ECAC "Vandalism" (Exhibit D)	X	X	X		X	X	X

A = Absent  
AB = Abstain  
N = No  
X = Yes  
R = Recuse





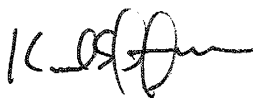




**MEMORANDUM**

To: Members of the Board of Trustees

Through: Stephen Hefner, Ed.D.  
Superintendent

From: Karl E. Fulmer, Ed.D.   
Chief Financial Officer

Date: December 9, 2013

Re: Monthly Financial Reports – October 2013

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Attached for your information are the revenue and expenditure reports for October 2013.

KEF:tl

Attachment

**OCTOBER 2013 - REVENUE**

**SCHOOL DISTRICT 5 LEXINGTON/RICHLAND CO**  
**REVENUE BUDGET REPORT BY ACCOUNT**  
**FY 2013-2014**  
**CURRENT PERIOD: OCTOBER 2013**

	FY 2013-2014 Original Budget	Current Month	Year to Date Revenue	Remaining Balance
<b>Revenue From Local Sources:</b>				
11100 Tax Levies	\$ 43,678,518.00	\$ 756,064.46	\$ 648,273.81	\$ 43,030,244.19
11120 Vehicle Taxes	\$ 9,502,236.00	\$ 985,765.89	\$ 3,801,662.87	\$ 5,700,573.13
11130 Current Tax Penalties	\$ 380,000.00	\$ 28,688.22	\$ 89,904.28	\$ 290,095.72
11400 Delinquent Taxes & Penalties	\$ 2,000,000.00	\$ 180,379.77	\$ 533,033.47	\$ 1,466,966.53
12800 Revenue in Lieu of Taxes	\$ 743,709.00	\$ -	\$ -	\$ 743,709.00
13100 Regular School Day Patron	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
13500 Summer School	\$ -	\$ -	\$ 3,517.00	\$ (3,517.00)
15100 Interest on Investments	\$ 100,000.00	\$ 4,272.90	\$ 26,230.51	\$ 73,769.49
17400 Student Fees	\$ 35,000.00	\$ 4,318.90	\$ 34,098.36	\$ 901.64
19100 Rentals	\$ 70,000.00	\$ 9,935.91	\$ 71,205.91	\$ (1,205.91)
19500 Refund of Prior Year Expenditures	\$ 8,000.00	\$ 1,137.33	\$ 1,620.28	\$ 6,379.72
19990 Other Local Revenue	\$ 12,000.00	\$ 22,464.22	\$ 23,524.76	\$ (11,524.76)
Total Local Revenue	\$ 56,534,463.00	\$ 1,993,027.60	\$ 5,233,071.25	\$ 51,301,391.75
<b>Revenue From State Sources:</b>				
31600 School Bus Driver Salaries	\$ 550,000.00	\$ 46,014.79	\$ 242,914.06	\$ 307,085.94
31800 Fringe Benefits Contributions	\$ 13,636,881.00	\$ 1,200,965.67	\$ 4,704,608.68	\$ 8,932,272.32
31810 Retiree Insurance	\$ 3,837,288.00	\$ 363,053.04	\$ 1,372,492.64	\$ 2,464,795.36
33000 Education Finance Act	\$ 32,192,401.00	\$ 2,683,490.25	\$ 10,733,960.86	\$ 21,458,440.14
33750 Education Foundation Supplement	\$ 2,020,581.00	\$ -	\$ -	\$ 2,020,581.00
38100 Act 388 - One Cent Prop. Tax Relief	\$ 29,095,434.00	\$ 2,909,543.40	\$ 2,909,543.40	\$ 26,185,890.60
38100 Reimbursement For Prop. Tax Relief	\$ 10,580,071.00	\$ -	\$ -	\$ 10,580,071.00
38200 Homestead Exemption	\$ 1,758,200.00	\$ -	\$ -	\$ 1,758,200.00
38300 Merchant's Inventory Tax	\$ 209,687.00	\$ 53,488.78	\$ 106,977.56	\$ 102,709.44
38400 Manufacturer's Depreciation Reimbursement	\$ 303,663.00	\$ -	\$ -	\$ 303,663.00
38900 Motor Carrier Revenue	\$ 139,505.00	\$ 5,632.99	\$ 76,720.29	\$ 62,784.71
39900 Other State Revenue	\$ 44,980.00	\$ -	\$ 1,349.75	\$ 43,630.25
Total State Revenue	\$ 94,368,691.00	\$ 7,262,188.92	\$ 20,148,567.24	\$ 74,220,123.76
<b>Transfer From Other Funds</b>				
52800 Indirect Costs Transfer	\$ 200,000.00	\$ 769.34	\$ 9,134.50	\$ 190,865.50
52300 Transfer from EIA	\$ 3,606,122.00	\$ 292,506.83	\$ 877,520.49	\$ 2,728,601.51
Total Transfers	\$ 3,806,122.00	\$ 293,276.17	\$ 886,654.99	\$ 2,919,467.01
19999 Operational Balance	\$ 3,747,745.00	\$ -	\$ -	\$ 3,747,745.00
<b>Total</b>	<b>\$ 158,457,021.00</b>	<b>\$ 9,548,492.69</b>	<b>\$ 26,268,293.48</b>	<b>\$ 132,188,727.52</b>

**SCHOOL DIST 5 LEXINGTON/RICHLAND CO**  
**REVENUE BUDGET REPORT BY ACCOUNT**  
**FY 2013-2014**  
**CURRENT PERIOD: 10/01/2013 TO 10/31/2013**

<u>ACCOUNT</u>	<u>BUDGETED REVENUE</u>	<u>CURRENT REVENUE</u>	<u>YEAR TO DATE REVENUE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
100-001-110-0000-00 LEVIES - CUR. OPERATIONS - LEV	30,138,177.00	757,413.97	717,031.66	29,421,145.34	98
100-001-110-0001-00 LEX. CO. VEHICLE TAXES	4,941,163.00	516,808.12	1,991,851.94	2,949,311.06	60
100-001-110-0002-00 STATE SALES & USE TAX CREDIT	0.00	293.17	336.28	-336.28	0
100-001-110-0003-00 RICH. CO. CURRENT TAXES	13,540,341.00	-1,642.68	-69,094.13	13,609,435.13	101
100-001-110-0005-00 LEX. CO. DELINQUENT TAXES	1,120,000.00	66,284.45	312,233.74	807,766.26	72
100-001-110-0006-00 RICH. CO. DELINQUENT TAXES	880,000.00	114,095.32	220,799.73	659,200.27	75
100-001-110-0007-00 RICH. CO. VEHICLE TAXES	4,561,073.00	468,957.77	1,809,810.93	2,751,262.07	60
100-001-140-0000-00 PENALTIES/INTEREST - LEX. CO.	220,400.00	9,951.85	46,844.56	173,555.44	79
100-001-140-0001-00 PENALTIES/INTEREST - RICH. CO	159,600.00	18,736.37	43,059.72	116,540.28	73
100-001-280-0000-00 FEE IN LIEU OF TAXES - LEX	743,709.00	0.00	0.00	743,709.00	100
100-001-310-0000-00 REG. DAY SCHOOL TUITION - FEI	5,000.00	0.00	0.00	5,000.00	100
100-001-350-0003-00 SUMMER SCHOOL TUITION - HIG	0.00	0.00	3,517.00	-3,517.00	0
100-001-510-0000-00 INTEREST ON INVESTMENTS	100,000.00	4,272.90	26,230.51	73,769.49	74
100-001-740-0000-00 REVENUE - STUDENT FEES	35,000.00	4,318.90	34,098.36	901.64	3
100-001-910-0000-00 RENTALS OF PROPERTIES	70,000.00	0.00	0.00	70,000.00	100
100-001-950-0000-00 REFUND ON PRIOR YEAR'S EXPEN	8,000.00	936.88	936.88	7,063.12	88
100-001-950-0001-00 REFUND OF PRIOR YEAR - TEXTI	0.00	200.45	683.40	-683.40	0
100-001-990-0000-00 MISC. LOCAL REVENUE	12,000.00	22,464.22	23,524.76	-11,524.76	-96
100-001-990-0008-00 MISC REVENUE-FACILITIES USA	0.00	9,935.91	60,285.91	-60,285.91	0
100-001-999-0000-00 ALLOC. OF BEGIN. FUND BALAN	3,747,745.00	0.00	0.00	3,747,745.00	100
100-001-999-0003-00 MISC. REV - FACILITY USAGE FEI	0.00	0.00	10,920.00	-10,920.00	0
100-003-160-0000-00 BUS DRIVERS SALARY	550,000.00	46,014.79	184,059.16	365,940.84	67
100-003-162-0000-00 BUS DRIVERS WORKERS COMP	0.00	0.00	58,854.90	-58,854.90	0
100-003-180-0000-00 FRINGE BENEFITS - EMPLOYER C	13,636,881.00	1,200,965.67	4,704,608.68	8,932,272.32	66
100-003-181-0000-00 RETIREE FRINGE - EMPLOYER CO	3,837,288.00	363,053.04	1,372,492.64	2,464,795.36	64
100-003-310-0000-00 EFA REVENUE TOTALS	32,192,401.00	0.00	0.00	32,192,401.00	100
100-003-311-0000-00 EFA REVENUE - KINDERGARTEN	0.00	165,836.81	663,347.23	-663,347.23	0
100-003-312-0000-00 EFA REVENUE - PRIMARY	0.00	459,384.81	1,837,539.21	-1,837,539.21	0
100-003-313-0000-00 EFA REVENUE - ELEMENTARY	0.00	740,948.48	2,963,793.92	-2,963,793.92	0
100-003-314-0000-00 EFA REVENUE - SECONDARY	0.00	188,089.39	752,357.56	-752,357.56	0
100-003-315-0000-00 EFA REVENUE - T.M.H.	0.00	8,435.02	33,740.05	-33,740.05	0
100-003-316-0000-00 EFA REVENUE - SPEECH	0.00	241,965.75	967,863.00	-967,863.00	0
100-003-317-0000-00 EFA REVENUE - HOMEBOUND	0.00	9,713.07	38,852.28	-38,852.28	0
100-003-321-0000-00 EFA REVENUE - EMOTIONALLY I	0.00	19,478.39	77,913.56	-77,913.56	0
100-003-322-0000-00 EFA REVENUE - E.M.H.	0.00	6,128.96	24,515.84	-24,515.84	0
100-003-323-0000-00 EFA REVENUE - L.D.	0.00	182,759.98	731,039.92	-731,039.92	0
100-003-324-0000-00 EFA REVENUE - HEARING HANDI	0.00	6,807.95	27,231.77	-27,231.77	0
100-003-325-0000-00 EFA REVENUE - VISUALLY HANI	0.00	7,778.59	31,114.33	-31,114.33	0
100-003-326-0000-00 EFA REVENUE - ORTHOPEDICAL	0.00	5,112.37	20,449.48	-20,449.48	0

**SCHOOL DIST 5 LEXINGTON/RICHLAND CO**  
**REVENUE BUDGET REPORT BY ACCOUNT**  
**FY 2013-2014**  
**CURRENT PERIOD: 10/01/2013 TO 10/31/2013**

