

# D5 Hardship Policy

email: "William Green"  
Bcc: email: "jhammond@lexrich5.org"

Monday, March 1, 2021 at 9:39:20 AM Eastern Standard Time

Good Day D5 School Board Members,

I write to you tonight as one of many exhausted teachers in D5. The reason for my exhaustion is rooted in the district's "policy" on hardship situations during this unprecedented year. Our district's focus on exquisite customer service is an important priority. However, this priority must have an appropriate balance with the well-being of teachers, a vital resource in D5.

I would encourage the district to cease accepting hardship requests immediately. I believe that we have done enough in the name of customer service by allowing hardships well into the 3rd 9 weeks.

Let me explain more. Teachers strive to build community and relationships with our students. When our class rosters are in flux and we are frequently receiving new students, this community is put in jeopardy. In some classes new students have been added to our rosters on a weekly basis since the beginning of the new semester. For each new student we must develop a relationship with them, assess where they are academically, and acclimate them to our classroom cultures and procedures, all the while continuing to keep pace with the students who have been with us the entire year.

This is compounded by the fact that a majority of the students that we have received in their return to F2F instruction have significant gaps in skills, both academic and self-regulation. Many have not "done school" since February of last year. They did not do their virtual work despite signing up to do so. Others are behavior issues that have had no structure. Some fall into both categories.

As a result, each new student can completely change the dynamic of the classroom culture that we have worked so hard to establish. We often find ourselves creating new seating charts each time a new student is added as we navigate who does not get along, who talks too much, who is a distraction to others, etc. As some of our classes get closer to capacity, we are also finding it nearly impossible to find seating arrangements where students are free from distractions. While having a new student added to a class is a normal occurrence every year, the frequency of which this is happening due to the "hardships situation policy" has become too much of a disruption to our classrooms causing extreme stress on the teachers and students.

Also, some classes are over-capacity, resulting in the unfortunate situation of having students on campus doing some classes F2F while still taking virtual classes in the media center.

Looking at pure class size numbers is NOT the correct way to look at this situation. A class of 25 this year is more akin to a class of 35 in a normal year.

We understand the rationale behind students coming back at the end of the first semester.

We understand that good customer service is good business. But, a good business would also not have this much turnover. Training new members this often would be detrimental to a business, and it is certainly detrimental to our classes. While a good business focuses on its customers, they also must ensure that the employees running the business are cared for. We have already seen a dwindling number of people going into teaching and I fear that this year will not only make those matters worse but push many teachers out of the profession altogether. Every little bit of support in relieving some of the stress on teachers will help us to retain as many of the wonderful hardworking teachers that staff our schools throughout the district.

I appreciate your time and consideration of this matter. Please understand that sending correspondence such as this is not "normal" for me. It was not composed on a whim because I had a bad class period or bad day. This is our uncomfortable, exhausting reality right now, and I speak for many.

Thank you for your time, consideration, and all you do to support D5 teachers.

Sincerely,

Will Green

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Will Green  
Irmo Middle School  
International Academic Magnet  
7th Grade Science Teacher  
National Board Certified

[www.lexrich5.org/wgreen](http://www.lexrich5.org/wgreen)



*"Our milkweed brings the Monarchs to your yard."*

**7th Grade Virtual Hub**



email: "kloveless@lexrich5.org Kenneth Loveless"

Monday, March 1, 2021 at 10:00:08 AM Eastern Standard Time

To: email: "csmelton@lexrich5.org Dr Christina Melton", email: "jhammond@lexrich5.org Janis Hammond", email: "ngardner@lexrich5.org Nikki Gardner"

Dr. Melton, does this mean we are moving students from FIVE at this late stage? Or, are the students new enrollees?

Thanks

Ken Loveless

----- Forwarded message -----

From: **William Green**

Date: Mon, Mar 1, 2021, 9:39 AM

Subject: D5 Hardship Policy

To:

Good Day D5 School Board Members,

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Let me explain more. Teachers strive to build community and relationships with our students. When our class rosters are in flux and we are frequently receiving new students, this community is put in jeopardy. In some classes new students have been added to our rosters on a weekly basis since the beginning of the new semester. For each new student we must develop a relationship with them, assess where they are academically, and acclimate them to our classroom cultures and procedures, all the while continuing to keep pace with the students who have been with us the entire year.

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email: "csmelton@lexrich5.org Christina Melton"

Monday, March 1, 2021 at 3:20:15 PM Eastern Standard Time

To: email: "kloveless@lexrich5.org Kenneth Loveless"

Cc: email: "jhammond@lexrich5.org Janis Hammond" , email: "ngardner@lexrich5.org Nikki Gardner"

Mr. Loveless,

Will you ask this question tonight so we can address this in public?

Hardships have been policy based aligned with our processes. We are monitoring the number of requests and likely will need to adjust since we have passed the semester break. We have some places that have reached capacity and others still available space.

If you or someone else will pose this tonight, we can assist publically with providing context. Or, I can have someone insert remarks to prevent posing a question if you prefer.



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

On Mon, Mar 1, 2021 at 10:00 AM Kenneth Loveless <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)> wrote:

Dr. Melton, does this mean we are moving students from FIVE at this late stage? Or, are the students new enrollees?

Thanks

Ken Loveless

----- Forwarded message -----

From: **William Green** <[william.green@lexrich5.org](mailto:william.green@lexrich5.org)>

Date: Mon, Mar 1, 2021, 9:39 AM



## Lines drawn for re-districting

email: "kloveless@lexrich5.org Kenneth Loveless"

Monday, March 1, 2021 at 9:24:10 AM Eastern Standard Time

To: email: "csmelton@lexrich5.org Christina Melton", email: "jhammond@lexrich5.org Janis Hammond", email: "ngardner@lexrich5.org Nikki Gardner", email: "chuddle@lexrich5.org Cathy Huddle", email: "rhines@lexrich5.org Rebecca Hines", email: "mhogan@lexrich5.org Matt Hogan", email: "EWhite@lexrich5.org Edward White", email: "mrharris@lexrich5.org Michael Harris"

Dr. Melton,

Lexington County Council women Charli Wessinger has written asking about whether lines drawn on the Malone and McBroom map will divide inside residential subdivisions. Could you ask Dr. Harris to respond?

Thanks

Ken Loveless

email: "csmelton@lexrich5.org Christina Melton"

Monday, March 1, 2021 at 3:22:44 PM Eastern Standard Time

To: email: "kloveless@lexrich5.org Kenneth Loveless"

Cc: email: "jhammond@lexrich5.org Janis Hammond", email: "ngardner@lexrich5.org Nikki Gardner", email: "chuddle@lexrich5.org Cathy Huddle", email: "rhines@lexrich5.org Rebecca Hines", email: "mhogan@lexrich5.org Matt Hogan", email: "EWhite@lexrich5.org Edward White", email: "mrharris@lexrich5.org Michael Harris"

Thank you, Mr. Loveless.

I will have either Dr. Harris or Mr. Holden reach out to Ms. Wessinger.



**Christina S. Melton, Ed.D.**

*Superintendent*

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***Pursuing Excellence for Tomorrow's Challenges***

On Mon, Mar 1, 2021 at 9:25 AM Kenneth Loveless <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)> wrote:

Dr. Melton,

Lexington County Council women Charli Wessinger has written asking about whether lines drawn on the Malone and McBroom map will divide inside residential subdivisions. Could you ask Dr. Harris to respond?

Thanks

Ken Loveless

email: "csmelton@lexrich5.org Christina Melton"

Monday, March 1, 2021 at 3:42:17 PM Eastern Standard Time

To: email: "d5-board-members@lexrich5.org D5 Board Members"

Board Members,  
FYI re: the question posed by Mr. Loveless.

A staff member will follow up with Ms. Wessinger.



**Christina S. Melton, Ed.D.**

**Superintendent**

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office: 803.476.8169 or 803.476-8116

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***Pursuing Excellence for Tomorrow's Challenges***

----- Forwarded message -----

From: **Michael Harris** <[mrharris@lexrich5.org](mailto:mrharris@lexrich5.org)>

Date: Mon, Mar 1, 2021 at 3:26 PM

Subject: Fwd: Lines drawn for re-districting

To: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

Dr. Melton:

I am in receipt of the email from Mr. Loveless.

Please find below my response:

As per the recent Redistricting Initiatives provided by Milone and MacBroom and subsequently approved by the Board on January 25, 2021, we have not discovered any attendance lines that are divided inside residential subdivisions. Instead, Parcel data was used to assist in drawing lines and will also be used for any future attendance scenarios approved by the Board.

Thanks

----- Forwarded message -----

From: **Kenneth Loveless** <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)>

Date: Mon, Mar 1, 2021 at 9:25 AM

Subject: Lines drawn for re-districting

To: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>, Janis Hammond <[jhammond@lexrich5.org](mailto:jhammond@lexrich5.org)>, Nikki Gardner <[ngardner@lexrich5.org](mailto:ngardner@lexrich5.org)>, Cathy Huddle <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)>, Rebecca Hines <[rhines@lexrich5.org](mailto:rhines@lexrich5.org)>, Matt Hogan <[mhogan@lexrich5.org](mailto:mhogan@lexrich5.org)>, Edward White <[EWhite@lexrich5.org](mailto:EWhite@lexrich5.org)>, Michael Harris <[mrharris@lexrich5.org](mailto:mrharris@lexrich5.org)>

Dr. Melton,

# Visit to Chapin High School

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email: "kloveless@lexrich5.org Kenneth Loveless"

Tuesday, March 2, 2021 at 7:42:15 PM Eastern Standard Time

To: email: "csmelton@lexrich5.org Christina Melton" , email: "estrange@lexrich5.org Erin Strange"

Dr. Melton, I plan to visit Chapin High School this week with two engineers. I spoke to Director Cannon at last night's board meeting. He said that he had to ask your permission to attend with me. Would you be so kind as to give him permission?

Please let me know.

Thank you!

Ken Loveless

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# No subject

email: "jhammond@lexrich5.org Janis Hammond"  
To: email: "csmelton@lexrich5.org Christina Melton"

Tuesday, March 2, 2021 at 7:54:39 AM Eastern Standard Time

Thank you for being a great superintendent . As board chair please know we all appreciate your hard work and that of your staff. Your caring nature added with your knowledge of the classroom shows in every way. Please relay to your entire staff and your re-entry team how much we appreciate them also. Have a great day!

Jan Hammond.

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "jhammond@lexrich5.org Janis Hammond"

Tuesday, March 2, 2021 at 3:12:36 PM Eastern Standard Time

Mrs. Hammond,  
I will pass along your message. Our reentry team meets tomorrow. Your message will provide encouragement to them as it has to me.  
I appreciate your leadership and your continued support!



**Christina S. Melton, Ed.D.**

**Superintendent**

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***Pursuing Excellence for Tomorrow's Challenges***

On Tue, Mar 2, 2021 at 7:54 AM Janis Hammond <[jhammond@lexrich5.org](mailto:jhammond@lexrich5.org)> wrote:

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Jan Hammond.

email: "jhammond@lexrich5.org Janis Hammond"  
To: email: "csmelton@lexrich5.org Christina Melton"

Tuesday, March 2, 2021 at 3:13:53 PM Eastern Standard Time

Thank you!

On Tue, Mar 2, 2021 at 3:13 PM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:

Mrs. Hammond,  
I will pass along your message. Our reentry team meets tomorrow. Your message will provide encouragement to them as it has to me.



I appreciate your leadership and your continued support!



**Christina S. Melton, Ed.D.**

***Superintendent***

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Jan Hammond.

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# Fwd: Suggested Items for Future Board Meeting Agendas

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email: "kloveless@lexrich5.org Kenneth Loveless"

Tuesday, March 2, 2021 at 4:26:01 PM Eastern Standard Time

To: email: "jhammond@lexrich5.org Janis Hammond" , email: "ngardner@lexrich5.org Nikki Gardner" , email: "csmelton@lexrich5.com"

----- Forwarded message -----

From: **Cathy Huddle** <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)>

Date: Tue, Mar 2, 2021 at 3:08 PM

Subject: Suggested Items for Future Board Meeting Agendas

To: Kenneth Loveless <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)>

Ken, Attached are the requested forms for items I would like to see on future board meetings. The one for this coming Monday is something I believe the board had already agreed would be on the agenda but I completed the form just in case.

While I have not created a form for it yet, I really think we need to get started on some of the committees and would suggest putting an agenda item on the next possible meeting to create all of the committees we currently need. If you would like me to create a form for that as well, please let me know.

Thanks,  
Cathy

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Catherine Huddle  
Lexington Richland Five School Board Trustee

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## Attachments:

Board Meeting Agenda ITEM REQUEST - Approved Attorneys 3:22:21.doc 174k

Board Meeting Agenda ITEM REQUEST - Legal Advice Executive Session 3:8:21.doc 172k

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# Buses

email: "ngardner@lexrich5.org Nikki Gardner"  
To: email: "csmelton@lexrich5.org Christina Melton"

Tuesday, March 2, 2021 at 8:36:36 AM Eastern Standard Time

Hey I was face checked by the kids and there aren't that many buses anymore, not since we were hybrid. And sometimes the other buses in my neighborhood turn around in my culdesac if there are car issues elsewhere.

That wasn't my real concern anyway. I was just trying to get clarification on the bus situation and make sure parents are making informed decisions.

Like if they decide to take us up on the grandfathering and stay at Ballantine even though they are now zoned for CHAPIN, will there be bus service?

I believe in looking at what was presented that they would be responsible for their own transportation if not going to their zoned school.

I don't have a preference either way, I was just trying to make clarification.

And by the way, I love seeing the buses in my culdesac. I'm not complaining! Let them all turn around here!

Thx  
Nikki

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "ngardner@lexrich5.org Nikki Gardner"

Tuesday, March 2, 2021 at 9:03:57 AM Eastern Standard Time

Thank you - this is helpful to know. I promise I didn't hear a message from you that you didn't want buses in your neighborhood. If someone is making that an issue, they don't have anything of substance.

I'll let Todd know so thank you for that follow up.

We will clarify the transportation issue with the messaging today. I have staff pulled this morning reviewing parts of last night's meeting to make sure we capture what is expected.

I need your help - is it possible for you to create "expectations" for how motions are given to Erin? If people could come prepared with a written motion (even if they make revisions with a pen in real time) that would help. It makes me uncomfortable for Erin to rely on the video instead of someone's written words. I've found that sometimes what we say isn't what we remember saying but if it is written, we have a record. Are you comfortable with discussing that with Officers? I'll admit, I haven't looked to see if there is a policy that outlines that but any help is appreciated.

**Christina S. Melton, Ed.D.**

**Superintendent**

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office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)***Pursuing Excellence for Tomorrow's Challenges***

On Tue, Mar 2, 2021 at 8:36 AM Nikki Gardner <[ngardner@lexrich5.org](mailto:ngardner@lexrich5.org)> wrote:

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Thx  
Nikki

email: "ngardner@lexrich5.org Nikki Gardner"  
To: email: "csmelton@lexrich5.org Christina Melton"

Tuesday, March 2, 2021 at 11:11:03 AM Eastern Standard Time

Yes, we should be writing down our motions for Erin. Our motions are so convoluted sometimes! We all have our chromebooks in front of us and I can type pretty fast, so I can help out if we are doing things on the fly. Last night all of our motions were on the fly (that I know of). The only one I came prepared to make I changed my mind on! I will pass the word on and also help out as much as I can for "flying" motions.

Thanks!  
Nikki

On Tue, Mar 2, 2021 at 9:04 AM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:

Thank you - this is helpful to know. I promise I didn't hear a message from you that you didn't want buses in your neighborhood. If someone is making that an issue, they don't have anything of substance.



## Fwd: South Carolina to Move to Phase 1b of COVID-19 Vaccination Plan on March 8, 2021

email: "nathanballentine@sc.rr.com Nathan Ballentine" Tuesday, March 2, 2021 at 10:41:21 AM Eastern Standard Time  
To: email: "csmelton@lexrich5.org"  
Cc: email: "

Begin forwarded message:

**From:** "Singh, Sym" [REDACTED]  
**Date:** March 2, 2021 at 10:27:19 AM EST  
**To:** "Singh, Sym" [REDACTED]  
**Cc:** "Hall, Madison" [REDACTED]  
**Subject:** South Carolina to Move to Phase 1b of COVID-19 Vaccination Plan on March 8, 2021

### South Carolina to Move to Phase 1b of COVID-19 Vaccination Plan on March 8, 2021

#### *Public Health Officials Unveil Plans for All Vaccination Phases*

**COLUMBIA, S.C.** – Governor Henry McMaster and the South Carolina Department of Health and Environmental Control (DHEC) announced today that South Carolina will advance to Phase 1b of the state's COVID-19 vaccination plan beginning Monday, March 8.

"Throughout South Carolina's vaccination efforts, our priority has been – and continues to be – saving lives,"

**said Gov. Henry McMaster.** "In the month of February, South Carolina made tremendous progress on expanding access to vaccinations as the supply of vaccine increased. Our hospitals, pharmacies and healthcare providers became more nimble and efficient at getting shots in arms. Because of these successes, we're now in a position to make the majority of South Carolinians eligible to receive the vaccine."

"South Carolina remains focused on protecting the lives and health of South Carolinians from COVID-19,"

**said Dr. Edward Simmer, DHEC Director.** "With the significant increase in vaccine supply and progress in vaccinating people in group 1a, front-line health care workers and those aged 65 and over, we are now ready to move to our next phase. Our state's vaccine plan prioritizes those with greatest risk, while ensuring equal access to the vaccine for every South Carolinian aged 16 and over."

South Carolina's phased approach to its COVID-19 vaccine rollout recognizes the risk of hospitalization and death from

COVID-19 increases with age, and people with certain medical conditions and occupations are at higher risk of exposure to the virus. Because of this, South Carolina will continue to move phase by phase, based on risk level, with the goal of vaccinating every

South Carolinian who wants to receive a vaccine by this summer.

**Beginning March 8, appointments to get the COVID-19 vaccine can be made by people in the following groups:**

- **Anyone aged 55 and up**
- **People with increased risk for severe COVID-19 disease**
  - People aged 16-64 with one or more of the following high-risk medical conditions:
    - Cancer (current, not a history of cancer), chronic kidney disease (any stage), chronic lung disease, diabetes (Type 1 and Type 2), Down syndrome, heart disease (congestive heart disease, coronary artery disease, cardiomyopathy, pulmonary hypertension), HIV/AIDS, solid organ transplant, obesity (BMI >30), pregnancy, sickle cell disease.
  - People who have a developmental or other severe high-risk disability that makes developing severe life-threatening illness or death from COVID-19 infection more likely
- **Frontline workers with increased occupational risk**

Frontline workers with increased occupational risk are people who:

  - Must be in-person at their place of work, and
  - Perform a job that puts them at increased risk of exposure due to their frequent, close (less than 6 feet) and ongoing (more than 15 minutes) contact with others in the work environment

Examples of frontline workers include, **but are not limited to**, school staff and daycare workers, manufacturing workers, grocery store workers, law enforcement officers, etc.

- **Individuals at increased risk in settings where people are living and working in close contact**
  - Residents and workers in group home settings for the mentally or physically disabled or those with behavioral or substance abuse conditions
  - Workers and residents in homeless shelters
  - Workers and residents in community training homes
  - State and local correctional facility staff with direct inmate contact
  - Correctional and immigration detention facility inmates
  - Migrant farmworkers living in shared housing or reliant on shared transportation
- **All workers in healthcare and community health settings who have routine, direct patient contact and were not vaccinated in Phase 1a**

"The arrival of the COVID-19 vaccines, including the recent approval of the new one-shot Janssen vaccine,

has given us renewed hope for a return to normalcy and a light at the end of the tunnel," **Dr. Simmer said**. "At the same time, we know our fight is not yet over. Until enough of us get vaccinated, we must all continue to wear masks, stay six feet away from others, and avoid crowds, even after we have received the vaccine. In addition, being tested can help reduce the spread of the disease and identify the presence of variants as early as possible."

Public health officials estimate it will take 70 to 80 percent of the population getting vaccinated in order to reach herd immunity and stop COVID-19.

**Based on current vaccine supply levels, DHEC anticipates Phase 1c will begin on approximately April 12, 2021. The phase will include:**

- **People aged 45 and up**
- **Essential workers**

- This group includes those who work in essential job categories as defined by the Centers for Disease Prevention and Control (CDC) who are not included in Phase 1b because they do not have frequent, close contact with others in the work environment (examples may include construction workers, delivery drivers, utility workers, etc. who do not have frequent, close and ongoing contact with others).

**Phase 2 will begin on approximately May 3, 2021, and will include:**

- All South Carolinians aged 16 and up

**South Carolinians are urged to get vaccinated according to the state's plan, and not to jump ahead of others.**

"We're asking South Carolinians to consider others, and the fact that this plan is risk-based to prevent severe illness and death," **Dr. Simmer said**. "You're urged to not jump the line and put your loved ones, friends or neighbors at risk by doing so."

### **How to make an appointment?**

Online appointments can be made by using [scdhec.gov/vaxlocator](https://scdhec.gov/vaxlocator) or you can call DHEC's COVID-19 Vaccine Information Line at 1-866-365-8110 for help.

### **How will people demonstrate eligibility?**

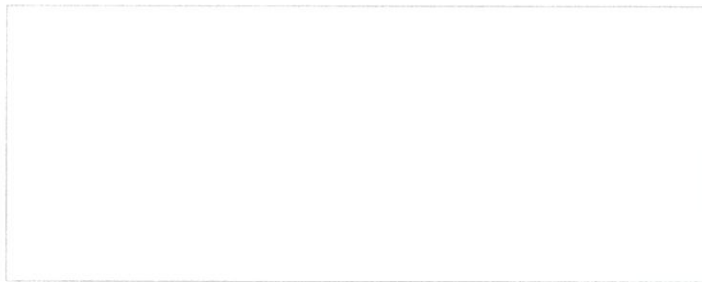
When seeking vaccine services, people included in Phase 1b or 1c may show eligibility by showing an ID that includes their date of birth, verifying that they meet the criteria for a frontline or essential worker, or by verifying that they have an eligible high-risk medical condition.



For a copy of the plan,

[click here](#). To learn more about COVID-19 vaccines, visit  
[scdhec.gov/vaxfacts](https://scdhec.gov/vaxfacts).

~~###~~



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**Attachments:**

image001.png 45k

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email: "csmelton@lexrich5.org Christina Melton"      Tuesday, March 2, 2021 at 10:42:09 AM Eastern Standard Time  
To: email: "lmcelveen@lexrich5.org Laura McElveen", email: "d5-do-executive-staff-members@lexrich5.org D5 DO Executive Staff Members"

**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](https://www.lexrich5.org)

email: "csmelton@lexrich5.org Christina Melton" Tuesday, March 2, 2021 at 10:48:37 AM Eastern Standard Time  
 To: email: "d5-board-members@lexrich5.org D5 Board Members"  
 Cc: email: "estrange@lexrich5.org Erin Strange"  
 Bcc: email: "lmcelveen@lexrich5.org Laura McElveen"

This announcement was not expected today until I received an alert of an emergency call with Superintendent Spearman which was held at 9:45. You can imagine how this has now disrupted our schedules and focus for today.

Today, you will be receiving our media release identifying MUSC as our partner.

We will be using our nurses to administer the vaccine.

Approximately 1700 employees have shown interest to receive the vaccine.

As I said last night, we are looking towards a Friday for both dates of which elearning will be offered. This will be the first time we have used elearning as an approved elearning district by the EOC, Education Oversight Committee.

Using a Friday allows a window of time for any side effects that employees may receive.

As soon as we can confirm dates, I'll let you know.

More information forthcoming that will be "official" from our Communications Office.



**Christina S. Melton, Ed.D.**

*Superintendent*

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office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

----- Forwarded message -----

From: **Nathan Ballentine** <[redacted]@[redacted].com>

Date: Tue, Mar 2, 2021 at 10:41 AM

Subject: Fwd: South Carolina to Move to Phase 1b of COVID-19 Vaccination Plan on March 8, 2021

To: <csmelton@lexrich5.org>

Cc: Chip Huggins <[redacted]@[redacted].com>

Begin forwarded message:

From: "Singh, Sym" <[redacted]@[redacted].com>

Date: March 2, 2021 at 10:27:19 AM EST

To: "Singh, Sym" <[redacted]@[redacted].com>

Cc: "Hall, Madison" <[redacted]@[redacted].com>

## How will people demonstrate eligibility?

When seeking vaccine services, people included in Phase 1b or 1c may show eligibility by showing an ID that includes their date of birth, verifying that they meet the criteria for a frontline or essential worker, or by verifying that they have an eligible high-risk medical condition.

For a copy of the plan,

[click here](#). To learn more about COVID-19 vaccines, visit

[scdhec.gov/vaxfacts](https://scdhec.gov/vaxfacts).

~~###~~

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### Attachments:

image001.png 45k

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email: "rhines@lexrich5.org Rebecca Hines"  
To: email: "csmelton@lexrich5.org Christina Melton"

Tuesday, March 2, 2021 at 10:56:19 AM Eastern Standard Time

Thank you for the update!

On Tue, Mar 2, 2021 at 10:49 AM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:

## Fwd: DRAFT Agenda - March 8 Board Meeting

email: "csmelton@lexrich5.org Christina Melton"

Tuesday, March 2, 2021 at 4:53:42 PM Eastern Standard Time

To: email: "ngardner@lexrich5.org Nikki Gardner" , email: "jhammond@lexrich5.org Jan Hammond" , email:

"kloveless@lexrich5.org Kenneth Loveless"

Cc: email: "estrange@lexrich5.org Erin Strange"

Officers,

For your review.

I'll be in meetings back to back tomorrow beginning at 8 a.m.

I've copied Erin for ease of coordination.

I'm anxious about board packet turnaround time.

I asked Mrs. Gardner earlier today if she can assist with managing motions in future meetings. I defer to her for her ideas. Thank you, Mrs. Gardner!



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

----- Forwarded message -----

From: **Erin Strange** <[estrange@lexrich5.org](mailto:estrange@lexrich5.org)>

Date: Tue, Mar 2, 2021 at 4:51 PM

Subject: DRAFT Agenda - March 8 Board Meeting

To: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

Dr. Melton,

Attached is the draft agenda and notes for the March 8 board meeting.

Thank you,  
Erin

**Erin Strange**

**Executive Administrative Assistant**

**Board of Trustees and Superintendent**

School District Five of Lexington & Richland Counties

1020 Dutch Fork Road, Irmo, SC 29063

office: 803.476.8169

[estrange@lexrich5.org](mailto:estrange@lexrich5.org)

[www.lexrich5.org](http://www.lexrich5.org)





*Pursuing Excellence for Tomorrow's Challenges*

---

**Attachments:**

**scan.pdf** 296k

**Notes for March 8 Board Meeting.pdf** 284k

---

**email: "kloveless@lexrich5.org Kenneth Loveless"**

**Tuesday, March 2, 2021 at 7:36:05 PM Eastern Standard Time**

To: email: "csmelton@lexrich5.org Christina Melton"

Cc: email: "ngardner@lexrich5.org Nikki Gardner" , email: "jhammond@lexrich5.org Jan Hammond" , email: "estrange@lexrich5.org Erin Strange"

Dr. Melton:

What does managing motions mean?

Thank Ken Loveless

On Tue, Mar 2, 2021, 4:54 PM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:

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***Pursuing Excellence for Tomorrow's Challenges***

----- Forwarded message -----

From: **Erin Strange** <[estrange@lexrich5.org](mailto:estrange@lexrich5.org)>  
Date: Tue, Mar 2, 2021 at 4:51 PM  
Subject: DRAFT Agenda - March 8 Board Meeting  
To: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

Dr. Melton,

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Thank you,  
Erin



**Erin Strange**

*Executive Administrative Assistant  
Board of Trustees and Superintendent*  
School District Five of Lexington & Richland Counties  
1020 Dutch Fork Road, Irmo, SC 29063  
office: 803.476.8169  
[estrange@lexrich5.org](mailto:estrange@lexrich5.org)  
[www.lexrich5.org](http://www.lexrich5.org)



*Pursuing Excellence for Tomorrow's Challenges*

---

email: "[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org) Kenneth Loveless"      Tuesday, March 2, 2021 at 8:51:22 PM Eastern Standard Time  
To: email: "[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org) Christina Melton"  
Cc: email: "[ngardner@lexrich5.org](mailto:ngardner@lexrich5.org) Nikki Gardner" , email: "[jhammond@lexrich5.org](mailto:jhammond@lexrich5.org) Jan Hammond" , email: "[estrange@lexrich5.org](mailto:estrange@lexrich5.org) Erin Strange"

Dr. Melton, I spoke to Nikki. No need to reply.  
Thanks  
Ken

On Tue, Mar 2, 2021, 7:36 PM Kenneth Loveless <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)> wrote:  
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**Erin Strange*****Executive Administrative Assistant******Board of Trustees and Superintendent***

School District Five of Lexington &amp; Richland Counties

1020 Dutch Fork Road, Irmo, SC 29063

office: 803.476.8169

[estrange@lexrich5.org](mailto:estrange@lexrich5.org)[www.lexrich5.org](http://www.lexrich5.org)***Pursuing Excellence for Tomorrow's Challenges***



email: "kloveless@lexrich5.org Kenneth Loveless"

Wednesday, March 3, 2021 at 7:14:19 AM Eastern Standard Time

To: email: "csmelton@lexrich5.org Christina Melton"

Cc: email: "ngardner@lexrich5.org Nikki Gardner" , email: "jhammond@lexrich5.org Jan Hammond" , email: "estrange@lexrich5.org Erin Strange"

Dr.Melton,

I am very concerned to see you want to delay the discussion on the sewer taps. At the 2/8 meeting I remember Cathy presented emails from Richland County that clearly indicated we did not receive the sewer taps for Chapin Middle and that they were still held by Mungo. As I recall several of us appeared ready to move forward ,and still are ready to move forward with an investigation but we agreed to have Cathy email you to see if we had received a refund from Mungo. She had indicated to me that she did that the very next day.

The plan was to obtain that information and then review and make a decision at the 2/22 meeting. You then asked the executive team to delay that discussion until the 3/8 meeting when the new CFO would be on board and we agreed.

At this point our district has been in possession of information indicating possible conversion of public funds for over 3 weeks. If we postpone our discussion past 3/8 we will have been in possession of this information for well over a month. I believe we are culpable if we do not address this issue immediately.

It is not our role to investigate and requesting an investigation is not making any assertion of impropriety. It was agreed the the ONLY remaining information before making that decision is whether or not we received a refund from Mungo between July 2013 and December 2014 for sewer taps we paid for. I have not seen a reply to Cathy's request. At this point,not only do I request that this item remain on the agenda, but I request that her question be answered and the information be supplied to the entire board immediately so that if there are any questions we will have time to ask them before the meeting.

I believe the other board officers agree with me.

Ken Loveless

On Tue, Mar 2, 2021, 8:51 PM Kenneth Loveless <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)> wrote:

Dr. Melton, I spoke to Nikki. No need to reply.

Thanks

Ken

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# Strings concert CHS

email: "kloveless@lexrich5.org Kenneth Loveless" Wednesday, March 3, 2021 at 6:02:51 PM Eastern Standard Time  
To: email: "csmelton@lexrich5.org Dr Christina Melton", email: "estrange@lexrich5.org Erin Strange"

Dr. Melton,

I have a friend whose daughter is a senior and was to perform her last concert this spring. She believes that the performance will not be allowed to happen. This parent is fired up. Is it correct that the orchestra will not be allowed to perform while the Miss Chapin Contest was allowed to go forward?

Is this a principal's or a superintendent's decision? Can it be reversed? As I understand it, they just want parents and siblings to be able to attend.

Please let me know. I hate to be worrying you about things like this ... but you know...thanks anyway.

Ken Loveless

I said to this person that I could not see the distinction between the two, if this was true.

I orchestra parents just w

email: "csmelton@lexrich5.org Christina Melton" Thursday, March 4, 2021 at 10:23:03 AM Eastern Standard Time  
To: email: "kloveless@lexrich5.org Kenneth Loveless"

Mr. Loveless,

The District has established guidelines, in conjunction with school administration and teachers, that outline the ability for schools to have in-person performing arts events. Each school has the option of adhering to the guidelines to have an in-person event or to have a virtual event. That decision is made by the teachers and school administration based upon their comfort and community. I'd encourage the parent to contact the Orchestra teacher and/or Mr. Ames for more information and details about this particular concert.



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



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On Wed, Mar 3, 2021 at 6:03 PM Kenneth Loveless <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)> wrote:

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I orchestra parents just w



# Fwd: FINAL HR Draft Recommendation for KES Timeline for Board

email: "csmelton@lexrich5.org Christina Melton" Wednesday, March 3, 2021 at 1:50:19 PM Eastern Standard Time  
 To: email: "jhammond@lexrich5.org Jan Hammond", email: "ngardner@lexrich5.org Nikki Gardner", email: "kloveless@lexrich5.org Kenneth Loveless"  
 Cc: email: "estrange@lexrich5.org Erin Strange"

Officers,  
 Below is a summary of timeline (planning) after Monday night's meeting.

We will embed the report: Comparisons of the 4-year trend analysis among resignations and retirees with items a and b as already listed for Executive Session.

I hope you find this timeline helpful. If you have any concerns or feedback, please let me know.



