

BOARD AGENDA ITEM

3/12/2018 Committee of the Whole Meeting		Board of Trustees Meeting	
☐ Action Item ☒ Information Only		☒ Open Session ☐ Executive Session	
Section:	Strategic Education Committee		
Title:	Principal Board Presentations		
Originator/Department:	Learning Services		
Agenda Item Number:	VIII-A		
Background/Discussion:	Background: Learning Services is developing and implementing continuous improvement processes and structures to support students in the attainment of college, career, and citizenship readiness. Plan, Do, Study, Act (PDSA) is a component of these processes. At the request of the CCSD Board principals will present an overview of their data and the strategies being implemented to positively impact student learning.		
Goals & Budget:	Goal. To provide principals an opportunity to showcase their PDSA processes by detailing their data analysis work, SMART goals, instructional strategies, and progress monitoring actions.		
Recommendation: Information Only			
Person(s) Responsible for Implementation:	Janice Malone, Dunston Elementary Ryan Cumback, Moultrie Middle Jeremy Carrick, Stall High School		
Superintendent's Approval:	<i>Janita Bottumait</i>		
Board Member(s) Approval:			
Attachment(s):	☐ Yes		☒ No

BOARD AGENDA ITEM

3/12/2018 Committee of the Whole Meeting		Click here to enter a date. Board of Trustees Meeting	
☐ Action Item ☒ Information Only		☒ Open Session ☐ Executive Session	
Section:	Strategic Education Committee		
Title:	Measures of Academic Progress (MAP) Winter Data Summary and Next Steps		
Originator/Department:	Learning Services		
Agenda Item Number:	<u>VIII.B</u>		
Background/Discussion:	Background: Principals and central office staff have been reviewing Measures of Academic Progress (MAP) results from winter focusing on two aspects: growth and performance. Two data sets are being utilized in this work. One set focuses on the median RIT growth and the second set focuses on the percentage of students meeting growth targets.		
Goals & Budget:	Goal. To utilize MAP as a progress monitoring tool by analyzing growth target performance and growth in median RIT scores. These data sets will be utilized in coaching and mid-year performance review conferences with principals.		
Recommendation: Information Only			
Person(s) Responsible for Implementation:	Cindy Ambrose Michele English Watson Cathie Middleton, Michelle Simmons, Jennifer Swearingen Joe Williams Jennifer Coker		
Superintendent's Approval:	<i>Yerita Postlewait</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes		☐ No

BOARD AGENDA ITEM

3/12/2018
Committee of the Whole Meeting

3/26/2018
Board of Trustees Meeting

☐ Action Item
☒ Information Only

☒ Open Session
☐ Executive Session

Section:

Strategic Education Committee

Title:

Multi-Tiered Systems of Support for Social and Emotional Learning

Originator/Department:

Learning Services
Jennifer Coker, Department of Alternative Programs and Services

Agenda Item Number:

VIII-C

Background/Discussion:

The Department of Alternative Programs and Services (DAP) assists schools in the implementation of various school climate initiatives. All schools are in the process of implementing Multi-Tiered Systems of Support (MTSS) and Positive Behavior Interventions and Supports (PBIS). Some schools applied to participate in piloting a Social Emotional Learning (SEL) curriculum. This update will highlight our PBIS implementation, one of the SEL pilots, Second Step, and some of the support provided by personnel in the Department of Alternative Programs and Services.

PBIS

During 2017 all elementary and middle schools conducted two fidelity inventories and will complete one again in the spring of 2018. All high schools conducted a fidelity inventory during the first semester of the 2017-2018 school year which is the first semester of implementation and another TFI will be completed in the spring of 2018. This instrument is designed to assist the team in creating an action plan to guide implementation.