<u>ACCOUNT</u>	<u>BUDGETED</u> <u>REVENUE</u>	<u>CURRENT</u> <u>REVENUE</u>	<u>YEAR TO DATE</u> <u>REVENUE</u>	<u>REMAINING</u> <u>BALANCE</u>	<u>PCT</u>
100-003-327-0000-00 EFA REVENUE - VOCATIONAL	0.00	590,742.63	2,362,970.51	-2,362,970.51	0
100-003-331-0000-00 EFA REVENUE - AUTISM	0.00	50,308.05	201,232.20	-201,232.20	0
100-003-375-0000-00 ED FOUNDATION SUPPLEMENT	2,020,581.00	0.00	0.00	2,020,581.00	100
100-003-810-0000-00 PROPERTY TAX RELIEF REIMB. -	6,611,007.00	0.00	0.00	6,611,007.00	100
100-003-810-0001-00 PROPERTY TAX RELIEF REIMB -	3,969,064.00	0.00	0.00	3,969,064.00	100
100-003-820-0000-00 HOMESTEAD EXEMPTION - LEX.	1,230,740.00	0.00	0.00	1,230,740.00	100
100-003-820-0001-00 HOMESTEAD EXEMPTION - RICH	527,460.00	0.00	0.00	527,460.00	100
100-003-825-0000-00 TIER III PROPERTY TAX RELIEF	29,095,434.00	2,909,543.40	2,909,543.40	26,185,890.60	90
100-003-830-0000-00 MERCHANTS INV TAX RELIEF - L	192,912.00	49,220.20	98,440.40	94,471.60	49
100-003-830-0001-00 MERCHANT INV TAX RELIEF - RI	16,775.00	4,268.58	8,537.16	8,237.84	49
100-003-840-0000-00 MANUFACTURERS DEPR REIMB	300,626.00	0.00	0.00	300,626.00	100
100-003-840-0001-00 MANUFACTURERS DEPR REIMB	3,037.00	0.00	0.00	3,037.00	100
100-003-890-0000-00 MOTOR CARRIER VEH TAX REIM	97,654.00	4,073.15	66,167.25	31,486.75	32
100-003-890-0001-00 MOTOR CARRIER VEH TAX REIM	41,851.00	1,559.84	10,553.04	31,297.96	75
100-003-990-0000-00 OTHER STATE REVENUE	44,980.00	0.00	1,349.75	43,630.25	97
100-005-230-0000-00 TRANSFER FROM EIA FUND	3,606,122.00	292,506.83	877,520.49	2,728,601.51	76
100-005-280-0000-00 TRANS FROM OTHER FUNDS - IN	200,000.00	769.34	9,134.50	190,865.50	95
	<u>158,457,021.00</u>	<u>9,548,492.69</u>	<u>26,268,293.48</u>	<u>132,188,727.52</u>	<u>83</u>

## OCTOBER 2013 - EXPENDITURES

**SCHOOL DIST 5 LEXINGTON/RICHLAND CO**  
**EXPENDITURE BUDGET REPORT BY FUNCTION**  
**FY 2013-2014**

**CURRENT PERIOD: 10/01/2013 TO 10/31/2013**

<u>ACCOUNT</u>	<u>BUDGETED</u> <u>EXPENDITURE</u>	<u>CURRENT</u> <u>EXPENDITURE</u>	<u>YEAR TO DATE</u> <u>EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING</u> <u>BALANCE</u>	<u>PCT</u>
<b>KINDERGARTEN PROGRAMS-K5</b>						
1 Salaries & Bonuses	4,559,260.74	374,216.57	932,938.28	0.00	3,626,322.46	80
2 Fringe Benefits	1,748,368.10	137,247.11	369,200.36	0.00	1,379,167.74	79
3 Contracted Services	350.50	100.00	100.00	0.00	250.50	71
4 Supplies & Materials, etc	58,056.00	6,688.14	28,910.39	2,378.02	26,767.59	46
<b>111 KINDERGARTEN PROGRAMS-K5</b>	<b>6,366,035.34</b>	<b>518,251.82</b>	<b>1,331,149.03</b>	<b>2,378.02</b>	<b>5,032,508.29</b>	<b>79</b>
<b>PRIMARY PROGRAMS(1-3)</b>						
1 Salaries & Bonuses	12,041,992.98	1,006,136.72	2,483,076.61	0.00	9,558,916.37	79
2 Fringe Benefits	4,665,209.73	342,310.88	900,637.68	0.00	3,764,572.05	81
3 Contracted Services	3,400.00	1,020.00	1,020.00	0.00	2,380.00	70
4 Supplies & Materials, etc	250,787.25	35,147.38	116,905.41	13,444.49	120,437.35	48
<b>112 PRIMARY PROGRAMS(1-3)</b>	<b>16,961,389.96</b>	<b>1,384,614.98</b>	<b>3,501,639.70</b>	<b>13,444.49</b>	<b>13,446,305.77</b>	<b>79</b>
<b>ELEMENTARY PROGRAMS(4-8)</b>						
1 Salaries & Bonuses	20,088,168.01	1,660,579.81	4,145,585.44	0.00	15,942,582.57	79
2 Fringe Benefits	7,316,590.36	567,459.24	1,506,825.41	0.00	5,809,764.95	79
3 Contracted Services	10,100.00	3,080.00	17,935.73	0.00	-7,835.73	-78
4 Supplies & Materials, etc	380,400.95	30,205.65	160,725.81	28,231.98	191,443.16	50
<b>113 ELEMENTARY PROGRAMS(4-8)</b>	<b>27,795,259.32</b>	<b>2,261,324.70</b>	<b>5,831,072.39</b>	<b>28,231.98</b>	<b>21,935,954.95</b>	<b>79</b>
<b>HIGH SCHOOL PROGRAM(9-12)</b>						
1 Salaries & Bonuses	16,259,920.78	1,304,151.00	3,329,901.44	0.00	12,930,019.34	80
2 Fringe Benefits	5,547,902.27	426,505.03	1,144,867.12	0.00	4,403,035.15	79
3 Contracted Services	143,630.00	13,569.69	41,003.38	75,000.00	27,626.62	19
4 Supplies & Materials, etc	937,803.00	156,173.41	542,110.47	94,019.71	301,672.82	32
6 Insurance, Principal, etc	6,065.00	0.00	0.00	0.00	6,065.00	100
<b>114 HIGH SCHOOL PROGRAM(9-12)</b>	<b>22,895,321.05</b>	<b>1,900,399.13</b>	<b>5,057,882.41</b>	<b>169,019.71</b>	<b>17,668,418.93</b>	<b>77</b>
<b>CATE-VOCATIONAL PROGRAMS</b>						
1 Salaries & Bonuses	2,944,315.97	222,236.59	592,043.46	0.00	2,352,272.51	80
2 Fringe Benefits	991,549.86	75,696.95	207,883.66	0.00	783,666.20	79
3 Contracted Services	657.00	560.44	560.44	96.56	0.00	0
4 Supplies & Materials, etc	159,937.00	22,004.91	52,184.47	4,957.29	102,795.24	64
<b>115 CATE-VOCATIONAL PROGRAMS</b>	<b>4,096,459.83</b>	<b>320,498.89</b>	<b>852,672.03</b>	<b>5,053.85</b>	<b>3,238,733.95</b>	<b>79</b>
<b>EDUCABLE MENTALY HANDICAP</b>						
1 Salaries & Bonuses	645,871.40	55,143.21	137,951.10	0.00	507,920.30	79

**SCHOOL DIST 5 LEXINGTON/RICHLAND CO**  
**EXPENDITURE BUDGET REPORT BY FUNCTION**  
**FY 2013-2014**

**CURRENT PERIOD: 10/01/2013 TO 10/31/2013**

ACCOUNT	BUDGETED	CURRENT	YEAR TO DATE	ENCUMBRANCE	REMAINING	
	EXPENDITURE	EXPENDITURE	EXPENDITURE		BALANCE	PCT
2 Fringe Benefits	235,915.60	19,417.66	51,926.07	0.00	183,989.53	78
4 Supplies & Materials, etc	1,750.00	259.53	361.19	141.91	1,246.90	71
<b>121 EDUCABLE MENTALLY HANDICAP</b>	<b>883,537.00</b>	<b>74,820.40</b>	<b>190,238.36</b>	<b>141.91</b>	<b>693,156.73</b>	<b>78</b>
<b>TRAINABLE MENTALLY HANDIC</b>						
1 Salaries & Bonuses	614,113.40	47,859.38	120,503.68	0.00	493,609.72	80
2 Fringe Benefits	239,612.12	17,533.46	47,178.58	0.00	192,433.54	80
4 Supplies & Materials, etc	1,500.00	269.88	494.81	16.15	989.04	66
<b>122 TRAINABLE MENTALLY HANDIC</b>	<b>855,225.52</b>	<b>65,662.72</b>	<b>168,177.07</b>	<b>16.15</b>	<b>687,032.30</b>	<b>80</b>
<b>ORTHOPEDICALLY HANDICAP</b>						
1 Salaries & Bonuses	30,749.00	2,562.42	6,406.05	0.00	24,342.95	79
2 Fringe Benefits	10,120.55	769.19	2,083.96	0.00	8,036.59	79
4 Supplies & Materials, etc	50.00	0.00	0.00	0.00	50.00	100
<b>123 ORTHOPEDICALLY HANDICAP</b>	<b>40,919.55</b>	<b>3,331.61</b>	<b>8,490.01</b>	<b>0.00</b>	<b>32,429.54</b>	<b>79</b>
<b>VISUALLY HANDICAPPED</b>						
1 Salaries & Bonuses	119,559.00	9,963.28	24,908.20	0.00	94,650.80	79
2 Fringe Benefits	40,390.86	3,384.36	8,983.05	0.00	31,407.81	78
4 Supplies & Materials, etc	630.00	0.00	0.00	165.24	464.76	74
<b>124 VISUALLY HANDICAPPED</b>	<b>160,579.86</b>	<b>13,347.64</b>	<b>33,891.25</b>	<b>165.24</b>	<b>126,523.37</b>	<b>79</b>
<b>HEARING HANDICAPPED</b>						
1 Salaries & Bonuses	141,348.00	11,779.06	29,447.65	0.00	111,900.35	79
2 Fringe Benefits	53,812.93	4,029.04	10,711.24	0.00	43,101.69	80
4 Supplies & Materials, etc	330.00	0.00	0.00	0.00	330.00	100
<b>125 HEARING HANDICAPPED</b>	<b>195,490.93</b>	<b>15,808.10</b>	<b>40,158.89</b>	<b>0.00</b>	<b>155,332.04</b>	<b>79</b>
<b>SPEECH HANDICAPPED</b>						
1 Salaries & Bonuses	960,691.10	80,523.21	199,652.60	0.00	761,038.50	79
2 Fringe Benefits	342,495.69	26,887.46	70,799.49	0.00	271,696.20	79
3 Contracted Services	75,000.00	2,746.25	6,093.75	8,531.25	60,375.00	81
4 Supplies & Materials, etc	5,650.00	1,296.18	2,727.98	179.33	2,742.69	49
<b>126 SPEECH HANDICAPPED</b>	<b>1,383,836.79</b>	<b>111,453.10</b>	<b>279,273.82</b>	<b>8,710.58</b>	<b>1,095,852.39</b>	<b>79</b>
<b>LEARNING DISABILITIES</b>						
1 Salaries & Bonuses	4,288,745.52	371,235.85	926,226.04	0.00	3,362,519.48	78
2 Fringe Benefits	1,553,375.49	127,159.08	336,556.40	0.00	1,216,819.09	78
3 Contracted Services	780.00	0.00	750.00	0.00	30.00	4
4 Supplies & Materials, etc	23,340.00	2,090.37	5,774.17	1,937.02	15,628.81	67

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ACCOUNT	BUDGETED	CURRENT	YEAR TO DATE		REMAINING	
	EXPENDITURE	EXPENDITURE	EXPENDITURE	ENCUMBRANCE	BALANCE	PCT
127 LEARNING DISABILITIES	5,866,241.01	500,485.30	1,269,306.61	1,937.02	4,594,997.38	78
EMOTIONALLY HANDICAPPED						
1 Salaries & Bonuses	677,230.60	54,656.15	136,168.03	0.00	541,062.57	80
2 Fringe Benefits	267,052.73	20,048.67	53,699.33	0.00	213,353.40	80
4 Supplies & Materials, etc	3,550.00	203.11	689.14	0.00	2,860.86	81
128 EMOTIONALLY HANDICAPPED	947,833.33	74,907.93	190,556.50	0.00	757,276.83	80
CEISEARLY INTERVENING SVC						
1 Salaries & Bonuses	255,387.00	21,616.36	54,040.90	0.00	201,346.10	79
2 Fringe Benefits	88,364.57	7,374.48	19,591.83	0.00	68,772.74	78
129 CEISEARLY INTERVENING SVC	343,751.57	28,990.84	73,632.73	0.00	270,118.84	79
PRE-SCHL HAND SPEECH 3-4						
4 Supplies & Materials, etc	100.00	0.00	0.00	0.00	100.00	100
135 PRE-SCHL HAND SPEECH 3-4	100.00	0.00	0.00	0.00	100.00	100
PRESCH HAND ITINERANT 3-4						
1 Salaries & Bonuses	11,470.65	733.56	1,833.90	0.00	9,636.75	84
2 Fringe Benefits	3,850.03	260.60	695.91	0.00	3,154.12	82
136 PRESCH HAND ITINERANT 3-4	15,320.68	994.16	2,529.81	0.00	12,790.87	83
PRE-SCHL HAND SELF-CONT 3						
1 Salaries & Bonuses	975,845.60	81,815.13	202,446.59	0.00	773,399.01	79
2 Fringe Benefits	385,680.52	33,189.44	89,319.27	0.00	296,361.25	77
4 Supplies & Materials, etc	300.00	0.00	172.16	0.00	127.84	43
137 PRE-SCHL HAND SELF-CONT 3	1,361,826.12	115,004.57	291,938.02	0.00	1,069,888.10	79
PRE-SCHL HAND HOMEBASED 3						
1 Salaries & Bonuses	8,526.75	488.24	1,220.60	0.00	7,306.15	86
2 Fringe Benefits	2,868.72	178.42	478.13	0.00	2,390.59	83
4 Supplies & Materials, etc	300.00	19.32	277.46	100.42	-77.88	-26
138 PRE-SCHL HAND HOMEBASED 3	11,695.47	685.98	1,976.19	100.42	9,618.86	82
FOUR YEAR OLD EARLY CHILD						
1 Salaries & Bonuses	1,033,373.20	96,738.49	216,856.67	0.00	816,516.53	79
2 Fringe Benefits	371,929.03	34,394.28	81,067.58	0.00	290,861.45	78
3 Contracted Services	5,625.00	253.83	746.91	0.00	4,878.09	87
4 Supplies & Materials, etc	100,784.00	32,937.55	60,252.49	6,030.99	34,500.52	34
139 FOUR YEAR OLD EARLY CHILD	1,511,711.23	164,324.15	358,923.65	6,030.99	1,146,756.59	76
GIFTED & TALENTED ACADEM						