**Christina S. Melton, Ed.D.**

**Superintendent**

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office: 803.476.8169 or 803.476-8116

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***Pursuing Excellence for Tomorrow's Challenges***

----- Forwarded message -----

From: **Tamara Turner** <[tturner@lexrich5.org](mailto:tturner@lexrich5.org)>

Date: Wed, Mar 3, 2021 at 12:54 PM

Subject: FINAL HR Draft Recommendation for KES Timeline for Board

To: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>, Erin Strange <[estrange@lexrich5.org](mailto:estrange@lexrich5.org)>

Cc: Ameer White <[awhite@lexrich5.org](mailto:awhite@lexrich5.org)>, Reggie Wicker <[rwicker2@lexrich5.org](mailto:rwicker2@lexrich5.org)>

Dr. Melton,

After speaking with legal counsel this morning, I would like to offer the following revised timeline regarding the Kelly Services conversation. Please let me know if the following is acceptable:

***March 1, 2021 Motion: "I move that we continue our existing processes as it relates to contracting for substitute teachers pending more information on that process from the superintendent or her staff at the first board meeting of April."***

**Monday, March 8**

- COVID-19 Related Emergency Sick Leave (Action Item) wording from Andrea White
- At this time, SCSBA has not provided updated policies; however, the district is working with legal counsel to develop policies and or procedures for the appropriate handling of the ESSER II Funds.

The purpose of adopting and or developing a policy and or procedure is to ensure that the specific use of those funds is spent wisely in the district during the time of dire need and also to provide transparency to our constituents, students and staff. Human Resources (HR), in collaboration with legal counsel and the Office of Finance, will have a draft of these policies and or procedures prepared to present to the board at the March 22 meeting.

- HR will be prepared to answer the following questions presented by the Board at the March 1, 2020 meeting.
  - Comparisons of the 4-year trend analysis among resignations and retirees

**Monday, March 22**

- Draft policies and or procedures for the appropriate handling of the ESSER II Funds to be presented to the Board

**Monday, April 26**

- HR Public presentation to Board Re: Kelly Educational Services

**Tamara D. Turner, Ed.D.*****Chief Human Resources Officer***

School District Five of Lexington & Richland Counties

office: 803.476.8198

fax: 803.476.8196

[tturner@lexrich5.org](mailto:tturner@lexrich5.org)





Erin Strange &lt;estrangle@lexrich5.org&gt;

## Fwd: FINAL HR Draft Recommendation for KES Timeline for Board

1 message

Christina Melton &lt;csmelton@lexrich5.org&gt;

Wed, Mar 3, 2021 at 1:50 PM

To: Jan Hammond &lt;jhammond@lexrich5.org&gt;, Nikki Gardner &lt;ngardner@lexrich5.org&gt;, Kenneth Loveless &lt;kloveless@lexrich5.org&gt;

Cc: Erin Strange &lt;estrangle@lexrich5.org&gt;

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**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

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*Pursuing Excellence for Tomorrow's Challenges*

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Date: Wed, Mar 3, 2021 at 12:54 PM

Subject: FINAL HR Draft Recommendation for KES Timeline for Board

To: Christina Melton <csmelton@lexrich5.org>, Erin Strange <estrangle@lexrich5.org>

Cc: Ameer White <awhite@lexrich5.org>, Reggie Wicker <rwicker2@lexrich5.org>

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**Monday, April 26**

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**Tamara D. Turner, Ed.D.**

***Chief Human Resources Officer***

School District Five of Lexington & Richland Counties

office: 803.476.8198

fax: 803.476.8196

[tturner@lexrich5.org](mailto:tturner@lexrich5.org)



## Question- Fwd: This is a notification from Lexington-Richland School District 5

email: ' [REDACTED] Lisa Sumbera"  
To: email: "rhines@lexrich5.org rhines@lexrich5.org"

Thursday, March 4, 2021 at 2:32:00 PM Eastern Standard Time

Hi Rebecca,

Hope all is well! Or as well as can be mid pandemic still. :)

I was reading the below email and I'm confused. You were so helpful last time I thought I'd ask you first. The below email states "The student is a permanent resident of School District Five prior to July 1, 2021" as an exception to redistricting. Is this correct? I thought maybe I was reading it wrong, or it's not worded correctly. But can we stay at LMES if we want since we are permanent residents?

Thank you!  
Lisa Sumbera

----- Forwarded message -----

From: **Notification from Lexington-Richland School District 5** <[noreply@lexrich5.org](mailto:noreply@lexrich5.org)>

Date: Tue, Mar 2, 2021 at 5:06 PM

Subject: This is a notification from Lexington-Richland School District 5

To: [REDACTED]

### **Piney Woods Elementary approved as School of Choice, Redistricting Exemptions approved**

Lexington-Richland School District Five Board of Trustees has approved making Piney Woods Elementary a School of Choice for the 2021-2022 school year during its meeting on March 1. Schools of Choice are opened based upon the availability of space for students to attend regardless of their school attendance zone. Once a student is accepted into a School of Choice, the student may remain through the highest grade level in that school. Students will not need to reapply yearly.

**The Board of Trustees approved the following Redistricting Exemptions during its March 1 meeting:**

- The student is a permanent resident of School District Five prior to July 1, 2021

- Rising 4th grade students reassigned to other schools as a result of the Enrollment Freeze may remain in the school they currently attend for the 2021-2022 school year
- Siblings of rising 4th grade students (students currently K-3rd only) reassigned to other schools as a result of the Enrollment Freeze may remain in the school they attend through the highest grade level
- All students who are new to School District Five (after July, 1, 2021) will attend the school within their attendance zone (Chapin Elementary, Lake Murray Elementary, Piney Woods Elementary).

\*Parents/Guardians must assume responsibility for transportation if they choose to participate in Redistricting Exemptions or School of Choice (Policy JFBA - Intra District Transfer and Withdrawal)

Information on how to apply for School of Choice at Piney Woods Elementary School or participate in Redistricting Exemptions is forthcoming.

### **Flexible Innovative Virtual Education program (FIVE) Update**

Lexington-Richland School District Five Board of Trustees approved an updated minimum number of students for the high school (9-12) FIVE enrollment and a modified model of instruction as recommended by District administration during its March 1 meeting. The previous minimum of 400 students for grades 9-12 was not met in the initial application. The new minimum of 315 students allows the District to offer families that applied to FIVE for the 2021-22 school year the opportunity to accept the invitation. Acceptance emails will be sent this week to families that previously applied. Additional information will be shared with these families through a separate communication this week.

FIVE was created for the 2020-21 school year to give families a virtual option during the pandemic. For the 2021-22 school year, FIVE will become a program of Choice for families enrolled in School District Five. As a program of Choice, the FIVE course guide offers classes required for graduation. Additional limited course offerings are available. For additional information on FIVE for the 2021-22 school year, go

to the "FIVE 2021-2022" page on the FIVE site by visiting the following site <https://sites.google.com/lexrich5.org/five/five-2021-2022>

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## IMPORTANT REMINDER

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### **REMINDER: School District Five accepting preschool applications, 5K registration for the 2021-2022 school year**

School District Five of Lexington & Richland Counties is now accepting applications for its 2021-2022 4-year-old kindergarten programs. The district is also currently registering students for 5-year-old kindergarten.

### **School District Five 4K Application**

Potential students must be 4 years old on or before Sept. 1, 2021. Parents of children meeting this age eligibility can apply now by bringing the following to their zoned elementary schools during normal school hours, excluding school holidays:

- The student's legal birth certificate
- One proof of residency, including current: (1) mortgage statement, (2) lease agreement, (3) property tax or (4) utility bill showing your correct home address.



To apply, parents must visit their zoned schools, fill out an application, and show original documentation. Mailed applications will not be accepted.

For more information on School District Five's 4K needs-based programs, contact Davida Price or Barbara Coker, Department of Youth & Family Services at 803-476-8240. To apply for the district's 4K EXCEL program, contact Irmo Elementary School at 803-476-4200. To learn more about the Montessori Magnet Program at H. E. Corley Elementary, visit [www.lexrich5.org/hecesmagnet](http://www.lexrich5.org/hecesmagnet).

### **5-year-old Kindergarten Registration**

Kindergarten enrollment also has begun for students who will be five-years-old on or before September 1, 2021. Parents and guardians of children meeting this eligibility can go to the District's Registration Page online to begin registering your child at <http://bit.ly/D5Register5K>. In-person registration may be available at zoned elementary schools. Required documents include:

The student's legal birth certificate

- A current South Carolina Certificate of Immunization, or a South Carolina Certificate of Medical or Religious Exemption
- A property tax receipt or a rental lease showing all occupants
- Two utility bills showing the current home address

Students that are in the 4-year-old kindergarten program and in PowerSchool should not complete the new student process, as current students will roll into 5-year-old kindergarten at the end of the school year. Parents will be prompted to update their information in Registration Gateway over the summer.



For more information on School District Five's 5-year-old kindergarten program or the online registration form, contact your zoned elementary school. Visit [https://app.guidek12.com/lexrich5sc/school\\_search/2021/](https://app.guidek12.com/lexrich5sc/school_search/2021/) to find your zoned school.

***School District Five of Lexington & Richland Counties provides information, videos and updates to help our staff and families prepare. We aim to share factual information in a timely manner, as it becomes available. Visit our reentry website at [www.lexrich5.org/20-21reentry](http://www.lexrich5.org/20-21reentry) for additional details.***

--  
Lisa L. Sumbera

email: "rhines@lexrich5.org Rebecca Hines"  
To: email: "

Thursday, March 4, 2021 at 2:54:26 PM Eastern Standard Time

Hi Lisa!

I hope you are well. I absolutely understand your confusion with this email. It is not clear. From my understanding, only rising 4th graders and their siblings - that are currently enrolled- may stay in their current school.

If you don't mind, I will forward your email to Dr. Melton to seek clarification. This is not the first question I have had relating to the email sent out this week.

Thanks you for reaching out!!

- Rebecca

Sent from my iPhone

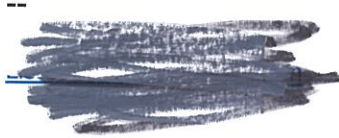
On Mar 4, 2021, at 2:32 PM, Lisa Sumbera [REDACTED] wrote:

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email: "Lisa Sumbera"  
To: email: "rhines@lexrich5.org Rebecca Hines"

Thursday, March 4, 2021 at 3:06:37 PM Eastern Standard Time

Sure, I would appreciate that! Thanks for the help. We'd love to stay at LMES if we could, but I'm guessing that probably isn't the case.

Thank you,  
Lisa

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Lisa L. Sumbera  


--

Lisa L. Sumbera  


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email: "rhines@lexrich5.org Rebecca Hines"  
To: email: "csmelton@lexrich5.org Christina Melton"

Thursday, March 4, 2021 at 3:10:59 PM Eastern Standard Time

Dr. Melton,



Please see the email chain below. I have received multiple questions seeking clarification on the Elementary exemptions. The question is whether the first bullet point regarding current residency allows students to remain in their current school.

Would you mind clarifying this? Thanks so much!

- Rebecca

Sent from my iPhone

Begin forwarded message:

**From:** Lisa Sumbera < >  
**Date:** March 4, 2021 at 3:06:48 PM EST  
**To:** Rebecca Hines <[rhines@lexrich5.org](mailto:rhines@lexrich5.org)>  
**Subject:** Re: Question- Fwd: This is a notification from Lexington-Richland School District 5  
**Reply-To:** 



**available. Visit our reentry website at [www.lexrich5.org/20-21reentry](http://www.lexrich5.org/20-21reentry) for additional details.**

--  
Lisa L. Sumbera  
[REDACTED]

--  
Lisa L. Sumbera  
[REDACTED]

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "rhines@lexrich5.org Rebecca Hines"

Friday, March 5, 2021 at 1:50:57 PM Eastern Standard Time

Yes ma'am. Let me get our team working on it.



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

On Thu, Mar 4, 2021 at 3:11 PM Rebecca Hines <[rhines@lexrich5.org](mailto:rhines@lexrich5.org)> wrote:  
Dr. Melton,

Please see the email chain below. I have received multiple questions seeking clarification on the Elementary exemptions. The question is whether the first bullet point regarding current residency allows students to remain in their current school.

Would you mind clarifying this? Thanks so much!

- Rebecca

Sent from my iPhone

Begin forwarded message:

**From:** Lisa Sumbera <[REDACTED]>  
**Date:** March 4, 2021 at 3:06:48 PM EST  
**To:** Rebecca Hines <[rhines@lexrich5.org](mailto:rhines@lexrich5.org)>



***School District Five of Lexington & Richland Counties provides information, videos and updates to help our staff and families prepare. We aim to share factual information in a timely manner, as it becomes available. Visit our reentry website at [www.lexrich5.org/20-21reentry](http://www.lexrich5.org/20-21reentry) for additional details.***

--  
Lisa L. Sumbera

[REDACTED]

--  
Lisa L. Sumbera

[REDACTED]

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "rhines@lexrich5.org Rebecca Hines"

Monday, March 8, 2021 at 2:43:27 PM Eastern Standard Time

Mrs. Blackburn-Hines,

I've had a chance to review the first bullet pertaining to Exemptions with Dr. Harris.

The intent of a student being a permanent resident in D5 prior to July 1, 2021 was to coincide with the last bullet that addresses any new student who arrives after July 1, 2021 must attend the school in which they are zoned. The bulleted statement was also designed to address that students must be a resident and meet one of the additional bulleted items. Your feedback is helpful, we recognize that the word "and" must follow the first bulleted item, as well as the addition of at least one new bullet that addresses students who have been impacted by Redistricting (not the Enrollment Freeze alone).

Revisions will be made to improve our external communications.

**Christina S. Melton, Ed.D.**

***Superintendent***

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

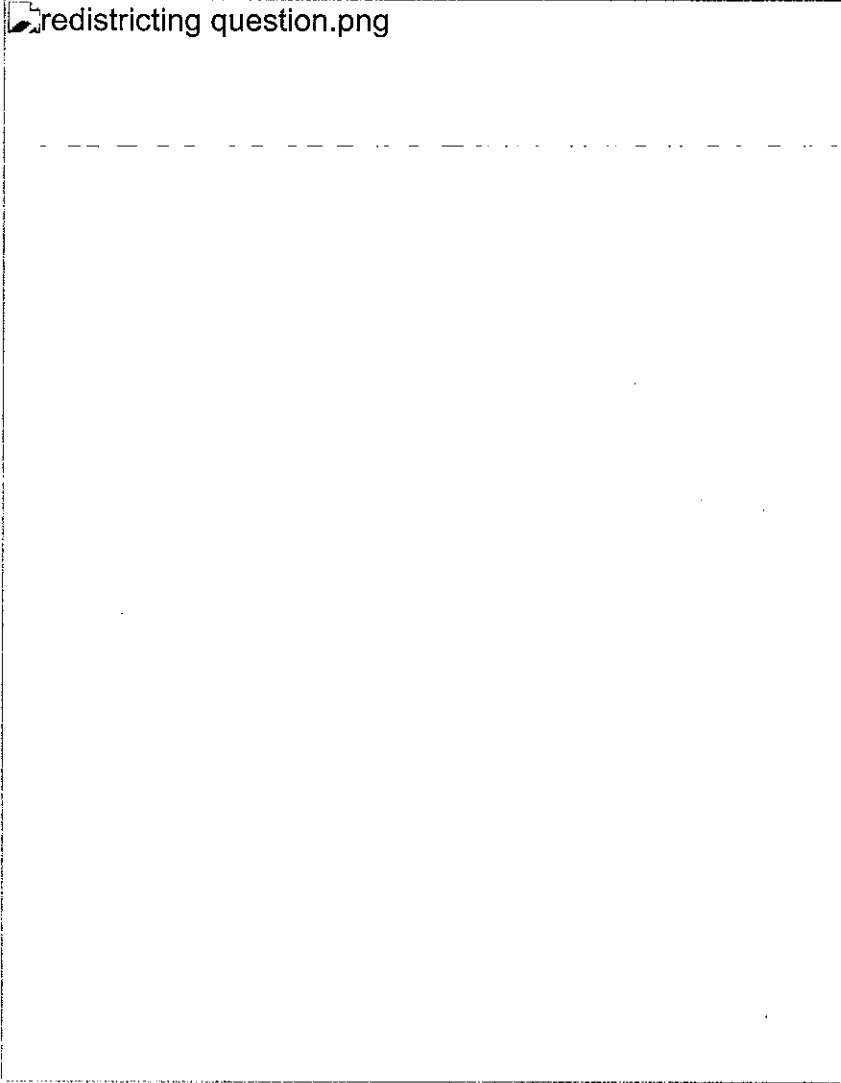
[www.lexrich5.org](http://www.lexrich5.org)

# Redistricting exemption question

email: "ngardner@lexrich5.org Nikki Gardner"  
To: email: "csmelton@lexrich5.org Christina Melton"

Thursday, March 4, 2021 at 2:11:23 PM Eastern Standard Time

Hey I saw this on facebook and now I'm a little confused.... Is this correct?

redistricting question.png

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**Attachments:**

redistricting question.png 238k

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "ngardner@lexrich5.org Nikki Gardner"

Friday, March 5, 2021 at 11:17:37 AM Eastern Standard Time

I know we made a revision based on the discussion Monday night. Let me check and I'll get back to you. Thanks for sending me the screenshot - that helps a lot.

**Christina S. Melton, Ed.D.**

Ms. Gardner,

I've had a chance to review with Dr. Harris.

The intent of a student being a permanent resident in D5 prior to July 1, 2021 was to coincide with the last bullet that addresses any new student who arrives after July 1, 2021 must attend the school in which they are zoned. The bulleted statement was also designed to address that students must be a resident and meet one of the additional bulleted items. Your feedback is helpful, we recognize that the word "and" must follow the first bulleted item, as well as the addition of at least one new bullet that addresses students who have been impacted by Redistricting (not the Enrollment Freeze alone).

Revisions will be made to improve our external communications.



**Christina S. Melton, Ed.D.**

*Superintendent*

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[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

On Thu, Mar 4, 2021 at 2:11 PM Nikki Gardner <[ngardner@lexrich5.org](mailto:ngardner@lexrich5.org)> wrote:



## re: FOIA Question

email: "csmelton@lexrich5.org Christina Melton"  
Bcc: email: "d5-board-members@lexrich5.org"

Friday, March 5, 2021 at 4:07:00 PM Eastern Standard Time

Board Members,  
This email is being blind copied to all Board of Trustees.

### FOIA Requests for Board Records - Concern Regarding Notifications

Last week, one of our trustees emailed his concerns regarding FOIA notifications to board members. In the email he wrote, *"We have been advised that one board member is being noticed to the exclusion of the rest of us with respect to FOIA requests. In the interest of transparency, please send such notices to all of us."*

The notification to "one board member" was to the board chair, as part of a process that was advised by legal counsel (Kathy Mahoney) a few years ago. I asked Mrs. Goggins to discuss this with legal counsel Andrea White for her legal advice to ensure this change (notices to all) could be implemented.

The current process (which was followed last week by Mrs. Goggins and based on legal advice) includes notifying the board chair via a phone call, so that the board chair can verbally notify other board members as/if she sees fit. Ms. White does not advise that the staff email the whole board, as emails between staff and board or emails between board members create records that can be requested via the Freedom of Information Act. Furthermore, Ms. White notes that the FOIA process must be an impartial, subjective determination and production of records by the administration. All FOIA responses are posted online for all members of the public to view after the request is filled. The provisions of FOIA do not require prior notification to employees (or board members), unless personnel files are being provided.

**SUMMARY:** Per legal counsel (Andrea White), Mrs. Goggins will continue to notify the board chair (only) of FOIA requests for board records. It is not advised that the administration notify all board members of such requests, and all FOIA responses are available to the public at the following link: <https://www.lexrich5.org/Page/21368>

### Posting Board Presentations on the website

During Public Participation at the March 1 board meeting, a member of the public alleged that the administration was in jeopardy of violating FOIA because the capital project PowerPoint was not posted on the website before the meeting and copies were not available to the public at the board meeting. This concern has been brought to the attention of our legal counsel before, and I asked Mrs. Goggins to again discuss this matter further with our legal counsel Kathy Mahoney to ensure our procedures align with FOIA. The provision that the member of the public referenced is Section 30-4-30(D), which states:

*(D) The following records of a public body must be made available for public inspection and copying during the hours of operations of the public body, unless the record is exempt pursuant to*

*Section 30-4-40 or other state or federal laws, without the requestor being required to make a written request to inspect or copy the records when the requestor appears in person:*

- (1) minutes of the meetings of the public body for the preceding six months;*
- (2) all reports identified in Section 30-4-50(A)(8) for at least the fourteen-day period before the current day;*
- (3) documents identifying persons confined in a jail, detention center, or prison for the preceding three months; and*
- (4) all documents produced by the public body or its agent that were distributed to or reviewed by a member of the public body during a public meeting for the preceding six-month period.*

Currently, the Administration typically posts the board meeting agenda on the Thursday before the board meeting, the board packet on the Friday before a board meeting, and board presentations the morning after board meetings.

Per legal counsel, posting presentations the day after board meetings (i.e. during the district's hours of operation) is a reasonable interpretation of FOIA, particularly given that the provision calls minutes "for the preceding six months" and records for the "preceding six-month period." Only the agenda (to include date, time, and place of the meeting) "must be posted as early as is practicable but not later than twenty-four hours before the meeting," per 30-4-80 of SCFOIA.

**SUMMARY:** Posting presentations to the board the following morning is a reasonable interpretation of FOIA Section 30-4-30(D), per legal advice. It is not reasonable for members of the public to expect copies of PowerPoint presentations be available to them during the meeting. Only the agenda (to include date, time, and place of the meeting) "must be posted as early as is practicable but not later than twenty-four hours before the meeting," per 30-4-80 of SCFOIA.

I hope you find this information helpful.



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

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[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

email: "chuddle@lexrich5.org Cathy Huddle"  
To: email: "csmelton@lexrich5.org Christina Melton"

Sunday, March 7, 2021 at 9:32:31 AM Eastern Standard Time



Dr. Melton, I respect following a prior process but I would like a written determination by Andrea White on these two items since she specializes in FOIA. I understand that she was consulted but I would like to get her exact determination in writing since it is a bit confusing to me. Following are the questions I would like for her to answer.

So as not to create a meeting but in the event you want her approval to ask Ms. White, I have copied Jan.

With respect to notifying the board chair only about FOIA my two concerns are:

- 1) Should ANY board member be apprised of FOIA requests? I am concerned that doing so is inappropriate. Maybe it is legal but is it appropriate since a board member could try to influence the production of the requested information if they know it has been requested.
- 2) Why should the board chair be treated differently from other board members? My understanding is that, under state law, all board members are equal and the only power the board chair has that is different from other board members is running the meeting.

With respect to items in the board packet:

- 1) Shouldn't we post ALL documents other than those supporting executive session topics? Even if we don't have to do so, wouldn't it be the right thing to do?
- 2) If a constituent asks for a document that does not support an executive session topic can we provide it?

Thank you for asking her again and to put it in writing. I don't want to cause you (or her) extra work but would really like to understand this better.

Cathy

On Fri, Mar 5, 2021 at 4:08 PM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:

Board Members,

This email is being blind copied to all Board of Trustees.

### **FOIA Requests for Board Records - Concern Regarding Notifications**

Last week, one of our trustees emailed his concerns regarding FOIA notifications to board members. In the email he wrote, *"We have been advised that one board member is being noticed to the exclusion of the rest of us with respect to FOIA requests. In the interest of transparency, please send such notices to all of us."*

The notification to "one board member" was to the board chair, as part of a process that was advised by legal counsel (Kathy Mahoney) a few years ago. I asked Mrs. Goggins to discuss this with legal counsel Andrea White for her legal advice to ensure this change (notices to all) could be implemented.

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I hope you find this information helpful.



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

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Catherine Huddle  
Lexington Richland Five School Board Trustee

---

**email: "chuddle@lexrich5.org Cathy Huddle"**

To: email: "jhammond@lexrich5.org Janis Hammond"

Cc: email: "csmelton@lexrich5.org Christina Melton"

**Sunday, March 7, 2021 at 11:18:30 AM Eastern Standard Time**

Jan, I meant to copy you on my original email.  
Thanks  
Cathy

----- Forwarded message -----

From: **Cathy Huddle** <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)>

Date: Sun, Mar 7, 2021 at 9:32 AM

Subject: Re: FOIA Question

To: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

Dr. Melton, I respect following a prior process but I would like a written determination by Andrea White on these two items since she specializes in FOIA. I understand that she was consulted but I would like to get her exact determination in writing since it is a bit confusing to me. Following are the questions I would like for her to answer.

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I hope you find this information helpful.

**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)





***Pursuing Excellence for Tomorrow's Challenges***

--  
Catherine Huddle  
Lexington Richland Five School Board Trustee

--  
Catherine Huddle  
Lexington Richland Five School Board Trustee

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email: "csmelton@lexrich5.org Christina Melton"  
To: email: "chuddle@lexrich5.org Cathy Huddle"  
Cc: email: "jhammond@lexrich5.org Jan Hammond"

Monday, March 8, 2021 at 9:43:13 AM Eastern Standard Time

I appreciate the questions. I will make sure Mrs. Goggins works with Ms. White for a response.



**Christina S. Melton, Ed.D.**

***Superintendent***

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***Pursuing Excellence for Tomorrow's Challenges***

On Sun, Mar 7, 2021 at 9:32 AM Cathy Huddle <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)> wrote:

Dr. Melton, I respect following a prior process but I would like a written determination by Andrea White on these two items since she specializes in FOIA. I understand that she was consulted but I would like to get her exact determination in writing since it is a bit confusing to me. Following are the questions I would like for her to answer.

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# Online Policy Manual

email: "chuddle@lexrich5.org Cathy Huddle"

Friday, March 5, 2021 at 2:20:55 PM Eastern Standard Time

To: email: "csmelton@lexrich5.org Christina Melton" , email: "estrange@lexrich5.org Erin Strange"

Dr. Melton and Erin, I don't know what the process and timeline is to update the policies online but wanted to let you know that I don't think BDE has been updated yet.

Thanks,  
Cathy

--

Catherine Huddle  
Lexington Richland Five School Board Trustee

email: "csmelton@lexrich5.org Christina Melton"

Friday, March 5, 2021 at 2:30:12 PM Eastern Standard Time

To: email: "chuddle@lexrich5.org Cathy Huddle"

Cc: email: "estrange@lexrich5.org Erin Strange"

Thank you Mrs. Huddle.

Once the Board has approved changes to a policy, Communications sends the policy to SCSBA who formats the policy and proofs revisions.

Upon receipt of approval from SCSBA, Communications posts the policy.

Erin, check to see where this policy is in that flow of work.



**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

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***Pursuing Excellence for Tomorrow's Challenges***

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Cathy

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Catherine Huddle  
Lexington Richland Five School Board Trustee

email: "estrangle@lexrich5.org Erin Strange"  
To: email: "csmelton@lexrich5.org Christina Melton"  
Cc: email: "chuddle@lexrich5.org Cathy Huddle"

Friday, March 5, 2021 at 3:25:43 PM Eastern Standard Time

Good afternoon,

The new policy was forwarded to SCSBA for formatting following the February 8 meeting, and SCSBA will actually post the new policy on our website - that is a procedural change on SCSBA's end that took us out of the loop in regards to posting. Typically the process takes about four weeks. I've left a voicemail for the contact at SCSBA and will make a note to follow up on Monday if I don't hear back.

Thank you,  
Erin



### Erin Strange

*Executive Administrative Assistant*

*Board of Trustees and Superintendent*

School District Five of Lexington & Richland Counties

1020 Dutch Fork Road, Irmo, SC 29063

office: 803.476.8169

[estrangle@lexrich5.org](mailto:estrangle@lexrich5.org)

[www.lexrich5.org](http://www.lexrich5.org)



*Pursuing Excellence for Tomorrow's Challenges*

On Fri, Mar 5, 2021 at 2:30 PM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:

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### Christina S. Melton, Ed.D.

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

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*Pursuing Excellence for Tomorrow's Challenges*

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Catherine Huddle  
Lexington Richland Five School Board Trustee

email: "chuddle@lexrich5.org Cathy Huddle"  
To: email: "estrange@lexrich5.org Erin Strange"  
Cc: email: "csmelton@lexrich5.org Christina Melton"

Sunday, March 7, 2021 at 9:32:54 AM Eastern Standard Time

Thank you for helping me understand the process!  
Cathy

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Good afternoon,

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Thank you,  
Erin



### Erin Strange

*Executive Administrative Assistant*

*Board of Trustees and Superintendent*

School District Five of Lexington & Richland Counties

1020 Dutch Fork Road, Irmo, SC 29063

office: 803.476.8169

[estrange@lexrich5.org](mailto:estrange@lexrich5.org)

[www.lexrich5.org](http://www.lexrich5.org)



*Pursuing Excellence for Tomorrow's Challenges*

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## Christina S. Melton, Ed.D.

### Superintendent

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Catherine Huddle  
Lexington Richland Five School Board Trustee

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Catherine Huddle  
Lexington Richland Five School Board Trustee

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "chuddle@lexrich5.org Cathy Huddle"

Monday, March 8, 2021 at 9:42:05 AM Eastern Standard Time

Every question helps us provide context.  
Is this something that may help others?



## Christina S. Melton, Ed.D.

### Superintendent

School District Five of Lexington & Richland Counties  
office: 803.476.8169 or 803.476-8116

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On Sun, Mar 7, 2021 at 9:33 AM Cathy Huddle <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)> wrote:

--  
Catherine Huddle  
Lexington Richland Five School Board Trustee

--  
Catherine Huddle  
Lexington Richland Five School Board Trustee

email: "chuddle@lexrich5.org Cathy Huddle"  
To: email: "csmelton@lexrich5.org Christina Melton"

Monday, March 8, 2021 at 9:58:53 AM Eastern Standard Time

Good question - maybe have Ms. Goggins add something in the bright yellow box (see attached) about the process and timing?  
Thanks,  
Cathy

On Mon, Mar 8, 2021 at 9:42 AM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:  
Every question helps us provide context.  
Is this something that may help others?



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

On Sun, Mar 7, 2021 at 9:33 AM Cathy Huddle <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)> wrote:  
Thank you for helping me understand the process!  
Cathy

On Fri, Mar 5, 2021 at 3:26 PM Erin Strange <[estrange@lexrich5.org](mailto:estrange@lexrich5.org)> wrote:  
Good afternoon,

The new policy was forwarded to SCSBA for formatting following the February 8 meeting, and SCSBA will actually post the new policy on our website - that is a procedural change on SCSBA's end that took us out of the loop in regards to posting. Typically the process takes about four weeks. I've left a voicemail for the contact at SCSBA and will make a note to follow up on Monday if I don't hear back.

Thank you,  
Erin



--

Catherine Huddle  
Lexington Richland Five School Board Trustee

---

**Attachments:****Screen Shot 2021-03-08 at 9.57.26 AM.png** 620k

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "chuddle@lexrich5.org Cathy Huddle"

**Monday, March 8, 2021 at 2:44:09 PM Eastern Standard Time**

I'll add this in my weekly update.  
Thanks!

**Christina S. Melton, Ed.D.****Superintendent**

School District Five of Lexington &amp; Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)***Pursuing Excellence for Tomorrow's Challenges***

On Mon, Mar 8, 2021 at 9:59 AM Cathy Huddle <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)> wrote:

Good question - maybe have Ms. Goggins add something in the bright yellow box (see attached) about the process and timing?

Thanks,  
Cathy

On Mon, Mar 8, 2021 at 9:42 AM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:

Every question helps us provide context.  
Is this something that may help others?

**Christina S. Melton, Ed.D.****Superintendent**

School District Five of Lexington &amp; Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)***Pursuing Excellence for Tomorrow's Challenges***

## Re: Board and Administration Legal Fees

email: "kloveless@lexrich5.org Kenneth Loveless"

Friday, March 5, 2021 at 2:20:40 PM Eastern Standard Time

To: email: "chuddle@lexrich5.org Cathy Huddle", email: "csmelton@lexrich5.com"

Cc: email: "jhammond@lexrich5.org Janis Hammond"

All, we should go back four years to study attorney usage not just by the board but also the administration. Please include legal fees to include litigation, mediations and arbitration. This definitely should be the subject of study.

Respectfully submitted,

Kenneth B. Loveless

On Fri, Mar 5, 2021, 2:05 PM Kenneth Loveless <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)> wrote:

Yes, I agree.

On Fri, Mar 5, 2021, 1:54 PM Cathy Huddle <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)> wrote:

Jan and Ken, I think we should put this on the agenda so am submitting the attached Agenda Item request.

Thanks,  
Cathy

----- Forwarded message -----

From: **Edward White** <[ewhite@lexrich5.org](mailto:ewhite@lexrich5.org)>

Date: Fri, Feb 5, 2021 at 8:37 AM

Subject: Board Legal Fees

To: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>, Janis Hammond <[jhammond@lexrich5.org](mailto:jhammond@lexrich5.org)>, Kenneth Loveless <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)>, Nikki Gardner <[ngardner@lexrich5.org](mailto:ngardner@lexrich5.org)>, Rebecca Hines <[rhines@lexrich5.org](mailto:rhines@lexrich5.org)>, Matt Hogan <[mhogan@lexrich5.org](mailto:mhogan@lexrich5.org)>, Cathy Huddle <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)>

Dr. Melton and Mrs. Hammond.

At one point in time I recall that other board members requested that attorneys advising the board itemize their time entries to identify the matters they are working on and the board members they were communicating with about legal matters. Is this still being done today? If not I would like to request that all attorneys advising the board since November 1, 2020 submit their bills detailing this information.

Additionally, I would like to request that all board members be allowed to review all invoices for attorney fees for each attorney advising or working on Board matters since November 1, 2020. Obviously, this will need to be done in executive session and the invoices should not leave the room. I am requesting that we be allowed to review all prior invoices submitted and then prospectively be allowed to review the invoice each month submitted for the prior month.

Specifically, I would like to understand the matters that the board officers are seeking legal advice upon and the frequency of such advice and the legal spend;.

Thank you,

Ed

--

Catherine Huddle  
Lexington Richland Five School Board Trustee

---

email: "mailer-daemon@googlemail.com Mail Delivery Subsystem"

Friday, March 5, 2021 at 2:20:52 PM Eastern Standard Time

To: email: "kloveless@lexrich5.org"



## Address not found

Your message wasn't delivered to **csmelton@lexrich5.com** because the domain [lexrich5.com](http://lexrich5.com) couldn't be found. Check for typos or unnecessary spaces and try again.

The response was:

DNS Error: 2028152 DNS type 'mx' lookup of [lexrich5.com](http://lexrich5.com) responded with code NXDOMAIN Domain name not found: [lexrich5.com](http://lexrich5.com)

---

### Attachments:

icon.png 1.4k

---

email: "kloveless@lexrich5.org Kenneth Loveless"  
To: email: "csmelton@lexrich5.org Christina Melton"

Friday, March 5, 2021 at 2:33:40 PM Eastern Standard Time



icon.png 1.4k

icon.png 1.4k

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "kloveless@lexrich5.org Kenneth Loveless"

Friday, March 5, 2021 at 5:47:13 PM Eastern Standard Time

Mr. Loveless ,  
A message did not forward . Can you resend ?

Christina S. Melton , Ed.D.  
Superintendent of School District 5 of Lexington & Richland Counties

Sent from my iPhone

On Mar 5, 2021, at 2:33 PM, Kenneth Loveless <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)> wrote:

----- Forwarded message -----

From: **Mail Delivery Subsystem** <[mailer-daemon@googlemail.com](mailto:mailer-daemon@googlemail.com)>

Date: Fri, Mar 5, 2021, 2:20 PM

Subject: Delivery Status Notification (Failure)

To: <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)>



## Address not found

Your message wasn't delivered to **csmelton@lexrich5.com** because the domain [lexrich5.com](http://lexrich5.com) couldn't be found. Check for typos or unnecessary spaces and try again.

The response was:

DNS Error: 2028152 DNS type 'mx' lookup of [lexrich5.com](http://lexrich5.com) responded with code NXDOMAIN  
Domain name not found: [lexrich5.com](http://lexrich5.com)

# Weekly Message

email: "csmelton@lexrich5.org Christina Melton"

To: email: "csmelton@lexrich5.org Christina Melton"

Bcc: email: "d5-board-members@lexrich5.org"

Friday, March 5, 2021 at 2:28:19 PM Eastern Standard Time

Board of Trustees,

Since my board brief was delivered yesterday via board packet, I will not have a typical weekly update this week.

I will be sending a couple of emails today with updates of issues for information.

If you have any questions for Monday evening's presentation, please let me know so we can be prepared for a successful meeting Monday evening.

In reference to Tuchman's research of change, I hope we can move from the "storming" phase of change into the "norming" stage of change. I hope I can contribute to this progress and success of this transition.

I wish you a restful weekend.



**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

email: "jhammond@lexrich5.org Janis Hammond"

To: email: "csmelton@lexrich5.org Christina Melton"

Saturday, March 6, 2021 at 10:22:37 AM Eastern Standard Time

And to you also.

On Fri, Mar 5, 2021 at 2:28 PM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:

Board of Trustees,

Since my board brief was delivered yesterday via board packet, I will not have a typical weekly update this week.

I will be sending a couple of emails today with updates of issues for information.

If you have any questions for Monday evening's presentation, please let me know so we can be prepared for a successful meeting Monday evening.



## Item 3 c to the agenda(executive session)

email: "kloveless@lexrich5.org Kenneth Loveless"

Friday, March 5, 2021 at 11:35:48 AM Eastern Standard Time

To: email: "csmelton@lexrich5.org Christina Melton" , email: "jhammond@lexrich5.org Janis Hammond" , email: "ngardner@lexrich5.org Nikki Gardner"

Dr. Melton, Clay Cannon presented photos at the board meeting before the last one several meetings ago. The photos showed construction defects at the parapet roof caps that the district paid to repair in its dime, not the contractor's. I need to know: 1) what was the extent of the repairs we did for \$58,000 paid? Did we remove and properly reinstall the concrete parapet roof coping along the whole perimeter of the roof or just a portion? If only a portion, why was it only done at that location? Leaks? Did anyone look into through wall flashing along with the parapet coping issues? 2) Was any tuck pointing of the masonry for the 2008 Bond Referendum Additions and Renovations done?

Thanks

Ken Loveless

email: "csmelton@lexrich5.org Christina Melton"

Friday, March 5, 2021 at 1:45:56 PM Eastern Standard Time

To: email: "kloveless@lexrich5.org Kenneth Loveless"

Cc: email: "jhammond@lexrich5.org Janis Hammond" , email: "ngardner@lexrich5.org Nikki Gardner"

Mr. Loveless,

Thank you for submitting your questions. I will pass along to Mr. Cannon.



**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

On Fri, Mar 5, 2021 at 11:35 AM Kenneth Loveless <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)> wrote:

Dr. Melton, Clay Cannon presented photos at the board meeting before the last one several meetings ago. The photos showed construction defects at the parapet roof caps that the district paid to repair in its dime, not the contractor's. I need to know: 1) what was the extent of the repairs we did for \$58,000 paid? Did we remove and properly reinstall the concrete parapet roof coping along the whole perimeter of the roof or just a portion? If only a portion, why was it only done at that location? Leaks? Did anyone look into through wall flashing along with the parapet coping issues? 2) Was any tuck pointing of the masonry for the 2008 Bond Referendum Additions and Renovations done?

Thanks

Ken Loveless



## Item 3C March 1, 2021 Executive Session

email: "kloveless@lexrich5.org Kenneth Loveless"

Friday, March 5, 2021 at 12:01:16 PM Eastern Standard Time

To: email: "csmelton@lexrich5.org Christina Melton" , email: "jhammond@lexrich5.org Janis Hammond" , email: "ngardner@lexrich5.org Nikki Gardner"

Dr.Melton,

Please ask Clay Cannon: 1) How many Siemens lighting control sub panels did the district purchase so far at CHS? Mr. Shealy told us two were purchased so far. 2) Only one subpanel is installed at this point. Did we pay \$12,000.00 for that one panel? 3) How will the Siemens subpanels and the Wattstopper control panel communicate if they are not compatible?

Thanks

Ken Loveless

email: "csmelton@lexrich5.org Christina Melton"

Friday, March 5, 2021 at 1:38:07 PM Eastern Standard Time

To: email: "kloveless@lexrich5.org Kenneth Loveless"

Cc: email: "jhammond@lexrich5.org Janis Hammond" , email: "ngardner@lexrich5.org Nikki Gardner"

Thank you for these questions, Mr. Loveless. I will share these questions with Mr. Cannon.



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

On Fri, Mar 5, 2021 at 12:01 PM Kenneth Loveless <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)> wrote:

Dr.Melton,

Please ask Clay Cannon: 1) How many Siemens lighting control sub panels did the district purchase so far at CHS? Mr. Shealy told us two were purchased so far. 2) Only one subpanel is installed at this point. Did we pay \$12,000.00 for that one panel? 3) How will the Siemens subpanels and the Wattstopper control panel communicate if they are not compatible?

Thanks

Ken Loveless

# Memo to the Board

email: "estrange@lexrich5.org Erin Strange"  
To: email: "csmelton@lexrich5.org Christina Melton"

Friday, March 5, 2021 at 11:41:07 AM Eastern Standard Time

Dr. Melton,

Attached is your memo to the Board with referenced attachments.

Thank you,  
Erin



## Erin Strange

*Executive Administrative Assistant*

**Board of Trustees and Superintendent**

School District Five of Lexington & Richland Counties

1020 Dutch Fork Road, Irmo, SC 29063

office: 803.476.8169

[estrange@lexrich5.org](mailto:estrange@lexrich5.org)

[www.lexrich5.org](http://www.lexrich5.org)



*Pursuing Excellence for Tomorrow's Challenges*

### Attachments:

Attachment #4.pdf 419k

Attachment #5.pdf 362k

Attachment #3.pdf 438k

3.5.21 Memo to Board.pdf 1.4M

Attachment #2.pdf 3.2M

Attachment #1.pdf 13M

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "jhammond@lexrich5.org Jan Hammond"  
Bcc: email: "d5-board-members@lexrich5.org D5 Board Members"

Friday, March 5, 2021 at 3:21:00 PM Eastern Standard Time

Chair Hammond,

Attached is my second summary from our discussion in Executive Session February 8, 2021. I hope you find this satisfactory.

## Christina S. Melton, Ed.D.

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



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**Attachments:**

**Attachment #4.pdf** 419k

**Attachment #5.pdf** 362k

**Attachment #3.pdf** 438k

**3.5.21 Memo to Board.pdf** 1.4M

**Attachment #2.pdf** 3.2M

**Attachment #1.pdf** 13M

---

email: "jhammond@lexrich5.org Janis Hammond"  
To: email: "csmelton@lexrich5.org Christina Melton"

Saturday, March 6, 2021 at 10:22:16 AM Eastern Standard Time

Received, thank you.

On Fri, Mar 5, 2021 at 3:22 PM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:

Chair Hammond,

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**Christina S. Melton, Ed.D.**

***Superintendent***

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***



email: "chuddle@lexrich5.org Cathy Huddle"  
To: email: "csmelton@lexrich5.org Christina Melton"

Monday, March 8, 2021 at 9:43:58 AM Eastern Standard Time

Dr. Melton, Thank you so much for sending. I especially appreciate your thorough responses to our individual questions and suggestions. I also appreciate the information on the virtual training that was provided to teachers. My sense is that we have heard complaints because some subjects lend themselves better to synchronous and like all humans, some teachers are going to grasp new concepts better than others.

Hopefully we can put Covid in the rear-view mirror at some point but maybe not. There may be other reasons we need to be prepared for short notice virtual learning so I'd be curious what you think our district's plan/strategy should be long-term relative to virtual learning (in addition to FIVE) and how we can help. Our overall long-term strategy is due to be updated so perhaps this could be addressed when we do that?

Thanks,  
Cathy

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**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

--

Catherine Huddle  
Lexington Richland Five School Board Trustee

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "chuddle@lexrich5.org Cathy Huddle"

Monday, March 8, 2021 at 2:51:43 PM Eastern Standard Time

Thank you. I hope COVID is approaching rear view status as well!!!!

Executive Staff has been discussing strategic planning for the last few weeks. Today we discussed timelines for upcoming tasks. I'll be reviewing a list of stakeholders that we have used previously. The SDE has made some adjustments and our accreditation partner is adapting, too. Mr. Holden is leading

our efforts to close this strategic plan, then we will begin work for next time. It looks like we may have the opportunity to continue another year since our reaccreditation is scheduled for the year after next.

I'll make note to keep the board informed. We do need to include virtual in our plan. Fortunately, we can update the plan every year so what we draft now may be changed later. My vision of strategic plan looks different than the one I inherited. I hope we can discuss when appropriate.



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

On Mon, Mar 8, 2021 at 9:44 AM Cathy Huddle <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)> wrote:

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Thanks,  
Cathy

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**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***



## 2021-2022 Capital Budget

email: "kloveless@lexrich5.org Kenneth Loveless"

Friday, March 5, 2021 at 11:43:23 AM Eastern Standard Time

To: email: "csmelton@lexrich5.org Christina Melton" , email: "jhammond@lexrich5.org Janis Hammond" , email: "ngardner@lexrich5.org Nikki Gardner"

Dr. Melton,

In past years, we have asked the administration to enumerate the by line item the planned expenditures of the \$3,000,000.00 IT budget. Please ask Ms. Garris to come prepared to do so at this meeting.

Thank you

Ken Loveless

email: "csmelton@lexrich5.org Christina Melton"

Friday, March 5, 2021 at 1:43:59 PM Eastern Standard Time

To: email: "kloveless@lexrich5.org Kenneth Loveless"

Cc: email: "jhammond@lexrich5.org Janis Hammond" , email: "ngardner@lexrich5.org Nikki Gardner"

Mr. Loveless,

I will pass this along to Mrs. Garris for preparation.



**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

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Dr. Melton,

In past years, we have asked the administration to enumerate the by line item the planned expenditures of the \$3,000,000.00 IT budget. Please ask Ms. Garris to come prepared to do so at this meeting.

Thank you

Ken Loveless



## Fwd: Memo to the Board

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "jhammond@lexrich5.org Jan Hammond"

Friday, March 5, 2021 at 3:21:00 PM Eastern Standard Time

Chair Hammond,

Attached is my second summary from our discussion in Executive Session February 8, 2021. I hope you find this satisfactory.



**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

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**Attachments:**

Attachment #4.pdf 419k

Attachment #5.pdf 362k

Attachment #3.pdf 438k

3.5.21 Memo to Board.pdf 1.4M

Attachment #2.pdf 3.2M

Attachment #1.pdf 13M

---

email: "jhammond@lexrich5.org Janis Hammond"  
To: email: "csmelton@lexrich5.org Christina Melton"

Saturday, March 6, 2021 at 10:22:16 AM Eastern Standard Time

Received, thank you.

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Chair Hammond,

Attached is my second summary from our discussion in Executive Session February 8, 2021. I hope you find this satisfactory.

**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

# Fwd: Capital Funds for Technology

email: "csmelton@lexrich5.org Christina Melton"  
 To: email: "estrange@lexrich5.org Erin Strange"  
 Bcc: email: "d5-board-members@lexrich5.org"

Monday, March 8, 2021 at 3:16:56 PM Eastern Standard Time

Board of Trustees,

Below is a written response to questions posed as you finalize your preparation for tonight's meeting. Hard copies of this attachment will be at your table tonight.



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties  
 office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

----- Forwarded message -----

From: **Todd Bedenbaugh** <[tbedenba@lexrich5.org](mailto:tbedenba@lexrich5.org)>

Date: Mon, Mar 8, 2021 at 3:11 PM

Subject: Capital Funds for Technology

To: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

Cc: Erin Strange <[estrange@lexrich5.org](mailto:estrange@lexrich5.org)>

Dr. Melton, below is the question from Mr. Loveless regarding the IT Budget for Capital Funds. I have attached the planned line item by expenditures for the Board to review. Thanks, Todd

On Fri, Mar 5, 2021 at 11:43 AM Kenneth Loveless <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)> wrote:

Dr. Melton,

In past years, we have asked the administration to enumerate the by line item the planned expenditures of the \$3,000,000.00 IT budget. Please ask Ms. Garriss to come prepared to do so at this meeting.

Thank you

Ken Loveless

--



**Todd A. Bedenbaugh**

**Executive Director of Operations**

School District Five of Lexington & Richland Counties  
 1020 Dutch Fork Road, Irmo, SC 29063

office: 803.476.8153

[www.lexrich5.org](http://www.lexrich5.org)



"This institution is an equal opportunity provider"

---

**Attachments:****FY 2021 Projections Capital Items - Technology.pdf 51k**

email: "chuddle@lexrich5.org Cathy Huddle"  
To: email: "csmelton@lexrich5.org Christina Melton"

Tuesday, March 9, 2021 at 8:13:46 AM Eastern Standard Time

Dr. Melton, I would like to know if all of these items are capitalized since many are well under the \$5,000 Ms. Rawls referenced as the general threshold. I would also like to get the chart of accounts - what each segment is for and what the number in each segment means.

Thank-you,  
Cathy

On Mon, Mar 8, 2021 at 3:17 PM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:

Board of Trustees,

Below is a written response to questions posed as you finalize your preparation for tonight's meeting. Hard copies of this attachment will be at your table tonight.



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

----- Forwarded message -----

From: **Todd Bedenbaugh** <[tbedenba@lexrich5.org](mailto:tbedenba@lexrich5.org)>

Date: Mon, Mar 8, 2021 at 3:11 PM

Subject: Capital Funds for Technology

To: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

Cc: Erin Strange <[estrange@lexrich5.org](mailto:estrange@lexrich5.org)>

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In past years, we have asked the administration to enumerate the by line item the planned expenditures of the \$3,000,000.00 IT budget. Please ask Ms. Garris to come prepared to do so at this meeting.



