



Agenda

Board of Trustees

Regular Meeting

Location: Center for Advanced Technical Studies

Video Livestream: https://www.youtube.com/watch?v=_J51mHKbJE0

June 12, 2023

1. Call to order at 6:00 p.m.
2. Approval of the agenda
3. Enter Executive Session to consider the following:
 - a. Selected employment items (Exhibit A) (Action)
 - b. Selected employment items (Exhibit B) (Information Only)
 - c. Legal advice regarding contractual matter for Community Support Services (Exhibit C)
 - d. Evaluation of Superintendent for 2022-2023 (Exhibit D)
4. Call to order and convene public hearing on the 2023-2024 General Fund Budget at 7:00 p.m.
5. 2023-2024 budget overview
6. Public participation (regarding 2023-2024 budget proposal)
7. Adjourn
8. Call to order and convene Regular Meeting immediately following public hearing
9. Welcoming remarks – Rebecca Blackburn Hines, Board Chair
10. Invocation – Rebecca Blackburn Hines, Board of Trustees
11. Pledge of Allegiance – Rebecca Blackburn Hines, Board of Trustees

www.lexrich5.org

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"We Love and Grow Our Students!"

12. School Board Spotlight
13. Superintendent's Report
 - a. District FOCUS: Strategic Plan
 - b. Update on District Communication Publishing Platform
 - c. Community Support Services
 - d. Academic Summer Programs
14. Approval of the minutes of the May 22, 2023, board meeting
15. Public Participation*

ACTION AGENDA

16. Action as Necessary or Appropriate on Matters Discussed in Executive Session
17. Second and Final Reading of the FY 2023-2024 General Fund Budget and 2023-2024 Capital Fund Budget (Exhibit E)

DISCUSSION AGENDA

18. Discussion and First Reading of Proposed New Board Policy GCCA/GDCA "Paid Parental Leave" (Exhibit F)

INFORMATION AGENDA

19. Deletion of Administrative Rule GCC/GDC-R3 "Covid-19 Related Leave (Professional/Support Staff) (Exhibit G)
20. The next regular scheduled board meeting will be June 26, 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/May 22, 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
Mrs. Rebecca Blackburn Hines, Chair
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 May 22, 2023, board meeting.

Chair Blackburn Hines called the regular meeting to order and gave welcoming remarks.

Elizabeth Barnhardt, 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 updates on District FOCUS: Strategic Plan update for 2022-2023 to 2026-2027 and the sale of property to SCDOT; Miss Maddison Paul, Chief Financial Officer provided a Monthly Financial Update for March (Exhibit E) and an ESSER Quarterly Update (Exhibit F).

During the public participation, Deana Berley spoke about budget concerns, Brad Lewis spoke about classroom security, and Kim Murphy spoke about the budget.

The Board presented for discussion:

- Update on Five-Year Master Facilities Plan
- Discussion of External Organization Management Study
- Discussion of FY 2023-2024 General Fund Budget (Exhibit H)

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"We Love and Grow Our Students!"

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

Record of Voting

**SCHOOL DISTRICT FIVE
OF
LEXINGTON AND RICHLAND COUNTIES**

Meeting of May 22, 2023

	B A R N H A R D T	B L A C K B U R N H I N E S	H O G A N	H U D D L E	S A T T E R F I E L D	S C U L L Y	S N I P E S
1. M. Barnhardt S. Hogan Approve the agenda.	X	X	X	X	X	X	X
2. M. Hogan S. Sully 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 and contractual matter regarding audit services (Exhibit C); d.) Legal advice regarding legal services (Exhibit D)	X	X	X	X	X	X	X
3. M. Hogan S. Scully I move that we approve the minutes of the May 8, 2023, board meeting.	X	X	X	X	X	X	X
4. M. Hogan S. Scully I move that we approve the selected employment items as shown in Exhibit A for action.	X	X	X	X	X	X	X
5. M. Hogan S. Scully I move that we approve Manley Garvin, LLC to provide auditing services for FY22 and FY23 procurement audits and FY23 financial audit services. M. Huddle S. Barnhardt I move to defer the motion until the first meeting after the administration has advertised the solicitation in South Carolina Business Opportunities and posted it on the District's online solicitations webpage.	X	N	N	X	N	N	N

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**SCHOOL DISTRICT FIVE
OF
LEXINGTON AND RICHLAND COUNTIES**

Meeting of May 22, 2023

	B A R N H A R D T	B L A C K B U R N H I N E S	H O G A N	H U D D L E	S A T T E R F I E L D	S C U L L Y	S N I P E S
VOTE ON ORIGINAL MOTION	N	X	X	N	X	X	X
6. M. Huddle S. Barnhardt I move that the administration contracts with a certified Forensic auditor to audit the procurement and payments to the vendor discussed in executive session and the auditor to present their findings to the Board.	X	X	X	N	N	N	N
7. M. Hogan S. Scully I move that we approve Second and Final Reading of proposed revisions to Board Policy JQ "Student Fees, Fines, and Charges" shown in Exhibit G.	A	X	X	X	X	X	X
8. M. Scully S. Satterfield Adjourn at 10:31 p.m.	X	X	X	X	X	X	X

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N = No
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EXHIBIT E

MEMORANDUM

To: Members of the Board of Trustees

From: Maddison Paul,
Chief Financial Officer 

Date: June 8, 2023

Re: June 12, 2023 Board Meeting
Action Item
Second & Final Reading of FY 2023-2024 General Fund Budget & Capital Fund Budget

Item: The proposed FY 2023-2024 General Fund Budget and Capital Fund Budget will be presented.

Background: The purpose of this presentation is to provide information for Discussion of the Proposed FY 2023-2024 General Fund Budget and Capital Fund Budget.

Recommendation: It is the recommendation of the Administration for the Board of Trustees to approve the Second and Final Reading of the FY 2023-2024 General Fund Budget in the amount of \$232,018,415 with an increase to millage of 19.9 mils. This would bring the operating millage of the District to 266.0 mils.

Additionally, it is recommended that the Board of Trustees approve setting the debt service millage to 69.5 mils.