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	EXPENDITURE	EXPENDITURE	EXPENDITURE		BALANCE	PCT
1 Salaries & Bonuses	554,925.90	49,006.28	114,708.86	0.00	440,217.04	79
2 Fringe Benefits	204,008.15	17,075.32	43,500.14	0.00	160,508.01	79
<b>141 GIFTED &amp; TALENTED ACADEM</b>	<b>758,934.05</b>	<b>66,081.60</b>	<b>158,209.00</b>	<b>0.00</b>	<b>600,725.05</b>	<b>79</b>
<b>ADVANCED PLACEMENT</b>						
1 Salaries & Bonuses	587,996.27	36,393.16	90,885.40	0.00	497,110.87	85
2 Fringe Benefits	189,416.05	12,123.90	32,282.63	0.00	157,133.42	83
<b>143 ADVANCED PLACEMENT</b>	<b>777,412.32</b>	<b>48,517.06</b>	<b>123,168.03</b>	<b>0.00</b>	<b>654,244.29</b>	<b>84</b>
<b>HOMEBOUND</b>						
1 Salaries & Bonuses	46,800.00	9,065.00	17,631.75	0.00	29,168.25	62
2 Fringe Benefits	13,200.00	2,035.72	4,002.18	0.00	9,197.82	70
3 Contracted Services	11,000.00	1,150.00	1,615.50	0.00	9,384.50	85
<b>145 HOMEBOUND</b>	<b>71,000.00</b>	<b>12,250.72</b>	<b>23,249.43</b>	<b>0.00</b>	<b>47,750.57</b>	<b>67</b>
<b>GIFTED &amp; TALENTED ARTISTIC</b>						
1 Salaries & Bonuses	5,302.75	183.56	458.90	0.00	4,843.85	91
2 Fringe Benefits	632.41	52.99	137.37	0.00	495.04	78
3 Contracted Services	2,200.00	0.00	0.00	0.00	2,200.00	100
<b>148 GIFTED &amp; TALENTED ARTISTIC</b>	<b>8,135.16</b>	<b>236.55</b>	<b>596.27</b>	<b>0.00</b>	<b>7,538.89</b>	<b>93</b>
<b>PPPSC-OTHER SPEC PROG</b>						
1 Salaries & Bonuses	1,043,823.34	64,903.15	160,106.92	0.00	883,716.42	85
2 Fringe Benefits	294,385.19	19,922.66	51,668.54	0.00	242,716.65	82
<b>149 PPPSC-OTHER SPEC PROG</b>	<b>1,338,208.53</b>	<b>84,825.81</b>	<b>211,775.46</b>	<b>0.00</b>	<b>1,126,433.07</b>	<b>84</b>
<b>AUTISM</b>						
1 Salaries & Bonuses	911,458.50	80,763.66	192,347.51	0.00	719,110.99	79
2 Fringe Benefits	338,282.25	30,442.16	79,849.10	0.00	258,433.15	76
4 Supplies & Materials, etc	3,426.00	406.57	1,404.55	129.90	1,891.55	55
<b>161 AUTISM</b>	<b>1,253,166.75</b>	<b>111,612.39</b>	<b>273,601.16</b>	<b>129.90</b>	<b>979,435.69</b>	<b>78</b>
<b>HIGH SCH SUMMER SCH 9-12</b>						
1 Salaries & Bonuses	0.00	0.00	12,726.00	0.00	-12,726.00	0
2 Fringe Benefits	0.00	0.00	3,026.01	0.00	-3,026.01	0
<b>173 HIGH SCH SUMMER SCH 9-12</b>	<b>0.00</b>	<b>0.00</b>	<b>15,752.01</b>	<b>0.00</b>	<b>-15,752.01</b>	<b>0</b>
<b>ADULT ED BASIC EDUC PROG</b>						
1 Salaries & Bonuses	155,836.00	24,907.32	69,163.12	0.00	86,672.88	56
2 Fringe Benefits	55,116.63	6,794.22	20,256.30	0.00	34,860.33	63
3 Contracted Services	1,800.00	192.02	572.52	0.00	1,227.48	68

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181 ADULT ED BASIC EDUC PROG	212,752.63	31,893.56	89,991.94	0.00	122,760.69	58
ADULT ED SECONDARY EDUC						
3 Contracted Services	500.00	105.00	105.00	0.00	395.00	79
4 Supplies & Materials, etc	10,570.00	562.27	1,886.09	524.34	8,159.57	77
182 ADULT ED SECONDARY EDUC	11,070.00	667.27	1,991.09	524.34	8,554.57	77
PUPIL ACTIVITY-INSTRUCTL						
1 Salaries & Bonuses	399,351.98	37,798.14	104,449.97	0.00	294,902.01	74
2 Fringe Benefits	98,483.45	8,861.92	23,772.52	0.00	74,710.93	76
6 Insurance, Principal, etc	24,459.00	2,135.98	3,403.28	1,615.25	19,440.47	79
190 PUPIL ACTIVITY-INSTRUCTL	522,294.43	48,796.04	131,625.77	1,615.25	389,053.41	74
ATTENDANCE & SOCIAL WORK						
1 Salaries & Bonuses	808,993.00	73,042.70	211,460.97	0.00	597,532.03	74
2 Fringe Benefits	324,421.89	27,934.80	83,684.25	0.00	240,737.64	74
3 Contracted Services	6,000.00	360.30	441.10	0.00	5,558.90	93
4 Supplies & Materials, etc	3,862.00	518.71	1,377.74	2.62	2,481.64	64
211 ATTENDANCE & SOCIAL WORK	1,143,276.89	101,856.51	296,964.06	2.62	846,310.21	74
GUIDANCE SVCS						
1 Salaries & Bonuses	3,077,464.07	255,392.88	763,931.14	0.00	2,313,532.93	75
2 Fringe Benefits	1,021,588.34	84,535.73	258,336.36	0.00	763,251.98	75
3 Contracted Services	2,175.00	72.00	72.00	0.00	2,103.00	97
4 Supplies & Materials, etc	21,810.00	1,800.38	5,503.90	124.75	16,181.35	74
212 GUIDANCE SVCS	4,123,037.41	341,800.99	1,027,843.40	124.75	3,095,069.26	75
HEALTH SVCS						
1 Salaries & Bonuses	1,354,534.05	118,600.23	284,500.58	0.00	1,070,033.47	79
2 Fringe Benefits	414,928.34	38,141.05	97,995.40	0.00	316,932.94	76
3 Contracted Services	400.00	0.00	0.00	0.00	400.00	100
4 Supplies & Materials, etc	24,757.00	1,809.11	6,724.62	356.72	17,675.66	71
213 HEALTH SVCS	1,794,619.39	158,550.39	389,220.60	356.72	1,405,042.07	78
PSYCHOLOGICAL SVCS						
1 Salaries & Bonuses	843,494.00	84,800.91	232,905.05	0.00	610,588.95	72
2 Fringe Benefits	263,369.13	24,882.96	69,362.05	0.00	194,007.08	74
3 Contracted Services	6,000.00	1,057.56	1,057.56	0.00	4,942.44	82
4 Supplies & Materials, etc	6,562.00	0.00	201.00	6,001.12	359.88	5
214 PSYCHOLOGICAL SVCS	1,119,425.13	110,741.43	303,525.66	6,001.12	809,898.35	72

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<b>CAREER SPEC. SERVICES</b>						
1 Salaries & Bonuses	178,377.62	10,577.88	36,154.95	0.00	142,222.67	80
2 Fringe Benefits	71,799.55	4,101.42	14,126.10	0.00	57,673.45	80
4 Supplies & Materials, etc	1,050.00	300.00	560.64	0.00	489.36	47
<b>217 CAREER SPEC. SERVICES</b>	<b>251,227.17</b>	<b>14,979.30</b>	<b>50,841.69</b>	<b>0.00</b>	<b>200,385.48</b>	<b>80</b>
<b>IMPROV INSTRUCT-CURR DEV</b>						
1 Salaries & Bonuses	3,382,837.57	233,209.03	838,329.21	0.00	2,544,508.36	75
2 Fringe Benefits	1,010,585.82	70,641.07	255,485.62	0.00	755,100.20	75
3 Contracted Services	541,275.00	42,270.51	191,554.73	123,709.35	226,010.92	42
4 Supplies & Materials, etc	173,777.00	2,792.48	26,559.07	1,719.57	145,498.36	84
6 Insurance, Principal, etc	1,850.00	0.00	899.50	0.00	950.50	51
<b>221 IMPROV INSTRUCT-CURR DEV</b>	<b>5,110,325.39</b>	<b>348,913.09</b>	<b>1,312,828.13</b>	<b>125,428.92</b>	<b>3,672,068.34</b>	<b>72</b>
<b>LIBRARY &amp; MEDIA SERVICES</b>						
1 Salaries & Bonuses	1,860,163.03	156,930.52	389,087.37	0.00	1,471,075.66	79
2 Fringe Benefits	672,710.50	54,470.85	145,119.82	0.00	527,590.68	78
3 Contracted Services	1,000.00	110.00	110.00	0.00	890.00	89
4 Supplies & Materials, etc	289,405.25	31,441.38	78,171.74	21,585.84	189,647.67	66
<b>222 LIBRARY &amp; MEDIA SERVICES</b>	<b>2,823,278.78</b>	<b>242,952.75</b>	<b>612,488.93</b>	<b>21,585.84</b>	<b>2,189,204.01</b>	<b>78</b>
<b>SUPERVISION OF SPECI PROG</b>						
1 Salaries & Bonuses	530,604.11	25,403.42	102,647.76	0.00	427,956.35	81
2 Fringe Benefits	139,415.98	7,764.76	30,966.73	0.00	108,449.25	78
4 Supplies & Materials, etc	19,280.00	0.00	34.66	0.00	19,245.34	100
<b>223 SUPERVISION OF SPECI PROG</b>	<b>689,300.09</b>	<b>33,168.18</b>	<b>133,649.15</b>	<b>0.00</b>	<b>555,650.94</b>	<b>81</b>
<b>IMPROV INSTRUCT-INSERV TR</b>						
1 Salaries & Bonuses	4,798.25	0.00	0.00	0.00	4,798.25	100
3 Contracted Services	93,895.00	4,605.77	29,074.40	846.00	63,974.60	68
4 Supplies & Materials, etc	8,299.60	672.97	4,607.86	116.24	3,575.50	43
<b>224 IMPROV INSTRUCT-INSERV TR</b>	<b>106,992.85</b>	<b>5,278.74</b>	<b>33,682.26</b>	<b>962.24</b>	<b>72,348.35</b>	<b>68</b>
<b>BOARD OF EDUCATION</b>						
1 Salaries & Bonuses	70,000.00	4,312.50	17,250.00	0.00	52,750.00	75
2 Fringe Benefits	16,580.00	607.14	2,428.56	0.00	14,151.44	85
3 Contracted Services	339,275.00	19,982.82	79,649.27	13,100.00	246,525.73	73
6 Insurance, Principal, etc	337,225.00	132,986.00	293,480.00	0.00	43,745.00	13
<b>231 BOARD OF EDUCATION</b>	<b>763,080.00</b>	<b>157,888.46</b>	<b>392,807.83</b>	<b>13,100.00</b>	<b>357,172.17</b>	<b>47</b>