Thank you  
Ken Loveless

--

**Todd A. Bedenbaugh***Executive Director of Operations*

School District Five of Lexington &amp; Richland Counties

1020 Dutch Fork Road, Irmo, SC 29063

office: 803.476.8153

[www.lexrich5.org](http://www.lexrich5.org)*Pursuing Excellence for Tomorrow's Challenges*

"This institution is an equal opportunity provider"

--

Catherine Huddle  
Lexington Richland Five School Board Trustee

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "chuddle@lexrich5.org Cathy Huddle"

Thursday, March 11, 2021 at 5:35:00 PM Eastern Standard Time

Mrs. Huddle,

I have blindcopied all Board of Trustees so they can have this information below in response to your request.

These IT items that are less than \$5,000 will not be capitalized which means that we will expend the asset (no depreciation), and it will not be added to the District's Fixed Assets (modified accrual accounting). We will still track the devices for inventory purposes though. In saying that, the IT items (to include 1:1) can be purchased using Capital Funds. These devices are available for multiple years, and it is customary to use these funds for this purpose in the Public Education arena. Mrs. Rawls will include this be with more detail in the Basics of Education Finance sessions.

Marty is happy to provide a chart of accounts, but she would first like to start with the configuration of the account number and some general definitions. The account number has 5 parts. Fund (3 digits).Function (3 digits).Object (7 digits).Modifier (4 digits).Location (3 digits). For example, 100.252.110000.0000.011 would be a salary account for an employee in Financial Services. This means that the account is in the General Fund (100). The Function is Fiscal Services (252). The Object is Regular Salary (1100000). The Modifier is not specific (0000) - this is a District field used to separate accounts with the same fund/function/object/location. The Location is Financial Services (011).

Attached are the definitions from the SCDE for functions and objects. We hope this will help. We can still print you a copy of the chart of accounts, but Marty thinks this may provide the guidance and answers to your questions.


**Christina S. Melton, Ed.D.**
**Superintendent**

School District Five of Lexington &amp; Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)

***Pursuing Excellence for Tomorrow's Challenges***

----- Forwarded message -----

 From: **Cathy Huddle** <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)>

Date: Tue, Mar 9, 2021 at 8:13 AM

Subject: Re: Capital Funds for Technology

 To: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

Dr. Melton, I would like to know if all of these items are capitalized since many are well under the \$5,000 Ms. Rawls referenced as the general threshold. I would also like to get the chart of accounts - what each segment is for and what the number in each segment means.

Thank-you,

Cathy

 On Mon, Mar 8, 2021 at 3:17 PM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:

Board of Trustees,

Below is a written response to questions posed as you finalize your preparation for tonight's meeting. Hard copies of this attachment will be at your table tonight.


**Christina S. Melton, Ed.D.**
**Superintendent**

School District Five of Lexington &amp; Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)

***Pursuing Excellence for Tomorrow's Challenges***

----- Forwarded message -----

 From: **Todd Bedenbaugh** <[tbedenba@lexrich5.org](mailto:tbedenba@lexrich5.org)>

Date: Mon, Mar 8, 2021 at 3:11 PM

Subject: Capital Funds for Technology

 To: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

 Cc: Erin Strange <[estrangle@lexrich5.org](mailto:estrangle@lexrich5.org)>

Dr. Melton, below is the question from Mr. Loveless regarding the IT Budget for Capital Funds. I have attached the planned line item by expenditures for the Board to review. Thanks, Todd



# Capital Budget Questions

email: "chuddle@lexrich5.org Cathy Huddle"

To: email: "csmelton@lexrich5.org Christina Melton"

Cc: email: "estrange@lexrich5.org Erin Strange"

Monday, March 8, 2021 at 8:40:46 AM Eastern Standard Time

Dr. Melton, I have been reviewing the capital budget and have several questions. Since the meeting is tonight, I certainly don't expect the answers by then but there should be time before the second reading to answer these:

- 1) I noticed that last year there was an ADA lift planned for 21-22 for CES but it's not on the budget anymore. Was this item already done? If so, when and for how much?
- 2) Similarly, last year there was a \$378,400 roof replacement for CIS for 21-22 and it is not on the budget anymore. Was this item already done? If so, when and for how much?
- 3) The 20-21 budget had substantial items for replacing the ceiling and other work at Harbison Elementary for \$1,921,473 + \$300,000 and to replace the roof at IMS (\$2,008,415) and the ceiling at NRES (\$1,805,058) but I don't see any bids for these items. Were contracts awarded and if so, what award method was used and who were the contracts issued to?

Thank-you,  
Cathy

--

Catherine Huddle  
Lexington Richland Five School Board Trustee

email: "csmelton@lexrich5.org Christina Melton"

To: email: "chuddle@lexrich5.org Cathy Huddle"

Cc: email: "estrange@lexrich5.org Erin Strange"

Monday, March 8, 2021 at 9:53:41 AM Eastern Standard Time

I appreciate your preparation!

Executive Staff begins at 10. If we can have answers, we will be prepared. If answers aren't ready by tonight, I'll update you in writing.



**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***



On Mon, Mar 8, 2021 at 8:40 AM Cathy Huddle <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)> wrote:

Dr. Melton, I have been reviewing the capital budget and have several questions. Since the meeting is tonight, I certainly don't expect the answers by then but there should be time before the second reading to answer these:

- 1) I noticed that last year there was an ADA lift planned for 21-22 for CES but it's not on the budget anymore. Was this item already done? If so, when and for how much?
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- 3) The 20-21 budget had substantial items for replacing the ceiling and other work at Harbison Elementary for \$1,921,473 + \$300,000 and to replace the roof at IMS (\$2,008,415) and the ceiling at NRES (\$1,805,058) but I don't see any bids for these items. Were contracts awarded and if so, what award method was used and who were the contracts issued to?

Thank-you,  
Cathy

--

Catherine Huddle  
Lexington Richland Five School Board Trustee

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "chuddle@lexrich5.org Cathy Huddle"

Monday, March 8, 2021 at 2:55:10 PM Eastern Standard Time

Mrs. Huddle,  
I will forward these replies to others so they can have this information. Below is the information requested.



**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

----- Forwarded message -----

From: **Clayton Cannon** <[cwcannon@lexrich5.org](mailto:cwcannon@lexrich5.org)>

Date: Mon, Mar 8, 2021 at 2:18 PM

Subject: Re: Capital Budget Questions

To: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

Cc: Marty Rawls <[mrawls@lexrich5.org](mailto:mrawls@lexrich5.org)>, Todd Bedenbaugh <[TBedenba@lexrich5.org](mailto:TBedenba@lexrich5.org)>

Please see below answers to questions:

- 1) The ADA lift planned for CES was made a part of the 19-20 Fund Balance Transfer scope at the second reading of Capital last year and the respective funding planned accordingly. We just received pricing on this and the price is \$142,638. Work will begin in May on this project.
- 2) The Chapin Intermediate roof budget was removed as this scope was completed in a larger roof project at CIS that was completed just prior to my arrival. I was given a roof asset list from 2016 upon my arrival and when we started to look at the projects for this coming year 2021-2022, it was brought to my attention that this section of 1997 roof was included in that larger scope of work and the list I was given had not yet been updated.
- 3) The 2020-2021 items for HWES, NRES, and IMS were executed through the 5-year design-bid contract the District has with Thompson Turner Construction.

On Mon, Mar 8, 2021 at 9:53 AM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

----- Forwarded message -----

From: **Cathy Huddle** <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)>

Date: Mon, Mar 8, 2021 at 8:40 AM

Subject: Capital Budget Questions

To: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

Cc: Erin Strange <[estrange@lexrich5.org](mailto:estrange@lexrich5.org)>

Dr. Melton, I have been reviewing the capital budget and have several questions. Since the meeting is tonight, I certainly don't expect the answers by then but there should be time before the second reading to answer these:

- 1) I noticed that last year there was an ADA lift planned for 21-22 for CES but it's not on the budget anymore. Was this item already done? If so, when and for how much?
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# FIVE virtual program

email: [REDACTED]

Monday, March 8, 2021 at 8:49:57 AM Eastern Standard Time

To: email: "Chuddle@lexrich5.org"

Cc: email: [REDACTED]

Dear Mrs. Huddle,

FIVE has been such a blessing this year for our 5th grade daughter and she was accepted into the FIVE 6th grade program. We need the same for our son, who will be entering Kindergarten in the fall.

Our family's situation is more unique than most. Our son is high risk for Covid. Specifically, he has never had a cold without it escalating to pneumonia; sometimes without symptoms until he was so sick he was hospitalized with pneumonia and a pulmonary abscess. His chances of surviving Covid are very low. Therefore, he cannot attend in-person instruction until he is vaccinated, and the same goes for our daughter, to protect him.

I understand the minimum amount of students in the kindergarten level is 22, and there were 15 applicants. Is a minimum for a virtual kindergarten class necessary during a pandemic? Any class size smaller than 22 students would still allow for a prosperous experience; in fact, maybe even a better kindergarten class experience for both the students and the teacher. Please reconsider keeping the FIVE kindergarten level, regardless of it not meeting the 22 student minimum. Although vaccines are progressing for children, we do not have a confirmed date for when 5-6 year olds can be safely vaccinated.

Specific to our family, there are scenarios we are currently discussing with our son's case manager but none of them will give him the experience that FIVE can, where he would be in a virtual class with peers and learn in a group environment that is crucial for early development. Since in-person instruction is currently not an option for him, FIVE offers the closest experience to an in-person kindergarten class.

I am not aware of the other families' situations, but I do plead with you to continue the kindergarten level in the FIVE program and support the children in this age group who cannot currently attend school for in-person instruction. We need your support. We need District 5's support.

Thank you,

[REDACTED]

email: "chuddle@lexrich5.org Cathy Huddle"

Monday, March 8, 2021 at 9:17:33 AM Eastern Standard Time

To: email: "csmelton@lexrich5.org Christina Melton"

Cc: email: "estrange@lexrich5.org Erin Strange"

Dr. Melton, I didn't see you on this email so wanted to make sure you received it.

Thanks,  
Cathy

----- Forwarded message -----

From: [REDACTED]

Date: Mon, Mar 8, 2021 at 8:49 AM

Subject: FIVE virtual program

To: <Chuddle@lexrich5.org>

Cc: [REDACTED]



Dear Mrs. Huddle,

FIVE has been such a blessing this year for our 5th grade daughter and she was accepted into the FIVE 6th grade program. We need the same for our son, who will be entering Kindergarten in the fall.

Our family's situation is more unique than most. Our son is high risk for Covid. Specifically, he has never had a cold without it escalating to pneumonia; sometimes without symptoms until he was so sick he was hospitalized with pneumonia and a pulmonary abscess. His chances of surviving Covid are very low. Therefore, he cannot attend in-person instruction until he is vaccinated, and the same goes for our daughter, to protect him.

I understand the minimum amount of students in the kindergarten level is 22, and there were 15 applicants. Is a minimum for a virtual kindergarten class necessary during a pandemic? Any class size smaller than 22 students would still allow for a prosperous experience; in fact, maybe even a better kindergarten class experience for both the students and the teacher. Please reconsider keeping the FIVE kindergarten level, regardless of it not meeting the 22 student minimum. Although vaccines are progressing for children, we do not have a confirmed date for when 5-6 year olds can be safely vaccinated.

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I am not aware of the other families' situations, but I do plead with you to continue the kindergarten level in the FIVE program and support the children in this age group who cannot currently attend school for in-person instruction. We need your support. We need District 5's support.

Thank you,




--  
Catherine Huddle  
Lexington Richland Five School Board Trustee

---


email: "chuddle@lexrich5.org Cathy Huddle"

Monday, March 8, 2021 at 9:27:39 AM Eastern Standard Time

To: email: 

 Thank you for your email. The minimum and maximum enrollments were set by the district to accommodate operational needs including teacher to student ratios and the budget. In the event you did not also send your email to Dr. Melton, I have forwarded to her as there may be something her staff can do to assist. I am sorry to hear about your son's condition and certainly hope the doctors will be able find some solutions.

Thank-you,  
Catherine Huddle

On Mon, Mar 8, 2021 at 8:49 AM  wrote:  
Dear Mrs. Huddle,

## FIVE virtual program

email: "[REDACTED]"

Monday, March 8, 2021 at 8:45:41 AM Eastern Standard Time

to: email: "Rhines@lexrich5.org"

Dear Mrs. Hines,

FIVE has been such a blessing this year for our 5th grade daughter and she was accepted into the FIVE 6th grade program. We need the same for our son, who will be entering Kindergarten in the fall.

Our family's situation is more unique than most. Our son is high risk for Covid. Specifically, he has never had a cold without it escalating to pneumonia; sometimes without symptoms until he was so sick he was hospitalized with pneumonia and a pulmonary abscess. His chances of surviving Covid are very low. Therefore, he cannot attend in-person instruction until he is vaccinated, and the same goes for our daughter, to protect him.

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Specific to our family, there are scenarios we are currently discussing with our son's case manager but none of them will give him the experience that FIVE can, where he would be in a virtual class with peers and learn in a group environment that is crucial for early development. Since in-person instruction is currently not an option for him, FIVE offers the closest experience to an in-person kindergarten class.

I am not aware of the other families' situations, but I do plead with you to continue the kindergarten level in the FIVE program and support the children in this age group who cannot currently attend school for in-person instruction. We need your support. We need District 5's support.

Thank you,

email: "rhines@lexrich5.org Rebecca Hines"

Monday, March 8, 2021 at 9:03:46 AM Eastern Standard Time

To: email: "[REDACTED]", email: "csmelton@lexrich5.org Christina Melton"

Cc: email: "[REDACTED]"

Hi [REDACTED],

Thank you for your email. I understand your concerns and will seek out clarification.

I am going to copy Dr. Melton on this email, so that she can have the appropriate individuals reach out to you.

Kind regards,  
Rebecca Blackburn Hines

On Mon, Mar 8, 2021 at 8:45 AM, [REDACTED]

Dear Mrs. Hines,

FIVE has been such a blessing this year for our 5th grade daughter and she was accepted into the FIVE 6th grade program. We need the same for our son, who will be entering Kindergarten in the fall.

Our family's situation is more unique than most. Our son is high risk for Covid. Specifically, he has never had a cold without it escalating to pneumonia; sometimes without symptoms until he was so sick he was hospitalized with pneumonia and a pulmonary abscess. His chances of surviving Covid are very low. Therefore, he cannot attend in-person instruction until he is vaccinated, and the same goes for our daughter, to protect him.

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I am not aware of the other families' situations, but I do plead with you to continue the kindergarten level in the FIVE program and support the children in this age group who cannot currently attend school for in-person instruction. We need your support. We need District 5's support.

Thank you,  
[REDACTED]

email: [REDACTED]

Monday, March 8, 2021 at 9:19:50 AM Eastern Standard Time

To: email: "rhines@lexrich5.org Rebecca Hines"

Cc: email: "csmelton@lexrich5.org Christina Melton", email: [REDACTED]

"clunsfor@lexrich5.org Carol Lunsford"

Dear Mrs. Hines,

Thank you so much for your time. Please note I have been in contact with Mrs. Lundsford and also forwarded her the email I sent to you and the other Board members.

Thank you for all you do,  
[REDACTED]

On Monday, March 8, 2021, Rebecca Hines <[rhines@lexrich5.org](mailto:rhines@lexrich5.org)> wrote:

Hi [REDACTED]

Thank you for your email. I understand your concerns and will seek out clarification.

I am going to copy Dr. Melton on this email, so that she can have the appropriate individuals reach out to you.



# Education Finance Work Sessions

email: "estrange@lexrich5.org Erin Strange"

Tuesday, March 9, 2021 at 12:39:07 PM Eastern Standard Time

To: email: "estrange@lexrich5.org Erin Strange"

Cc: email: "mrawls@lexrich5.org Marty Rawls", email: "csmelton@lexrich5.org Christina Melton"

Bcc: email: "d5-board-members@lexrich5.org"

**Board Members: This email is being blind copied and shared with all members of the Board of Trustees**

Good afternoon,

At the request of board members, Mrs. Marty Rawls would like to arrange work sessions to better understand Education Finance (The Basics of Education Finance). Sessions will be held at the District Office. Below are dates/times that Mrs. Rawls is available. Space will be limited to three board members per session:

Tuesday, March 30: 10:00 to 12:00

Tuesday, March 30: 2:00 to 4:00

Thursday, April 1: 10:00 to 12:00

Thursday, April 1: 2:00 to 4:00

If you have interest in attending, please respond to this email with your preferred session choice. Because space is limited to three board members per session, I will schedule on a first-come, first-served basis.

Respectfully,  
Erin



**Erin Strange**

**Executive Administrative Assistant**

**Board of Trustees and Superintendent**

School District Five of Lexington & Richland Counties

1020 Dutch Fork Road, Irmo, SC 29063

office: 803.476.8169

[estrange@lexrich5.org](mailto:estrange@lexrich5.org)

[www.lexrich5.org](http://www.lexrich5.org)



*Pursuing Excellence for Tomorrow's Challenges*

email: "rhines@lexrich5.org Rebecca Hines"

Tuesday, March 9, 2021 at 2:36:40 PM Eastern Standard Time

To: email: "estrange@lexrich5.org Erin Strange"

Cc: email: "mrawls@lexrich5.org Marty Rawls", email: "csmelton@lexrich5.org Christina Melton", email: "mhogan@lexrich5.org Matt Hogan"

I would REALLY like to attend this session, but it is difficult during the middle of a work day. Right now, I "may" be able to attend on the 1st, but that is subject to change.

I spoke to Matt and he has similar concerns. Could we do it at 4:00 on the 1st?

I appreciate the consideration!

-Rebecca

On Tue, Mar 9, 2021 at 12:39 PM Erin Strange <[estrange@lexrich5.org](mailto:estrange@lexrich5.org)> wrote:

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Respectfully,  
Erin



### Erin Strange

*Executive Administrative Assistant*

*Board of Trustees and Superintendent*

School District Five of Lexington & Richland Counties

1020 Dutch Fork Road, Irmo, SC 29063

office: 803.476.8169

[estrange@lexrich5.org](mailto:estrange@lexrich5.org)

[www.lexrich5.org](http://www.lexrich5.org)



*Pursuing Excellence for Tomorrow's Challenges*

---

email: "csmelton@lexrich5.org Christina Melton"

Tuesday, March 9, 2021 at 3:27:56 PM Eastern Standard Time

To: email: "rhines@lexrich5.org Rebecca Hines"

Cc: email: "estrange@lexrich5.org Erin Strange", email: "mhogan@lexrich5.org Matt Hogan"

Thank you, Mrs. Hines. A new email was sent with similar information.

We can arrange an additional time. We will note the request for a 4:00 and will confirm a date after responses are received from others.

I've copied Mrs. Strange on this reply so she can collect feedback.

Notice I've removed Mrs. Rawls.

Stay tuned.

**Christina S. Melton, Ed.D.**



**Superintendent**

School District Five of Lexington &amp; Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)***Pursuing Excellence for Tomorrow's Challenges***

On Tue, Mar 9, 2021 at 2:32 PM Rebecca Hines <[rhines@lexrich5.org](mailto:rhines@lexrich5.org)> wrote:

I would REALLY like to attend this session, but it is difficult during the middle of a work day. Right now, I "may" be able to attend on the 1st, but that is subject to change.

I spoke to Matt and he has similar concerns. Could we do it at 4:00 on the 1st?

I appreciate the consideration!

-Rebecca

On Tue, Mar 9, 2021 at 12:39 PM Erin Strange <[estrange@lexrich5.org](mailto:estrange@lexrich5.org)> wrote:

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Respectfully,  
Erin

**Erin Strange*****Executive Administrative Assistant******Board of Trustees and Superintendent***

School District Five of Lexington &amp; Richland Counties

1020 Dutch Fork Road, Irmo, SC 29063

office: 803.476.8169

[estrange@lexrich5.org](mailto:estrange@lexrich5.org)[www.lexrich5.org](http://www.lexrich5.org)***Pursuing Excellence for Tomorrow's Challenges***



# Fwd: JUUL Litigation

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "jhammond@lexrich5.org Jan Hammond"

Tuesday, March 9, 2021 at 3:34:10 PM Eastern Standard Time

Mrs. Hammond,  
We have this scheduled.



**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

----- Forwarded message -----

From: **Kenny Bingham** [REDACTED]  
Date: Tue, Mar 9, 2021 at 9:52 AM  
Subject: Re: JUUL Litigation  
To: Michael Harris <[mrharris@lexrich5.org](mailto:mrharris@lexrich5.org)>  
Cc: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

Dr. Harris,

I look forward to meeting with you, the Board, and other members of the administration at the meeting on Monday the 22nd at 6:00 PM. In addition to myself, there will be other members of our team in attendance. I will provide you a list of who will be attending in advance of the meeting.

Thank you!

Kenny

On Mar 9, 2021, at 9:32 AM, Michael Harris <[mrharris@lexrich5.org](mailto:mrharris@lexrich5.org)> wrote:

Good Morning Mr. Bingham!

Thank you so much for meeting virtually with me on Friday, March 5, 2021.

I appreciated hearing from you more about the current Vaping Litigation occurring throughout the State of South Carolina and beyond.

As we discussed, School District Five has interest in hearing from you (or your legal representative) during our next Board Meeting Executive Session on Monday, March 22, 2021.

Currently, we are scheduled to meet at Irmo Middle School, located 6051 Wescott Road, Columbia 29212 beginning 6:00 PM.

We would like very much for you to share with our local Board pertinent information that will assist in making an informed decision regarding this litigation participation. I will make your powerpoint presentation available to the Board in advance of the Executive Session Meeting.

In the interim, I am available for any questions you may have. I can be contacted via email OR phone (803) 476.8121. Please feel free to contact me as needed.

Thank you in advance and I look forward to seeing you 6:00 PM on Monday, March 22, 2021 at Irmo Middle School.

Sincere Regards,

On Fri, Mar 5, 2021 at 12:16 PM Kenny Bingham <[kenny.bingham@lexrich5.org](mailto:kenny.bingham@lexrich5.org)> wrote:

Dr. Melton,

Thank you very much for your reply. I just got off a conference call and I see Dr. Harris has already left me a voicemail. I will reach out to him shortly.

I hope you have a great weekend!

Kenny

---

**From:** Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

**Date:** Friday, March 5, 2021 at 11:09 AM

**To:** Kenneth Bingham <[kenny.bingham@lexrich5.org](mailto:kenny.bingham@lexrich5.org)>



**Cc:** Michael Harris <[mrharris@lexrich5.org](mailto:mrharris@lexrich5.org)>, Jan Hammond <[n](#)>, Emily Heatwole Keeney <[n](#)>

**Subject:** Re: JUUL Litigation

Mr. Bingham,

Thank you for your follow up. I regret that we hadn't responded sooner. My apologies.

Dr. Harris is taking the lead on this for me. He will coordinate a time with you. This week, we have discussed an upcoming board agenda for this to be added. Dr. Harris will share those details when you speak.

Thank you again for the outreach!

Dr. Melton,

I hope you are doing well. I wanted to check to see if you've had an opportunity to look over the materials we provided on the JUUL Litigation. I certainly understand if you haven't, as finding extra time in this current environment is difficult at best. Once you have an opportunity to review, we would appreciate the opportunity to discuss in further detail.

Thanks,

Kenny

On Feb 16, 2021, at 2:29 PM, Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:

Mr. Bingham,

Thank you for your outreach. Chair Hammond shared with me that you had spoken. Once we have had the opportunity to preview the materials, we will follow up with you. Due to a SCSBA Conference this week, it will likely be next week before you hear back from us.

We appreciate the consideration to include us.



This is Kenny Bingham. I recently spoke with your Board Chairwoman, Jan Hammond, about a nationwide lawsuit that many school districts and states are involved in regarding the vaping manufacturer JUUL Labs and the impact they are having on school districts across the country. Jan asked for me to reach out to you directly about our request to meet on this issue.

While I am not an attorney, I am working as a consultant on this issue along with Emily Heatwole Keeney, and a national team of legal experts. We have put together a PowerPoint Presentation for Lexington Richland District 5. I have attached a DropBox link for you to access the file below.

<https://www.dropbox.com/s/8edwa9ajqklfjbr/JUUL%20Litigation%20PowerPoint%20-%20Lex-Rich%205.pptx?dl=0>

After you have a chance to review the presentation materials, if you are amenable, I would like to set up a Zoom Meeting between the district and our legal team to walk through the litigation and what you can expect if you decide to participate. These Zoom meetings usually last about 30 minutes.

Please let me know if you have any questions.

Thanks,

Kenny



**Kenny Bingham**

Government Relations Advisor

ADAMS AND REESE LLP



1501 Main Street, 5th Floor | Columbia, SC 29201



[website](#) [bio](#) [vCard](#) [map](#)



ADAMS AND REESE LLP

Information related to our COVID-19 resources  
[Here](#)

# Sewer Tap Information

email: "chuddle@lexrich5.org Cathy Huddle"  
To: email: "csmelton@lexrich5.org Christina Melton"  
Cc: email: "jhammond@lexrich5.org Janis Hammond"

Tuesday, March 9, 2021 at 9:55:40 AM Eastern Standard Time

Dr. Melton, My understanding is that you and Ms. Hammond agreed that you would present the information we found to SLED (and no other agency). With that understanding I changed my motion to "appropriate authorities".

I have a lunch meeting downtown tomorrow so will drop off the information packet I put together at the district office on my way there or back. I will leave it with the receptionist in a sealed envelope marked confidential addressed to you.

When you meet with SLED if they need any background information from me I am happy to help.

Thank-you,  
Cathy

--

Catherine Huddle  
Lexington Richland Five School Board Trustee

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "chuddle@lexrich5.org Cathy Huddle"  
Cc: email: "jhammond@lexrich5.org Janis Hammond"

Tuesday, March 9, 2021 at 1:56:25 PM Eastern Standard Time

Yes, ma'am, that would be helpful. I spoke directly with Chief Keel this morning. I will make sure your information makes it to Chief or his designee.



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

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Thank-you,  
Cathy

—  
Catherine Huddle  
Lexington Richland Five School Board Trustee

---

# Thompson Turner Contract

email: "chuddle@lexrich5.org Cathy Huddle"

Tuesday, March 9, 2021 at 9:30:26 PM Eastern Standard Time

To: email: "csmelton@lexrich5.org Christina Melton"

Cc: email: "estrange@lexrich5.org Erin Strange" , email: "jhammond@lexrich5.org Janis Hammond"

Dr. Melton, Since Thompson Turner appears to be handling the majority of our capital budget projects I would like to get a copy of the current contract with them and any amendments. I would also like to know the procurement approval process that was followed for the contract (and any amendments), including all applicable paperwork supporting the award of the contract.

Please let me know if you have any questions about the information that I am requesting. I don't think this will be time consuming as there is likely a purchasing file that has all of this information in one place. However, if you think it is onerous and need me to see if a majority of the board concurs with the request, just let me know and I will talk with Jan, whom I have copied on this email.

Thank-you,  
Cathy

--

Catherine Huddle  
Lexington Richland Five School Board Trustee

email: "csmelton@lexrich5.org Christina Melton"

Thursday, March 11, 2021 at 8:38:30 AM Eastern Standard Time

To: email: "chuddle@lexrich5.org Cathy Huddle"

Cc: email: "estrange@lexrich5.org Erin Strange" , email: "jhammond@lexrich5.org Janis Hammond"

Yes ma'am. Let me have someone pull this information. If I don't have it by the end of the day today, I will include it in my weekly email tomorrow.



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

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Thank-you,  
Cathy

--

Catherine Huddle  
Lexington Richland Five School Board Trustee

---



## Fwd: DRAFT Agenda - March 22, 2021 Board Meeting

email: "csmelton@lexrich5.org Christina Melton"

Thursday, March 11, 2021 at 4:21:29 PM Eastern Standard Time

To: email: "jhammond@lexrich5.org Jan Hammond" , email: "ngardner@lexrich5.org Nikki Gardner" , email: "kloveless@lexrich5.org Kenneth Loveless"

Officers,

Attached is our draft agenda for March 22.

Erin is working on the next agenda that I will forward to you likely tomorrow.



**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

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----- Forwarded message -----

From: **Erin Strange** <[estrange@lexrich5.org](mailto:estrange@lexrich5.org)>

Date: Thu, Mar 11, 2021 at 4:18 PM

Subject: DRAFT Agenda - March 22, 2021 Board Meeting

To: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

Dr. Melton,

Attached is the draft agenda for the March 22, 2021 board meeting.

Thank you,  
Erin



**Erin Strange**

*Executive Administrative Assistant*

*Board of Trustees and Superintendent*

School District Five of Lexington & Richland Counties

1020 Dutch Fork Road, Irmo, SC 29063

office: 803.476.8169

[estrange@lexrich5.org](mailto:estrange@lexrich5.org)

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

**Attachments:****March 22, 2021.pdf** 195k**email: "kloveless@lexrich5.org Kenneth Loveless"****Friday, March 12, 2021 at 8:33:20 AM Eastern Standard Time**

To: email: "csmelton@lexrich5.org Christina Melton" , email: "ngardner@lexrich5.org Nikki Gardner" , email: "jhammond@lexrich5.org Janis Hammond"

Dr. Melton,

Thank you! There will likely be some additions to the agenda. Nikki and I were discussing a date for the meeting. She said that she will not be available on Monday. Do you have a suggested time and date for the meeting. Nikki said that if necessary she could be available by Zoom.

Thanks

Ken

On Thu, Mar 11, 2021, 4:22 PM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:

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**Christina S. Melton, Ed.D.****Superintendent**

School District Five of Lexington &amp; Richland Counties

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Thank you,  
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**Erin Strange****Executive Administrative Assistant****Board of Trustees and Superintendent**

School District Five of Lexington &amp; Richland Counties

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office: 803.476.8169

[estrange@lexrich5.org](mailto:estrange@lexrich5.org)



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*Pursuing Excellence for Tomorrow's Challenges*

email: "csmelton@lexrich5.org Christina Melton"

Friday, March 12, 2021 at 11:00:12 AM Eastern Standard Time

To: email: "kloveless@lexrich5.org Kenneth Loveless"

Cc: email: "ngardner@lexrich5.org Nikki Gardner" , email: "jhammond@lexrich5.org Janis Hammond"

Yes, sir.

How would Tuesday at 4:00 work for you all?



**Christina S. Melton, Ed.D.**

*Superintendent*

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School District Five of Lexington &amp; Richland Counties

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[estrange@lexrich5.org](mailto:estrange@lexrich5.org)[www.lexrich5.org](http://www.lexrich5.org)**Pursuing Excellence for Tomorrow's Challenges**

email: "kloveless@lexrich5.org Kenneth Loveless"

Friday, March 12, 2021 at 11:02:11 AM Eastern Standard Time

To: email: "csmelton@lexrich5.org Christina Melton"

Cc: email: "ngardner@lexrich5.org Nikki Gardner", email: "jhammond@lexrich5.org Janis Hammond"

Works for me!

On Fri, Mar 12, 2021, 11:00 AM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:

Yes, sir.

How would Tuesday at 4:00 work for you all?



**Christina S. Melton, Ed.D.**

**Superintendent**

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**Executive Administrative Assistant**



**Board of Trustees and Superintendent**

School District Five of Lexington & Richland Counties

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# Weekly Board of Trustees Update - March 12, 2021

email: "csmelton@lexrich5.org Christina Melton"

Friday, March 12, 2021 at 3:38:00 PM Eastern Standard Time

To: email: "csmelton@lexrich5.org Christina Melton"

Cc: email: "estrange@lexrich5.org Erin Strange"

Bcc: email: "d5-board-members@lexrich5.org"

Below is my weekly update for your information.

## Basics of Education Finance

As a reminder, Chief of Finance Mrs. Rawls will facilitate finance sessions on March 30 and April 1. The confirmed sessions will be Tuesday, March 30 from 2:00-4:00 p.m. and Thursday, April 1 from 4:00 to 6:00 p.m. Erin has sent calendar invitations to those individually who have requested to attend a session.

## School District Five Committee Meeting

A committee of stakeholders will meet again on Wednesday, March 17 to continue ESSER II conversations. This is a committee of staff, parents, and community members that I have invited. Further updates will be provided as progress is made towards our ESSER II plans.

## BrightBytes

We send an annual BrightBytes survey to parents to seek information related to our iFive technology initiative. Due to the closure last year, we were unable to send the annual survey, but it is time once again to send the survey to parents. If you would like to view the survey prior to parents receiving it, click on "LINK" below. Our plan is to send it to parents by the end of March.

BrightBytes opened the Academy for Success survey for us for you to test if you are interested. Some of the questions in the survey are adaptive based upon how you answer the questions. [LINK](#)

BrightBytes does allow us to add custom questions, but we cannot edit the original survey due to the company's CASE framework and the research and data analytics behind it. We have not added any custom questions to the survey, so all of the questions you view are not adjustable.

## Requested Information from Board Members:

### 1. District Five Board Policy Website Page

Mrs. Huddle made an inquiry about the recently revised board policy, BDE, and the process of revising and posting policies on our website. Following is a brief overview of the process:

- New/revised policies that have received final approval by the board are submitted to SCSBA, following the board meeting, by Erin.
- Upon receipt, SCSBA reviews and formats the policies. This process can take up to 4 weeks.
- Once new/revised policies are formatted, SCSBA uploads the policies directly to our district board policy website page. SCSBA alerts Erin of updated postings.
- SCSBA maintains all aspects of our board policy website page.

### 2. Cost Information

Mr. White requested information regarding a summary of costs incurred for Piney Woods Elementary School. Attached is a response to his inquiry.

### 3. Thompson Turner Contract

In response to Mrs. Huddle's request, attached are all the documents related to the Thompson Turner Design Build Contract Procurement. Let me know if additional information is needed.

## Thursday, March 18 and Friday, March 19

I plan to take the afternoon of March 18 as a half day of vacation and a full day of vacation on Friday, March 19. Since next week will be a "board brief" week in your packet, I will not send a weekly message next week unless there are additional items that arise of interest.

---

**Attachments:****Bid Tab Sheet RFP.pdf** 23k**Bid Tab Sheet RFQ.pdf** 26k**2018-037 Design Build Services Amendment 1.pdf** 436k**2018-037 Design Build Services.pdf** 2.0M**Thompson Turner Contract Amendment.pdf** 208k**Thompson Turner Contract.pdf** 1.9M**2018-037 Intent to Award.pdf** 122k**Charges related to Board Member Questions - PWES.pdf** 96k

---

email: "chuddle@lexrich5.org Cathy Huddle"  
To: email: "csmelton@lexrich5.org Christina Melton"

**Friday, March 12, 2021 at 5:40:49 PM Eastern Standard Time**

Thank you for sending everything and your update. I hope you enjoy your time off, however brief!  
Thanks,  
Cathy

On Fri, Mar 12, 2021 at 3:39 PM Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)> wrote:  
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Catherine Huddle  
Lexington Richland Five School Board Trustee

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "chuddle@lexrich5.org Cathy Huddle"

Tuesday, March 16, 2021 at 1:49:25 PM Eastern Daylight Time

I'm taking my grands and mom to Disney :-)



**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties  
office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***



## Fwd: Nephron Flow Hood at IHS

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "jhammond@lexrich5.org Jan Hammond"

Friday, March 12, 2021 at 4:56:20 PM Eastern Standard Time

Mrs. Hammond,

I hope this information will provide answers to the parent who reached out to you. If I may assist with connecting the parent with Dr. Gates or Dr. Hardy, please let me know.



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

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***Pursuing Excellence for Tomorrow's Challenges***

----- Forwarded message -----

From: **Robin Hardy** <[rlhardy@lexrich5.org](mailto:rlhardy@lexrich5.org)>  
Date: Fri, Mar 12, 2021 at 4:30 PM  
Subject: Nephron Flow Hood at IHS  
To: Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

Dear Dr. Melton,

I am writing to provide an update regarding the use of the Nephron Pharmaceuticals Flow Hood. When you, Dr. Gates, and I met with Lou Kennedy in March 2020, we discussed the need for Ms. Statler, our health science teacher, to be trained by Nephron on the use of the hood. Unfortunately, due to the COVID 19 pandemic, the Governor's executive order to close schools last school year, and Ms. Statler's availability this school year, she has not yet received training. We anticipate training to be completed by the end of this school year. Due to our progression of course offerings, we have not yet had a need for the Flow Hood. However, I am excited to report our health science program is projected to offer Pharmacology for Medical Careers during the 2021-2022 school year - the course for which the Nephron Hood will be utilized.

Let me know if you have any questions or if I may provide further clarification.

With Irmo Pride,

Dr. Robin L. Hardy, Proud Principal  
Irmo High School International School for the Arts  
803.476.3010 (school)  
803.237.3411 (cell)

# Photos ...Paddling for Teachers Irmo High School

email: "kloveless@lexrich5.org Kenneth Loveless"  
To: email: "csmelton@lexrich5.org Christina Melton"

Monday, March 15, 2021 at 7:40:13 AM Eastern Daylight Time

Dr. Melton,

Last Tuesday, a team from the Foundation visited IHS for photos and a testimonial. We have not received a copy of either. As soon as is convenient, we old you be so kind as to make sure both are sent?

Thank you,

Ken Loveless

email: "csmelton@lexrich5.org Christina Melton"  
To: email: "kloveless@lexrich5.org Kenneth Loveless"

Monday, March 15, 2021 at 9:30:00 AM Eastern Daylight Time

Yes sir. I'll ask Erin to contact the schools today.



**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

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Thank you,

Ken Loveless



# Agenda for 3/22/2021 School Board Meeting

email: "kloveless@lexrich5.org Kenneth Loveless" Monday, March 15, 2021 at 2:35:10 PM Eastern Daylight Time  
 To: email: "estrange@lexrich5.org Erin Strange" , email: "csmelton@lexrich5.org Christina Melton" , email: "jhammond@lexrich5.org Janis Hammond" , email: "ngardner@lexrich5.org Nikki Gardner"

Erin,

Please add the following:

- 1) Executive Session item f. Review of Legal Invoices since 11/1/2020 (as requested by Ed White)
- 2) Item 16. on Action Agenda ( from the motion passed in the 3/8/2021 board meeting): Full review of schools of choice program.

Thanks

Ken Loveless

email: "csmelton@lexrich5.org Christina Melton" Monday, March 15, 2021 at 4:30:34 PM Eastern Daylight Time  
 To: email: "kloveless@lexrich5.org Kenneth Loveless"  
 Cc: email: "estrange@lexrich5.org Erin Strange" , email: "jhammond@lexrich5.org Janis Hammond" , email: "ngardner@lexrich5.org Nikki Gardner"

Mr. Loveless,

I haven't received questions for this school choice presentation from the board. Is there guidance that can be offered to make sure we are properly prepared?



**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

[www.lexrich5.org](http://www.lexrich5.org)



***Pursuing Excellence for Tomorrow's Challenges***

On Mon, Mar 15, 2021 at 2:36 PM Kenneth Loveless <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)> wrote:

Erin,

Please add the following:

- 1) Executive Session item f. Review of Legal Invoices since 11/1/2020 (as requested by Ed White)
- 2) Item 16. on Action Agenda ( from the motion passed in the 3/8/2021 board meeting): Full review of schools of choice program.

Thanks

Ken Loveless

email: "kloveless@lexrich5.org Kenneth Loveless" Monday, March 15, 2021 at 6:49:43 PM Eastern Daylight Time



To: email: "csmelton@lexrich5.org Christina Melton"

Cc: email: "estrange@lexrich5.org Erin Strange" , email: "jhammond@lexrich5.org Janis Hammond" , email: "ngardner@lexrich5.org Nikki Gardner"

Dr. Melton,

We passed a motion for full presentation and discussion at the 3/8/2021 board meeting for no more than two meetings in the future from that date. I am certain that once it goes on the agenda that there will be questions.

Since the above is the case, I can see no way around it.

Thanks

Ken Loveless

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Thanks

Ken Loveless

---

email: "csmelton@lexrich5.org Christina Melton"

Tuesday, March 16, 2021 at 1:30:38 PM Eastern Daylight Time

To: email: "kloveless@lexrich5.org Kenneth Loveless"

Cc: email: "estrange@lexrich5.org Erin Strange" , email: "jhammond@lexrich5.org Janis Hammond" , email:

"ngardner@lexrich5.org Nikki Gardner"

My apologies. I suppose I misunderstood. In my weekly message last week, I asked for questions from board members so our staff can create the content for the presentation. I have not received questions from members for staff to create content. Since board packet will be distributed Thursday, we will not be prepared to send a presentation in advance if we are awaiting questions.

I will let the staff know that we will not prepare a presentation for board packet, and instead be prepared to answer questions that we receive after the packet is received Thursday. If I am misunderstanding this, I hope we can discuss this afternoon.



**Christina S. Melton, Ed.D.**

**Superintendent**

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Thanks

Ken Loveless

---



# Agenda Request - Postpone Capital Budget Second Reading

email: "chuddle@lexrich5.org Cathy Huddle"

Monday, March 15, 2021 at 10:04:00 AM Eastern Daylight Time

To: email: "jhammond@lexrich5.org Janis Hammond" , email: "csmelton@lexrich5.org Christina Melton" , email: "ngardner@lexrich5.org Nikki Gardner"

All, I am writing to request that we postpone the second reading of the capital budget until our April meeting. I have a lot of questions about the capital budget and related processes and I believe Ms. Rawls will be able to answer many of these at our 3/30 workshop - but that workshop is after our next board meeting.

If you don't want to delay the second reading, that is fine but I will have a lot of questions to ask via email and probably more during the board meeting. This is a lot of money and the bonds are funded by the taxpayers so I want to make sure I fully understand it all before voting.

Thank-you,  
Cathy

--

Catherine Huddle  
Lexington Richland Five School Board Trustee

email: "csmelton@lexrich5.org Christina Melton"

Tuesday, March 16, 2021 at 1:46:28 PM Eastern Daylight Time

To: email: "chuddle@lexrich5.org Cathy Huddle"

Cc: email: "jhammond@lexrich5.org Janis Hammond" , email: "ngardner@lexrich5.org Nikki Gardner"

Mrs. Huddle,

I have had a chance to review your request with CFO Mrs. Rawls. From a Financial perspective, it would be more costly to not have this approved at the 3/22 meeting. The SCAGO bond sale is April 21. We would be unable to participate which would necessitate us to either issue privately (bank loan) or join the Fall SCAGO issuance.

This could cause issues with the 1:1 rollout for next school year if the District did not have enough devices to issue to students. This would also not allow for Summer Projects.

I have planned for Mrs. Rawls to join me with Board Officers today for further discussion as the agenda is finalized for presentation to the Board.



**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

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***Pursuing Excellence for Tomorrow's Challenges***

On Mon, Mar 15, 2021 at 10:04 AM Cathy Huddle <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)> wrote:

All, I am writing to request that we postpone the second reading of the capital budget until our April meeting. I have a lot of questions about the capital budget and related processes and I believe Ms. Rawls will be able to answer many of these at our 3/30 workshop - but that workshop is after our next board meeting.

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Thank-you,  
Cathy

--

Catherine Huddle  
Lexington Richland Five School Board Trustee

---

email: "mrawls@lexrich5.org Marty Rawls"

Friday, March 19, 2021 at 1:12:51 PM Eastern Daylight Time

To: email: "chuddle@lexrich5.org Cathy Huddle"

Cc: email: "csmelton@lexrich5.org Christina Melton" , email: "estrange@lexrich5.org Erin Strange"

Bcc: email: "d5-board-members@lexrich5.org"

Mrs. Huddle,

I have blindcopied all Board of Trustees so they can have this information below in response to your request.

Attached are several documents that I believe will answer your questions.

The pdf "Mrs. Huddle's questions - Capital Funding" represents my answers to your questions. My answers refer to how I see the processes working. This may not represent how it has been completed prior to me being CFO.

The Capital Funding reports requested are also attached. The report named "500 3-19-21" shows a negative balance in 586. This is being cleared up and will be funded with other funds. This represents a Door Access Control Project. The Location Codes are also attached as requested.

Thank you! Have a great weekend.

**Marty Rawls**

*Chief Financial Officer*

School District Five of Lexington & Richland Counties

office: 803.476.8130

[www.lexrich5.org](http://www.lexrich5.org)



*Pursuing Excellence for Tomorrow's Challenges*

On Wed, Mar 17, 2021 at 5:55 PM Cathy Huddle <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)> wrote:  
Ms. Rawls, Please see instructions from Dr. Melton below regarding my questions on capital budgeting. Following are my questions (those in bold are requests for information):

- What is the policy and/or legal basis for the board approving the capital budget – why is the board's approval needed?
  
- Can bonds be purchased for capital items without the board approving the capital budget?
  
- Does the board have to explicitly vote to approve the bond issuance or is approval of the capital budget sufficient?
  
- Can contracts be entered into for construction before the bonds are issued?



- 

**Please provide the reporting used to track capital budget and actual expenditures for the 2019-2020 and 2020-2021 (to-date) fiscal years.**

- 

Must the bonds be used for the items approved in the budget? If the bonds are used for other items than those approved, what is the approval process?

- 

If items are not done or come in underbudget can the bond funding be used for other items not included in the approved budget? If so, what is the approval process?

- 

Where do the \$ come from if we exceed the capital budget? What happens if we spend less than the amount received from the bond(s) – where do those funds go?

- 

What happens to any bond \$s left from prior years or prior projects? Can that money be applied to the capital budget for future years or to other projects?

- 

Can Legal Fees associated with capital purchases be capitalized?

- I

don't see account number descriptions for the following account numbers in the listing that I was provided, can you please provide the descriptions for these:

- 518

- 519

- 521

- 585

- Do

capitalized construction items need to be charged to the specific building? **Please provide a list of the building codes used at the end of account numbers.**

Feel free to call me at [REDACTED], you need any clarity on any of the questions. I very much appreciate your help with this.

Cathy

----- Forwarded message -----

From: **Christina Melton** <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

Date: Wed, Mar 17, 2021 at 4:20 PM

Subject: Re: Agenda Request - Postpone Capital Budget Second Reading

To: Cathy Huddle <[chuddle@lexrich5.org](mailto:chuddle@lexrich5.org)>

Since I will be out of the office Friday, send your questions to her. I'll ask her to forward responses to all for their information and learning, too.

**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

office: 803.476.8169 or 803.476-8116

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## Email sent earlier with incorrect email address

---

email: "kloveless@lexrich5.org Kenneth Loveless"  
To: email: "csmelton@lexrich5.org Christina Melton"

Monday, March 15, 2021 at 2:27:48 PM Eastern Daylight Time

Kenneth Loveless <kloveless@lexrich5.org>  
to Katrina, csmelton

1:25 PM

Ms. Goggins,

On 8/9/2017 I received an email from you about a FOIA request which I made. You replied that I would have to send you a deposit and later final payment. I complied only to receive redacted copies stapled to original invoice cover sheets. The cover sheets had been received from an earlier FOIA request.

Please review the records and send me the unredacted copies.

The log on the district web site says" 8/9/2017 Please provide copies of all invoices from the law firm Montgomery-Willard on the district's account from Jan 1,2016 through the present. (August

Please follow this chain of events through December 1,2017. It was around that time that I received the redacted backup copies.

Thank you for your assistance

Ken Loveless

---



# Copies of any warranties or guarantees concerning brick masonry or brick staining at Chapin High School 2008 Bond Referendum Renovation and Additions

email: "kloveless@lexrich5.org Kenneth Loveless"

Monday, March 15, 2021 at 7:34:11 AM Eastern Daylight Time

To: email: "csmelton@lexrich5.org Christina Melton" , email: "jhammond@lexrich5.org Janis Hammond" , email: "ngardner@lexrich5.org Nikki Gardner"

Dr.Melton,

Prior to the March 22,2021 school board meeting, please provide copies of any warranties or guarantees as above. Please ask staff to be ready to discuss.

Respectfully submitted,

Ken Loveless

email: "csmelton@lexrich5.org Christina Melton"

Monday, March 15, 2021 at 9:31:33 AM Eastern Daylight Time

To: email: "kloveless@lexrich5.org Kenneth Loveless"

Cc: email: "jhammond@lexrich5.org Janis Hammond" , email: "ngardner@lexrich5.org Nikki Gardner" , email: "estranger@lexrich5.org Erin Strange"

Yes, sir. We will discuss today in Executive Staff.

If we have the documents available, I will include them in the packet.



**Christina S. Melton, Ed.D.**

**Superintendent**

School District Five of Lexington & Richland Counties

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On Mon, Mar 15, 2021 at 7:34 AM Kenneth Loveless <[kloveless@lexrich5.org](mailto:kloveless@lexrich5.org)> wrote:

Dr.Melton,

Prior to the March 22,2021 school board meeting, please provide copies of any warranties or guarantees as above. Please ask staff to be ready to discuss.

Respectfully submitted,

Ken Loveless

# Fwd: Add to 3/22 Board Agenda

email: "csmelton@lexrich5.org Christina Melton"

Monday, March 15, 2021 at 4:28:57 PM Eastern Daylight Time

To: email: "jhammond@lexrich5.org Jan Hammond", email: "kloveless@lexrich5.org Kenneth Loveless", email: "ngardner@lexrich5.org Nikki Gardner"

Cc: email: "estrange@lexrich5.org Erin Strange"

I have another item to add for Monday. See below -

I've asked Marty to join us at 4 tomorrow.

Ultimately, it is better for this to be an action item but I feel it may be more beneficial for the Board to have a discussion first.

Let's discuss tomorrow when we meet.



**Christina S. Melton, Ed.D.**

*Superintendent*

School District Five of Lexington & Richland Counties

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----- Forwarded message -----

From: **Marty Rawls** <[mrawls@lexrich5.org](mailto:mrawls@lexrich5.org)>

Date: Mon, Mar 15, 2021 at 4:26 PM

Subject: Add to 3/22 Board Agenda

To: Erin Strange <[estrange@lexrich5.org](mailto:estrange@lexrich5.org)>

Cc: Trish Larkin <[tlarkin@lexrich5.org](mailto:tlarkin@lexrich5.org)>, Christina Melton <[csmelton@lexrich5.org](mailto:csmelton@lexrich5.org)>

Erin,

For Discussion Agenda on 3/22

Discussion of Step Increase for 2020-2021 for District 5 Staff and how it will be implemented

Feel free to re-word if necessary

**Marty Rawls**

*Chief Finance Officer*

School District Five of Lexington & Richland Counties

office: 803.476.8130

[www.lexrich5.org](http://www.lexrich5.org)

