



Minutes/ February 10, 2014

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

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

The following staff were in attendance:

Dr. Angela Bain, Chief Human Resource Officer
Mr. Mark Bounds, Chief Information Officer
Mr. Michael Harris, Chief Student Services Officer
Dr. Christina Melton, Chief Instructional Officer
Mr. Keith McAlister, Director of New Design and Construction
Mr. Len Richardson, Chief Financial Officer

Chairman **Beth Watson** called the meeting to order and gave welcoming remarks.

The Invocation was given by **Ellen Baumgardner**. The Pledge of Allegiance was led by **Reagan Hooks**, student council president at Lake Murray Elementary School.

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

A welcome and brief overview of Lake Murray Elementary School was given by **Claire Thompson**, principal.

During the superintendent's report, **Len Richardson** presented the Quarterly Capital Budget Reports (FY 2012-2013 and 2013-14) (Exhibit **B**).

During the public participation time, **Kim Murphy** spoke regarding the agenda.

SCHOOL DISTRICT FIVE
OF
LEXINGTON AND RICHLAND COUNTIES

Meeting of February 10, 2014

		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. Baumgardner Enter executive session to consider the following: a) selected employment items (Exhibit A); and b) contractual matter regarding the New Middle School	S. Gantt	X	X	X		X	X	A
2.	M. White Approve the agenda	S. Baumgardner	X	X	X		X	X	X
3.	M. White Approve the minutes of the January 27, 2014 board meeting	S. Baumgardner	X	X	X		X	X	X
4.	M. White Approve the selected employment items (Exhibit A)	S. Gantt	X	X	X		X	X	X
5.	M. Gantt Approve the proposed Lease with the Chapin Chamber of Commerce (Exhibit C)	S. Loveless	X	X	X		X	X	X
6.	M. Baumgardner Approve final reading of proposed revisions to "F" board policies (Exhibit D): a) add FA "Facilities Development Goals/Priority Objectives; b) replace FB "Bonding/Establishment of Capital Improvement Committee" with FB "Facilities Planning"; and c) replace FGB "Land Acquisition" with FEE "Site Acquisition"	S. White							
	M. Turner Amend to table item b (replace FB "Bonding/Establishment of Capital Improvement Committee" with FB "Facilities Planning") until the next board meeting	S. Baumgardner	X	X	X		X	X	X
	Vote on original motion		X	X	X		X	X	X

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

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		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
7.	M. Gantt S. White Approve first reading of proposed revisions to "I" board policies (Exhibit E): a) replace IFBGA (1) "Use of Internet Resources", IFBGA (2) "Use of District Technology Resources, IFBGA (3) "Use of District Email Resources" with IJNDB "Use of Technology Resources" M. Turner S. Gantt Include the changes noted in the handout Vote on the original motion							
		X	X	X		X	X	x
		X	X	X		X	X	X
8.	M. White S. Turner Approve first reading of proposed revisions to "J" board policies (Exhibit F): a) JLCD "Assisting Students with Medications"; b) JLCFA "Training of Unlicensed Personnel for Select Nursing Tasks"; and c) add JLCDB "Use of Epinephrine Auto-Injectors"	X	X	X		X	X	X
9.	M. Turner S. Loveless Approve first reading of proposed revisions to "F" board policy (Exhibit G): a) replace FEC "Selection of Consultants in Facilities Construction" with FEC "Selection of Professional(s) in Facilities Construction"	X	X	X		X	X	X
10.	M. Baumgardner S. Loveless Adjourn at 8:04 p.m.	X	X	X		X	X	X

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PAGE 2 - USE OF TECHNOLOGY RESOURCES

While reasonable steps will be taken, District Five cannot ensure the integrity of the Internet information accessed via the district's network resources. The school district makes no guarantees as to the accuracy of information received on the Internet. Although students will be under teacher supervision while on the Internet, it is not possible to constantly monitor every individual student and what they are accessing on the Internet. Some students might encounter information that is not of educational value.