SEL Pilot:

Second Step: The Second Step curriculum is being implemented in 4K classrooms across CCSD. Fidelity checks are in process and will be completed by March 2018. There is a decrease in referrals resulting in suspensions for 4K students when comparing first semester 2016-2017 to first semester 2017-2018. The Second Step curriculum is also being implemented in 17 elementary schools and two middle schools. Fidelity checks are currently being completed on these schools. A review of their discipline data comparing first semester 2016-2017 to first semester 2017-2018 is currently underway.

DAP Support Personnel

One section of the Department of Alternative Programs and Services is led by the School Climate Coordinator who supervises the seven School Climate Coaches, six Social Workers, and three Behavior Specialists.

- School Climate Coaches – Each coach is assigned six to sixteen schools to assist in the development of MTSS, PBIS, SEL, and other school climate issues and initiatives. The amount of contact time each school receives is

	based on data reviews and the level of implementation. School assignments were just reviewed and adjusted on March 5, 2018. • <u>School Social Workers</u> - Three of our social workers are assigned to work in four to five schools on a weekly basis. They provide a variety of supports to the schools they serve: student groups, parent classes, truancy support, home visits, assistance with applications, connections to outside agencies and many other invaluable tasks. The other three social workers are assigned a larger number of schools and work on a referral system. Schools submit a support request to DAP and a social worker is assigned to assist the school and family. • <u>Behavior Specialists</u> - These positions are a collaborative effort with the Department of Exceptional Children. Schools submit a support request for assistance which could be for assistance school-wide, for a teacher, or for a student. The Behavior Specialists will complete observations and a record review to determine next steps. They then work at the school level to provided additional support and problem-solving.
Goals & Budget:	Goal. To provide Multi-Tiered Systems of Support for social and emotional learning to support all students.
Recommendation: Information Only	
Person(s) Responsible for Implementation:	Jennifer Coker and Department of Alternative Programs and Services Staff
Superintendent's Approval:	<i>Janita Pathwaite</i>
Board Member(s) Approval:	
Attachment(s):	☐ Yes ☒ No

BOARD AGENDA ITEM

3/12/2018 Committee of the Whole Meeting		3/26/2018 Board of Trustees Meeting	
☐ Action Item ☒ Information Only		☒ Open Session ☐ Executive Session	
Section:	Strategic Education Committee		
Title:	Multi-Tiered Systems of Support (MTSS) – Adaptive Digital Content for Literacy		
Originator/Department:	Learning Services- Cindy Ambrose		
Agenda Item Number:	VIII-D		
Background/Discussion:	Learning Services has been emphasizing adaptive digital content as a tool for differentiating instruction for students. Differentiation of reading instruction ensures that students grow in literacy achievement. Teachers from Simmons Pinckney will provide an overview of a digital content provider for literacy that can be utilized to obtain a Lexile reading level for students and also track student progress. The digital platform offers access to over 10,000 standards aligned with English and Spanish non-fiction texts. Teachers can use their dashboards to assign materials to students as well as track student progress using data collected and generated by the digital content platform.		
Goals & Budget:	Goal. To provide Multi-Tiered Systems of Support (MTSS) for literacy instruction		
Recommendation: Information Only			
Person(s) Responsible for Implementation:	Learning Services and School Staff		
Superintendent's Approval:	<i>Yvonne Posthumus</i>		
Board Member(s) Approval:			
Attachment(s):	☐ Yes		☒ No

3/12/18
Committee of the Whole Meeting

3/26/18
Board of Trustees Meeting

☒ **Action Item**
☐ **Information Only**

☒ **Open Session**
☐ **Executive Session**

Section: Strategic Education Committee

Title: Textbook Adoption

Originator/Department: Learning Services
Robin Jones & Christy James

Agenda Item Number: VIII-E

Background/Discussion:

In the fall of 2017, the South Carolina Board of Education adopted a recommended list of instructional materials (including textbooks) for the 2018–2019 school year. In accordance with policy IJJ-R, CCSD initiated a process to review and recommend materials for use in local schools. Alignment of the curriculum standards is a major element of the review process.

The following steps were taken to ensure adequate and equal opportunities for parents, community members, and teachers to review and comment on materials.

- Textbook Committees formed, Dec 2017/Jan 2018
- Textbook Caravan, Jan. 24, 2018
- School Review Period, Jan. 25 – Feb. 24, 2018
- Textbook Open Houses and Community Review Sessions, Jan. 25 – Feb. 15, 2018
- Community Review at Burke HS, Feb. 6, 2018
- Teacher Committee Meetings, Jan. 25 – March 1, 2018

Final Committee Recommendations, attached

Goals & Budget: \$0

Recommendation: Approve the instructional materials recommended for use in Charleston County School District by the textbook adoption committees for the subjects in the attached recommendation and justification document.

Person(s) Responsible for Implementation: District Textbook Coordinator

Superintendent's Approval: *Genita Ostlund*

Board Member(s) Approval:

Attachment(s): ☒ **Yes** ☐ **No**

BOARD AGENDA ITEM

3/12/2018 Committee of the Whole Meeting		3/26/2018 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Policy and Personnel Committee		
Title:	Policy KB – Parent Involvement in Education		
Originator/Department:	Natalie Ham, Office of General Counsel, and Rosa Fulmore, Department of Federal Programs		
Agenda Item Number:	IX-A		
Background/Discussion:	Policy KB has been revised to comply with the 2015 Every Student Succeeds (ESSA) Act. The recommended changes to the policy are replacing the phrase "parent involvement" with "parent and family engagement." This includes changing the name of the policy.		
Goals & Budget:			
Recommendation: Approve first reading of proposed changes to Policy KB			
Person(s) Responsible for Implementation:	Natalie Ham		
Superintendent's Approval:	<i>Genita Portman</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes		☐ No

BOARD AGENDA ITEM

3/12/2018 Committee of the Whole Meeting		3/26/2018 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Operations Committee		
Title:	Fixed Cost of Ownership (FCO) FY18 – Software Reallocation (Digital Media Services)		
Originator/Department:	Jeffrey Borowy, Chief Operation Officer Christy James, Library and Media Services Specialist and Textbook Coordinator		
Agenda Item Number:	X-A		
Background/Discussion:	On February 27, 2017 by Item 7.4A, the Board of Trustees approved the FY18 Fixed Cost of Ownership (FCO) program in the amount of \$32,000,000; and on February 27, 2017 by Item 7.4B, the Board of Trustees approved the specific projects associated with that program. Digital Media Services has a savings in the Fixed Cost of Ownership (FCO) FY18 Software budget that Staff is requesting be used toward the purchase of PebbleGo. PebbleGo is a series of four databases for the district's K-2 students, which covers biographies, animals, science, and social studies. It's important for even CCSD's youngest students to have access to high quality resources for research. There is an opportunity to renew PebbleGo until 2025 for all our elementary schools. This will sync the renewals and ensure equitable resources for all the District's elementary students. This extended renewal avoids the price increases that will take effect in July 2018 and provides an almost 45% discount for all four databases.		
Goals & Budget:	District's continued ability to support the desired level of quality and equity across the District, for everything from technology to facility conditions and furnishings, and equipment		
Recommendation: Approve FCO FY18 Software Reallocation (Digital Media Services)			
Person(s) Responsible for Implementation:	Jeffrey Borowy, Chief Operation Officer Christy James, Library and Media Services Specialist and Textbook Coordinator		
Superintendent's Approval:	<i>Janita Posthwaite</i>		

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Section:

Operations Committee

Title:

Transportation Summary Report

Originator/Department:

Jeff Scott / Transportation

Agenda Item Number:

Background/Discussion:

January 2018 data from the Office of Student Transportation.

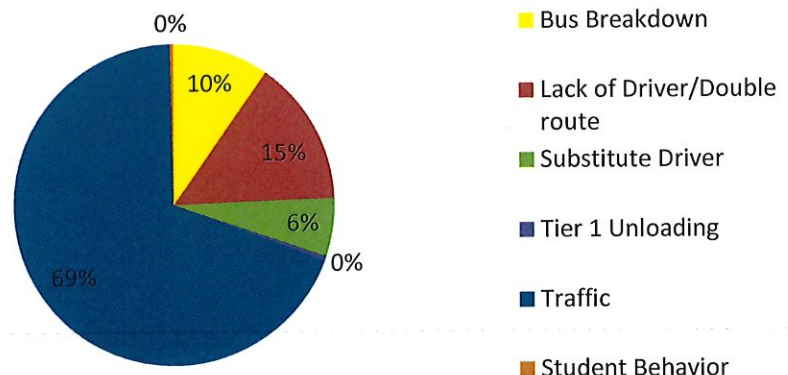
Durham's Driver Count- As of February 26, 2018 Durham has 380 local drivers for 367 routes.

Late Bus lost instructional time tracking- We were able to attribute 1388 hours of lost instructional time due to buses being late in January 2018. This is an increase from December 2017. The two main causes were negative traffic related events, and a drop in the driver count.

The top three schools affected were:

- **SOA – 302-** Two days, January 11th and 29th, account for 182 of these hours. January 11th- a train crossing arm malfunctioned on Ashley Phosphate road causing bus delays. January 29th- a vehicle accident on the North Bridge coupled with driver absences caused the lateness.
- **Laing – 176-** There was no discernible pattern.
- **RB Stall – 147-** The majority of these hours were caused by the train crossing arm malfunction on January 11th.

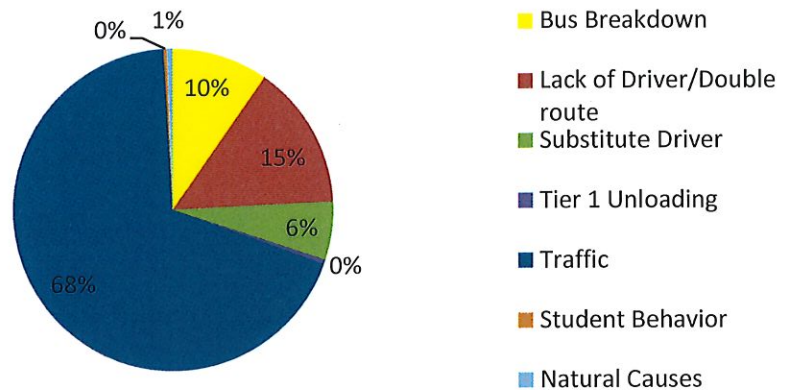
Percentage of estimated instructional time lost by cause January 2018