The administration also recommends that the Board of Trustees approve establishing an assignment of fund balance of \$3,430,266 for Irmo High School renovations and 6 teaching positions.

Lastly, it is recommended that the Board of Trustees approve the FY 2023-2024 Capital Fund Budget for \$25,000,000.

Attachments – FY23-24 General Fund & Capital Fund Budget Presentation
FY23-24 Budget Book

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"We Love and Grow Our Students!"

FY23-24 General Fund & Capital Fund Second & Final Reading



Understanding Our Budget

Purpose: To provide for the educational programs and priorities for the system and the profile of the SC Graduate (Section 59-1-50)

Profile of the South Carolina Graduate



World Class Knowledge

- Rigorous standards in language arts and math for career and college readiness
- Multiple languages, science, technology, engineering, mathematics (STEM), arts and social sciences

World Class Skills

- Creativity and innovation
- Critical thinking and problem solving
- Collaboration and teamwork
- Communication, information, media and technology
- Knowing how to learn

Life and Career Characteristics

- Integrity
- Self-direction
- Global perspective
- Perseverance
- Work ethic
- Interpersonal skills

Approved by SCASA Superintendents' Roundtable, SC Chamber of Commerce, and State Board of Education.

Understanding Our Budget



NEST

A unique setting for relationship building

Irmo Middle School

Nest Overview

The Nest is a unique setting where teachers are able to focus on small group, meaningful instruction with students. Teachers can celebrate student's strengths and assist in goal setting to enhance their success through their strengths.

Things to Note:

- Dedicated administrator to support Nest Initiative and student success
- Endless opportunities for relationship building
- Team approach & daily common planning
- Intentional Cap on class sizes
- Teacher assistant provided for each group allowing for a ~6:1 ratio in all settings
- Strategic instruction that allows for SEL focus, soft skill building, and SC Ready Power standards

Student Enrollment Data	
Total Number of Students <i>(enrolled at any time throughout the year)</i>	40
Total 7th Grade	20
Total 8th Grade	20

Staffing Data	
Certified Staff	4 Teachers 1 SPED 1 AAP
Support Staff	4 TAs
<i>Unfilled positions (22-23)</i>	<i>1 Special Education</i>

	FY 22-23
Number of Students	40
Number of Teachers	5
Number of Staff	4
Budget	\$607,260

Behavioral Data

The NEST Initiative has proudly served 40 students in the 22-23 school year. The NEST provided fewer opportunities for students to disrupt transition periods and traditional learning environments. Throughout the year, these students have entered for various reasons. These students were more successful during their time in these classes. Some students attained their goals and were dismissed from The Nest Initiative and found success at Irmo Middle School. This allowed for more students to receive the benefits of a Nest placement. The NEST afforded several students the opportunity to learn and grow beyond the behavioral barriers that have been created. The Nest is a vital part of the progression of Irmo Middle School and our vision to Love and Grow our students.

Example: Student B received 22 referrals in his 2021-22 school year and received 3 referrals 2022-23 school year.

Total # of Referrals	475 (19.8% of total IMS referrals)
7th Grade	282

The NEST Intervention



The NEST at IHS

Children will meet our expectations when we meet their needs

Vision - To provide an alternative instructional opportunity that meets the social, mental, and behavioral needs of students within the traditional school setting.

Mission - The NEST at IHS will use restorative and trauma-informed practices to address the root causes of negative behavior while reducing suspensions and expulsions and increasing academic engagement, positive student behaviors, and school climate.

Intended Outcomes -

Stronger relationships between students and school staff

Small group instruction

Individualized instruction

Reduced suspensions and expulsions

Improved conflict resolution skills

Goals -

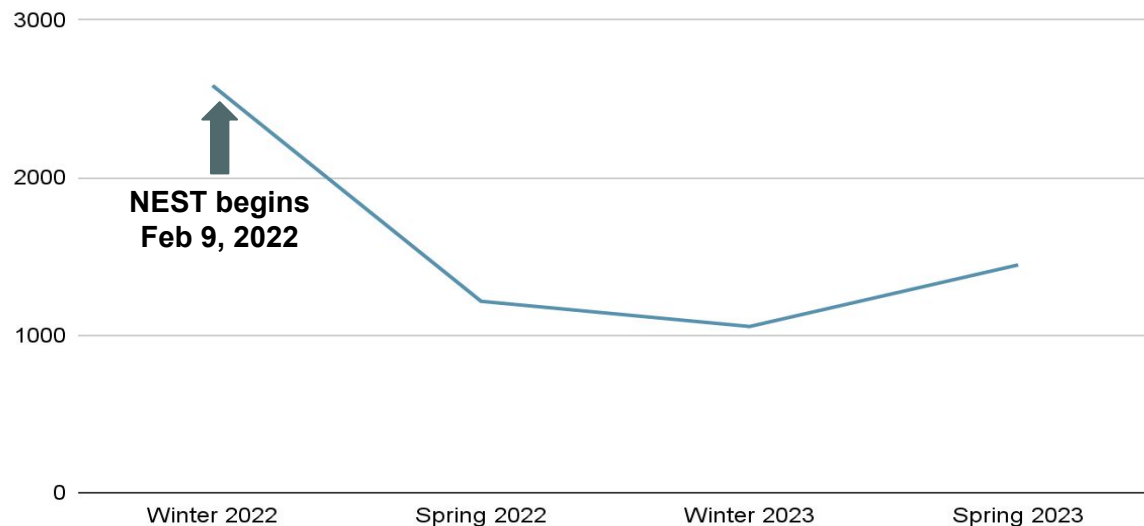
#1 - To increase instructional time by addressing the behaviors that interrupt teaching and learning

#2 - To improve student communication, problem solving, behavioral, and conflict management skills

#3 - To create alternatives to suspensions and expulsions while addressing the underlying challenges that create negative behaviors

The NEST Results (IHS)

Discipline Referrals (Processed & Pending)



	FY22	FY23
Number of Students	50	14
Number of Teachers	5	2.5
Number of Staff	3	3
Budget	\$556,510	\$354,380

The NEST at IHS operates on a rolling enrollment model. Students and families will review a contract with school administration before joining The Nest. The terms of the contract are individualized to each student's needs. Students will spend their instructional day in The NEST to include Lunch and physical education.

Strategic Plan Outcomes



Objective: Every student feels they are “loved” in our schools.

Performance Goal Area (1)

School Climate

6 Strategies

Performance Goal Area (3)

Teacher Administrator Quality

6 Strategies

&



Objective: Every student has demonstrated academic growth in our schools.

Performance Goal Area (2)

Student Achievement

6 Strategies

Performance Goal Area (4)

Gifted and Talented

8 Strategies

Understanding Our Budget - FY 2023

Income

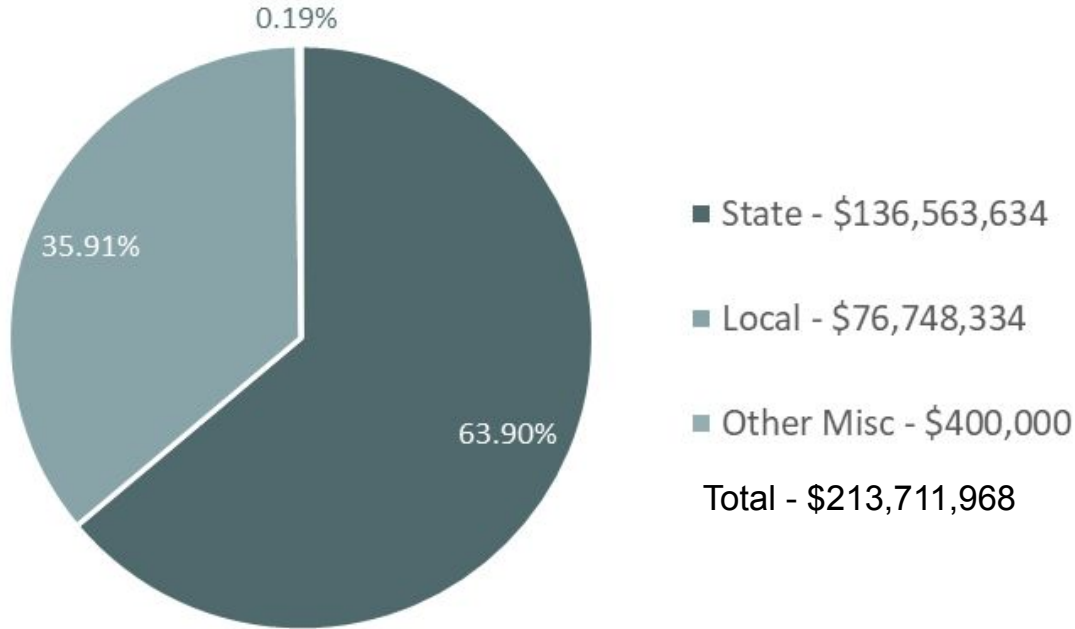


63.90 Cents - State

35.91 Cents - Local

.19 Cents - Federal/Grant

FY 2023 Amended Budget Revenue



State Revenue 101

New Revenue Formula first implemented in FY 23

Two major Factors of the new state formula:

- (1) Weighted Pupil Units (WPU)
- (2) Index of Taxpaying Ability

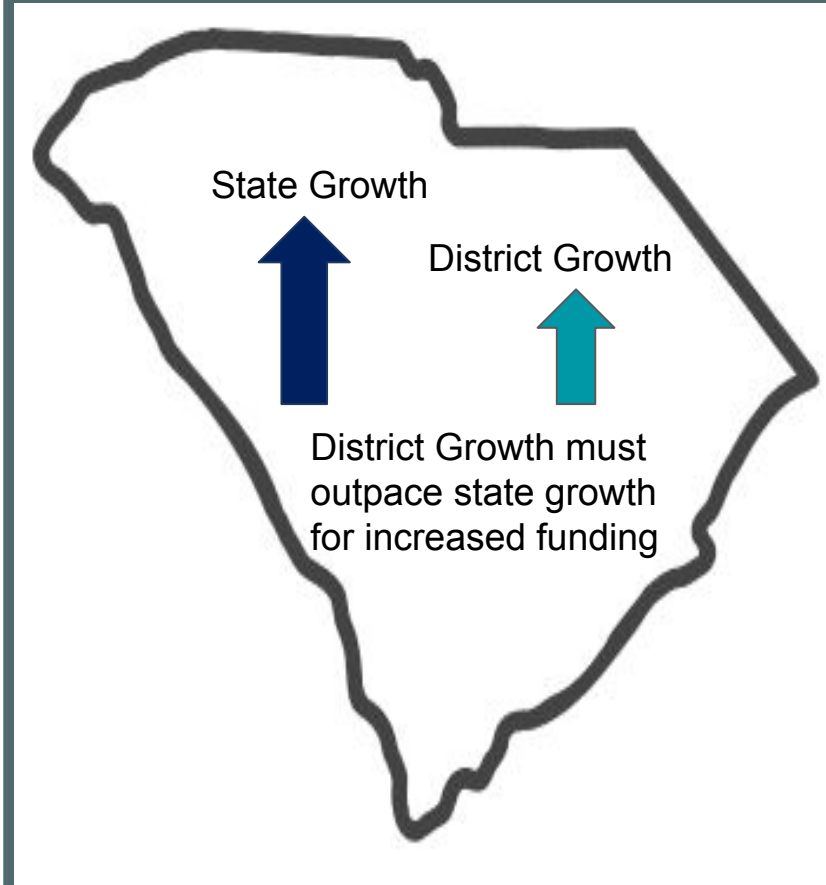
WPU examples:

General Ed	= 1.0
Special Ed	= 2.6
PIP	= +.5

D5LR Index of Taxpaying Ability = .01800
(15th Largest Index out of 77 Districts in the State)

*State Funding is based on the proportionate share of total allocation.

Growth in Student Enrollment does not always mean more funding



Local Revenue 101

Millage – a tax on real estate or other property

Operations Millage-

Salaries, Benefits,
Supplies, Utilities,
Maintenance

4% Property

Act 388
Exempt



6% Property

Provides FTEs



Debt Service Millage -

Construction,
Technology, Equipment
and Renovations

4% Property

Provides
Construction



6% Property

Provides
Construction



Understanding Our Budget - FY 2023

Income



63.90 Cents - State

35.91 Cents - Local

.19 Cents - Federal/Grant

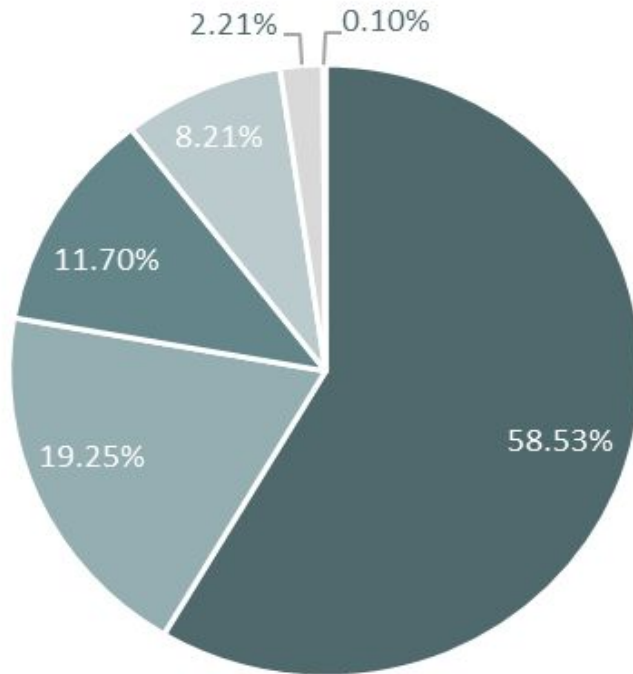
Expenses



87 Cents - Personnel

13 Cents - Supplies, Services & Capital

FY2023 Amended Budget Expenditures



- Classroom Instruction - \$125,082,893
- Operations/Maintenance/Transportation - \$41,147,420
- Pupil Support - \$25,006,833
- School Administration - \$17,535,791
- District Administration - \$4,718,181
- Community Services & Transfers - \$220,850

Total - \$213,711,968



Budget Timeline

- *May 8th - 1st reading of FY 2023-2024 budget*
- *May 11th - Sine Die General Assembly*
- *May 22nd - Detailed discussion of FY 2023-2024 budget*
- June 12th - 2nd & final reading of FY 2023-2024 budget
 - *Public Hearing held prior to Board vote*
- June - State budget signed by Governor



FY 2023-2024 Budget Changes

- Original FY2023 Budget - \$212,481,590
 - Amended FY2023 Budget ^ \$1,230,378
 - State projected FY2024 ^ \$11,015,856
 - Local projected FY2024 ^ \$1,398,997
 - Total increase over PY due to growth/rollup - **\$12,414,853**
- FY2024 Increased Costs
 - Required expenses (Retirement, Insurance, Roll up, etc) ^ \$5,672,779
 - Salary Study (Teachers & Support) ^ \$8,792,529
 - Admin Step ^ \$238,681
 - Compliance Positions ^ \$1,087,953
 - Certified & Support Positions ^ \$1,056,608
 - CHS Portables ^ \$1,500,000
 - Total cost increases - **\$18,348,550**



Difference

(\$5,933,697)

FY 2023-2024

Budget Considerations - District Level

- Compliance New Positions
 - Special Education
 - Severe & Profound Teacher (1)
 - SpEd Preschool (3)
 - SpEd Placement Chair (1)
 - Speech Language Pathologist (1)
 - Occupational Therapist (1)
 - Hearing Interpreters (2)
 - Board Certified Behavior Analyst (1)
 - Title 1 Compliance
 - Teacher (1)



FY 2023-2024

Budget Considerations - District Level

- Certified New Positions
 - Foundations Academy Teacher (1)
 - Academic Interventionist (1)
 - World Language Teacher (1)
 - Multilingual Learner Teacher (2)
 - Virtual Education Specialist (1)
 - Coordinator of Special Programs IB (1)
 - Administrative Assistant Principal (3)
- Support New Positions
 - Expectations Coaches (2)
 - Montessori Assistant (1)



FY 2023-2024

Calculation for Allowable Operating Millage Increase

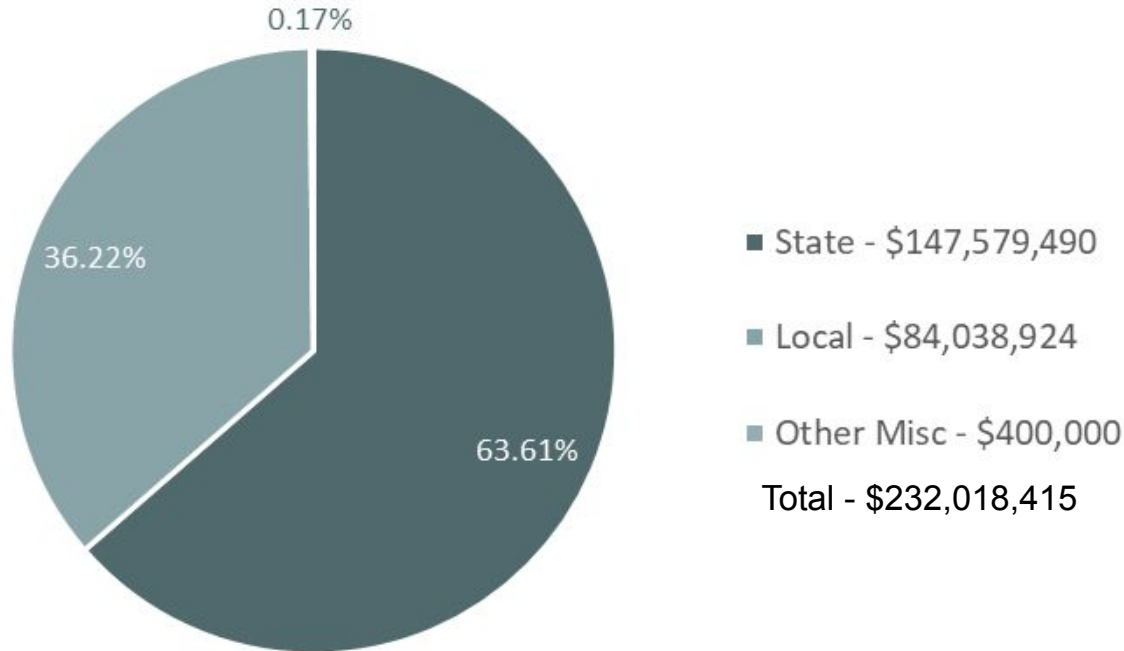
- Section 6-1-320 of the SC Code of Laws

Consumer Price Index (CPI)	8.00%
Population Growth	<u>1.89%</u>
Allowable Percentage Increase	9.89%
FY 2022-23 Operating Millage Rate	246.10 mills
FY 2023-24 Operating Millage Cap	24.34 mills
Allowable but not previously imposed millage lookback (Section 6-1-320(A)(2))	25.57 mills
Total Allowable millage increase	49.91 mills



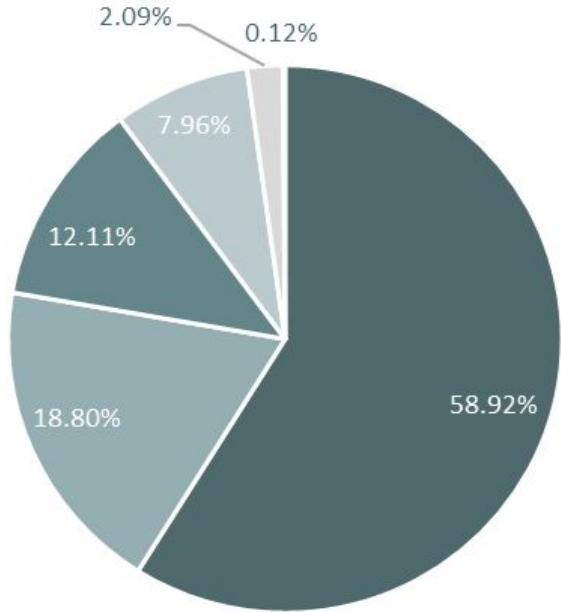
FY2024 Proposed Budget Revenue

19.9 mil increase



FY2024 Proposed Budget Expenditures

19.9 mil increase



- Classroom Instruction - \$136,698,248
- Operations/Maintenance/Transportation - \$43,625,741
- Pupil Support - \$28,099,899
- School Administration - \$18,466,482
- District Administration - \$4,847,589
- Community Services & Transfers - \$280,455

Total - \$232,018,415



FY 2023- 2024

Projected General Fund Revenues

		2022-2023 Budget as Approved	2022-2023 Projection as of 4/18/23	2023-2024 Projection	% increase /decrease	
Local Revenues:						
	Taxes (calculated at 246.10 mils)	\$ 75,738,334	\$ 76,516,459	\$ 83,028,925	8.51%	AV/ Millage increases
	Other Local Rev (Interest, Tuition, etc)	\$ 1,010,000	\$ 1,924,544	\$ 1,010,000	-47.52%	
State Revenues						
	State Aid to Classrooms	\$ 80,253,343	\$ 80,721,621	\$ 88,426,504	9.55%	House/Senate Version
	Homestead Exemptions (Tier I, II,III)	\$ 46,670,909	\$ 46,670,909	\$ 48,754,338	4.46%	increase in Tier III
	PEBA Credit	\$ 1,190,410	\$ 1,192,418	\$ 1,192,418	0.00%	
	Other State Revenues	\$ 8,448,972	\$ 8,326,137	\$ 9,206,230	10.57%	Retiree insurance increase
Other Financing Sources						
	Transfers (Indirect Cost)	\$ 400,000	\$ 415,000	\$ 400,000	-3.61%	less indirect cost being claimed
	Total	\$ 213,711,968	\$ 215,767,088	\$ 232,018,415	7.53%	

FY 2023-2024

Projected General Fund Expenditures

Salaries	\$137,534,511	59.28%
Benefits	\$64,831,573	27.94%
Contracted Services	\$16,902,633	7.29%
Supplies & Materials	\$9,706,146	4.18%
Capital Outlay	\$1,559,474	0.67%
Other Objects	\$1,484,077	0.64%
<u>Total Projected Expenditures</u>	<u>\$232,018,415</u>	<u>100%</u>

Other FY2024 Funded Items

(no increased cost from prior year)

- NERI Program - New Educator Retention Incentive to continue
 - \$2,500 for teachers in their 1-3 years of teaching
- National Board Certification Local Match to continue
 - \$5,000 local match



FY 2023-2024 General Fund Budget

- Increase millage 19.9 mils and set operating millage rate at 266.0 for FY2024
 - **Total Revenue** **\$232,018,415**
 - **Total Expenditures** **\$232,018,415**
- 40% use of allowable millage increase per Section 6-1-320 of the SC Code of Laws
- Increase for business valued at \$150,000 = \$179 per year
- Increase for vehicle valued at \$30,000 = \$36 per year



Questions/Responses Regarding The Proposed FY 2023-2024 General Fund Budget

- **What total assessed value is being used to project local revenue?**
 - *The next slide shows assessed value information for tax year 2021, 2022 and 2023. The information from tax year 2021 has been finalized from each county. The 2022 information is preliminary information for Lexington County provided by the Auditor's office. Richland County does not provide preliminary information. The administration projected 2% growth for Richland County over the prior year. For tax year 2023, the administration projects 2% growth for both Lexington and Richland counties.*

Assessed Value Projection

Tax Year 2021

	Total Assessed		Assessed Value	% of AV that is Tax
	Value	4% Assessed Value	Taxable for LR5	Exempt
Lexington County	355,662,230	166,098,750	189,563,480	46.70%
Richland County	240,043,617	133,770,400	106,273,217	55.73%
	595,705,847	299,869,150	295,836,697	

Tax Year 2022*

	Total Assessed		Assessed Value	% of AV that is Tax
	Value	4% Assessed Value	Taxable for LR5	Exempt
Lexington County	370,277,490	172,897,760	197,379,730	46.69%
Richland County**	244,844,489	136,294,379	108,550,110	55.67%
	615,121,979	309,192,139	305,929,840	

*Lexington County provides a preliminary report in March estimating AV, Richland County does not provide a similar report until the end of the fiscal year

** Projected growth est. 2%

Tax Year 2023^

	Total Assessed		Assessed Value	% of AV that is Tax
	Value	4% Assessed Value	Taxable for LR5	Exempt
Lexington County	377,683,040	176,355,715	201,327,325	46.69%
Richland County	249,741,379	139,020,267	110,721,112	55.67%
	627,424,419	315,375,982	312,048,437	

^ Projected growth est. 2%

Questions/Responses Regarding The Proposed FY 2023-2024 General Fund Budget

- **The 11 additional positions were for “compliance.” Can you share the documentation on that and what the law or regulation is, the calculation ,etc.?**

*See details for **10** SpEd positions below:*

- *Severe & Profound SpEd Teacher - SC Board Regulation 43-205*
 - *State mandated ratio 12:1*
- *SpEd Preschool (3) Teachers - Federal Guideline 34 C.F.R. 300.115 & 300.116*
 - *Midlands average 10:1:1 for 4DD and 10:1:2 for 3DD*
- *Speech Language Pathologist - SC Board Regulation 43-205*
 - *State mandated ratio 60:1*
 - *Midlands average 45:1*
- *Occupational Therapist - Federal IDEA Sec. 300.34(c)(6)*
- *Hearing Interpreters (2) - Federal Guideline 34 C.F.R. Sec. 300.34*
- *Board Certified Behavior Analyst - Assists and develops teachers to implement Behavior Intervention Plan with students exhibiting aggressive (Tier 3) behaviors*
- *SpEd Placement Chair (.5) & SpEd Teacher (.5) - SC Board Regulation 43-205*
 - *State resource ratio 33:1*

Questions/Responses Regarding The Proposed FY 2023-2024 General Fund Budget

- **The 11 additional positions were for “compliance.” Can you share the documentation on that and what the law or regulation is, the calculation ,etc.? *Cont.***

See details below for 1 Title 1 position below:

- *The supplement, not supplant provision requires that federal grant funds must add to (or supplement) and not replace (or supplant) other funds (state/local) in providing general educational service. The district is requesting to add a current Title 1 instructional coach to the general fund so that this position can support more than just the Title 1 schools. This would be considered supplanting if the District paid part of the position through Title 1 and part through the general fund.*

Questions/Responses Regarding The Proposed FY 2023-2024 General Fund Budget

- **What is the \$3,133,777 budget for Purchased Services account 100.149.3000000.0000.000?**
 - *This is for substitutes. FY22, we spent approximately \$2.6M on substitutes. This budget includes \$200k additional for paid parental leave and an additional \$222k for the daily increases approved for substitutes at budget amendment time.*
- **How much is budgeted for income from student fees? Where is this income in the budget?**
 - *This income hits the pupil activity funds, which are separate from the general fund.*
- **How do the support staff grade levels compare to last year? Last year the levels were 6-27, and this year, they are 100-118.**
 - *Support staff grade levels will remain 6-27 for 2023-2024; however, levels 100-118 were Evergreen's (salary study) proposal for 2023-2024.*

Questions/Responses Regarding The Proposed FY 2023-2024 General Fund Budget

- **Approximately what would be the annual cost if we were to increase our first 3 steps for 3A so that our starting salary for brand new teachers with a bachelor's would be \$45,000 and gradually increase up to the current recommendation for step 3? Is this something you would want to do?**
 - *The approximate cost is \$100,000.00, but we would need to alter step 3 as well because using the current step increases would mean that someone at step 2 would be paid almost \$300.00 more than step 3. I would not recommend going up this high in the first year based on teacher salary schedules presented by other districts in the Midlands.*
- **How many teachers are taking advantage of the loan forgiveness program?**
 - NERI Data for 2022-2023: 162 NERI Participants
 - 153 Opted for Payout Bonus
 - 8 Opted for Student Loan Payments
 - 1 Declined Participation

Audited Fund Balance 6/30/2022

Nonspendable FB = prepaids, inventory, etc. non liquid & not expected to be converted into cash

Unassigned FB = available for non-recurring budget needs

"To provide sound fiscal management and stability, an undesignated operating reserve fund... generally ranges from 15% to 18% of the general fund budgeted expenditures."

FY2023 Budgeted Expenditures	\$ 213,711,968
% of Undesignated/Unassigned	17.99%
FY2024 Proposed Expenditures	\$ 232,018,415
% of Undesignated/Unassigned	16.57%

General Fund Balance - Assignment Recommendations

- \$2,886,924 - Irmo High School Renovations
 - Original assignment in October 2022 was \$3,500,000
 - Land purchase = \$613,076
- \$543,332 - 6 additional teachers to ensure critical areas are filled
 - \$59,118 + benefits

Total Recommended Assignment - **\$3,430,266**

FY 2023-2024 Capital Fund Budget

<u>Revenue from bond proceeds</u>	<u>\$25,000,000</u>
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Expenditures

Irmo High School Construction	\$10,000,000
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Annual Maintenance Projects	\$15,000,000
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<u>Total Expenditures</u>	<u>\$25,000,000</u>
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Administration Recommendations

- Approval of the FY 2023-2024 General Fund Budget as presented.
- Approval of setting the Operating Millage Rate at 266.0 mils.
- Approval of setting the Debt Service Millage Rate at 69.5 mils.
- Approval of establishing an Assignment of Fund Balance of \$3,430,266 for Irmo High School Renovations and an additional 6 teaching positions.
- Approval of the FY 2023-2024 Capital Fund Budget as presented.





Memorandum

To: Members of the Board of Trustees

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

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

Date: June 8, 2023

Re: June 12, 2023 Board Meeting
Discussion Item
Discussion and First Reading of Model Policy GCCA/GDCA - "Paid Parental Leave"

Item: Discussion and First Reading of Model Policy GCCA/GDCA - "Paid Parental Leave"

Background: As stated in the Policy and Legal Services Advisory published by the South Carolina School Boards Association (SCSBA) on June 5, 2023:

On May 12, 2023, Governor Henry McMaster signed into law the Paid Parental Leave Act for eligible school district employees. This Act amends the South Carolina Code of Laws to add Sections 8-11-151 and 8-11-156 to provide six weeks or two weeks of paid parental leave upon the occurrence of a qualifying event. Defined terms for eligibility, as well as usage requirements, are specifically detailed within the Act. This new law has an **effective date of June 26, 2023**.

Recommendation: The administration recommends that the Board of Trustees approve the First Reading of the proposed new Board Policy GCCA/GDCA - "Paid Parental Leave" and completely implement the provisions of the Act, effective June 26, 2023. The administration recommends that the final version of the policy allow an eligible District employee's entitlement to leave under this policy to extend beyond their designated term of employment for their contractual term, allowing the employee to continue their period of paid parental leave in subsequent contractual terms, provided the employee remains an eligible District employee.

Attorney Kathy Mahoney and I will be present to answer any questions you may have.

Attachments - Model Policy GCCA/GDCA - "Paid Parental Leave"

[DRAFT]

PAID PARENTAL LEAVE

Code GCCA/GDCA Issued _____

Paid parental leave for newborn biological child or foster of a child

Eligible District employees who are employed by the District and who give birth are entitled to receive six weeks of paid parental leave upon the occurrence of a qualifying event. Other eligible District employees who do not give birth are entitled to receive two weeks of paid parental leave upon the occurrence of a qualifying event.

- 'Child' means a newborn biological child or foster of a child in state custody and under the age of eighteen. No child can have more than two parents eligible for paid parental leave.
- 'Eligible District employee' means an employee defined by the Department of Education using the Professional Certified Staff system or any full-time equivalent position categorized as classified staff.
- 'Paid parental leave' means six weeks of paid leave at one hundred percent of the eligible District employee's base pay or two weeks of paid leave at one hundred percent of the eligible District employee's base pay. Leave for part-time eligible District employees must be on a pro-rated basis corresponding to the percentage of hours they are normally scheduled to work.
- 'Qualifying event' means the birth of a newborn biological child to an eligible District employee or after a co-parent's birth of a newborn child or fostering a child in state custody, which occurs on or after June 26, 2023.

Paid parental leave usage includes the following:

- The entitlement of this leave expires at the end of the twelve-month period beginning on the date of such birth or initial legal placement. An eligible District employee shall receive no more than one occurrence of six or two weeks of paid parental leave for any twelve-month period, even if more than one qualifying event occurs. However, nothing in this item prohibits a foster parent from requesting and receiving approval for parental leave in nonconsecutive one-week time periods.
- If the leave is not used by the eligible District employee before the end of the twelve-month period after the qualifying event, such leave does not accumulate for subsequent use. Paid parental leave may not be donated. Any leave remaining at the end of the twelve-month period or at separation of employment is forfeited.
- Days of paid parental leave taken under this policy must be taken consecutively, except that foster parents may request and receive approval for parental leave in nonconsecutive one-week time periods.
- If both parents are eligible District employees, paid parental leave may be taken concurrently, consecutively, or at a different time as the other eligible District employee.

- District holidays and vacation on the District calendar must not be counted against paid parental leave.
- When an eligible District employee's entitlement to leave under this policy extends beyond their designated term of employment for their contractual term, the employee may continue their period of paid parental leave in the subsequent contractual term, provided the employee remains an eligible District employee. OR When an eligible District employee's entitlement to leave under this policy extends beyond their designated term of employment for their contractual term, the employee's period of paid parental leave will not continue in the subsequent contractual term. [This is an option under law which the Board must decide in policy. The Board may decide either to end the paid leave at the end of the employee's contractual term and not have it continue in the subsequent term following summer break, or the Board may choose to allow the paid leave to pick back up for the employee when the employee returns for a subsequent term after the summer break.]
- Paid parental leave must run concurrently with leave taken pursuant to the Family Medical and Leave Act and any other unpaid leave to which the eligible District employee may be entitled as a result of the qualifying event. However, leave granted under this policy is with pay and is not annual leave or sick leave and therefore does not deduct from the eligible District employee's accrued leave balance. An eligible District employee does not have to exhaust all other forms of leave before being eligible to take leave granted under this policy. Eligible District employees shall accrue annual and sick leave at the normal rate while on this leave, if applicable.
- The use of paid parental leave by an eligible District employee shall not prevent the eligible District employee from earning a STEP increase the following year. Paid parental leave is considered paid leave and the time must count toward the eligible District employee's years of service.

Paid parental leave for adoption of a child

Eligible District employees who are employed by the District and are primarily responsible for furnishing the care and nurture of the child, are entitled to six weeks of paid parental leave upon the occurrence of a qualifying event. Eligible District employees who are employed by the District who are not primarily responsible for furnishing the care and nurture of the child, are entitled to two weeks of paid parental leave upon the occurrence of a qualifying event.

- 'Child' means a child initially legally placed for adoption and under the age of eighteen. No child can have more than two parents eligible for paid parental leave.
- 'Eligible District employee' means an employee defined by the Department of Education using the Professional Certified Staff system or any full-time equivalent position categorized as classified staff.
- 'Paid parental leave' means six weeks of paid leave at one hundred percent of the eligible District employee's base pay or two weeks of paid leave at one hundred percent of the eligible District employee's base pay. Leave for part-time eligible District employees must be on a pro-rated basis corresponding to the percentage of hours they are normally scheduled to work.
- 'Qualifying event' means the initial legal placement of a child by adoption, which occurs

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on or after June 26, 2023.

Paid parental leave usage includes the following:

- The entitlement of this leave expires at the end of the twelve-month period beginning on the date of initial legal placement. An eligible District employee shall receive no more than one occurrence of six or two weeks of paid parental leave for any twelve-month period, even if more than one qualifying event occurs.
- If the leave is not used by the eligible District employee before the end of the twelve-month period after the qualifying event, such leave does not accumulate for subsequent use. Paid parental leave may not be donated. Any leave remaining at the end of the twelve-month period or at separation of employment is forfeited.
- Days of paid parental leave taken under this policy must be taken consecutively.
- If both parents are eligible District employees, paid parental leave may be taken concurrently, consecutively, or a different time as the other eligible District employee.
- District holidays and vacation on the District calendar must not be counted against paid parental leave.
- *When an eligible District employee's entitlement to leave under this policy extends beyond their designated term of employment for their contractual term, the employee may continue their period of paid parental leave in the subsequent contractual term, provided the employee remains an eligible District employee. OR When an eligible District employee's entitlement to leave under this policy extends beyond their designated term of employment for their contractual term, the employee's period of paid parental leave will not continue in the subsequent contractual term. [This is an option under law which the Board must decide in policy. The Board may decide either to end the paid leave at the end of the employee's contractual term and not have it continue in the subsequent term following summer break, or the Board may choose to allow the paid leave to pick back up for the employee when the employee returns for a subsequent term after the summer break.]*
- Paid parental leave must run concurrently with leave taken pursuant to the Family Medical and Leave Act and any other unpaid leave to which the eligible District employee may be entitled as a result of the qualifying event. However, leave granted under this policy is with pay and is not annual leave or sick leave and therefore does not deduct from the eligible District employee's accrued leave balance. An eligible District employee does not have to exhaust all other forms of leave before being eligible to take leave granted under this policy. Eligible District employees shall accrue annual and sick leave at the normal rate while on this leave, if applicable.
- The use of paid parental leave by an eligible District employee shall not prevent the eligible District employee from earning a STEP increase the following year. Paid parental leave is considered paid leave and the time must count toward the eligible District employee's years of service.

Adopted __/__/23



Memorandum

To: Members of the Board of Trustees

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

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

Date: June 8, 2023

Re: June 12, 2023 Board Meeting
Information Item
Deletion of Administrative Rule GCC/GDC-R3 "COVID-19 Related Leave Professional/Support Staff")"

Item: Deletion of Administrative Rule GCC/GDC-R3 "COVID-19 Related Leave (Professional/Support Staff)"

Background: Administrative Rule GCC/GDC-R3 "COVID-19 Related Leave (Professional/Support Staff)" provided the benefit of emergency paid sick leave (outside of the existing sick leave policy) to eligible employees for specified reasons related to the COVID-19 pandemic. The administrative rule was written to be temporary in nature during the pandemic and was implemented in response to the federal requirement for the Families First Coronavirus Response Act (FFCRA). The FFCRA has expired, and AR GCC/GDC-R3 is being deleted to ensure the content of the current board policies is aligned with current district practice.

Attachments - Administrative Rule GCC/GDC-R3 "COVID-19 Related Leave Professional/Support Staff")"

AR GCC/GDC-R3 COVID-19 Related Leave (Professional/Support Staff)

Issued 1/22

NOTICE: THIS ADMINISTRATIVE RULE DOES NOT CONSTITUTE A CONTRACT OF EMPLOYMENT; IT DOES NOT ALTER EMPLOYMENT CONTRACT TERMS OR CHANGE THE STATUS OF AT-WILL EMPLOYEES, AND IT MAY BE RESCINDED OR REVOKED AT ANY TIME.

The purpose of this amended administrative rule is to provide leave to eligible employees due to the ongoing COVID-19 pandemic in light of the expiration of the Families First Coronavirus Response Act (FFCRA). Lexington Richland School District Five values its employees and wishes to provide leave retroactive from November 1, 2021, and ending June 30, 2022. Our highest priority is safety, and we will continue to implement prevention strategies to ensure safe delivery of in-person instruction. We believe that we all share an obligation for the safety of our stakeholders and strongly recommend that employees receive the COVID-19 vaccination. In addition, the District maintains the ability to revoke and/or rescind this administrative rule at its discretion.

For purposes of this policy, “*child*” is defined as a staff member’s own child, which includes his or her biological, adopted, or foster child; a stepchild; a legal ward; a child for whom the staff member stands in loco parentis—someone with day-to-day responsibilities to care for or financially support a child; or an adult son or daughter (i.e. one who is 18 years of age or older), who has a mental or physical disability and is incapable of self-care because of that disability.

Emergency Paid Sick Leave

Emergency paid sick leave will be available to all eligible full and part-time staff for the qualifying COVID-19 related reasons. Such leave will be job-protected and include the continuation of health insurance during the period of leave.

Eligibility

A staff member is entitled to take emergency paid sick leave for up to ten days (two weeks) if the staff member is unable to work or telework because he or she:

- is subject to a federal, state, or local quarantine due to the employee receiving a positive COVID-19 test result;
- is experiencing COVID-19 symptoms identified by the district and seeking a medical diagnosis;
- is subject to a federal, state, or local quarantine based on household close contact of a positive COVID-19 individual; this shall also include an employee caring for a child, as defined above, ordered to quarantine or isolate for COVID-19 related reasons.

Any absences beyond the ten (10) days (two-week period) will be subject to Lexington Richland School District Five Policies GCC / GDC and Administrative Rules GCC-R / GDC-R for staff leaves and absences.

For purposes of this amended policy, ten days (two-week period) is interpreted as follows:

- Full-time staff members may receive up to eighty (80) hours of emergency paid sick leave (the equivalent of two (2) weeks).
- Part-time staff members may receive paid sick leave up to the number of hours equal to the number of hours they work, on average, over a two-week period.

Amount of pay

For emergency paid sick leave taken for reasons above, the staff member is due 100% of his/her regular rate of pay.

Issued 4/26/21; Revised 8/23/21, 1/24/22

School District Five of Lexington and Richland Counties