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<b>OFFICE OF SUPERINTENDENT</b>						
1 Salaries & Bonuses	261,672.00	23,648.02	91,613.48	0.00	170,058.52	65
2 Fringe Benefits	72,703.30	5,534.61	22,535.08	0.00	50,168.22	69
3 Contracted Services	12,000.00	0.00	420.77	0.00	11,579.23	96
4 Supplies & Materials, etc	10,470.00	27.86	1,953.89	0.00	8,516.11	81
6 Insurance, Principal, etc	6,100.00	665.50	1,996.50	0.00	4,103.50	67
<b>232 OFFICE OF SUPERINTENDENT</b>	<b>362,945.30</b>	<b>29,875.99</b>	<b>118,519.72</b>	<b>0.00</b>	<b>244,425.58</b>	<b>67</b>
<b>SCHOOL ADMINISTRATION</b>						
1 Salaries & Bonuses	8,423,918.62	686,974.36	2,424,610.56	0.00	5,999,308.06	71
2 Fringe Benefits	2,737,460.51	269,039.69	919,320.66	0.00	1,818,139.85	66
3 Contracted Services	231,973.00	11,934.71	29,198.51	16,951.60	185,822.89	80
4 Supplies & Materials, etc	209,223.30	24,239.09	78,355.26	14,075.60	116,792.44	56
5 Equip. & Improvements	5,175.50	0.00	304.95	1,070.00	3,800.55	73
6 Insurance, Principal, etc	54,021.90	424.12	29,259.70	0.00	24,762.20	46
<b>233 SCHOOL ADMINISTRATION</b>	<b>11,661,772.83</b>	<b>992,611.97</b>	<b>3,481,049.64</b>	<b>32,097.20</b>	<b>8,148,625.99</b>	<b>70</b>
<b>STU TRANS FED/DIST MANDAT</b>						
1 Salaries & Bonuses	0.00	340.22	577.85	0.00	-577.85	0
2 Fringe Benefits	0.00	84.95	133.25	0.00	-133.25	0
3 Contracted Services	7,235.00	0.00	0.00	0.00	7,235.00	100
<b>251 STU TRANS FED/DIST MANDAT</b>	<b>7,235.00</b>	<b>425.17</b>	<b>711.10</b>	<b>0.00</b>	<b>6,523.90</b>	<b>90</b>
<b>FISCAL SERVICES</b>						
1 Salaries & Bonuses	819,288.00	63,339.94	244,081.96	0.00	575,206.04	70
2 Fringe Benefits	276,368.97	21,711.90	82,609.26	0.00	193,759.71	70
3 Contracted Services	113,000.00	8,135.59	27,325.21	6,686.11	78,988.68	70
4 Supplies & Materials, etc	65,250.00	2,231.45	4,702.01	960.69	59,587.30	91
5 Equip. & Improvements	6,250.00	0.00	0.00	0.00	6,250.00	100
6 Insurance, Principal, etc	4,500.00	225.00	1,168.50	0.00	3,331.50	74
<b>252 FISCAL SERVICES</b>	<b>1,284,656.97</b>	<b>95,643.88</b>	<b>359,886.94</b>	<b>7,646.80</b>	<b>917,123.23</b>	<b>71</b>
<b>OPER &amp; MAINT OF PLANT</b>						
1 Salaries & Bonuses	6,087,460.60	523,697.67	2,041,970.21	0.00	4,045,490.39	66
2 Fringe Benefits	2,574,942.22	202,401.04	795,635.06	0.00	1,779,307.16	69
3 Contracted Services	3,828,135.00	507,591.04	1,391,433.08	310,388.94	2,126,312.98	56
4 Supplies & Materials, etc	5,300,080.00	704,054.42	1,446,598.73	65,182.39	3,788,298.88	71
6 Insurance, Principal, etc	35,310.00	2,479.00	5,075.98	0.00	30,234.02	86

**SCHOOL DIST 5 LEXINGTON/RICHLAND CO**  
**EXPENDITURE BUDGET REPORT BY FUNCTION**  
**FY 2013-2014**

**CURRENT PERIOD: 10/01/2013 TO 10/31/2013**

ACCOUNT	BUDGETED	CURRENT	YEAR TO DATE		REMAINING	
	EXPENDITURE	EXPENDITURE	EXPENDITURE	ENCUMBRANCE	BALANCE	PCT
254 OPER & MAINT OF PLANT	17,825,927.82	1,940,223.17	5,680,713.06	375,571.33	11,769,643.43	66
PUPIL TRANSP STATE MANDAT						
1 Salaries & Bonuses	2,954,658.73	254,907.18	764,412.53	0.00	2,190,246.20	74
2 Fringe Benefits	837,193.55	69,779.18	210,656.91	0.00	626,536.64	75
3 Contracted Services	390,079.00	21,257.91	56,741.95	158,643.96	174,693.09	45
4 Supplies & Materials, etc	67,235.00	11,176.85	24,733.44	12,987.55	29,514.01	44
6 Insurance, Principal, etc	1,450.00	48.12	152.00	0.00	1,298.00	90
255 PUPIL TRANSP STATE MANDAT	4,250,616.28	357,169.24	1,056,696.83	171,631.51	3,022,287.94	71
INTERNAL SERVICES						
1 Salaries & Bonuses	269,452.40	22,454.36	89,817.44	0.00	179,634.96	67
2 Fringe Benefits	87,111.93	7,275.73	29,099.32	0.00	58,012.61	67
3 Contracted Services	725,875.00	91,895.26	195,056.63	432,513.58	98,304.79	14
4 Supplies & Materials, etc	40,789.00	-14,692.98	-7,415.44	1,792.32	46,412.12	114
257 INTERNAL SERVICES	1,123,228.33	106,932.37	306,557.95	434,305.90	382,364.48	34
SCHOOL SECURITY						
1 Salaries & Bonuses	70,906.00	5,908.84	24,063.71	0.00	46,842.29	66
2 Fringe Benefits	24,083.08	2,017.84	8,181.06	0.00	15,902.02	66
3 Contracted Services	1,495,207.00	8,040.44	447,477.74	133,710.97	914,018.29	61
258 SCHOOL SECURITY	1,590,196.08	15,967.12	479,722.51	133,710.97	976,762.60	61
INFORMATION SERVICES						
1 Salaries & Bonuses	164,966.87	72,001.70	205,270.08	0.00	-40,303.21	-24
2 Fringe Benefits	48,687.57	20,786.39	61,056.92	0.00	-12,369.35	-25
3 Contracted Services	70,100.00	2,268.02	3,314.47	2,922.65	63,862.88	91
4 Supplies & Materials, etc	34,475.00	1,626.83	11,782.40	4,255.99	18,436.61	53
6 Insurance, Principal, etc	13,700.00	639.35	3,824.79	783.00	9,092.21	66
263 INFORMATION SERVICES	331,929.44	97,322.29	285,248.66	7,961.64	38,719.14	12
STAFF SERVICES						
1 Salaries & Bonuses	532,761.00	48,597.99	197,972.39	0.00	334,788.61	63
2 Fringe Benefits	175,015.73	19,628.33	71,692.21	0.00	103,323.52	59
3 Contracted Services	65,571.00	11,303.88	17,933.74	24,499.75	23,137.51	35
4 Supplies & Materials, etc	63,824.00	816.19	32,738.76	0.00	31,085.24	49
6 Insurance, Principal, etc	825.00	0.00	721.50	0.00	103.50	13
264 STAFF SERVICES	837,996.73	80,346.39	321,058.60	24,499.75	492,438.38	59
TECH/DATA PROCESSING SVCS						

**SCHOOL DIST 5 LEXINGTON/RICHLAND CO**  
**EXPENDITURE BUDGET REPORT BY FUNCTION**  
**FY 2013-2014**

**CURRENT PERIOD: 10/01/2013 TO 10/31/2013**

ACCOUNT	BUDGETED	CURRENT	YEAR TO DATE		REMAINING	
	EXPENDITURE	EXPENDITURE	EXPENDITURE	ENCUMBRANCE	BALANCE	PCT
1 Salaries & Bonuses	1,503,216.00	122,572.86	460,829.65	0.00	1,042,386.35	69
2 Fringe Benefits	430,525.78	40,649.03	150,126.00	0.00	280,399.78	65
3 Contracted Services	161,275.00	1,969.43	103,236.82	2,013.82	56,024.36	35
4 Supplies & Materials, etc	12,300.00	4,197.47	6,185.65	0.00	6,114.35	50
<b>266 TECH/DATA PROCESSING SVCS</b>	<b>2,107,316.78</b>	<b>169,388.79</b>	<b>720,378.12</b>	<b>2,013.82</b>	<b>1,384,924.84</b>	<b>66</b>
<b>PUPIL SERVICE ACTIVITIES</b>						
1 Salaries & Bonuses	1,202,873.35	170,942.37	432,764.38	0.00	770,108.97	64
2 Fringe Benefits	330,941.57	37,726.22	103,921.69	0.00	227,019.88	69
3 Contracted Services	21,700.00	3,803.58	6,154.68	0.00	15,545.32	72
6 Insurance, Principal, etc	363,168.00	0.00	363,168.00	0.00	0.00	0
<b>271 PUPIL SERVICE ACTIVITIES</b>	<b>1,918,682.92</b>	<b>212,472.17</b>	<b>906,008.75</b>	<b>0.00</b>	<b>1,012,674.17</b>	<b>53</b>
<b>OTHER COMMUNITY SVCS</b>						
3 Contracted Services	15,000.00	1,440.00	2,880.00	13,680.00	-1,560.00	-10
4 Supplies & Materials, etc	6,500.00	188.68	188.68	0.00	6,311.32	97
<b>390 OTHER COMMUNITY SVCS</b>	<b>21,500.00</b>	<b>1,628.68</b>	<b>3,068.68</b>	<b>13,680.00</b>	<b>4,751.32</b>	<b>22</b>
<b>PYMT STATE DEPT OF EDUC</b>						
7 Transfers & Payments	22,000.00	0.00	0.00	4,500.00	17,500.00	80
<b>411 PYMT STATE DEPT OF EDUC</b>	<b>22,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,500.00</b>	<b>17,500.00</b>	<b>80</b>
<b>PYMT OTHER GOVERNMT UNITS</b>						
7 Transfers & Payments	26,000.00	37,495.90	56,118.57	0.00	-30,118.57	-116
<b>412 PYMT OTHER GOVERNMT UNITS</b>	<b>26,000.00</b>	<b>37,495.90</b>	<b>56,118.57</b>	<b>0.00</b>	<b>-30,118.57</b>	<b>-116</b>
<b>PYMT NONPROFIT 1ST STEPS</b>						
7 Transfers & Payments	3,200.00	0.00	0.00	0.00	3,200.00	100
<b>415 PYMT NONPROFIT 1ST STEPS</b>	<b>3,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,200.00</b>	<b>100</b>
<b>TRANSF TO FOOD SERV FUND</b>						
7 Transfers & Payments	511,745.00	0.00	0.00	0.00	511,745.00	100
<b>425 TRANSF TO FOOD SERV FUND</b>	<b>511,745.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>511,745.00</b>	<b>100</b>
	<b>158,457,021.01</b>	<b>13,613,419.99</b>	<b>38,843,059.47</b>	<b>1,612,680.98</b>	<b>118,001,280.56</b>	<b>74</b>






**MEMORANDUM**

December 9, 2013

To: Members of the Board of Trustees

From: Keith McAister   
Director, New Design and Construction

Re: Early Site Package for New Middle School

**ADMINISTRATION CONSIDERATION**

Administration provides information regarding the bids for Early Site Package for New Middle School.

**RECOMMENDATION**

Administration seeks approval to proceed with Early Site Package for New Middle School.

**ATTACHMENT**

Exhibit to be provided at board meeting






MEMORANDUM

TO: Members of the Board of Trustees

THROUGH: Stephen W. Hefner, Ed.D.  
Superintendent

FROM: Karl E. Fulmer, Ed.D.   
Chief Financial Officer

DATE: December 9, 2013

RE: Board Policies – Second Reading - Section E

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Issue: Proposed addition to Board Policies – Section E

Background: Attached for your consideration are the recommended new policies and revisions from the South Carolina School Boards Association for the following policies:

- Replace EE "Food Services Management" and EEA "Free and Reduced Price Food Service" with EF "Food Services"
- Add EFE "Competitive Food Sales/Vending Machines"
- Add EGAD "Copyright Compliance" and EGAD-R "Copyright Compliance"

Recommendation: Administration recommends that the Board give second reading approval to the proposed additions/revisions to selected "E" policies.

KF/tl

Attachments – Current Board Policies/Recommended Policies – Section E

## FOOD SERVICES

Code **EF** Issued **DRAFT/06**

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Purpose: To establish the board's vision and the basic structure for district student nutrition program.

The district participates in the national school lunch program and provides nutritional, well-balanced breakfasts and lunches in all schools.

The purpose of the district food program is as follows.

- to maintain and improve the health and physical fitness of the school child by providing him/her with an adequate meal
- to provide a satisfactory learning experience in the food program which will contribute to the overall development of the child
- to provide free or reduced-price meals for students from economically deprived families

The board, with the recommendation of the director of student nutrition, sets meal prices for students and adults, if meal prices are set above the amount required by USDA.

The principals, in consultation with the director of student nutrition, are responsible for the overall operation of the cafeteria in their schools. Individual school lunchroom managers work under the supervision of school principals.

The student nutrition program will be operated under the general recommendations and standards established by the South Carolina State Board of Education in compliance with USDA regulations.

The district will not deny any child who a principal or teacher believes is improperly nourished a free lunch, milk or other food simply because the district has not received proper application from the child's parent/legal guardian.

The administration will establish rules and procedures which conform with state and federal requirements regarding participation in programs for free and reduced price meals and supplementary food. The administration will report such regulations to the board from time to time for its approval.

Free and reduced lunch applications are available electronically, located on the district's website. Applications are also available at the district office and the schools.

Adopted 1973; Revised 11/16/81, 1/21/85, 2/6/89, 4/2/90, ^

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A. Federal law:

1. Section 10(a) of the Child Nutrition Act of 1996 (CNA), as amended by P.L.95-166 in 1997.
2. National School Lunch Program Regulations, Section 210.11.
3. School Breakfast Program Regulations, Section 220.12.

B. S. C. Code of Laws, 1976 as amended:

1. Students Health and Fitness Act of 2005, Sections 59-10-310 through 380 - Nutrition standards.

**CURRENT POLICY**

**Policy EE Food Services Management**

Issued 4/90

The purpose of the School Food Service Program in School District Five is to improve and maintain the health and nutrition of students by serving adequate, attractive and moderately priced lunches which meet requirements established by the National School Lunch Act.

No schools offering a lunch program shall allow the operation of a canteen during school hours.

(Cf. JGH)

Adopted 1973; Revised 11/16/81, 1/21/85, 2/6/89, 4/2/90

Constitutional and Statutory Provisions:

S.C. Code, 1976, as amended:

Section 59-63-760 - State school lunch policy.

**SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES**

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*CURRENT POLICY*

**Policy EEA Free and Reduced Price Food Service**

Issued 4/90

In compliance with federal regulations, applications for free and/or reduced price meals will be given to parents to be completed and returned to the teacher. Applications will be given each student at the beginning of the school year and on request thereafter. Each student who enrolls during the school year will be furnished an application. The coordinator of food services is designated as the official representative for determining eligibility for free and/or reduced-priced lunches in each school.

(Also [JGHA](#))

Adopted 8/1/73; Revised 11/16/81, 1/25/88, 4/2/90

**SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES**

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## COMPETITIVE FOOD SALES/VENDING MACHINES

Code **EFE** Issued **DRAFT/06**

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Purpose: To establish the basic structure for the sale of competitive foods at school.

Good nutrition is essential to peak academic performance for students and to long-term health. The district supports nutrition programs and nutrition education as an integral part of a high-quality education.

To ensure that foods served at schools address modern nutritional needs and to protect the health of students, the principal/director of student nutrition will exercise control over the sale of non-cafeteria/competitive food. For purposes of this policy, "competitive food" means any food that is sold in competition with the school lunch or breakfast program.

The district will permit vending machines and the sale of competitive foods in the middle schools, high schools and career centers in accordance with this policy.

Schools will not operate any vending machines unless they are a part of the student nutrition program, that are accessible to students on any school campus during periods of the school day when lunch or breakfast is being served.

Schools may offer or sell other non-cafeteria/competitive foods to students on campus at times when lunch or breakfast is not being served.

The director of student nutrition is responsible for ensuring that foods from vending machines and/or other non-cafeteria/competitive foods are sold in compliance with federal and state guidelines and district policy.

The board authorizes the superintendent and chief financial officer to close a canteen or discontinue the sale of competitive foods if not properly operated.

Adopted ^

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Legal references:

A. S. C. Code of Laws, 1976 as amended:

1. Students Health and Fitness Act of 2005, Sections 59-10-310 through 380 - Nutrition standards.

## COPYRIGHT COMPLIANCE

Code **EGAD** Issued **DRAFT/06**

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These guidelines represent School District Five of Lexington and Richland Counties' understanding of the Fair Use Guidelines for Educational, Multimedia (1996) and Digital Millennium Copyright Act (1998) as applied to education.

Section 107 of the Copyright Act of 1976 provides educators with four factors to consider when determining if they are infringing on copyright.

In essence, the four factors of fair use are as follows.

- The purpose and character of the use must be nonprofit and educational in nature.
- The copyrighted work should be published (author intended it for the public eye).
- The amount and substantiality of the portion used in relation to the work as a whole (excerpts are favored).
- The effect of the use upon the potential market for or value of the copyrighted work.

Educators need to follow the fair use guidelines whenever using copyrighted materials in any manner.

### **Copying print material**

#### Photocopying - single copies (teacher/classroom use)

For teaching or research, a teacher may make a single copy of any of the following.

- one chapter from a book
- one article from a periodical or newspaper
- one short story, short essay or short poem, even if they are contained in a collection
- one chart, graph, diagram, drawing, cartoon or picture from a book or periodical

If a teacher needs a larger portion of the work than allowed, the item should be purchased. In general, consumable materials (workbooks, standardized testing materials, etc.) may not be copied. However, some consumable materials are reproducible. Individuals should follow copyright restrictions or permissions printed in the book or periodical.

#### Photocopying - multiple copies (teacher/classroom use)

Teachers may make multiple copies for classroom use provided they meet the standards for spontaneity (teachable moment), cumulative effect (cannot substitute copying for purchase) and brevity.

- a complete poem of less than 250 words
- an excerpt from a longer poem, not to exceed 250 words
- a complete article, story or essay of less than 2500 words

- excerpt from a larger article, story or essay not to exceed 1000 words or 10 percent of the whole, whichever is less
- two pages of a picture book, as long as the two pages do not contain more than 10 percent of the text
- one chart, graph, diagram, drawing, cartoon or picture per book, periodical or source, so long as they are copied exactly and not altered in any way
- special works containing prose, poetry and illustrations, but limited to no more than 10 percent of total
- multiple copies can be made for one class
- each copy must include a notice of copyright
- copying may not replace purchase of books or periodicals

#### Limits to preceding photocopying

- copying is made for one course only
- one work from a single author
- no more than three authors from a collective work
- no more than nine instances of multiple copying in one term
- copying does not replace or substitute for anthologies
- same item not reproduced term to term
- no charge made to students beyond actual photocopy cost

#### Photocopying of out-of-print material

Out of print is not necessarily out of copyright; if copyright is still in effect, permission must be requested.

#### **Using audiovisual works**

Fair use exemption for schools requires the following.

- The presentation must be part of the current teaching unit.
- The presentation must occur in the course of face-to-face teaching activities, not used as entertainment or reward.
- The presentation must take place in a classroom or similar place for instruction (including the library).
- The presentation must be of a legally acquired (or legally copied) copy of the work.

#### **Music for educational use**

##### Sheet music

- emergency copying (providing replacement copies are purchased)
- excerpts of no more than 10 percent of the whole work
- editing as long as the fundamental character of the work is not distorted or lyrics altered or added

### Sound recordings

- A single copy of student performances may be made for evaluation or rehearsal purposes.
- A single copy of copyrighted music owned by the school or the individual teacher may also be made, as long it is only used for aural exercises or examinations.

### Off-air recording (VHF and UHF channels received via antenna or cable)

- Privilege is only for nonprofit educational institutions.
- Programs taped must be used directly for instruction and not for entertainment.
- Programs may only be taped from open-air broadcast stations for which no payment is made to receive programs.
- Programs taped may be kept 45 calendar days after taping and then they must be erased.
- During the 45-day period, programs may only be used with students during the first 10 consecutive school days.
- During the first 10 consecutive days, tapes may be used once in teaching activities and repeated once for reinforcement.
- After the first 10 days, tapes can be used for teacher evaluation purposes.
- At the end of 45 days, the tapes must be erased.
- Recordings may only be made at the request of teachers.
- No broadcast program may be recorded off-air more than once for the same teacher, no matter how many times it is broadcast.
- Limited number of copies may be made to service all teachers requesting use, but all are governed by the same 10-day use, 45-day erasure period.
- Programs must be recorded in their entirety and may not be altered (edited).

### Satellite or cable channel recording (Disney, Discovery Channel, History Channel, etc.)

- requires permission of the copyright holder
- payment of appropriate fees for satellite broadcasts
- permissible when copyright holder offers rights without requesting (ex., cable in the classroom programming; C-Span; special satellite broadcasts)
- may tape programs from cable that may also be received on local, open air broadcast stations (same channel that can be received with "rabbit ears" is carried on "cable")
- cable channels have their own guidelines and restrictions on a program-by-program basis
- many offer educator guides that list the available rights for each program and provide addresses so that permission and supplemental materials may be requested

**Note:** It is illegal to copy an entire AV work or convert it to another format (e.g., videotape to DVD, DVD to media file, etc.) without written permission from the copyright holder.

### Utilizing videotapes with the home use only warning label

- Purchased videos may be used for direct instruction only and may not be used for entertainment.

- Rental videos may be used for face-to-face teaching activity only and may not be used for entertainment.
- Libraries may acquire and loan videos.
- Libraries wishing to make videos available for public viewing in the library must obtain public performance rights.

#### Using videos on closed circuit systems

It is permissible to show the following types of video programs on a CCTV system within a single institution. All programs may only be used for direct instruction, not entertainment.

- videos purchased by the educational institution with closed circuit rights
- videos for which the copyright holder has granted closed circuit use rights (ex., cable in the classroom programming)
- videos produced by the institution and not containing copyrighted material (unless permission has been obtained)
- simultaneous transmission of live broadcasts
- programs provided by state department of education - instructional television

Under limited circumstances, libraries may duplicate videotapes. According to Section 108(h), videotapes may be reproduced if certain conditions are met.

- It serves the purpose of preservation, scholarship or research.
- It is housed in the library.
- A copy of the work cannot be obtained at a reasonable price.

### **Multimedia**

#### Portion limitations - motion media

May take up to 10 percent or three minutes, whichever is less, in the aggregate of a copyrighted motion media work.

#### Portion limitations - text material

- May take up to 10 percent or 1,000 words, whichever is less, in the aggregate, from a copyrighted work consisting of text material.
- May use an entire poem of 250 words or less; no more than three poems from one poet or five poems from different poets from an anthology.
- Poems longer than 250 words; may use 250 words, but no more than three excerpts by a poet or five excerpts from different poets from a single anthology.

#### Portion limitations - music, lyrics, music video

- May use up to 10 percent of a copyrighted musical composition, but no more than 30 seconds.
- May use up to 10 percent of a body of sound recordings, but no more than 30 seconds.
- Any alterations to a musical work will not change the basic melody of the fundamental character of the work.

### Portion limitations - illustrations and photographs

- When using photographs or illustrations from a published collective work, not more than 10 percent or 15 images, whichever is less, may be used.
- No more than five images by an artist or photographer may be used.

### Portion and copy limitations - numerical data sets (spreadsheets/databases)

- May take up to 10 percent or 2500 fields, whichever is less, from a copyrighted database or data table.
- Teachers may make two use copies of the work they produced, only one of which may be placed on reserve.
- One additional, preservation copy may be made which may be used to generate replacement copies in the event a use copy is lost, stolen or damaged.

### Creating multimedia – teachers

- Teachers may create, perform and display multimedia productions which contain portions of copyrighted material for educational uses, for purposes of face-to-face instruction, assigning students to self-study, for remote instruction to students, at peer conferences and may retain for their professional portfolio.
- Teachers may use their productions up to two years after the first instructional use with a class. It may be retained indefinitely for portfolio use.
- Use beyond two years requires obtaining permission for each copyrighted portion incorporated in the production.
- If at any time the teacher wants to commercially reproduce or distribute the work, he/she must obtain copyright permission for all copyrighted material and approval of immediate supervisor.

### Creating multimedia-students

- Students may create, perform and display their own multimedia productions for educational uses only in the course for which they were created and may retain for portfolio use.
- Students may only use their productions for and during the course for which it was prepared. However, they may retain, indefinitely, productions for their personal portfolio as examples of their academic work for later personal issues.

### **Important reminders**

- Exercise caution in using digital material downloaded from the Internet. Some copyrighted works cannot be reused without permission or royalty payment. Also, many websites contain material posted without authorization from the copyright holder.
- Credit the sources and display the copyright notice and copyright ownership information; this information may be shown in a credit section.
- A notice that "certain materials are included under the fair use exemption of the U.S. Copyright Law and have been prepared according to the educational multimedia fair use guidelines and are restricted from further use" must be included on the opening screen of the multimedia project and any accompanying print material.

- Alterations of copyrighted works must support specific instructional objectives. Make note that alterations have been made.
- Fair use guidelines do not preempt or supersede license agreements and contractual obligations.

### **Making copies of computer software**

By law, the legitimate owner of a legitimate copy of the software may do the following.

- Make a copy or adaptation of the program in order to be able to use the program with the machine.
- Make a copy for archival (preservation) purposes (cannot be used as another working copy).
- **Standalone software must** be installed on only one computer. Disks and manuals for that software must be present in the classroom.
- Software for multiple users (lab packs, site licenses, network versions) may only be installed on the number of computers specified in the license.
- Shareware copies are only legal for 30 days. After that, they must be purchased.
- When using **clip art from any source**, please refer to the software documentation or usage guidelines on the web site. Acceptable usage varies.
- Whenever possible, use royalty-free and public domain graphics.

### **Copying from CD-Rom sources**

An individual may copy information from CD-Rom periodicals, encyclopedias and other printed works, applying the photocopying guidelines.

### **Copying from the Internet**

Unless otherwise stated, one should assume that all materials on the Internet, including web sites, are copyrighted and that existing copyright guidelines apply. When in doubt, permission should be secured from the copyright holder.

Adopted 6/16/86; Revised ^

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Legal references:

A. Federal legislation:

1. Copyright Act of 1976, Title 17 USC Section 101 *et seq.*, effective January 1, 1978.
2. H. R. Rep No. 94-1476, 94th Congress 2d Session, 63 (September 3, 1976).

## COPYRIGHT COMPLIANCE

Code **EGAD-R** Issued **DRAFT/06**

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The district will maintain detailed regulations governing the use of copyrighted materials in each school library media center. It is the responsibility of the school principal to schedule an annual review of the copyright law at school staff orientation. It is the responsibility of the library media specialist to keep the school staff informed on the use of copyrighted materials.

### **Fair use**

In determining whether use of copyrighted materials without permission in any particular case is "fair use," the following factors are to be considered.

- the purpose and character of the use, including whether it is for nonprofit/public educational purpose(s)
- the nature of the copyrighted materials
- the amount and substantiality of the portion used as compared to the copyrighted materials as a whole
- the effect of the use on the potential market for, or value of, the copyrighted materials

### **Permission for reproduction**

- Written permission from the copyright holder should always be obtained and submitted to a supervisor prior to the use of the material. Permission to copy must include this information.
  - title, author and/or editor, and edition of materials to be duplicated
  - exact material to be used giving amount, page numbers, chapters and, if possible, a photocopy of the material
  - number of copies to be made
  - use to be made of duplicated materials
  - form of distribution (classroom, newsletter, electronic, etc.)
  - whether or not the material is to be sold
  - type of reprint (ditto, photocopy, offset, typeset, electronic, etc.)
- If written permission for reproduction is not received, the copyrighted material may not be used.
- Credit the source of all copyrighted material by indicating the copyright symbol and year, © 20\_\_, and the copyright owner's name on the materials. State "with permission" if permission for reproduction has been granted.

### **Guidelines for reproduction and use of copyrighted material, electronic or in print**

- Teachers may make or have made a single copy of the following for instructional uses.
  - a chapter from a book
  - an article from a newspaper or periodical
  - a short story, essay or short poem, whether or not from a collective work
  - a chart

## PAGE 2 - EGAD-R - COPYRIGHT COMPLIANCE

- graph
  - diagram
  - drawing cartoon
  - picture from a book, periodical or newspaper
- Teachers may make multiple copies (not to exceed one per student) of the following for classroom use or discussion provided all of these requirements are met.
    - The copying meets the tests of brevity and spontaneity as defined below.
    - The copying meets the cumulative effect test as defined below.
    - Each copy includes a notice of copyright.

### *Brevity*

- a complete poem of less than 250 words
- an excerpt of no more than 250 words from a longer poem
- a complete prose work if it is less than 2,500 words
- an excerpt of no more than 500 words from a prose work of between 2,500 and 5,000 words
- an excerpt of not more than 10 percent of a prose work of between 5,000 and 10,000 words
- an excerpt of not more than 1,000 words from a prose work which is greater than 10,000 words
- one illustration per book or periodical use
- not more than two pages and 10 percent of the words of "special works" which are poetic or prose works which combine illustrations and less than 2,500 words (such as many children's books)

**NOTE:** Numerical limits may be exceeded in order to complete a line of poetry or a paragraph of prose.

### *Spontaneity*

- The copying must be at the instance and inspiration of the individual teacher.
- The inspiration and decision to use the work and the moment of its use for maximum teaching effectiveness are too close in time that it would be unreasonable to expect a timely reply to a request for permission.

### *Cumulative effect*

- The copying of the material must be for only one course in the school in which copies are made.
- Not more than one short poem, article, story, essay or two excerpts may be copied from the same author, nor more than three from the same collective work or periodical volume during one class term.
- Not more than nine instances of such multiple copying for one course may occur during one class term.

**NOTE:** The limitations stated in the last two items above will not apply to current news periodicals and newspapers and current news sections of other periodicals.

- Performances by teachers or students of copyrighted dramatic works without authorization from the copyright owner are permitted as part of a teaching activity in a classroom or instructional setting. All other performances require permission from the copyright owner.

## PAGE 3 - EGAD-R - COPYRIGHT COMPLIANCE

- Teachers may use copyrighted material in projectors for instructional purposes.
- The right to change the chart, picture, cartoon or illustration into a poster, slide, transparency, video or wall graphic (also called the right of adaptation) rests with the copyright holder. Modification of the original does not protect the user from liability.

### **Guidelines for reproduction and use of copyrighted music**

- Teachers may make a single copy of a song, movement or short section from a printed musical work that is unavailable except in a larger work for purposes of preparing for instruction.
- Teachers may make multiple copies for classroom use of an excerpt of not more than 10 percent of a printed musical work if it is to be used for academic purposes other than performance, provided that the excerpt does not comprise a part of the whole musical work which would constitute a performable unit such as a complete section, movement or song.
- In an emergency, teachers may make and use replacement copies of printed music for an imminent musical performance when the purchased copies have been lost, destroyed or are otherwise not available, provided purchased replacement copies will be substituted in due course.
- Teachers may make and retain a single recording of student performances of copyrighted material when it is made for purposes of evaluation or rehearsal.
- Teachers may make and retain a single copy of excerpts from recordings of copyrighted musical works for use as aural exercises or examination questions.
- Teachers may edit or simplify purchased copies of music provided that the fundamental character of the music is not distorted. Lyrics will not be altered or added if none exist.
- Performance by teachers or students of copyrighted musical works is permitted without the authorization of the copyright owner as part of a teaching activity in a classroom or instructional setting. The purpose will be instructional rather than for entertainment.
- Performances of non-dramatic musical works which are copyrighted are permitted without the authorization of the copyright owner under the following conditions.
  - The performance is not for a commercial purpose.
  - None of the performers, promoters or organizers is compensated.
  - Admission fees are used for educational or charitable purposes only.

All other musical performances require permission from the copyright owner.

### **Guidelines for off-air recording**

- *Instructional television programs*
  - Unlimited use designates a series that is leased or owned by the department of education. Programs in the series may be taped off-air and retained on tape for as long as the series is contained in the resources book.
  - Designated time period use designates a series that may be taped off-air and retained on tape for as long as that series airs on the school television schedule. Broadcast and record rights are negotiated periodically; school personnel are notified when the tapes are to be

## PAGE 4 - EGAD-R - COPYRIGHT COMPLIANCE

erased. The South Carolina State Department of Education Office of Instructional Technology prints in its resources catalog the specific rights for each series.

The office of instructional technology has no copyright jurisdiction over programs not airing on the ITV schedule. It does, however, have jurisdiction over the use of state-owned equipment for airing these programs and has adopted the following policy concerning ITFS and district taping centers.

State owned and supplied equipment in these operations may only be used to record, transmit or broadcast state board of education approved resources (those contained each year in the ITV/R resources book or otherwise added during a year to the ITV schedule by the office of instructional technology.

- *Non-school television programs*

- A broadcast may be recorded simultaneously with the broadcast transmission and retained for a period of 45 calendar days after the date of recording. Recordings must be erased or destroyed at the end of the 45 days.
- Teachers may use broadcast recordings once in the course of relevant teaching activities, and repeat the use once for instructional reinforcement during the first ten consecutive school days within the 45-day retention period.
- After the first 10 consecutive school days, recordings may only be used up to the end of the 45-day retention period for evaluation purposes by teachers. This evaluation is to be used to determine the likelihood of using programs in the series or in purchasing a copy of the program.
- Broadcast recordings must be done only at the request of individual teachers. Recordings may not be made in anticipation of requests and no program may be recorded more than once at the request of the same teacher, regardless of the number of times the program is broadcast.
- A limited number of copies may be reproduced from each recording to meet the needs of teachers under these guidelines. Each such copy will be subject to all provisions governing the original off-air recording.
- The content of recordings may not be altered or merged, but recordings need not be used in their entirety.
- All copies of off-air recordings must include the copyright notice on the broadcast program as recorded.
- Off-air recording guidelines apply only to non-profit educational institutions.

### **Guidelines for reproduction and use of copyrighted audiovisual material**

No type of audiovisual work may be copied in any form without permission from the copyright holder. However, a teacher may make a single copy of an entire recording or a portion thereof, but only for the purpose of constructing aural exercises or examinations. Such copies must be retained by the school and/or by the teacher, and may not be used in a performance.

### **Audiovisual/videos**

The audiovisual section of the copyright provides a type of fair use exemption for schools. All of the following conditions must be met before a performance is considered exempt from public performance requirements.

## PAGE 5 - EGAD-R - COPYRIGHT COMPLIANCE

- The performance must be presented by instructors of students.
- The performance must occur in the course of face-to-face teaching activities.
- The performance must take place in a classroom or similar place for instruction (including the library).
- The performance must be of a legally acquired (or legally copied) copy of the work. (The presenter is protected from liability for illegal copies if the presenter is unaware that the copies were not legally acquired or made.)

The teacher must use videotapes in accordance with labels on audiovisual materials. Restrictions printed on videotapes are binding. Use is subject to licensing or other written permission.

### Guidelines for reproduction and use of copyrighted materials in library

- A library may make a single copy of the following.
  - an unpublished work which is in its collection
  - a published work in order to replace it because it is damaged, deteriorated, lost or stolen, provided that an unused replacement cannot be obtained at a fair price.
- A library may provide a single copy of copyrighted material at no cost to a student or staff member. The copy must be limited to one article of a periodical issue or a small part of other material, unless the library finds that the copyrighted work cannot be obtained elsewhere at a fair price. In the latter circumstance, the entire work may be copied. In any case, the copy will contain the notice of copyright and the student or staff member will be notified that the copy is to be used only for private study, scholarship or research. Any other use may subject the person to liability for copyright infringement.
- At the request of a teacher, copies may be made for reserve use. The same limits apply as for single or multiple copies designated in the sections on material in print.

### Guidelines for reproduction and use of microcomputer software

The owner of a copy of a computer program may make or authorize the making of another copy or adaptation of that computer program under these circumstances.

- A new copy or adaptation is created as an essential step in the utilization of the computer program in conjunction with a machine and it is used in no other manner.
- Such new copy or adaptation is for archival purposes only and that all archival copies are destroyed in the event that continued possession of the computer program should cease to be rightful.

### Plagiarism and copyright infringement

Employees will not plagiarize works found on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were the writer's.

Employees will respect the rights of copyright owners. Copyright infringement occurs when an individual inappropriately reproduces a work that is protected by a copyright. If a work contains language that specifies appropriate use of that work, employees must follow the expressed requirements. If an employee is unsure whether or not a work can be used, he/she should request in writing permission from the copyright owner.

## **PAGE 6 - EGAD-R - COPYRIGHT COMPLIANCE**

Employees will not copy/install district owned software on personal computers at work or at home. This is a violation of the Federal copyright law.

Employees will not install single user software on more than one machine. This is in violation of the Federal copyright law.

Employees will not install personal software and/or personal computer equipment on district owned computers and/or the district network system.

### **Copying limitations**

Circumstances will arise when personnel are uncertain whether or not copying is prohibited. In those circumstances the superintendent (or designated copyright compliance officer) should be contacted. Nonetheless, the following prohibitions have been expressly stated in federal guidelines.

- Reproduction of copyrighted material will not be used to create or substitute for anthologies, compilations or collective works.
- Unless expressly permitted by agreement with the publisher and authorized by district action, there will be no copying from copyrighted consumable materials such as workbooks, exercises, test booklets, answer sheets and the like.
- Personnel will not do the following.
  - Use copies to substitute for the purchase of books, periodicals, music recordings or other copyright material except as permitted by district procedure.
  - Copy or use the same item from term to term without the copyright owner's permission.
  - Copy or use more than nine instances of multiple copying of protected material in any one term.
  - Copy or use more than one short work or two excerpts from works of the same author in any one term.
  - Copy or use protected material without including a notice of copyright. The following is a satisfactory notice.

THIS MATERIAL MAY BE PROTECTED BY COPYRIGHT LAW.

- Personnel will not reproduce or use copyrighted material at the direction of someone in higher authority or copy or use such material in emulation of some other teacher's use of copyrighted material without permission of the copyright owner.

Issued ^






MEMORANDUM

TO: Members of the Board of Trustees

THROUGH: Stephen W. Hefner, Ed.D.  
Superintendent

FROM: Karl E. Fulmer, Ed.D.   
Chief Financial Officer

DATE: December 9, 2013

RE: Board Policies – Second Reading - Section I

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Issue: Proposed addition to Board Policies – Section I

Background: Attached for your consideration are the recommended new policies and revisions from the South Carolina School Boards Association for the following policies:

- Replace IFAB "Supplementary Materials Selection, Adoption and Use" and IFAB-R "Supplementary Materials Selection, Adoption and Use" with IJK "Supplementary Materials Selection and Adoption"

Recommendation: Administration recommends that the Board give second reading approval to the proposed additions/revisions to selected "I" policies.

KF/tl

Attachments – Current Board Policies/Recommended Policies – Section I

## **SUPPLEMENTARY MATERIALS SELECTION AND ADOPTION**

Code **IJK** Issued **DRAFT/07**

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Purpose: To establish the board's vision for the selection and adoption of supplementary materials.

For the purpose of this policy, supplementary materials are any instructional materials other than textbooks including, but not limited to, the following.

- books
- periodicals
- newspapers
- press cuttings
- pictures
- diagrams
- maps
- charts
- photocopies
- slides
- filmstrips
- films
- records
- audiotapes
- videotapes
- computer programs
- CD Roms
- Electronic materials

The board believes that the availability of a carefully selected and widely varied collection of supplementary materials enhances students' opportunity to acquire knowledge, to learn how to learn, to learn for self-knowledge and to learn for self-cultivation.

The principal must approve supplementary materials.

Adopted 6/16/86; Revised ^

## **CURRENT POLICY**

### **Policy IFAB Supplementary Materials Selection, Adoption and Use**

Issued 6/86

Supplementary materials may be used to enrich, implement and extend the learning process, and to remediate learning deficiencies. Selection of appropriate supplementary materials shall be made by the principal/director of each school, from recommendations by faculty members.

#### Duplicating Materials for Classroom Use

The board recognizes that the 1976 Federal Copyright Law makes it illegal to duplicate copyrighted materials without permission, except for certain exempt purposes. The board further realizes that severe penalties are provided for unauthorized copying of audio, visual, or printed materials unless the copying falls within the bounds of the "fair use" doctrine. The board, therefore, informs all personnel that unauthorized reproduction and/or use of copyrighted materials is illegal, unethical and not permitted by the board and that violations of the copyright law may result in criminal or civil suits and/or suspension or dismissal from employment in the system.

Any time materials are copied, permission should be requested from the copyright holder, even if the materials copied fall under the fair use standard. If permission is later denied, the copied works can be destroyed. If approved, the user may keep the materials for as long as the permission is in effect.

To protect staff members and the district against legal redress for alleged violation of the copyright laws, the staff shall be informed annually about the provisions of the law. In addition, those responsible for determining that the action is within the law shall be:

The person requesting reproduction of print material, and

The person making the reproduction of audio-visual or computer software.

Requests to reproduce materials on district equipment will not be honored unless the reproduction is legally permissible.

Records shall be kept for one year of any copyrighted material that is reproduced so that it is known who requested and made the copy, when its to be used, and when it is destroyed if applicable.

Adopted 6/16/86

Constitutional and Statutory Provisions:

Copyright Act of 1976, [Title 17 USC Section 101 et seq.](#), effective January 1, 1978

H.R. Rep No. 94-1476, 94th Congress 2d Session, 63 (September 3, 1976)

**SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES**

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## CURRENT ADMINISTRATIVE RULE

### AR IFAB-R Supplementary Materials Selection, Adoption and Use

Issued 6/86

The detailed regulations governing the use of copyrighted materials will be maintained in the library media center. The school principal shall schedule an annual review of the copyright law at school staff orientation. The media specialist shall keep the school staff informed on the use of copyrighted materials. The superintendent shall schedule an annual review of the copyright law for all district office certified and secretarial/clerical personnel.

Reproduction of copyrighted material for educational and scholarly uses permitted for purposes of criticism, comment, news reporting, teaching, scholarship or research and is not an infringement of copyright if the conditions of "fair use" are met. In determining whether use of copyrighted materials without permission in any particular case is a "fair use", the following factors are to be considered.

The purpose and character of the use, including whether it is for nonprofit/public educational purpose(s).

The nature of the copyrighted materials.

The amount and substantiality of the portion used as compared to the copyrighted materials as a whole.

The effect of the use on the potential market for, or value of, the copyrighted materials.

#### Guidelines for reproduction and use of copyrighted material in print

Teachers and students may make or have made a single copy of the following for instructional uses:

A chapter from a book.

An article from a newspaper or periodical.

A short story, essay, or short poem, whether or not from collective work.

A chart, graph, diagram, drawing cartoon or picture from book, periodical or newspaper.

Teachers may make multiple copies (not to exceed one per student) of the following for classroom use or discussion, provided that (i) the copying meets the tests of brevity and spontaneity as defined below; and (ii) meets the cumulative effect test as defined below; and (iii) each copy includes a notice of copyright.

#### Brevity

A complete poem of less than 250 words.

An excerpt of no more than 250 words from a longer poem.

A complete prose work if it is less than 2,500 words.

An excerpt of no more than 500 words from a prose work of between 2,500 and 5,000 words.

An excerpt of not more than 10% of a prose work of between 5,000 and 10,000 words.

An excerpt of not more than 1,000 words from a prose work which is greater than 10,000 words.

One illustration per book or periodical issue.

No more than two pages and 10% of the words of "special works which are poetic or prose works which combine illustrations and less than 2,500 words (such as many children's books).

**NOTE: Numerical limits may be exceeded in order to complete a line of poetry or a paragraph of prose.**

## Spontaneity

The copying must be at the instance and inspiration of the individual teacher, and

The inspiration and decision to use the work and the moment obits use for maximum teaching effectiveness are too close intimae that it would be unreasonable to expect a timely reply toad request for permission.

## Cumulative Effect

The copying of the material must be for only one course in the school in which copies are made.

Not more than one short poem, article, story, essay or two excerpts may be copied from the same author, nor more than three from the same collective work or periodical volume during one class term.

Not more than nine instances of such multiple copying for one course may occur during one class term.

**NOTE: The limitations stated in b and c above shall not apply to current news periodicals and newspapers and current news sections of other periodicals.**

Performance by teachers or students of copyrighted dramatic works without authorization from the copyright owner are permitted apart of a teaching activity in a classroom or instructional setting. All other performances require permission from the copyright owner.

Teachers may use copyrighted material in opaque projectors for instructional purposes.

## Guidelines for reproduction and use of copyrighted music

Teachers may make a single copy of a song, movement, or short section from a printed musical work that is unavailable except in a larger work for purposes of preparing for instruction.

Teachers may make multiple copies for classroom use of an excerpt of not more than 10% of a printed musical work if it is to be used for academic purposes other than performance, provided that the excerpt does not comprise a part of the whole musical work which would constitute a performable unit such as a complete section, movement or song.

In an emergency, teachers may make and use replacement copies of printed music for an imminent musical performance when the purchased copies have been lost, destroyed or are otherwise not available, provided purchased replacement copies shall be substituted in due course

Teachers may make and retain a single recording of student performances of copyrighted material when it is made for purposes of evaluation or rehearsal.

Teachers may make and retain a single copy of excerpts from recordings of copyrighted musical works for use as aural exercises or examination questions.

Teachers may edit or simplify purchased copies of music provided that the fundamental character of the music is not distorted. Lyrics shall not be altered or added if none exist.

Performance by teachers or students of copyrighted musical works is permitted without the authorization of the copyright owner as part of a teaching activity in a classroom or instructional setting. The purpose shall be instructional rather than for entertainment.

Performances of non-dramatic musical works which are copyrighted are permitted without the authorization of the copyright owner, provided that:

- the performance is not for a commercial purpose;
- none of the performers, promoters or organizers are compensated;
- admission fees are used for educational or charitable purposes only.

All other musical performances require permission from the copy- right owner.

## **Guidelines for off-air recording**

### Instructional television programs

Media specialists and coordinators of television centers shall be responsible for the taping of instructional television programs and erasing the tapes as specified by the South Carolina Department of Education in its annual publication, South Carolina Instructional TV and Radio Resources

### Non-school television programs

Guidelines have been established that allow the limited taping of non-school television programs from commercial stations by educational institutions. Media specialists shall tape non-school television programs only when they are assured that the guidelines below are met or permission has been granted by the copyright holder and approval has been obtained from the principal or his/her designee.

A broadcast may be recorded simultaneously with the broadcast transmission and retained for a period of 45 calendar days after the date of recording. Recordings must be erased or destroyed at the end of the 45 days.

Teachers may use broadcast recordings once in the course of relevant teaching activities and repeat the use once for instructional reinforcement, during the first 10 consecutive school days within the 45 day retention period.

After the first 10 consecutive school days, recordings may only be used up to the end of the 45-day retention period for evaluation purposes by teachers. This evaluation is to be used to determine the likelihood of using of programs in the series or in purchasing a copy of the program.

Broadcast recordings must be done only at the request of individual teachers. Recordings may not be made in anticipation of requests, and no program may be recorded more than once at the request of the same teacher, regardless of the number of times the program is broadcast.

A limited number of copies may be reproduced from each recording to meet the needs of teachers under these guidelines. Each such copy shall be subject to all provisions governing the original off-air recording.

The content of recordings may not be altered or merged, but recordings need not be used in their entirety.

All copies of off-air recordings must include the copyright notice on the broadcast program as recorded.

Off-air recording guidelines apply only to non-profit educational institutions.

Only school owned and supplied equipment may be used to record, transmit or broadcast such programs. Equipment owned or supplied by the state may be used only for the recording, transmitting, or broadcasting of instructional television programs unless permission is granted by the State Department of Education, Office of Instructional Technology.

These guidelines apply only to non-profit educational institutions; therefore, use of a television program (in a classroom) that has-been recorded by an individual "at-home" shall be prohibited.

Use of video tapes in the classroom that have been purchased or rented by a teacher must be approved by the principal or his/her designee.

### Guidelines for reproduction and use of copyrighted audio-visual material

No type of audiovisual work may be copied in any form without permission from the copyright holder. However, a teacher may make a single copy of an entire recording or a portion thereof, but only for the purpose of constructing aural exercises or examinations. Such copies must be retained by the school and/or by the teacher, and may not be used in a performance.

### Guidelines for reproduction and use of copyrighted materials in the media center

A media center may make a single copy of:

- an unpublished work which is in its collection
- a published work in order to replace it because it is damaged, deteriorated, lost or stolen, provided that an unused replacement cannot be obtained at a fair price.

A media center may provide a single copy of copyrighted material at no cost to a student or staff members. The copy must be limited to one article of a periodical issue or a small part of other material, unless the library finds that the copyrighted work cannot be obtained elsewhere at a fair price. In the latter circumstance the entire work may be copied. In any case, the copy shall contain the notice of copyright and the student or staff members shall be notified that the copy is to be used only for private study, scholarship or research. Any other use may subject the person to liability for copyright infringement.

At the request of a teacher, copies may be made for reserve use. The same limits apply as for single or multiple copies designated in the sections on material in print.

Neither media specialists nor media center employees are liable for the unsupervised use of coin-operated copying machines located on media center premises provided that the machine displays a notice that making a copy may be subject to the copyright law. However, the person making the copy is not excused from the provisions of the copyright law.

#### Guidelines for reproduction and use of microcomputer software

The owner of a copy of a computer program may make or authorize the making of another copy or adaptation of that computer program provided:

That such a new copy or adaptation is created as an essential step-in the utilization of the computer program in conjunction with machine and that it is used in no other manner; and

That such new copy or adaptation is for archival purposes only and that all archival copies are destroyed in the event that continued possession of the computer program should cease to be rightful.

#### Copying limitations

Circumstances will arise when personnel are uncertain whether or not copying is prohibited. In those circumstances the superintendent or his/her designee should be contacted. Nonetheless, the following prohibitions have been expressly stated in federal guidelines:

Reproduction of copyrighted material shall not be used to create or substitute for anthologies, compilations or collective works.

Unless expressly permitted by agreement with the publisher and authorized by district action, there shall be no copying from copyrighted consumable materials such as workbooks, exercises, test booklets, answer sheets and the like.

Personnel shall not

- use copies to substitute for the purchase of books, periodicals, music recordings or other copyright material except as permitted by district procedure
- copy or use the same item from term to term without the copyright owner's permission
- copy or use more than nine instances of multiple copying of protected material in any one term
- copy or use more than one short work or two excerpts from works of the same author in any one term
- copy or use protected material without including a notice of copyright. The following is a satisfactory notice:

NOTICE: THIS MATERIAL MAY BE PROTECTED BY COPYRIGHT LAW.

Personnel shall not reproduce or use copyrighted material at the direction of someone in higher authority or

copy or use such material in emulation of some other teacher's use of copyrighted material without permission of the copyright owner.

Permission for reproduction

Written permission from the copyright holder should always be obtained prior to the use of the material. Permission to copy must include:

Title, author and/or editor, and edition of materials to be duplicated.

Exact material to be used, giving amount, page numbers, chapters and, if possible, a photocopy of the material.

Number of copies to be made.

Use to be made of duplicated materials.

Form of distribution (classroom, newsletter, etc.).

Whether or not the material is to be sold.

Type of reprint (ditto, photocopy, offset, typeset, etc.).

If written permission for reproduction is not received, the copyrighted material may not be used.

Credit the source of all copyrighted material by indicating the copyright symbol and year, c 19\_\_, and the copyright owner's name on the materials; state "with permission" if permission for reproduction has been granted.

Issued 6/16/86

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**SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES**






MEMORANDUM

TO: Members of the Board of Trustees

THROUGH: Stephen W. Hefner, Ed.D.  
Superintendent

FROM: Karl E. Fulmer, Ed.D.   
Chief Financial Officer

DATE: December 9, 2013

RE: Board Policies – Second Reading - Section K

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Issue: Proposed revision to Board Policies – Section K

Background: Attached for your consideration are the recommended revisions for the following policy:

- Replace KF-E(1) "Hourly Fee Schedule For Selected Use of District Five Facilities" with KF-E(1) "Hourly Fee Schedule For Selected Use of District Five Facilities"

Recommendation: Administration recommends that the Board give second reading approval to the proposed additions/revisions to selected "K" policies.

KF/tl

Attachments – Current Board Policy/Recommended Policy – Section K

**HOURLY FEE SCHEDULE \*  
FOR SELECTED USE OF DISTRICT FIVE FACILITIES**

SCHOOL	CLASSROOM/ LAB/UNIT	GYMNASIUM	CAFETERIA**		MULTI-PURPOSE ROOM  (Libraries/Theaters/ Education Production Facilities)	CUSTODIAL AND/OR CAFETERIA PERSONNEL  (Hourly Rate - Two hour minimum)
			(without kitchen)	(with kitchen)		
Elementary schools	\$30	\$50	\$50	\$60	\$60	\$30
Alternative Academy	\$30	\$60	n/a	n/a	n/a	\$30
Chapin Middle School	\$30	\$70	\$70	\$85	\$60	\$30
CrossRoads Middle School	\$30	\$70	\$70	\$85	\$60	\$30
Dutch Fork Middle & Irmo Middle Schools	\$30	\$70	\$70	\$85	\$85	\$30
Chapin High School	\$30	\$50/\$95***	\$70	\$85	\$90	\$30
Dutch Fork High School	\$30	\$50/\$120***	\$90	\$110	\$110	\$30
Irmo High School/Annex	\$30	\$50/\$120***	\$90	\$110	\$110	\$30
Spring Hill High School	\$30	\$50/\$120***	\$90	\$110	\$200	\$30
The Center for Advanced Technological Studies	n/a	n/a	n/a	n/a	\$200	\$30
Auditoriums -Dutch Fork High School/Irmo Elementary	\$110 per hour (two-hour minimum)					

\* A maximum 30-minute "grace period" for each usage will be granted for logistical coordination prior to the imposition of another hourly charge; custodians will be commensurately compensated for all on-site time.

\*\* Use of kitchen facilities will require the cafeteria manager/operator or other such person designated by the school principal/director.

\*\*\* The first number indicates costs for the practice/physical education gymnasium, while the second number relates to the main gymnasium facility.

n/a - Not available.

Issued 10/24/83; Revised 1/21/85, 3/20/89, 3/2/92, 8/12/96, 7/24/00, 7/23/07, 6/14/10, 2/11/13

**HOURLY FEE SCHEDULE \*  
FOR SELECTED USE OF DISTRICT FIVE FACILITIES**

SCHOOL	CLASSROOM/ LAB/UNIT	GYMNASIUM	CAFETERIA**		MULTI-PURPOSE ROOM  (Libraries/Theaters/ Education Production Facilities)	CUSTODIAL AND/OR CAFETERIA PERSONNEL  (Hourly Rate - Two hour minimum)
			(without kitchen)	(with kitchen)		
Elementary schools	\$30	\$50	\$50	\$60	\$60	\$30
Alternative Academy	\$30	\$60	n/a	n/a	n/a	\$30
Chapin Middle School	\$30	\$70	\$70	\$85	\$60	\$30
CrossRoads Middle School	\$30	\$70	\$70	\$85	\$60	\$30
Dutch Fork Middle & Irmo Middle Schools	\$30	\$70	\$70	\$85	\$85	\$30
Chapin High School	\$30	\$50/\$95***	\$70	\$85	\$90	\$30
Dutch Fork High School	\$30	\$50/\$120***	\$90	\$110	\$110	\$30
Irmo High School/Annex	\$30	\$50/\$120***	\$90	\$110	\$110	\$30
Spring Hill High School	\$30	\$50/\$120***	\$90	\$110	\$110	\$30
The Center for Advanced Technological Studies	n/a	n/a	n/a	n/a	\$110	\$30
Auditoriums -Dutch Fork High School/Irmo Elementary	\$110 per hour (two-hour minimum)					

\* A maximum 30-minute "grace period" for each usage will be granted for logistical coordination prior to the imposition of another hourly charge; custodians will be commensurately compensated for all on-site time.

\*\* Use of kitchen facilities will require the cafeteria manager/operator or other such person designated by the school principal/director.

\*\*\* The first number indicates costs for the practice/physical education gymnasium, while the second number relates to the main gymnasium facility.

n/a - Not available.

Issued 10/24/83; Revised 1/21/85, 3/20/89, 3/2/92, 8/12/96, 7/24/00, 7/23/07, 6/14/10, 2/11/13






**MEMORANDUM**

To: Members of the Board of Trustees

Through: Stephen Hefner, Ed.D.  
Superintendent

From: Karl E. Fulmer, Ed.D.   
Chief Financial Officer

Date: December 9, 2013

Re: Discussion Reading – Resolution of Intent

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Attached is the Resolution relating to the declaration of intent by School District No. 5 of Lexington and Richland Counties, South Carolina, to reimburse certain expenditures prior to the issuance by the school district of its tax-exempt debt.

**RECOMMENDATION:**

The administration recommends the Resolution of Intent proceed to first reading approval.

KEF:tl

Attachment

A RESOLUTION

RELATING TO THE DECLARATION OF INTENT BY SCHOOL DISTRICT NO. 5 OF LEXINGTON COUNTY AND RICHLAND COUNTY, SOUTH CAROLINA, TO REIMBURSE CERTAIN EXPENDITURES PRIOR TO THE ISSUANCE BY THE SCHOOL DISTRICT OF ITS TAX-EXEMPT DEBT.

WHEREAS, the Internal Revenue Service and U.S. Treasury Department have promulgated Section 1.150-2 of the Treasury Regulations (the "Regulations") that authorizes an issuer to reimburse itself from the proceeds of tax-exempt debt; and

WHEREAS, School District No. 5 of Lexington County and Richland County, South Carolina (the "School District"), anticipates incurring certain expenditures (the "Expenditures") relating to renovation and remediation of school facilities (the "Project") prior to the issuance by the School District of tax-exempt debt for such purpose; and

WHEREAS, the School District intends to fund the Project from proceeds of tax-exempt debt not to exceed \$15,000,000; and

WHEREAS, the Regulations require that the governing body of the political subdivision declare an official intent to reimburse an expenditure prior to the incurrence of the expenditure.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees (the "Board"), as the governing body of the School District, as follows:

Section 1. The Board hereby declares that this Resolution shall constitute its declaration of official intent pursuant to Regulation § 1.150-2 to reimburse the School District from the proceeds of debt financing to be issued pursuant to South Carolina state law, for Expenditures with respect to the Project. The Board anticipates incurring Expenditures with respect to the Project prior to the issuance by the School District of debt financing for such purposes.

Section 2. To be eligible for reimbursement of the Expenditures, the reimbursement allocation must be made not later than 18 months after the later of (a) the date on which the Expenditures were paid, or (b) the date the Project was placed in service, but in no event more than three (3) years after the original Expenditures.

Section 3. The Expenditures are incurred solely to acquire, construct or rehabilitate property having a reasonably expected economic life of at least one (1) year.

Section 4. The Board hereby authorizes the use of general fund monies or other funds on hand as the source of funds for the Expenditures with respect to the Project.

Section 5. This Resolution shall be in full force and effect from and after its adoption as provided by law. This Resolution shall be made available for inspection during normal business hours by the general public at the offices of the School District.

PASSED, APPROVED, AND ADOPTED BY THE BOARD OF TRUSTEES OF THE SCHOOL DISTRICT ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 201\_\_.

SCHOOL DISTRICT NO. 5 OF RICHLAND COUNTY  
AND LEXNIGTON COUNTY, SOUTH CAROLINA

By: \_\_\_\_\_  
Chair, Board of Trustees

ATTEST:

\_\_\_\_\_  
Secretary, Board of Trustees