district five
OF LEXINGTON & RICHLAND COUNTIES

AGENDA
BOARD OF TRUSTEES
REGULAR MEETING
SPRING HILL HIGH SCHOOL'S MULTI-PURPOSE ROOM
MAY 20, 2019

1. Call to order at 6:00 p.m.
2. Approval of the agenda
3. Enter executive session to consider the following:
   a. Selected employment items (Exhibit A)
4. Call to order and convene public hearing on 2019-2020 General Fund Budget at 7:00 p.m.
5. 2019-2020 budget overview
6. Public participation (regarding 2019-2020 budget proposal)
7. Adjourn
8. Call to order and convene regular meeting
9. Welcoming remarks
10. Invocation – Ed White, Board of Trustees
11. Pledge of Allegiance – Claire Ouzts, Student Council President, Spring Hill High School
12. School Board Spotlight
13. Approval of the minutes of the April 29, 2019 board meeting and the May 6, 2019 special-called board meeting

14. Welcome and brief overview of Spring Hill High School by Dr. Michael Lofton, Principal

15. Superintendent's Report

    Office of Planning and Administration
    1. Enrollment Freeze Update

16. Public participation*

ACTION AGENDA

17. Action as Necessary or Appropriate on Matters Discussed in Executive Session

18. Recommendation to Superintendent regarding maturity schedule for general obligation bonds

19. Second and final reading of proposed General Fund Budget FY 2019-2020 (Exhibit B)

20. Second and final reading of proposed revisions to board policy IHAE "Physical Education" (Exhibit C)

21. Second and final reading of proposed revisions to board policy IKF "Graduation Requirements" (Exhibit D)

22. First reading of proposed revisions to board policy JHCB "Released Time For Religious Instruction" (Exhibit E)

23. First reading of proposed revisions to board policy EBCB "Safety Drills" (Exhibit F)

DISCUSSION AGENDA

24. Adjourn

INFORMATION AGENDA

25. The next regular scheduled board meeting will be June 10 at the Center for Advanced Technical Studies.

*The Board welcomes and encourages public participation. We respectfully ask that you adhere to the procedures and the decorum provided in board policy BEDH "Public Participation at Meetings". Your comments should be limited to three minutes. Questions asked during public participation will be handled in accordance with board policy BEDH.

district five
OF LEXINGTON & RICHLAND COUNTIES

Minutes/April 29, 2019

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

Ms. Beth Hutchison, Vice Chairman
Mr. Michael Cates, Secretary
Mrs. Nikki Gardner
Mrs. Jan Hammond
Mr. Ken Loveless
Mr. Ed White
Dr. Christina Melton, District Superintendent

The following staff were in attendance:

Mrs. Katrina Goggins, Director, Office of Communications
Mr. Michael Guliano, Chief Instructional Officer
Dr. Michael Harris, Chief Planning and Administrative Officer
Dr. Allison Jacques, Chief Human Resources Officer
Mr. Len Richardson, Chief Finance Officer

Vice Chairman Hutchison called the meeting to order and gave welcoming remarks.

The Invocation was given by Ken Loveless, board member. The Pledge of Allegiance was led by Armani Moses, co-student body president and Owen Kammerer, vice president student body.

The Board conducted the School Board Spotlight.

A welcome and brief overview of Harbison West Elementary School was given by Ed Davis, Principal.

During the Superintendent's Report, a presentation on TIP was given by Tamara Turner, Nicole Skeen, Ashlee Lewis, Dr. Cindy VanBuren and Dr. Tommy Hodges; and a presentation on PDS-D was given by Michael Guliano and Dr. Shelly Curcio, University of South Carolina.

During the public participation, Bruce Loveless spoke regarding drug testing; and Jeremy King spoke regarding food allergies at Chapin Elementary School.

Mike Gallagher gave a presentation on options for bond issuance and debt service repayment.

SCHOOL DISTRICT FIVE
OF
LEXINGTON AND RICHLAND COUNTIES

Meeting of April 29, 2019

	CATES	GANTT	GARDNER	HAMMOND	HUTCHISON	LOVELESS	WHITE
1. M. Hammond S. Loveless Approve the agenda	X	A	X	X	X	X	X
M. Cates S. Hammond Amend to move Item 3b receipt of legal advice regarding options for bond issuance and debt service repayment (Exhibit B) to the Discussion Agenda Item 18							
Vote on original motion	X	A	X	X	X	X	X
2. M. Cates S. Hammond Enter executive session to consider the following : a) selected employment items (Exhibit A) ; and c) update from counsel and receipt of legal advice regarding Case No. 2013-CP-40-01897	X	A	X	X	X	X	X
3. M. White S. Hammond Approve the minutes of the April 8, 2019 board meeting	X	A	X	X	X	X	X
4. M. Cates S. Hammond Approve the selected employment items (Exhibit A)	X	A	X	X	X	X	X
5. M. Cates S. Gardner Approve second and final reading of proposed revisions to board policy GBEC "«Drug and Alcohol Free Schools/Workplace» and GBEC-E «Notice to Employees» (Exhibit D)	X	A	X	X	X	X	X
6. M. Hammond S. Cates Approve first reading of proposed revisions to board policy IHAE «Physical Education» (Exhibit E)	X	A	X	X	X	X	X
7. M. Cates S. Loveless Approve first reading of proposed revisions to board policy IKF "Graduation Requirements" (Exhibit F)	X	A	X	X	X	X	X

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

SCHOOL DISTRICT FIVE
OF
LEXINGTON AND RICHLAND COUNTIES

Meeting of April 29, 2019

	CATES	GANTT	GARDNER	HAMMOND	HUTCHISON	LOVELESS	WHITE
8. M. Cates S. Gardner Approve first reading of proposed General Fund Budget FY 2019-2020 (Exhibit G)	X	A	X	X	X	X	X
9. M. Cates S. Hammond Move Item 19 proposed revisions to board policy JHCB "Released Time for Religious Instruction" (Exhibit H) and Item 20 proposed revisions to board policy EBCB "Safety Drills" (Exhibit I) to the Action Agenda for first reading at the May 20, 2019 board meeting	X	A	X	X	X	X	X
10. M. Hammond S. Loveless Adjourn at 9:44 p.m.	X	A	X	X	X	X	X

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

district five
OF LEXINGTON & RICHLAND COUNTIES

Minutes/May 6, 2019

The Board of Trustees of School District Five of Lexington and Richland Counties met at the District Administration Building with the following members present:

Mr. Robert Gantt, Chairman
Ms. Beth Hutchison, Vice Chairman
Mr. Michael Cates, Secretary
Mrs. Nikki Gardner
Mrs. Jan Hammond (via telephone)
Mr. Ken Loveless
Dr. Christina Melton, District Superintendent

The following staff were in attendance:

Mrs. Katrina Goggins, Director, Office of Communications
Dr. Michael Harris, Chief Planning and Administrative Officer
Dr. Allison Jacques, Chief Human Resources Officer
Mr. Len Richardson, Chief Finance Officer

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

The Invocation was given by Michael Cates, board member. The Pledge of Allegiance was led by Beth Hutchison, board member.

SCHOOL DISTRICT FIVE
OF
LEXINGTON AND RICHLAND COUNTIES

Meeting of May 6, 2019

	CATES	GANTT	GARDNER	HAMMOND	HUTCHISON	LOVELESS	WHITE
1. M. Cates S. Hutchison Approve the agenda	X	X	X	X	X	X	A
2. M. Hutchison S. Cates Waive the day of missed school on May 1 for students and allow faculty and staff who need to recoup their hours make up that day through logins	X	X	X	X	X	X	A
3. M. Hutchison S. Loveless Enter executive session to consider the following : a) contractual matter regarding selection of audit firm	X	X	X	X	X	X	A
4. M. Loveless S. Gardner Accept the proposal of Burkett, Burtkett & Burkett for auditing services	X	X	X	X	X	X	A
5. M. Hutchison S. Cates Adjourn at 1:14 p.m.	X	X	X	X	X	X	A

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

EXHIBIT B

district five
OF LEXINGTON & RICHLAND COUNTIES

MEMORANDUM

To: Members of the Board of Trustees

Through: Christina S. Melton, Ed.D.,
Superintendent

From: A. Len Richardson,
Chief Finance & Operations Officer

Date: May 15, 2019

Re: Board Meeting – May 20, 2019
Second Reading - Proposed 2019-2020 General Fund Budget

The proposed FY 2019-2020 General Fund Budget will be presented for the second reading.

RECOMMENDATION:

The administration recommends for approval the second and final reading of the FY 2019-2020 General Fund Budget in the amount of $195,794,553.

ALR:tl

Attachment

EXHIBIT C

District Five
OF LEXINGTON & RICHLAND COUNTIES

MEMORANDUM

To: Members of the Board of Trustees

Through: Dr. Christina S. Melton, Superintendent

From: Michael Guliano MG
Chief Instructional Officer

Date: May 14, 2019

Re: May 20, 2019 Board Meeting
Second Reading: Recommended Revised Policy
- Board Policy IHAE "Physical Education"

Item: Proposed revised Board Policy IHAE "Physical Education".

Recommendation: The administration recommends the proposed revised Board Policy (IHAE "Physical Education") passes Second Reading for approval.

I will be present to answer any questions you may have regarding the revision of this policy.

Attachments: Revised Board Policy IHAE "Physical Education"

PHYSICAL EDUCATION

Code **IHAE DRAFT**

Purpose: To establish the board's vision for physical education in the schools.

The board believes that one goal of public education is to assist all students in reaching their full academic potential and that a student's health impacts his/her school attendance, readiness to learn, potential learning and achievement.

Therefore, the school district is committed to a sound, comprehensive health education program that is an integral part of each student's general education. One component of health education is physical education.

The district will do the following.

- Provide students in grades K through five with the appropriate amount of physical activity and physical education as required by law and based on the South Carolina Physical Education Curriculum Standards including an appropriate student-to-~~PE~~ physical education teacher ratio.
- Ensure that each school designates a physical education teacher as the physical education activity director to plan and coordinate opportunities for additional physical activity for students to exceed the designated weekly ~~PE~~ physical education instruction.
- Provide professional development to teachers and volunteers on the importance of physical activity for young children and the relationship of activity and good nutrition to academic performance and healthy lifestyles.
- Report an individual student's fitness status to his/her parent/legal guardian during the student's fifth grade, eighth grade and high school physical education courses.

One unit of high school physical education is required for high school graduation. The district will offer the required unit of physical education that meets statutory requirements including the personal fitness and wellness component and the lifetime fitness component.

Exemptions

The superintendent or his/her designee may grant a waiver to a student exempting him/her from physical education requirements based on one of the following criteria.

- The student presents a physician's statement indicating that participation in physical education will jeopardize the student's health and well-being.
- The parent/legal guardian or student must be a member of a recognized religious faith that objects to physical education as part of its official doctrine or creed. Further, the parent/legal guardian and student must show that attending these classes would violate their religious beliefs and not be merely a matter of personal objection.
- JROTC may be substituted for physical education.
- Marching band may be substituted for physical education if the instruction incorporates the South Carolina Academic Standards for physical education.

(see next page)

Legal references:

A. Federal Law:
   1. Healthy, Hunger-Free Kids Act of 2010, Pub. L. No. 111-296, 124 Stat. 3183.

B. S.C. Code, 1976, as amended:
   1. Sections 59-10-10 through 60 - Physical education standards.
   2. Section 59-29-100 - Supervision of administration of physical education program.

a. State Board of Education Regulations:
   1. R43-234 - Defined program, grades 9-12.

EXHIBIT D

District Five
OF LEXINGTON & RICHLAND COUNTIES

MEMORANDUM

To: Members of the Board of Trustees

Through: Dr. Christina S. Melton, Superintendent

From: Michael Guliano MG
Chief Instructional Officer

Date: May 14, 2019

Re: May 20, 2019 Board Meeting
Second Reading: Recommended Revised Policy
- Board Policy IKF "Graduation Requirements"

Item: Proposed revised Board Policy IKF "Graduation Requirements".

Recommendation: The administration recommends the proposed revised Board Policy (IKF "Graduation Requirements") passes Second Reading for approval.

I will be present to answer any questions you may have regarding the revision of this policy.

Attachments: Revised Board Policy IKF "Graduation Requirements"

GRADUATION REQUIREMENTS

Code **IKF DRAFT**

Purpose: To establish the basic structure for high school graduation.

The South Carolina State Board of Education (SBE) regulates the South Carolina State High School Diploma. A state high school diploma from this district is based upon the satisfactory completion of the number of units required by state law. A unit of work is the amount of credit earned when the student satisfactorily completes 120 hours of instruction in a given subject area.

Endorsements

Students will have the opportunity to earn endorsements within their personalized high school diploma pathway, which will identify a particular area of focus. Endorsements may be in the form of seals added to a student's uniform diploma; however, earning an endorsement is not a requirement for graduation. To earn a graduation endorsement, the student's program of study must meet certain criteria, including SBE-approved pathways, specific courses, and other South Carolina Department of Education (SCDE) guidelines.

Students in the district may graduate from high school by meeting the requirements outlined in administrative rule IKF-R.

In order to participate in School District Five graduation exercises, students must have earned one of the following.

- SC High School Diploma
- district certificate

Principals will have the discretion to prohibit a student from participating in graduation exercises in the following circumstances.

- The student has engaged in misconduct on or off school grounds.
- The student has monetary debt to the district.
- The student fails to participate in graduation practice without making prior arrangements with the principal.
- The principal otherwise determines that it would not be in the best interest for the student to participate in graduation exercises. The principal's decision will be final.

Adopted 2/6/89; Revised 4/22/96, 4/13/98, 6/11/01, 5/28/04, 11/19/12, 1/26/15

Legal references:

A. S.C. Code, 1976, as amended:
   1. Section 50-29-110 - Accelerated program of study.
   2. Section 59-17-130 - American sign language as world language credit.
   3. Section 59-26-70 - No commission or agency to require foreign language as a prerequisite to receive a regular high school diploma.
   4. Section 59-29-80 - Courses in physical education; ROTC program.
   5. Section 59-29-190 - Advanced placement courses for academically talented students.
   6. Section 59-38-10 - South Carolina Education Bill of Rights for Children in Foster Care.
   7. Section 59-39-100 - Diplomas to be uniform in every respect; units required to earn a diploma.

B. State Board of Education Regulations:
   1. R43-234 - Defined program, grades 9-12.
   2. R43-259 - Graduation requirements.

School District Five of Lexington and Richland Counties

EXHIBIT E

district five
OF LEXINGTON & RICHLAND COUNTIES

MEMORANDUM

TO: Members of the Board of Trustees
Christina S. Melton, Ed.D., Superintendent

FROM: Dr. Michael R. Harris
Chief Planning and Administrative Officer

DATE: May 14, 2019

RE: May 20, 2019 Board Meeting, First Reading.
Proposed Revisions to Board Policy JHCB "Released Time For Religious Instruction"

Recommendation:

The administration recommends that proposed revisions to Policy JHCB "Released Time For Religious Instruction" proceed to Second Reading approval.

Attachments: Revised Policy JHCB "Released Time For Religious Instruction"
Current Policy JHCB "Released Time For Religious Instruction"

Revised Policy Recommendation

RELEASED TIME FOR RELIGIOUS INSTRUCTION

Code **JHCB** *Issued*

The board will release students in grades six through twelve from school, at the written request of their parent/legal guardian, for the purpose of religious instruction for a portion of the day. The school will consider this a lawful absence.

The board will not allow the student to miss required instructional time for the purpose of religious instruction. Any absences for this purpose must be during non-instructional periods of the school day.

When approving the release of students for religious instruction, the board assumes no responsibility for the program or liability for the students involved.

The sponsoring group or the student's parent/legal guardian is completely responsible for transportation to and from the place of instruction. The district assumes no responsibility or liability for such transportation.

Religious instruction must take place away from school property and at a regularly designated location.

District officials will ensure that no public funds will be expended to support a released-time program and that district staff and faculty will not promote or discourage participation by district students in a released-time program. District faculty and staff may not promote program attendance through encouragement, coercion, or other means. Specifically, employees of the district may not be instructors for a released-time program.

Elective Credit

The district may award high school students no more than two elective Carnegie unit credits for classes in religious instruction taken during the school day in accordance with this policy. The district will evaluate the classes on the basis of purely secular criteria prior to awarding credit.

Transfer Credit

The district may accept released-time transfer of credits without individually assessing the quality or subject matter of the class when the transfer is from an accredited private school.

Adopted ^

Legal References:

A. S. C. Code of Laws, 1976, as amended:
   1. Section 59-1-460 - South Carolina Released Time for Religious Education Act.
   2. Section 59-39-112 - South Carolina Released Time Credit Act.

B. Federal Cases:
   1. *Moss v. Spartanburg Cnty. Sch. Dist. Seven,* 683 F.3d 599 (4th Cir. 2012).

Policy JHCB Released Time For Religious Instruction

Issued 5/11

Purpose: To establish the basic structure for released time for students for religious instruction.

In order to accommodate the wishes of district parents/legal guardians, the board authorizes the administration to establish released time program procedures which will allow students an opportunity to participate in religious instruction during school hours and away from school grounds. The board assumes no responsibility for religious instruction. The purpose of this policy and its accompanying administrative rule is to accommodate the requests of parents/legal guardians with respect to the education of their children, as well as to accommodate community organizations.

All recognized religious organizations that are interested in offering religious instruction will submit a request in accordance with the provisions of administrative rule JHCB-R. Students may only be released for participation in such instruction based upon the written request of parents/legal guardians in accordance with JHCB-R.

The board will not allow students to miss required instructional time for the purpose of participating in religious instruction programs.

District officials will ensure that no public funds will be expended to support a released time program, and that district faculty and staff will not promote or discourage participation by district students in a released time program.

Elective credit

The district may award high school students no more than two elective Carnegie unit credits for classes in religious instruction taken during the school day in accordance with this policy. The district will evaluate the classes on the basis of purely secular criteria prior to awarding credit.

Adopted 1/12/04; Revised 5/23/11

Legal references:

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

Section 59-1-460 - South Carolina Released Time for Religious Education Act.

Section 59-39-112 - South Carolina Released Time Credit Act.

State Board of Education Regulations:

R-43-234 - Defined program, grades 9-12.

School District Five of Lexington and Richland Counties

EXHIBIT F

district five
OF LEXINGTON & RICHLAND COUNTIES

MEMORANDUM

TO: Members of the Board of Trustees
Christina S. Melton, Ed.D., Superintendent

FROM: Dr. Michael R. Harris
Chief Planning and Administrative Officer

DATE: May 14, 2019

RE: May 20, 2019 Board Meeting, First Reading.
Proposed Revisions to Board Policy EBCB "Safety Drills"

Recommendation:

The administration recommends that proposed revisions to Policy EBCB "Safety Drills" proceed to Second Reading approval.

Attachments: Revised Policy EBCB "Safety Drills"
Current Policy EBCB "Safety Drills"

Revised Policy Recommendation

SAFETY DRILLS

Code **EBCB** *Issued*

For the safety of students and district staff, safety drills are conducted throughout the school year. District staff will fully cooperate to carry out all drills and will train students in prompt and orderly evacuation.

Fire Drills

Schools will conduct, at a minimum, monthly fire drills. Each drill will be conducted in accordance with guidelines developed by the South Carolina Department of Education (SCDE) and the State Fire Marshal.

Active Shooter/Intruder Drills

Schools will conduct, at a minimum, two active shooter/intruder drills each school year, one during each semester. Each drill will be conducted in accordance with guidelines developed by the SCDE and the South Carolina Law Enforcement Division (SLED).

The district will utilize a nationally recognized training method that will be conducted in a manner that is developmentally appropriate for all participants. All drills will be inclusive and necessary accommodations for participants with disabilities will be provided. To the extent possible, all school personnel will participate in active shooter/intruder drills. All personnel will receive active shooter/intruder and security training, at a minimum, twice per year.

Severe Weather/Earthquake Drills

Schools will conduct, at a minimum, two severe weather/earthquake drills each school year, one during each semester. Each drill will be conducted in accordance with guidelines developed by the SCDE.

Adopted ^

Legal References:

A. S.C. Code of Laws, 1976, as amended:
   1. Section 59-17-160 - Model fire and safety policy and program guidelines; posting requirement.
   2. Section 59-63-910, *et seq.* - Required public school drills.

B. S.C. State Board of Education Regulations:
   1. R43-166 - Student and school safety; emergency and disaster plans.

Policy EBCB Safety Drills

Issued 10/13

Purpose: To establish the basic structure for the conduct of school safety drills.

Fire evacuation drills

Schools will conduct fire evacuation drills at least once each month as required by law. The staff will fully cooperate to carry out this legal requirement and will train students in prompt and orderly evacuations. All staff must participate in fire evacuation drills.

Natural disaster drills

To provide for the protection of students in the event of multi-hazards that may threaten the school and surrounding community, the district will develop school emergency guidelines and a mandatory drill list for review annually. Each school will conduct a minimum of one tornado and one earthquake drill beginning August of each school year. The district will further ensure that each school will provide an overview of these drill procedures for new students and staff.

Adopted 2/24/69: Revised 11/16/81, 5/3/93, 10/28/13

Legal references:

S.C. Code, 1976, as amended:

Section 59-23-210, *et. seq.* - School building codes, specifications and inspections.

Sections 59-63-910 through 59-63-930 - Fire drills.

State Board of Education Regulations:

R-43-166 - Student and school safety.

School District Five of Lexington and Richland Counties