Measures of Protection in Accessing Inappropriate Sites

Internet activities will be monitored by the district to ensure students and staff members are not accessing inappropriate sites. This includes websites that have visual depictions that contain obscenity, pornography, child pornography, and/or images that are otherwise harmful to minors, or that incite violence. The school district will use technology protection measures (such as Internet filtering) to protect students from inappropriate access.

The district will provide reasonable notice of and at least one public hearing or meeting to address and communicate its Internet safety measures on an annual basis.

Reporting Child Pornography

District technology staff and school computer technicians, who are working with a computer and discover sexually explicit images of children, must report this to local law enforcement and appropriate district personnel. The report must include the name and address of the owner or person in possession of the computer. Failure of any district employee to properly notify law enforcement of discovered pornography on district technology will can result in administrative and disciplinary action(s).

Acceptable Use Guidelines

District Five provides technology resources for use by students, teachers and staff. The intent of these resources is to provide tools that will help facilitate teaching and learning. As such, students, teachers and staff must adhere to the following guidelines when using technology resources.

The following are examples of acceptable use of District Five technology resources, but are not limited to:

- Use resources for educational purposes only.
- Use resources in compliance with all local, state, and federal laws including but not limited to laws that govern copyright and intellectual property.
- Use resources responsibly and with respect for others.
- Safeguard accounts, passwords, and private information for staff and students.
- Install and use only software that has been legally obtained, licensed, and authorized for use on district technology resources.

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- Publish only information related to official school and district business.
- Adhere to all regulations set forth in federal, state, and local laws.
- Fully comply with the permissions for each student found on the student's media consent form.
- Include contact information (preferably district e-mail addresses) on all published information.
- Never publish student contact information. This includes, but is not limited to, phone numbers, home addresses, and e-mail addresses.
- Prohibit advertising or solicitation of business unless authorized by district administration.

Confidential Information

Although the district Internet systems have security mechanisms in place, there is no way to ensure total security of the district's system. Confidential information should only be sent via the Internet on secure websites represented by (HTTPS:). District Five does not accept liability for any lost or stolen information sent or received via the district's Internet resources.

Online Behavior

Each school will educate minors about appropriate online behavior, including interacting with other individuals on social networking websites, in chat rooms and cyber bullying awareness and response.

Off-campus Conduct

Students, parents/legal guardians, teachers and staff members should be aware that the district may take disciplinary actions for conduct initiated and/or created off-campus involving the inappropriate use of the Internet or web-based resources if such conduct poses a threat or substantially interferes with or disrupts the work and discipline of the schools, including discipline for student harassment and bullying. Staff and students must comply with all appropriate policies and including staff conduct polices (GBE, GBEA, GBEB and GBEBB).

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Use of Network and Email Accounts

Network and email accounts are provided by District Five as a communication resource for conducting official district business. Users of the district system must use this resource in a responsible, effective and lawful manner.

- All messages and electronic transmissions distributed via the school district's email system are the property of District Five. The district reserves the right to monitor personal use of email to the same extent that it monitors business use. There are no expectations of privacy in any item created, stored, sent or received on the District Five email system.
- Employees should exercise the same restraint and caution in drafting and transmitting email messages as when writing a formal memorandum on district or school letterhead. Users should assume that messages will be saved and reviewed by someone other than the original addressee.
- Although email seems to be less formal than other written communication, the same federal, state and local laws apply to email that apply to written communications.
- If any user disregards the rules set out in the plan, the user will be fully liable for all damages incurred as a result of misuse.

Eligibility for Network and E-mail Accounts

- All full-time faculty and staff and designated part-time staff will be assigned a network and email account.
- All school resource officers will be given a district network and email account.
- All state mental health workers who are assigned to District Five will be given a district network and email account.
- Long term substitutes with a job assignment of 90 school days or more will be assigned a district network and email account upon approval from the Human Resources Department. These accounts will expire once the job assignment is complete and all data will be deleted.
- Non-district employees are not issued a district network or email account. An example of this would be a contractor working in a school, non-district after school program personnel, or temporary employee, etc.

Acceptable Use

All recipients of district network and email accounts must adhere to the following guidelines: