Agenda

Board of Trustees

Regular Meeting

Location: The Center for Advanced Technical Studies, Multipurpose Room

Video Livestream: https://lexrich5.rev.vbrick.com/#/webcasts/boardmeeting

May 10, 2021

1. Call to order at 5:30 p.m.

2. Approval of the agenda

3. Enter Executive Session to consider the following:
    a. Selected employment items (*Exhibit A*) (Action)
    b. Selected employment items (*Exhibit B*) (Information Only)
    c. Budget discussion relative to substitute contract (Action) *(Exhibit C)*
    d. Budget discussion relative to provider of non-permanent employee contract (Action)
    e. Bid contract for substitute and contract for providers of non-permanent employees (Action)
    f. Building Structure at 6020 Westcott Road *(Exhibit D)*
    g. Legal advice related to threatened litigation against the District

4. Call to order at 7:00 p.m.

5. Welcoming remarks – Jan Hammond, Board Chair

6. Invocation – Matt Hogan, Board of Trustees

7. Pledge of Allegiance – Matt Hogan, Board of Trustees

8. Public Participation*

9. Superintendent's Report (Action as necessary)
    - 2020-2021 School Reentry Overview: Part XVI

10. Approval of the minutes of the April 26, 2021 board meeting

ACTION AGENDA

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

12. Approval of Sale of Land Parcel to SCDOT *(Exhibit E)*

DISCUSSION AGENDA

13. Discussion and First Reading of Proposed Revisions to Policy GCG "Part-Time and Substitute Professional Staff Employment" *(Exhibit F)*

14. Discussion and First Reading Proposed Revisions to Policy JQ "Student Fees, Fines and Charges" *(Exhibit G)*

15. Discussion of the FY2022 General Fund Budget (*Exhibit H)*

16. Adjourn

INFORMATION AGENDA

17. Board Committees

18. Information Only: Revisions to Administrative Rule GCG-R "Part-Time and Substitute Professional Staff Employment"

19. The next regular scheduled board meeting will be May 24, 2021 at Dutch Fork Middle School.

**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.*

COVID-19 NOTICE: Due to federal and state social distancing guidelines, seating capacity at our school board meeting will be limited. Masks will be required. The district will live stream board meetings to provide virtual viewing options

District Five OF LEXINGTON & RICHLAND COUNTIES

Minutes
Board Meeting – April 26, 2021

The Board of Trustees of School District Five of Lexington and Richland Counties conducted an in-person meeting at The Center for Advanced Technical Studies with the following members present:

Mrs. Rebecca Blackburn Hines
Mrs. Nikki Gardner, Secretary
Mrs. Jan Hammond, Chair
Mr. Matt Hogan
Mrs. Catherine Huddle
Mr. Ken Loveless, Vice Chair
Mr. Ed White (Absent)
Dr. Christina Melton, District Superintendent

The following staff members attended:

Mr. Todd Bedenbaugh, Executive Director of Operations
Mrs. Katrina Goggins, Director, Office of Communications
Mr. Michael Guliano, Chief Instructional Officer
Dr. Michael Harris, Chief Planning and Administrative Officer
Mrs. Marty Rawls, Chief Finance Officer
Dr. Tamara Turner, Chief Human Resources Officer

A livestream video link was provided to the public as a viewing option for the meeting.

Mrs. Hammond called the meeting to order at 7:04 p.m. and offered welcoming remarks. Chair Hammond also gave the invocation and led the Pledge of Allegiance.

A School Board Spotlight was held to present Chapin Middle School's School Improvement Council (SIC) with the Dick and Tunky Riley Award.

During the Superintendent's Report, Dr. Melton presented the 2020-2021 School Reentry Overview, Part XV, with a recommendation regarding ESSER II funds. Dr. Tamara Turner, Chief Human Resources Officer, provided an update regarding the Kelly Services' contract for substitute teachers. Mr. Todd Bedenbaugh, Executive Director of Operations, introduced Mr. Butch Collier and Mr. Tony Cox who facilitated a presentation and report on Cenergistic and the district's energy conservation program. Chief Financial Officer, Mrs. Marty Rawls, presented Monthly Financial Reports as well as an update on the 2021-2022 General Fund Budget.

During public participation, Laney Cohen spoke in support of Spring Hill High School. Terrye Godown, Robert Wright, Alan Wright, Laura LaSalle, and Matthew Derrick all spoke regarding mask requirements.

<u>Action Agenda</u>

- Action as Necessary or Appropriate on Matters Discussed in Executive Session
- Approval of Proposed Engineering Firm
- Second Reading Approval 2021-2022 Board Meeting Schedule
- Second Reading Approval of Proposed new Board Policy DE "ESSER Funds"

- Resolution Adoption: Refunding Bonds to Refund the Series 2012B bonds
- Provisional Approval of the 2020-2021 District Strategic Plan

Discussion Agenda

- No items

Information Only

- Information Only: New Administrative Rule GCC-R2 "COVID-19-Related Leave (Professional and Support Staff)"
- Information Only: Revisions to Administrative Rule, IKA-R "Grading / Assessment Systems"
- Information Only: Board Committees

The meeting adjourned at 10:22 p.m.

Record of Voting

School District Five of Lexington and Richland Counties

Meeting of April 26, 2021

	Blackburn Hines	Gardner	Hammond	Hogan	Huddle	Loveless	White
1. M. Loveless S. Gardner Approve the agenda	X	X	X	X	X	X	A
2. M. Blackburn Hines S. Gardner Enter Executive Session to consider the following: a. Selected employment items (*Exhibit A*) (Action) b. Selected employment items (*Exhibit B*) (Information Only) c. Attorney-Client Privileged Discussion Related to Invoices from Law Firms (Action as necessary) d. Update on Legal Matters in which the District is involved including Case No. 2020-CP-40-00161 e. Investigation Regarding Sewer Taps Purchased 2013-2014 (Action as necessary)	X	X	X	X	X	X	A
3. M. Blackburn Hines S. Hogan I move that we approve the administrations initial spending allocations plans for ESSER II funds as outlined in the report.	X	X	X	X	X	X	A

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

	Blackburn Hines	Gardner	Hammond	Hogan	Huddle	Loveless	White
4. M. Huddle S. Gardner I move the administration present a proposed addendum to the existing contract with Kelly Services at our next board meeting.	X	X	X	X	X	X	A
5. M. Huddle S. Blackburn Hines I make the motion that we move Public Participation on the agenda to immediately follow the Cenergistic Report.	X	X	X	X	X	X	A
6. M. Loveless S. Hogan Approve the minutes of the March 22, 2021 board meeting.	X	X	X	X	X	X	A
7. M. Gardner S. Huddle I move that we approve the selected employment items as discussed in Executive Session shown under Exhibit A (Action).	X	X	X	X	X	X	A
8. M. Loveless S. Gardner I move that attorney and vendor invoices requested for review as above be preserved and that individual board members be allowed to study the documents by appointment. Neither photos, copies nor reproductions will be allowed. Notes may be taken.	X	X	X	X	X	X	A
9. M. Huddle S. Loveless I move to amend the previously adopted motion regarding sewer taps purchased in 2013 and 2014 to add "The investigator will report their findings to the Board Chair and the district will discontinue all activities related to this matter other than responding to inquiries and requests from the investigator or the board".	X	X	X	X	X	X	A
10. M. Loveless S. Huddle I make the motion that the board approves the firm of WM Building Envelop(e) Consultants, LLC to advise as to a course of action concerning latent construction defects at the Chapin High School Bond Referendum Project. The board does so with the understanding that this engineering consultant will act in an expedited manner in order to preserve remedies the board may have prior to expiration of any statute of limitations.	X	X	X	X	X	X	A
11. M. Gardner S. Huddle I move that we give final approval to the 2021-2022 Board Meeting Schedule as shown in Exhibit E.	X	X	X	X	X	X	A

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

	Blackburn Hines	Gardner	Hammond	Hogan	Huddle	Loveless	White
12. M. Gardner S. Loveless I move that we approve the second reading of proposed new board policy DE "ESSER Funds" (Exhibit F) with the amended wording as submitted highlighted in blue to change to "The board, in conjunction with the administration, will review and approve subject matter and expenditures as brought to the board, in compliance with the administrative rule attached hereto (DE-R)".	X	X	X	X	X	X	A
13. M. Loveless S. Huddle I would like to make a motion that the administration procure the services of a Guaranteed Energy Savings Contract vendor in compliance with the Section 1520.11 "Request for Qualification (RFQ)" of the current District Procurement Code. The successful bidder (after the RFQ process) should be presented to the Board for approval prior to the contract award.	X	X	X	X	X	X	A
14. M. Huddle S. Loveless I move that we defer approval of Refunding Bonds to Refund the Series 2012B bonds until our next board meeting and receive proposals from additional consultants specializing in municipal bonds.	N	N	N	X	X	N	A
15. M. Huddle S. Gardner I move that we approve the 2021-2022 annual update of the District's Strategic Plan provided that the final plan is substantially the same as the draft plan emailed to the board today.	X	X	X	X	X	X	A
16. M. Gardner S. Blackburn Hines Adjourn at 10:22 p.m.	X	X	X	X	X	X	A

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X = Yes
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EXHIBIT E

M E M O R A N D U M

To: Members of the Board of Trustees

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

From: Todd A. Bedenbaugh TB
Executive Director of Operations

Date: April 29, 2021

Re: May 10, 2021 Board Meeting
Action Item
Approval of Sale of Land Parcel to SCDOT

PURPOSE:

The administration will present the appraisal and offer letter for the parcel of land that SCDOT proposes to acquire for I-26 Eastbound & Westbound Widening at Mount Vernon Church Road. The parcel is 0.155 acre (6,768 sq. ft) and is located on the property of The Center for Advanced Technical Studies. District operations will not be affected by the sale of this property.

RECOMMENDATION:

The administration recommends that the Board of Trustees approve the sale of this land parcel.

TB:cr

Exhibit: Property Acquisitions and Negotiations Offer Letter and Appraisal

PAN
Property Acquisitions & Negotiations

April 15, 2021

School District Five of Lexington &
Richland Counties
Attn: Clay Cannon
1020 Dutch fork Road
Irmo SC, 29063

RE: Project ID No. P029208 — I-26 Widening — Richland County — Tract 349

Dear Property Owners:

Reference is made to the above captioned project, under which the South Carolina Department of Transportation (SCDOT) proposes to acquire a portion of your property for this improvement as has been discussed with you previously. The Department must pay just compensation for the property which is based on an appraisal made by a qualified real estate appraiser using comparable sales in the area.

The appraisal, a copy of which is attached hereto, has been prepared, reviewed and approved, and I am now authorized to make you the following offer:

$6,300.00 **For 0.155 acre (6,768 sq. ft.) of land and all improvements thereon, if any**

Please give this offer your prompt attention and let me know your decision as soon as possible. Retain this information to report your payment according to IRS rules in Publication 544.

If I can be of any further assistance, do not hesitate to contact me.

Sincerely,

Alex Ancrum
Right of Way Agent
5179 Sunset Blvd.
Lexington, SC 29072
803-999-1453 office
803-319-0109 cell

4/15/2021
Date Offer Made

Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

APPRAISAL REPORT

(1) **Tract Location:** 11629 Broad River Road
Property Owner: School District Five of Lexington and Richland Counties
Address: 1020 Dutch Fork Road, Irmo, SC 29063



Front View of Subject Property

PREPARED FOR:

South Carolina Department of Transportation

(2) Prior to inspection the owner was contacted by mail and invited to be present during inspection of this property. The tract was inspected on 03/14/21 and I was accompanied by no one.

Required by Sec.24.102 (c) of Uniform Act.

Explain: (Why not accompanied, relation of representative, items discussed, etc.)

I mailed a certified letter to the ownership representative providing my contact information should there be any questions or concerns about the acquisition or should someone wish to meet with me for an inspection. I also phoned Clay Cannon and left a voicemail with my contact information, should there be any questions or concerns about the appraisal or acquisition.

Mr. Cannon returned my call and we discussed the acquisition via phone. Mr. Cannon had no particular questions or concerns about the acquisition or the appraisal, as this is a simple strip take acquisition of a small area. I explained that once completed the appraisal would be submitted for review and then once approved

Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

would be sent to the right of way agent who would then contact him.

PREPARED BY:

(3) **Inspecting Appraiser:** Anthony R. Martin, MAI
S.C. State Certified General R/E Appraiser #: CG 1729
Contributing Appraiser (if applicable):

Firm Name: A.R. Martin Company

Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

APPRAISAL DETAILS AND REQUIREMENTS

(4) PROPERTY RIGHTS APPRAISED: Fee Simple

(5) PURPOSE OF THE APPRAISAL: To estimate the difference in the market value of this property caused by the acquisition of the right of way for the proposed construction of this project.

(6) INTENDED USE: To assist South Carolina Department of Transportation in negotiations with the property owner concerning an eminent domain acquisition.

DEFINITION OF MARKET VALUE: Market value is defined as "The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming that neither is under undue duress.

SOURCE: The Appraisal Institute, The Dictionary of Real Estate Appraisal, 4th Edition

(7) INTENDED USER: South Carolina Department of Transportation, its consultants, its Legal Department and Associate Legal Counsel.

EXPOSURE TIME: Based on my research in the area and discussions with local market professionals, exposure time is estimated at 6-18 months.

(8) FIVE-YEAR SALE HISTORY:

Date	Sale Price	Deed Reference
06/01/07	$5	R1319 / 3215
Comments:		

(9)

CURRENT LISTING:	PENDING CONTRACT:
None known	None known

(10) ASSESSMENT AND TAXES:

Tax Parcel ID #: R01700-07-15

Tax Year: 2020

Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

Land Value: $896,100 **Imp. Value:** $0 **Total Value:** $896,100

Real Estate Taxes: not taxed

(11) CURRENT ZONING ANALYSIS:

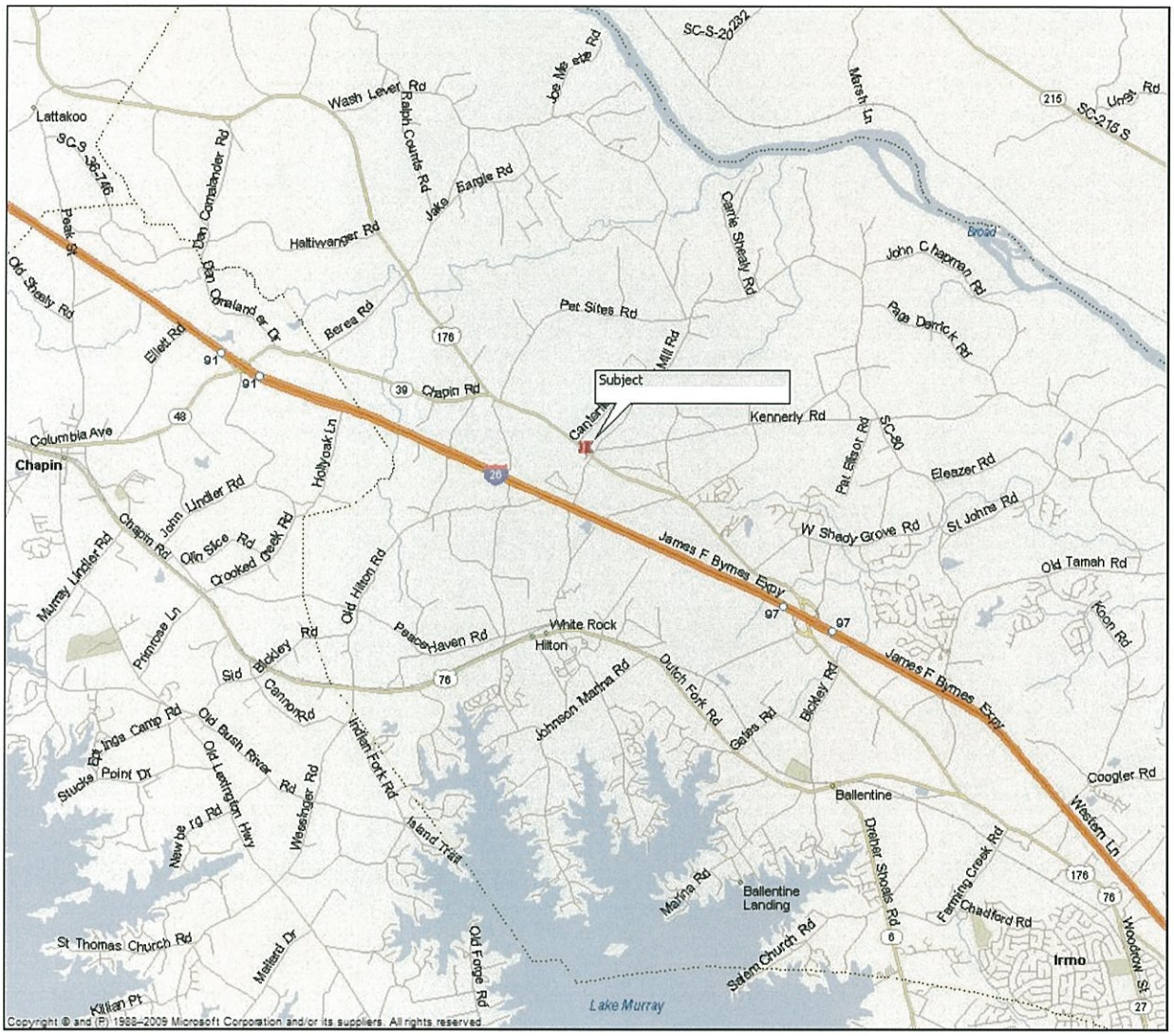
District: RU - Rural District **Current Conformity:** Legal Conforming

MININUM REQUIREMENTS:

Front Setback:	40'
Side Setback:	20'
Rear Setback:	50'
Min. Lot Size:	Minimum lot area: 33,000 square feet (one acre), or as determined by the DHEC, but in no case shall it be less than 33,000 square feet. Maximum density standard: no more than one (1) principal dwelling unit may be placed on a lot except for permitted accessory dwellings.
Min. Road Frontage:	Minimum lot width is 120'
Open Space Required:	n/a
Parking Required:	depends on approved use
Comments:	The RU District is intended to provide areas for low intensity agricultural uses and very-low density single-family, detached residential home construction. RU zoning is intended to provide for the preservation of open space, farmland and rural areas, and to protect and encourage the integrity of existing rural communities.

Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

SUBJECT LOCATION MAP



Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

SUBJECT PHOTOGRAPHS

Address/Location: 11629 Broad River Road

Photos Taken By: Anthony R. Martin, MAI **Date of Photos:** 03/14/21



A: View of subject from Mt. Vernon Church Rd



B: View of subject from Mt Vernon Church Rd



C: View along subject road frontage



D: View of subject from Mt Vernon Church Rd



E: View along acquisition



F: View along acquisition

SCDOT

Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

TAX MAP OF PARCEL



Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

SKETCH OF ACQUISITION

- New right of way is shaded red, present right of way is property line adjacent to road



Before Acreage:	119.48	SF:	5,204,549
Acquired Acreage:	0.155	SF:	6,768
After Acreage:	119.325	SF:	5,197,781

Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

Scope of Work:

The scope of work is a written set of expectations that form an agreement or understanding of the appraisal assignment between the appraiser and South Carolina Department of Transportation as to the specific requirements of the appraisal.

The scope of work generally encompasses the following: (except where deviating from the norm is agreed upon with South Carolina Department of Transportation (the client) and/or the appraiser; or in the case of instruction from the client as to the desired type of value requested or extent of the written report).

The amount and type of information researched and the analysis applied in an assignment as required by the Uniform Act and SCDOT Appraisal Manual. Scope of work includes, but is not limited to, the following:

The degree to which the property is inspected or identified; The extent of research into physical or economic factors that could affect the property; The extent of data research; and the type and extent of analysis applied to arrive at opinions or conclusions.

A. Inspection of the subject

This phase of the appraisal involves a physical inspection of the subject property, as specified by the SCDOT Appraisal Manual and Uniform Act. The subject was inspected on 03/14/21.

B. Extent of research

This involves the collection of data on national, state, regional and local trends, and an identification and analysis of the social, economic, environmental and governmental forces affecting the market value of the subject property. South Carolina Department of Transportation provided plans and ownership information.

C. Extent of data research

Data research involves the inspection of the subject property, the neighborhood and collecting and analyzing data from the market area that affects the value of the subject property. I have performed research of the sales comps similar to the subject and confirmation of those sales comps in the past five years. An extensive search of similar properties in Richland County was undertaken. I also talked with real estate agents and appraisers familiar with area.

D. Type and extent of analysis applied to arrive at opinion or conclusion

This phase of the appraisal process involves analyzing all of the previously gathered data and determining the Highest and Best uses of the subject properties within the framework of the supply and demand, legal uses of the subject properties, and possible physical uses of the subject properties as if vacant, or as improved.

The South Carolina Department of Transportation requires that the Sales Comparison Approach be demonstrated for all improved properties unless unusual circumstances preclude its development or the improvements are determined to be unaffected by the acquisition. The Cost Approach shall be considered when the impacted improvements are less than ten years old, a special-use property, or when sufficient comparable sale or lease information is not available. The SCDOT requires application of the Income Approach on all investment and income-producing properties where existing improvements might be impacted by the project.

The conclusions have been reported in a SCDOT format in accordance with the Uniform Standards of Professional Appraisal Practice (USPAP), Uniform Act and SCDOT Appraisal Manual.

The South Carolina Department of Transportation Right of Way plans identify the subject as Tract 349 containing effectively 119.48 acres or 5,204,549 square feet (before size) of land.

Adequate data was available to complete the analysis. The before value is subject to the extraordinary assumption that the new right of way does not exist and will not exist. The after value is subject to a hypothetical condition recognizing the value of the subject as if new right of way already existed.

Additionally, as part of this appraisal, I have completed the following steps to gather, confirm, and analyze the data.

- Collected information about the subject and the surrounding market and confirmed that information with various sources.
- Attempted contact with the landowner to discuss the project and their concerns regarding the acquisition. In this analysis, School District Five of Lexington and Richland Counties was/were contacted by mail.

- Identified the appraisal problem as: determine the fee simple market value of the subject property.
- Determined the larger parcel and the highest and best use of the subject site.
- Physically inspected the subject and the surrounding neighborhood.
- Determined that the valuing the building improvements on site (if any), was not necessary to determine the value of the acquisition and therefore only the land value was analyzed. Any contributing value of site improvements affected by the acquisition has been considered.
- Made a study of the current market trends. This is an ongoing process and includes discussions with other real estate professionals, reading various news sources and using fee-based sources for demographic and market information. These paid sources include Appraisal Institute data, STDB online data, CoStar data and Corelogic data (Realquest).
- Collected and confirmed market information needed to consider the pertinent approaches to value.
- Within this written report, I have summarized the pertinent market data and performed the sales comparison approach to determine the market value of the fee simple interest of the subject land before the acquisition.
- Noted all improvements within the acquisition and the effects of the acquisition on the remainder. Any loss in value to the remainder has been considered in this analysis and any value loss not specifically prohibited by South Carolina eminent domain law has been applied in the after analysis.

Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

(13) Description of Property Before and After the Acquisition:

Utilities: Electricity: yes, Gas: not known, Well: n/a, Public Water: yes, Septic Tank: n/a, Public Sewer: yes, Other: n/a

DESCRIPTION	BEFORE	AFTER
Present Use:	public school	public school
Land Size: Acre / SF	119.48 acre / 5,204,549 SF	119.325 acre / 5,197,781 SF
Acq. Size: acre / SF	0.155 acre / 6,768 SF	
Zoning:	RU - Rural District	RU - Rural District
Zoning Conformity:	Legal Conforming	Legal Conforming
Corner Influence:	No Corner	No Corner
Primary Frontage (Feet):	2,400'+-	2,400'+-
Other Frontage (Feet):	1,500'+-	1,500'+-
Visibility:	Typical	Typical
Ingress/Egress **Primary Road:** **Secondary Road(s):**	 Full Access Full Access	 Full Access Full Access
Grade at Road Level:	At Grade	At Grade
Shape:	Regular	Regular
Topography:	mostly level	mostly level
Additional Comments: The subject tract is improved with Spring Hill High School, Chapin Middle School and the Center for Advanced Technical Studies. The building improvements are not impacted by the acquisition and are not a part of this analysis.		

(14) Highest and Best Use Before and After the Acquisition:

The subject is zoned RU - Rural District by Richland County. The subject land has suitable size, shape and topography for a variety of uses. The zoning of the subject is intended for low-density single-family use but the commercial uses are found on RU zoned parcels and the subject is located on a heavily travelled road that would indicate rezoning to a more intense use is probable. Considering these factors, the highest and best use of

the land before and after the acquisition is: mixed use (commercial/residential), institutional.

As Vacant Conclusions	
Use:	mixed use (commercial/residential), institutional
Timing:	Now
User:	Developer

(15) Description of the Area Acquired:

The acquisition can be described as follows:

approximately 20' strip acquisition along about 350 LF of subject's frontage with Mt Vernon Church Road.

The area acquired: 0.155 acre(s) or 6,768 SF

Site Improvements: about 200 SF concrete sidewalk

Landscaping: several newly planted trees, numerous shrubs

Moving Items: none noted

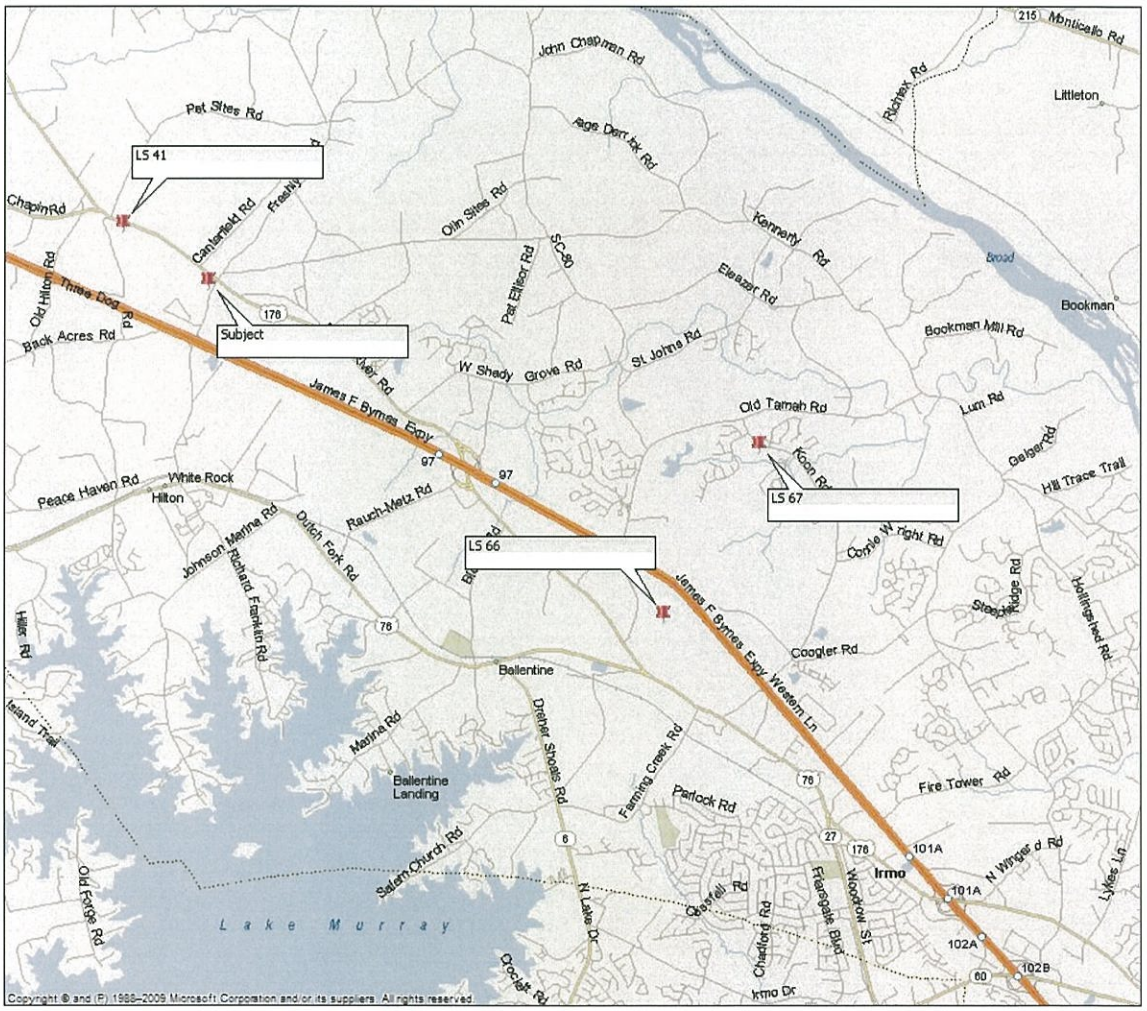
Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

(16) Valuation Analysis:

Land Sales Table

LAND SALES SUMMARY										
#	Location	Zoning	Sale Date	Size(Ac.)	Size(SF)	Sale Price	Imps.	Effective Sale Price	$/Acre	$/SF
41	11721 Broad River Rd, Chapin, SC	RU	07/19/18	17.510	762,736	$365,000	$ (100,000)	$265,000	$15,134	$0.35
66	1424 Shady Grove Rd, Irmo, SC	RU	under contract	67.300	2,931,588	$960,000	$ -	$960,000	$14,264	$0.33
67	Koon Rd, Irmo, SC	RU	07/21/20	38.340	1,670,090	$525,000	$ -	$525,000	$13,693	$0.31

Land Sales Map



Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

A: Land Valuation- Sales Comparison Approach

LAND SALES GRID						
		Subject	**41**	**66**	**67**	
Location			11721 Broad River Rd, Chapin, SC	1424 Shady Grove Rd, Irmo, SC	Koon Rd, Irmo, SC	
Sale Date			07/19/18	under contract	07/21/20	
Zoning		RU - Rural Distri	RU	RU	RU	
Sale Price			$265,000	$960,000	$525,000	
Size	Acre	119.480	17.510	67.300	38.340	
Price Per	Acre		$15,134	$14,264	$13,693	
Property Rights			-	-	-	
	Adj. Price		$265,000	$960,000	$525,000	
Financing			-	-	-	
	Adj. Price		$265,000	$960,000	$525,000	
Conditions of Sale			-	-	-	0%
	Adj. Price		$265,000	$960,000	$525,000	
Expenditures After Purchase			-	-	-	
	Adj. Price		$265,000	$960,000	$525,000	DOV
Market Conditions (months)			32	0	8	03/14/21
Annual % Change		3.00%	8.08%	0.00%	1.97%	
Market Conditions $			$21,399	$0	$10,325	
	Adj. Price		$286,399	$960,000	$535,325	
	Price Per:	Acre	$16,356	$14,264	$13,963	
ADJUSTMENTS FOR FEATURES						
Location						
	Dollar Adj.		-	-	-	
	Percentage Adj.		0.00%	0.00%	0.00%	
Size	Acre	119.480	17.510	67.300	38.340	
	Dollar Adj.		(1,635.63)	-	-	
	Percentage Adj.		-10.00%	0.00%	0.00%	
Topo / Shape / Access / Frntg						
	Dollar Adj.		-	-	-	
	Percentage Adj.		0.00%	0.00%	0.00%	
Utilities						
	Dollar Adj.		-	-	-	
	Percentage Adj.		0.00%	0.00%	0.00%	
Other						
	Dollar Adj.		-	-	-	
	Percentage Adj.		0.00%	0.00%	0.00%	
NET ADJ. TOTAL			(1,635.63)	-	-	
Net Adj. %			-10.00%	0.00%	0.00%	
ADJ. PRICE	Acre		**$14,721**	**$14,264**	**$13,963**	
ADJ. PRICE	SF		**$0.34**	**$0.33**	**$0.32**	
GROSS ADJ.			1,635.63	-	-	
Gross Adj. %			10.0%	0.0%	0.0%	

Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

Explanation and Support of Adjustments:

Analysis and Adjustment of Sales

The adjustment process is typically applied through either quantitative or qualitative analysis, or a combination of the two. Quantitative adjustments are often developed as dollar or percentage amounts and are most credible when there is sufficient data to perform a paired sales or statistical analysis. Qualitative adjustments are developed through relative comparisons (e.g., superior, inferior, etc.) and are often a realistic way to reflect the thought process of market participants when only limited data is available.

Adjustments are based on my rating of each comparable sale in relation to the subject. If the comparable is rated superior to the subject, the sale price is adjusted downward to reflect the subject's relative inferiority; if the comparable is rated inferior, its price is adjusted upward. Adjustments were considered under the elements of comparison discussed below.

Real Property Rights Conveyed

This adjustment is generally applied to reflect the transfer of property rights different from those being appraised, such as differences between properties owned in fee simple and in leased fee.

In this analysis, no adjustments were required.

Financing Terms

This adjustment is generally applied to a property that transfers with atypical financing, such as having assumed an existing mortgage at a favorable interest rate. Conversely, a property may be encumbered with an above-market mortgage which has no prepayment clause or a very costly prepayment clause. Such atypical financing often plays a role in the negotiated sale price.

In this analysis, no adjustments were required.

Conditions of Sale

This adjustment category reflects extraordinary motivations of the buyer or the seller to complete the sale. Examples include a purchase for assemblage involving anticipated incremental value or a quick sale for cash. This adjustment category may also reflect a distress-related sale or a corporation recording at non-market price.

In this analysis, no adjustments were required.

Expenditures Immediately After Purchase

This adjustment is appropriate in situations where the sale price has been influenced by expenditures that the buyer intended to make immediately after purchase. Examples include buyer-paid sales commissions, buyer-paid back taxes, and costs to demolish obsolete structures to clear a site for redevelopment.

In this analysis, no adjustments were required.

The previous adjustments, if required, have been applied sequentially in the order discussed.

Time - Market Conditions

Real estate values normally change over time. The rate of this change fluctuates due to investors' perceptions of prevailing market conditions. This adjustment category reflects market differences occurring between the effective date of the appraisal and the sales date of a comparable, when values have appreciated or depreciated.

In this analysis, research indicates a market conditions adjustment equal to recent rates of inflation is reasonable in this analysis and an upward adjustment of 3.00% per year is applied.

The Time - Market Conditions adjustments were applied after the previous adjustments but before any of the following adjustments.

Location

Location has a great impact on property values. This adjustment category considers general market area influences as well as a property's visibility from a main thoroughfare.

In this analysis, no adjustments were required.

Size

Historically, smaller properties sell for more per unit than larger properties with all other factors being equal.

In this analysis, the comps were adjusted for size difference relative to the subject.

Topography, Shape, Access, Frontage

The following categories will be totaled into a single line-item adjustment.

Topography

A site's topography is an important factor in development cost. Poor topography can increase development cost and result in a lower value for the site due to the increased costs for development.

In this analysis, no adjustments are required.

Shape

A site's shape can affect the value per unit of the property. An unusual shape may reduce the overall development potential of a site as a portion of the site may not be suitable for development and add little to the overall value of the site.

In this analysis, no adjustments are required.

Access

Access can have a great effect on the highest and best use of a property. Access can determine the difference between a convenience/impulse location and a destination location. The most common adjustment for access reflects the difference between a corner and an interior site.

In this analysis, no adjustments are required.

Frontage

This adjustment category is added to reflect large differences in road frontage. Depending on the highest and best use of a property, road frontage can be an important factor in value as it affects a property's exposure, development costs and the ability to sell out-parcels. Some of the adjustment for frontage is typically considered in the overall location adjustment and an adjustment is not usually required here unless there is an extreme difference between the amount of frontage for the subject and sale.

In this analysis, no adjustments are required.

Utilities

The availability of water and sewer increases the development potential for a site. Public water availability is an important factor when considering the development potential of

sites, especially commercial or industrial sites in rural areas. In addition, lack of either public water or sewer requires a portion of the site be devoted to well or septic and therefore reduces the amount of the site that can be developed with building or parking improvements.

In this analysis, no adjustments were required.

Other

This adjustment category is added to consider any difference between the subject and the comps which could not be appropriately reflected in the other adjustment categories.

In this analysis, no adjustment is required.

Reconciliation of Value

The adjusted values of the comps reflected a range of values as shown below.

CONCLUSIONS		
Market Range:	**Acre**	**SF**
Maximum	$14,721	$0.34
Minimum	$13,963	$0.32
Average	$14,316	$0.33
Median	$14,264	$0.33

	41	66	67
Acre	$14,721	$14,264	$13,963
SF	$0.34	$0.33	$0.32
Gross Adj.	10.0%	0.0%	0.0%

After adjustments, the comps as a group give a good indication of the value range for the subject. I have reconciled a value for the subject near the mean and median values of the range at $14,300 per acre. This reflects a value of $0.328 per SF.

Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

B: Valuation of Improvements in Area Acquired

Description of Site Improvements:

The acquisition affects the following site improvements and landscaping items:

Site Improvements: about 200 SF concrete sidewalk

Landscaping: several newly planted trees, numerous shrubs

Moving Items: none noted

Explanation and Support of Value Estimate:

The unit value of the subject land will be multiplied by the amount of land being acquired to determine the acquisition value of the land acquired. The total value of the acquisition for this analysis is reflected by the value of land acquired plus any contributing value of site improvements acquired, plus any damages or cost to cure to the remainder.

Site Improvements / Landscaping

Site Improvements: about 200 SF concrete sidewalk

Contributing value of site improvements within the acquisition is estimated at:

$2,000.

Landscaping: several newly planted trees, numerous shrubs

Contributing value of the landscaping within the acquisition is estimated at:

$2,000.

Damages / Cost to Cure:

None.

Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

(17) Uneconomic Remainder or Remnant:

UNECONOMIC REMNANT – A parcel of real property in which the owner is left with an interest after the partial acquisition of the owner's property, and which the acquiring agency has determined has little or no value or utility to the owner.

NOTE: An uneconomic remnant may have substantial "market" value and still have little or no value or utility to the owner. *(Appraisal Guide, Federal Highway Administration).*

There is no uneconomic remnant created on the subject site due to the acquisition.

ALLOCATION OF VALUE

18 Estimated Value of the Acquisition:

Land Acquired:	**6,768** SF	x	**$0.328** per SF	=	**$2,222**

Value of Land Acquired:			$2,222
Contributing Value of Site Improvements:			$2,000
Contributing Value of Landscaping:			$2,000
Temporary Right of Way:	0 SF		$0
Total:			$6,222
		rounded:	$6,300

Therefore it is the appraiser's opinion that the fair market value of the acquisition is: **$6,300.00**
as of: **March 14, 2021** .

Date of signature: **March 20, 2021**



Anthony R. Martin, MAI
SC Certified General Real Estate Appraiser
#1729

Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

GENERAL ASSUMPTIONS AND LIMITING CONDITIONS

General Assumptions - This appraisal has been completed and the appraisal report prepared with the following **general assumptions**:

1. No responsibility is assumed for the legal description or for matters including legal or title considerations. The titles to the property are assumed to be good and marketable unless otherwise stated. Any plats, maps, or photographs in this appraisal are used merely to help the reader visualize the property and its surroundings and are not certified to be accurate.

2. Any liens or encumbrances (except for any lease encumbrance that might be referred to in the appraisal) which may exist have been disregarded, and the property has been appraised as though no delinquency in the payment of general taxes or special assessment exists and as though free of indebtedness.

3. It is assumed that the utilization of the land and improvements are within the boundaries of the lines of the property described and that there is no encroachment or trespass unless noted in the report. No survey of the subject property was made or caused to be made by us, and no responsibility is assumed for the occurrence of such matters.

4. A visual inspection of the subject site was made and all engineering is assumed to be correct. The plot plan and illustrative materials in this report are included only to assist the reader in visualizing the property and to show the reader the relationship of its boundaries. The appraiser is not a construction engineer and is not responsible for structural or cosmetic inadequacies associated with any of the improvements unless otherwise noted in the report.

5. It is assumed that there are no hidden or unapparent conditions of the property, subsoil, or structures that render it more or less valuable. No responsibility is assumed for such conditions or for arranging for engineering studies that may be required to discover them. The soil for the area under appraisal appears to be firm and solid, unless otherwise stated. Subsidence in the area is unknown or uncommon, and the appraiser(s) does not warrant against this condition or occurrence.

6. Subsurface rights (minerals and oil) were not considered in this appraisal unless otherwise stated. In addition, no potential timber value was considered.

7. It is assumed that there is full compliance with all applicable federal, state, and local environmental regulations and laws unless noncompliance is stated, defined, and

considered in the appraisal report. Unless otherwise stated in this report, the appraiser did not observe the existence of hazardous materials or gases, which may or may not be present on the property. The appraiser has no knowledge of the existence of such materials on or in the property. The appraiser, however, is not qualified to detect such substances. The presence of substances such as asbestos, urea-formaldehyde foam insulation, or other potentially hazardous materials may affect the value of the property. The value estimate is predicated on the assumption that there are no such materials on or in the property, which would cause a loss in value. No responsibility is assumed for any such conditions or for any expertise or engineering knowledge required to discover them. The client is urged to retain an expert in this field, if desired.

8. It is assumed that all applicable zoning and use regulations and restrictions have been complied with, unless a nonconforming use has been stated, defined, and considered in the appraisal report.

9. It is assumed that all required licenses, certifications of occupancy, consents, or other legislative or administrative authority from any local, state, or national government or private entity or organization have been or can be obtained or renewed for any use on which the value estimate contained in this report is based.

10. This appraisal assumes water and sewer services will always be provided for the subject.

11. Responsible ownership and competent property management are assumed.

12. The Americans with Disabilities Act ("ADA") became effective January 26, 1992. I (we) have not made a specific compliance survey and an analysis of this property to determine whether or not it is in conformity with the various detailed requirements of the ADA. It is possible that a compliance survey of the property, together with a detailed analysis of the requirements of the ADA, could reveal that the property is not in compliance with one or more of the requirements of the Act. If so, this fact could have a negative impact on the value of the property. Since I (we) have no direct evidence relating to this issue, I (we) did not consider non-compliance with the requirements of ADA in estimating the value of the property.

13. There is currently a good deal of discussion regarding the potential hazards of Electro-Magnetic Fields and the possible health risk of being located near high voltage transmission lines. I (we) have not made a specific compliance survey and analysis of this property to determine whether or not there are potentially hazardous effects from EMF's. It is possible that a compliance survey of the property together with a detailed analysis could reveal that there is EMF levels, which are above a safe level. If so, this fact could have a

negative impact on the value of the subject property. Since I (we) have no direct evidence relating to this issue, I (we) did not consider EMF levels in estimating the value for the property.

General Limiting Conditions – This appraisal has been completed and the appraisal report has been prepared with the following **general limiting conditions**.

1. The distribution, if any, of the total valuation in this report between land and improvements applies only under the stated program of utilization. The separate allocations for land and buildings must not be used in conjunction with any other appraisal and are invalid if so used. The value estimates provided in the report apply to the entire property, and any proration or division of the total into fractional interests will invalidate the value estimate, unless such proration or division or interests has been set forth in this report.

2. Neither possession of this appraisal or copy thereof carries with it the right to publication, nor may it be used for any purpose by anyone but the applicant without previous consent of the appraiser(s).

3. The appraiser, by reason of this appraisal, is not required to give further consultation, testimony, or be in attendance in court with reference to the property in question unless arrangements have been previously made.

4. Neither all no part of the contents of this report (especially as to value, the identity of the appraiser, or the firm with which the appraiser is associated) shall be disseminated to the public through advertising, public relations, news, sales, or other media without the prior written consent and approval of the appraiser.

5. Information, estimates, and opinions contained in this report are obtained from sources considered reliable, however the appraiser assumes no liability for such sources.

6. The information supplied to the appraiser is considered to be accurate. The information supplied by the client has been accepted without further verification as correctly reflecting the property's current condition unless otherwise noted.

7. The various estimates of value presented in this report apply to this appraisal only and may not be used out of the context presented herein. This appraisal is valid only for the appraisal date or dates specified herein and only for the appraisal purpose specified herein.

Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

CERTIFICATE OF APPRAISER

I Hereby certify:

That I have personally inspected the subject property herein and that the subject property and the comparable sales relied upon in making this appraisal are as represented in this report and the comparable data brochure which supplements this appraisal.

That to the best of my knowledge and belief the statements contained in the appraisal herein set forth are true, and information upon which the opinions expressed therein are based is correct: subject to the limiting conditions therein set forth.

That I understand that such appraisal may be used in connection with acquisition of right of way for a highway to be constructed by South Carolina Department of Transportation with possible assistance of Federal-aid highway funds, or other Federal Funds.

That such appraisal has been made in conformity with the appropriate State and Federal laws regulations, policies and procedures applicable to that appraisal of right of way for such purposes; and that to the best of my knowledge, no portion of the value assigned to such property consists of items, which are non-compensable under the established law of South Carolina.

That neither my employment nor my compensation for preparing this appraisal report is in any way contingent upon the values reported herein.

That I have no direct or indirect present or contemplated future personal interest in such property or in any benefit from the acquisition of such property appraised.

I have performed no other services (unless stated having done so in this report), as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.

That I have not revealed the findings and results of such appraisal to anyone other than the proper officials of South Carolina Department of Transportation and I will not do so until so authorized by South Carolina Department of Transportation or until I am required to do so by due process of law, or until I am released from this obligation by having publicly testified as to such findings.

Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

That the owner or his designated representative was given the opportunity to accompany me during my inspection of the property.

That any decrease or increase in the fair market value of the real property prior to the date of valuation caused by the public improvement for which such property is being acquired, or by the likelihood that the property would be acquired for such improvement, other than that due to the physical deterioration with in the reasonable control of the owner, has been disregarded in determining the compensation for the property.

That my opinion of the fair market value of the acquisition as of **March 14, 2021** is **$6,300.00** based upon my independent appraisal and the exercise of my professional judgment.

As of the date of this report, I have completed the requirements for continuing education as set forth by the Uniform Standards of Professional Appraisal Practice.

Date of signature: **March 20, 2021**



Anthony R. Martin, MAI
SC Certified General Real Estate Appraiser
#1729

Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

Certified Mail Receipt



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Project: I-26 Eastbound & Westbound Widening **Project #:** P029208 **Tract:** 349

Agent Sheet

RIGHT OF WAY AGENT'S WORKSHEET

Road/Route: **I-26 Eastbound & Westbound Interstate Widening** Project ID No: **P029208**

County: **Richland** R/W Agent: **Alex Ancrum**

Plan Sheet(s): **4A1, 4C, 29, 29D** Tract: **349**

Property Address (Physical): **11629 Broad River Road**

OWNER'S AND ADDRESSES

Name & Mailing Address: **School District Five of Lexington and Richland Counties, 1020 Dutch Fork Road, Irmo, South Carolina 29063 Attn: Clay Cannon**

Phone: Day _____ Evening _____ Cell **Clay Cannon 803-476-8123**

MORTGAGES AND ADDRESSES

Name & Address: **NOR**

Recorded: Book _____ Page _____ Date _____ Amount _____

☐ Lessees ☐ Liens ☐ Judgements ☐ Property Taxes

Name(s)/Addresses: **NOR**

OWNERSHIP

Before: **119.48 AC** Dimensions: _____

Acquisition: **0.155 AC / 6,768 SF**

After: **119.324 AC**

Tax Map No(s).: **R01700-07-15** Plat Information: Book _____ Page _____

TITLE ABSTRACT

From	To	Date	Amount	Book	Page
William C. Canty, Jr., Personal Representative of the Estate of Ruby Ellis Sites Meetze	School District Five of Lexington and Richland Counties	D- 6/1/07 R- 6/1/07	$5.00 and other valuable consideration of $1,000,000.00	R1319	3215
Yuh Jim Chao	School District Five of Lexington and Richland Counties	D- 2/18/11 R- 2/18/11	$327,500.00	R1667	101
	more				
See Title Opinion					

EXHIBIT F

Memorandum

To: Members of the Board of Trustees

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

From: Tamara D. Turner, Ed.D. Tamara Turner, Ed.D.
Chief Human Resources Officer

Date: May 6, 2021

Re: May 10, 2021 Board Meeting
Action Item
Discussion and First Reading of Proposed Revisions to Board Policy GCG **"Part-Time and Substitute Professional Staff Employment"**

Item: Discussion and First Reading approval of proposed revisions to Board Policy GCG ***"Part-Time and Substitute Professional Staff Employment."***

Background: On April 26, 2021, the Board received an update regarding the current Kelly Services' Contract. The proposed revisions to Board Policy GCG **"Part-Time and Substitute Staff Employment"** addresses the current staffing arrangement now in existence.

Recommendation: The administration recommends that the Board of Trustees approve the recommended revisions of Board Policy GCG **"Part-Time and Substitute Professional Staff Employment."**

I will be present at the Board Meeting to answer any questions you may have regarding this information.

TDT:aw

Attachment - Current Board Policy GCG and Revisions to Board Policy GCG

Policy GCG Part-Time and Substitute Professional Staff Employment

Issued 10/09

Purpose: To establish the basic structure of the employment of part-time and substitute professional employees.

Substitute teachers who serve in the absence of regular teachers may be employed when notified by a school principal or his/her designee. To the extent possible, substitute teachers should possess the training and experience to insure that students will receive uninterrupted instruction when the regular teacher has to be absent.

A pool from which principals may contact substitute teachers will be made available to the schools by the office of human resources. The following minimum qualifications are required in order for a substitute teacher applicant to be contacted by principals or their designees.

Although a certified teacher is preferred, a high school diploma or its equivalent from an accredited high school will meet the minimum educational requirements.

- A person must be at least 18 years of age.
- All candidates must have satisfactory references relating to the candidate's ability to do the job.
- All candidates will be required to complete an appropriate application and have a personal interview with the appropriate personnel from human resources.
- All candidates must be pre-screened and approved by the office of human resources.
- All candidates must express a willingness to be available for substitute work and to respond on short notice.
- All candidates must attend a substitute teacher orientation session sponsored by the district.
- All candidates must have on file the following documents.

  - An acceptable criminal records history check from the SC State Law Enforcement Division (SLED) in accordance with the requirements for teachers as stated in SC Code of Laws, Section 59-26-40.

  - Proof of employment eligibility as required by the Immigration Reform and Control Act of 1986 (I-9).

  - School Employee Certificate of Evaluation for Tuberculosis (DHEC 1420) indicating a negative report.

  - Reliable references which attest to the acceptability of the candidate's character and dependability.

The principal has the responsibility for evaluating the effectiveness of each substitute teacher employed in his/her school.

Adopted 8/1/73; Revised 11/16/81, 5/28/84, 1/25/88, 4/16/90, 2/3/92, 6/17/91, 10/12/09

School District Five of Lexington and Richland Counties

PROPOSED REVISIONS - DISCUSSION AND FIRST READING: May 10, 2021

Board Policy

Part-Time and Substitute Professional and Support Staff Employment Code: GCG

Purpose: To establish the basic structure of the employment of part-time and substitute professional and select support staff employees.

Substitute teachers serve in the absence of regular teachers. Substitute teachers should possess the training and experience necessary to ensure that students receive uninterrupted instruction when the regular teacher of record is absent.

School District Five of Lexington and Richland Counties contracts with a staffing service to provide substitute programs.

This service provides substitutes for teachers, teaching assistants, and select support staff positions. Nursing substitutes will be hired through the district. Contact information for the provider is available at each school or through the district office.

The principal/director has the responsibility for evaluating the effectiveness of each substitute staff placed in his/her school.

Adopted 8/1/73; Revised 11/16/81, 5/28/84, 1/25/88, 4/16/90, 2/3/92, 6/17/91, 10/12/09, **XX/XX/21**

School District Five of Lexington and Richland Counties

EXHIBIT G

MEMORANDUM

To: Members of the Board of Trustees

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

From: Marty Rawls,
Chief Financial Officer

Date: May 3, 2021

Re: May 10, 2021 Board Meeting
Action Item
Discussion and First Reading - Board Policy – Section J "Students";
Policy JQ "Student Fees, Fines and Charges"

Issue: Proposed revisions to the Board Policy JQ "Student Fees, Fines and Charges"

The SCDE has updated the data used to determine the designation of students whose instructional fees will be waived. We are recommending a change to the policy to reflect the updated determining factors.

Recommendation: The administration recommends that the proposed revisions move to Second Reading approval.

MR:tl

Attachments – Proposed/Current Board Policy JQ "Student Fees, Fines and Charges"

STUDENT FEES, FINES, AND CHARGES

Code **JQ** *Issued* **12/11**

Purpose: To establish the basic structure for the assessment of student fees, fines and charges.

Fees

The board recognizes that it may charge student fees to offset the cost of educational materials and supplies. The district will not deny any student an education because of his/her failure to pay these supplementary charges.

No school will charge a fee that has not been approved by the board.

The superintendent will work with principals to formulate the necessary controls and records to assure that all fees are uniform and held to a minimum.

The district will not charge instructional fees to students who are designated as SC Pupils in Poverty (PIP) based on Socio-Economic Indicator (SEI) data which is provided by the SC Revenue and Fiscal Affairs Office (RFA) through the SC Department of Education/Office of Research and Data Analysis (ORDA) ~~receive free lunches and will prorate instructional fees for students who receive reduced price lunches~~.

Fines and Charges

No student is exempt from charges for books, lockers, materials, supplies, and equipment that are lost or damaged.

No additional books, ~~or~~ supplies or equipment will be issued to a student with outstanding rental, loss or damage debts until the ~~fees~~ fines and/or charges have been paid.

Adopted 2/24/69; Revised 8/1/73, 11/16/81, 2/6/89, 12/12/11

Legal References:

A. S.C. Code of Laws, 1976, as amended:
   1. Section 59-19-90(8) - Authority of board to charge matriculation and incidental fees.

Policy JQ Student Fees, Fines And Charges

Issued 12/11

Purpose: To establish the basic structure for the assessment of student fees, fines and charges.

Fees

The board recognizes that it may charge student fees to offset the cost of educational materials and supplies. The district will not deny any student an education because of his/her failure to pay these supplementary charges.

No school will require a student to pay a fee that has not been approved by the board.

The superintendent will work with principals to formulate the necessary controls and records to assure that all fees are uniform and held to a minimum.

The district will not charge instructional fees to students who receive free lunches and will prorate instructional fees for students who receive reduced-price lunches.

Fines and charges

No student is exempt from charges for books, lockers, materials, supplies and equipment that are lost or damaged.

No additional books or supplies will be issued to a student with outstanding rental, loss or damage debts until the fees have been paid.

Adopted 2/24/69; Revised 8/1/73, 11/16/81, 2/6/89, 12/12/11

Legal references:

S.C. Code of Laws:

Section 59-19-90(8) - General powers and duties of school trustees; charge matriculation and incidental fees.

EXHIBIT H

MEMORANDUM

To: Members of the Board of Trustees

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

From: Marty Rawls,
Chief Financial Officer

Date: May 5, 2021

Re: Proposed FY 2021-2022 General Fund Budget Discussion
Discussion Agenda Item
Board Meeting – May 5, 2021

The Proposed FY 2021-2022 General Fund Budget will be presented.

The purpose of this presentation is to provide information for Discussion of the Proposed FY 2021-2022 General Fund Budget.

MR:tl

MEMORANDUM

TO: Members of the Board of Trustees & School District Administration

From: Jan Hammond, Chair

Date: May 6, 2021

Re: Board Committees

Per Board Policy BDE Board Committees adopted 02/2021, "the chairman may appoint special committees when the need arises. The function of special committees will be fact-finding, deliberative, and advisory, but never legislative or administrative."

The following committees are appointed and will be chaired by a current board member.

Procurement Committee – Cathy Huddle
Policy Updates – Nikki Gardner
Facilities – Ken Loveless

These committees will be open for all board members to attend as a committee of the whole. The meetings will be open to the public and follow all rules and regulations of the South Carolina Freedom of Information Act.

Memorandum

To: Members of the Board of Trustees

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

From: Tamara D. Turner, Ed.D.
Chief Human Resources Officer

Date: May 6, 2021

Re: May 10, 2021 Board Meeting
Information ONLY Item
Revisions to Administrative Rule GCG-R **"Part-Time and Substitute Professional Staff Employment**

Item: Revisions to Administrative Rule GCG-R **"Part-Time and Substitute Professional Staff Employment."**

Background: On April 26, 2021, the Board received an update regarding the current Kelly Services' Contract. The revisions to Administrative Rule GCG-R **"Part-Time and Substitute Professional Staff Employment"** defines long-term absences and the certification requirements for a long-term substitute receiving certified pay.

I will be present at the Board Meeting to answer any questions you may have regarding this information.

TDT:aw

Attachments - Current AR GCG-R and Revisions to AR GCG-R

AR GCG-R Part-Time and Substitute Professional Staff Employment

Issued 10/09

A substitute teacher working the first 10 days for the same teacher will be paid at the base rate of substitute pay. After working 10 consecutive days for the same teacher, noncertified substitutes will receive the extended rate of substitute pay and certified substitutes will receive certificate pay unless otherwise approved in writing by district administration.

Issued 10/12/09

School District Five of Lexington and Richland Counties

PRESENTED AS INFORMATION ONLY – REVISIONS : May 10, 2021

Administrative Rule

Part-Time Substitute Professional and Support Staff Employment Code: AR GCG-R

When it is necessary to obtain a substitute teacher, schools will follow the procedures established by the provider for that school year. This update is provided at the beginning of the school year.

The primary goal in providing substitute services to our classrooms is to ensure quality instruction; therefore, certified teachers are always sought, particularly for long-term absences, which are defined as 10 consecutive days or more.

A long-term certified substitute receiving certified pay must hold a valid South Carolina teaching certificate in the appropriate content/certified area.

Issued 10/12/09; **Revised xx/xx/21**

School District Five of Lexington and Counties