Agenda
Board of Trustees
Regular Meeting
Location: Center for Advanced Technical Studies
Video Livestream: https://www.youtube.com/watch?v=PAxj6_p5O8Q
(Finance Bond Workshop / Board Meeting)

March 13, 2023

1. Call to order at 4:00 p.m. to convene Finance Bond Workshop

2. Adjourn

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

4. Approval of the agenda

5. Enter Executive Session to consider the following:
    a. Selected employment items (Exhibit A) (Action)
    b. Selected employment items (Exhibit B) (Information Only)
    c. Contractual matter regarding Social-Emotional Learning (SEL) (Exhibit C)
    d. Legal advice regarding Town of Chapin Feasibility Study (Exhibit D)
    e. Contractual matter regarding the RFQ for the Five-Year Master Facilities Study (Exhibit E)
    f. Legal advice regarding construction defects at Chapin High School
    g. Legal advice regarding contractual matter

6. Call to order and convene regular meeting at 7:00 p.m.

7. Welcoming remarks – Rebecca Blackburn Hines, Board Chair

8. Invocation – Cathy Huddle, Board of Trustees

9. Pledge of Allegiance – Cathy Huddle, Board of Trustees

10. School Board Spotlight

11. Superintendent's Report
    a. District FOCUS: Strategic Plan Update for 2022-2023 to 2026-2027
    b. Academic Report
        - Magnet Programs Update

12. Approval of the minutes of the February 27, 2023, board meeting

13. Public Participation*

ACTION AGENDA

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

15. First Reading Approval of Proposed Revisions to Board Policy IE "Organization of Instruction" (Exhibit F)

16. First Reading Approval of New Board Policy GCLE "Unencumbered Time" (Exhibit G)

DISCUSSION AGENDA

17. CMTA (Guaranteed Energy Savings Contractor) Update

18. Discussion of Proposed Revisions to 2016-2021 Capital Projects

19. Discussion of Proposed District-Wide Social-Emotion Learning (SEL) Program

20. Adjourn

INFORMATION AGENDA

21. The next regular scheduled board meeting will be March 27, 2023, at the Center for Advanced Technical Studies.

* The Board welcomes and encourages public participation. We respectfully ask that you adhere to the procedures provided in board policy BEDH "Public Participation at Meetings". Your comments should be limited to three minutes and must remain on either the topic noted on your sign-in form or a listed agenda item. Questions asked during public participation will be handled in accordance with board policy BEDH.

Minutes/February 27, 2023

The Board of Trustees of School District Five of Lexington and Richland Counties met at the Center for Advanced Technical Studies with the following members present:

Mrs. Elizabeth Barnhardt (Absent)
Mrs. Rebecca Blackburn Hines, Chair (Absent)
Mr. Matt Hogan, Vice Chair
Mrs. Catherine Huddle
Mike Satterfield
Kevin Scully
Kimberly Snipes, Secretary
Dr. Akil Ross, Superintendent

The following staff were in attendance:

Dr. Michael Harris, Chief of Student Services and Planning Officer
Mrs. Anna Miller, Chief of Academics and Administration Officer
Ms. Maddison Paul, Chief Financial Officer
Mrs. Amanda Taylor, Director of Communications
Dr. Tamara Turner, Chief Human Resources Officer
Mr. Dave Weissman, Executive Director of Operations

A livestream video link was provided to the public as a viewing option for the February 27, 2023, board meeting.

Vice-Chair Hogan called the regular meeting to order and gave welcoming remarks.

Matt Hogan, Board of Trustees, gave the Invocation and Pledge of Allegiance.

The Board conducted the School Board Spotlight.

During the Superintendent's Report, Dr. Ross presented and update on District FOCUS: Strategic Plan update for 2022-2023 to 2026-2027; Miss Maddison Paul, Chief Financial Officer, presented a monthly financial update for December (Exhibit E) and an ESSER quarterly update (Exhibit F); Dr. Michael Harris, Chief of Student Services and Planning, Ms. Jennifer Felkel, Coordinator of Parenting and Social Work, and Ms. Beth Hook, Coordinator of Mental Health Services presented a District-Wide Social and Emotional Learning Program update.

There was no public participation.

The Board presented for discussion:

- Discussion of Proposed Revisions to Board Policy IE "Organization of Instruction" (Exhibit I)
- Discussion of new Board Policy GCLE "Unencumbered Time" (Exhibit J)

The Board presented for information:

- New Administrative Rule GCLE-R "Unencumbered Time" (Exhibit K)
- Bond Workshop: March 13, 2023, 4:00 p.m., at the Center for Advanced Technical Studies.

Record of Voting

SCHOOL DISTRICT FIVE
OF
LEXINGTON AND RICHLAND COUNTIES

Meeting of February 27, 2023

		BARNHARDT	BLACKBURN HINES	HOGAN	HUDDLE	SATTERFIELD	SCULLY	SNIPES
1.	M. Huddle S. Snipes Approve the agenda.	A	A	X	X	X	X	X
2.	M. Huddle S. Snipes I make the motion to enter executive session to consider the following: a.) Selected employment items (Exhibit A) (Action); b.) Selected employment items (Exhibit B) (Information Only); c.) Legal advice regarding Town of Chapin Feasibility Study; d.) Legal advice regarding the RFQ for the Five-Year Master Facilities Study (Exhibit C); e.) Legal advice regarding contractual matter for support services (Exhibit D).	A	A	X	X	X	X	X
3.	M. Huddle S. Snipes I move that we approve the minutes of the February 13, 2023, board meeting. Mrs. Huddle provided copies of attachments to all board members that she requested to be attached to the February 13, 2023 minutes.	A	A	X	X	X	X	X
4.	M. Huddle S. Satterfield I move that we approve the selected employment items lines 2-31 as shown in Exhibit A for action.	A	A	X	X	X	X	X
5.	M. Huddle S. Satterfield I move that we approve the LS3P schematic design as shown in Exhibit G and move forward with the architectural design development phase of Irmo High School East Wing replacement.	A	A	X	X	X	X	X

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

SCHOOL DISTRICT FIVE
OF
LEXINGTON AND RICHLAND COUNTIES

Meeting of February 27, 2023

	BARNHARDT	BLACKBURN HINES	HOGAN	HUDDLE	SATTERFIELD	SCULLY	SNIPES
6. M. Huddle S. Scully I move that we approve the issuing of a Request for Proposal for the development of a website and parent app. (Exhibit H)	A	A	X	X	X	X	X
7. M. Huddle S. Snipes Adjourn at 9:09 p.m.	A	A	X	X	X	X	X

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

EXHIBIT F

Memorandum

To: Members of the Board of Trustees

From: Dr. Akil E. Ross, Sr.
Superintendent

Date: March 9, 2023

Re: March 13, 2023 Board Meeting
Action item
Proposed Revisions to Board Policy IE "Organization of Instruction"

Item: Proposed Revisions to Board Policy IE "Organization of Instruction"

Background: This proposal is presented as a follow-up to the February 13, 2023 Board Five-Year Master Facilities Workshop that outlined seven key questions. The second question that was discussed was "How will School District Five be organized?" Currently, there are almost ten (10) grade structures within our schools and programs in School District Five: Pre-K-5 Elementary, K-4 Elementary, K-5 Elementary, 5-6 Intermediate, 6 Intermediate, 7-8 Middle, 6-8 Middle, 9-12 High, and District-Wide Programs.

The administration has proposed a five (5) level grade structure for the future of School District Five of Lexington and Richland Counties to include Pre-K-5 Elementary, K-5 Elementary, 6-8 Middle, 9-12 High School, and District Wide Schools (Academy for Success, Adult Education, Center for Advanced Technical Studies, and Flexible Innovative Virtual Education - F.I.V.E.)

The revisions to Board Policy IE "Organization of Instruction" represent the discussion held at the Board Five-Year Master Facilities Workshop.

The finalized grade structure will determine the need for any rezoning/redistricting of the schools.

Recommendation: The administration recommends that the Board of Trustees approve the First Reading of the proposed revisions to Board Policy IE "Organization of Instruction" and proceed to Second and Final Reading.

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

AERsr:aw

Attachments - Current Policy & Revisions to Board Policy IE

CURRENT POLICY

Policy IE Organization of Instruction

Issued **1/21**

Purpose: To establish the basic structure for instruction in the district.

The board of the School District Five of Lexington and Richland Counties is legally responsible for meeting the needs of persons of all ages for elementary and secondary education.

In establishing an educational structure to provide the required programs, the board chooses an elementary (pre-K/K through five), intermediate (six or five and six), middle (six through eight or seven and eight), and high school (nine through 12) form of organization.

The district will maintain a district career and technical education center that will serve students in high school interested in career and technical education courses beginning with the 2012-2013 school year.

The district also maintains an alternative school that serves students in grades six through 12.

The district may offer a choice-based virtual program for students in grades K through 12 beginning with the 2021-2022 school year.

The district provides preschool, child development, and adult/community programs structured to meet the needs of the citizens of the district.

Adopted 8/1/73; Revised 11/16/81, 9/12/11, 5/18/15, 1/25/21

School District Five of Lexington and Richland Counties

ORGANIZATION OF INSTRUCTION

Code **IE** *Issued* ~~1/21~~ **3/23**

Purpose: To establish the basic structure for instruction in the district.

The board of the School District Five of Lexington and Richland Counties is legally responsible for meeting the needs of persons of all ages for elementary and secondary education.

In establishing an educational structure to provide the required programs, the board ~~chooses~~ prefers an elementary (pre-K/K through five), ~~intermediate (six or five and six)~~, middle (six through eight ~~or seven and eight~~), and high school (nine through 12) form of organization.

The district will maintain a district career and technical education center that will serve students in high school interested in career and technical education courses. ~~beginning with the 2012-2013 school year.~~

The district also maintains an alternative school that serves students in grades six through 12.

The district may ~~will~~ offer a choice-based virtual program for students in grades K ~~six~~ through 12. ~~beginning with the 2021-2022 2023-2024 school year.~~

The district provides preschool, child development, and adult/community programs structured to meet the needs of the citizens of the district.

Adopted 8/1/73; Revised 11/16/81, 9/12/11, 5/18/15, 1/25/21

EXHIBIT G

Memorandum

To: Members of the Board of Trustees

From: Dr. Tamara Turner
Chief Human Resources Officer

Date: March 8, 2023

Re: March 13, 2023 Board Meeting
Action Item
First Reading of Proposed Board Policy GCLE "Unencumbered Time"

Item: Discussion of Proposed Board Policy GCLE "Unencumbered Time"

Background: As stated in the Policy and Legal Services Advisory published by the South Carolina School Boards Association (SCSBA) on February 6, 2023:

> Pursuant to the new statute, S.C. Code Section 59-5-63, local school boards must adopt an unencumbered time policy at a regularly scheduled meeting within three months of the adoption of a policy by the State Board of Education (SBE). The SBE adopted a model policy for unencumbered time on January 17, 2023. The local board policy must include, at a minimum, the SBE statewide policy but may also include additional provisions. The local board policy must be updated to reflect any changes made by the SBE to the statewide policy; and the policy must be adopted within three months of the SBE changes. The local board's unencumbered time policy and any subsequent revisions must be submitted to the South Carolina Department of Education within 30 days of adoption. Further, the provisions of this statute must be completely implemented by districts before July 1, 2023.

Recommendation: Administration recommends that the district adopt the statewide policy for unencumbered time adopted by the State Board of Education (SBE), submit the newly adopted policy to the South Carolina Department of Education within 30 days of adoption, and completely implement the provisions of the Act before the July 1, 2023, deadline.

A copy of the SBE's unencumbered time model policy is attached for your review. I will be present to answer any questions you may have regarding the recommendation.

Attachments - SBE's Unencumbered Time Model Policy GCLE "Unencumbered Time"

FIRST READING: PROPOSED BOARD POLICY – MARCH 13, 2023

Policy

UNENCUMBERED TIME

Code **GCLE** *Issued* _____

In accordance with S.C. Code Section 59-5-63, the District will require the principal of each elementary school to provide at least 30 minutes of unencumbered time on each regular school day to all full-time teachers teaching in grades kindergarten through fifth grade; and require the principal of each elementary, middle or high school, to provide at least 30 minutes of unencumbered time on each regular school day to any full-time teacher who is responsible for instructing a special education class for more than 20 percent of the school day with students who are removed from the general education setting.

Procedure on how to implement unencumbered time.

Unencumbered time is defined as 30 minutes during the regular school day where teachers are afforded time that is self-directed without assigned duties or responsibilities, including direct instruction or supervision of students.

The placement of unencumbered time within the regular school day is flexible based on the staffing and scheduling needs of each school.

The unencumbered 30 minutes must not include parent/teacher conferences, bus duty, IEP and 504 meetings, team meetings, or professional development activities that are not self-directed. Also, the unencumbered time must not include managing or supervising the transition of students to and from activities, classes, lunch, recess, or any other activities.

The provision of 30 minutes of unencumbered time must not be achieved by expanding the expected work hours for teachers before or after the school day.

Leadership may only withhold or reduce a teacher's unencumbered time in a given school day as a result of extreme or unavoidable circumstances. Such circumstances could include, but are not limited to, an emergency drill or an insufficient number of staff and substitute teachers to maintain instruction in the school. Additional compensation may not be offered in place of unencumbered time, except as provided by Section 59-5-63(A)(2)(c).

The intentional failure of the school's principal to provide eligible teachers with 30 minutes of unencumbered time may result in appropriate action under the District's disciplinary policy and may be sufficient cause for the suspension or revocation of such person's educator certificate pursuant to Section 59-25-160.

The intentional failure of the local school board to provide eligible teachers with the required 30 minutes of unencumbered time may subject the Board to any penalties prescribed by law.

Adopted __/__/23

_____ **SCHOOL DISTRICT**

Legal references:

A. S.C. Code, 1976, as amended:
   1. Section 59-5-63 – Unencumbered time requirement; policies; school district adoptions.
   2. Section 59-25-160 – Revocation or suspension of certificate; "just cause" defined.