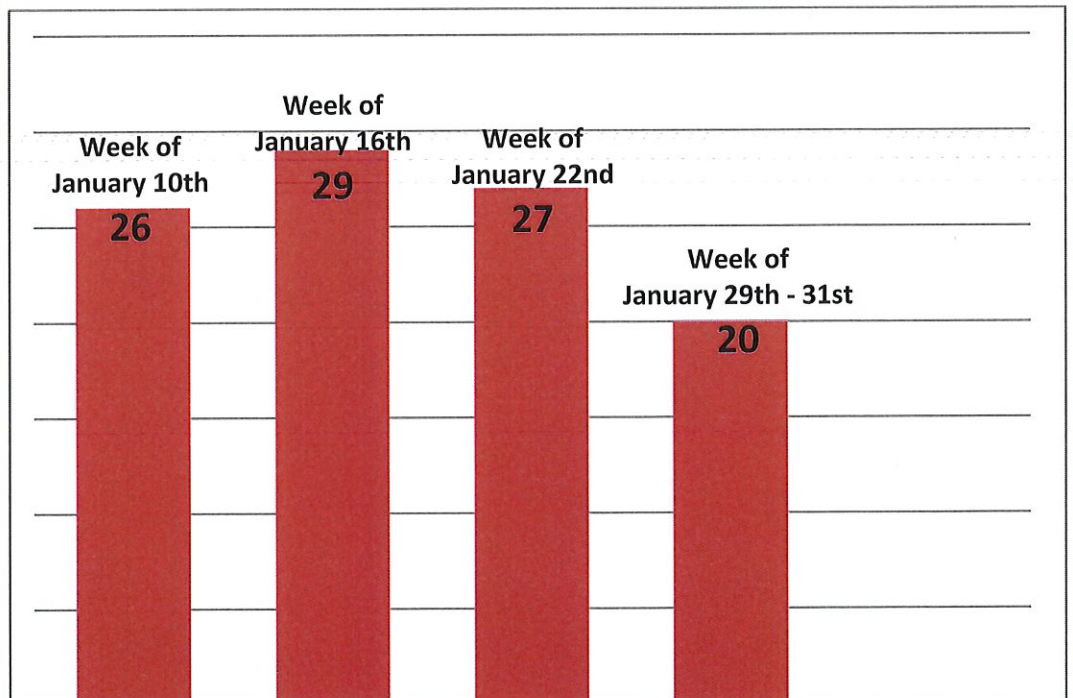
Year to date- we have been able to attribute 8375 hours of lost instructional time due to late buses for the 2017-2018 school year. The three top schools that have been affected are:

- R. B. Stall 2048
- SOA 860
- Jerry Zucker 432

Percentage of estimated instructional time lost by cause 2017-2018

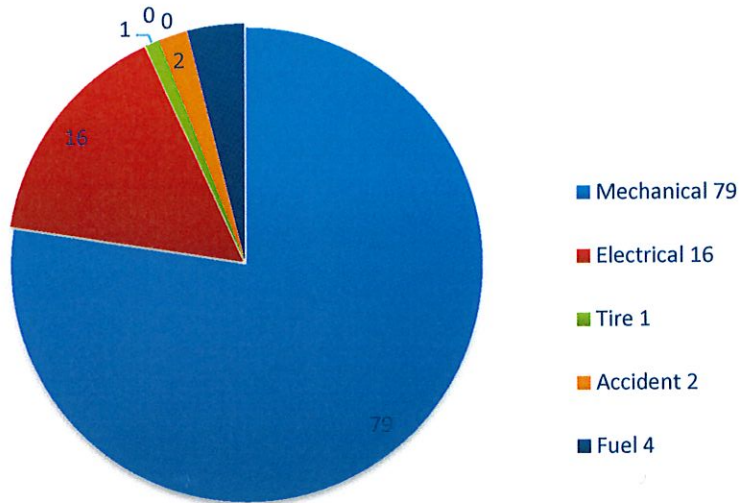


State Bus Breakdown by Week



Reasons for the State Bus breakdown

State Bus Service Call Issue Summary January 2018



Goals & Budget:

Recommendation: Information item: No action required

Person(s) Responsible for Implementation:

William "Jeff" Scott, Executive Director of Transportation
Jeff Borowy, Chief Operating Officer

Superintendent's Approval:

Board Member(s) Approval:

Attachment(s):

☐ Yes

☒ No

BOARD AGENDA ITEM

3/12/2018 Committee of the Whole Meeting		3/26/2018 Board of Trustees Meeting	
☐ Action Item ☒ Information Only		☒ Open Session ☐ Executive Session	
Section:	Operations Committee		
Title:	Capital Projects Report – January 2018		
Originator/Department:	Joyce Costello/Capital Programs Accounting		
Agenda Item Number:	X-C		
Background/Discussion:	Monthly Capital Projects Report		
Goals & Budget:	N/A		
Recommendation: N/A			
Person(s) Responsible for Implementation:	Joyce A. Costello, Capital Programs Officer Kellie Meyer, Executive Director of Finance		
Superintendent's Approval:	<i>Yvonne Bostwick</i>		
Board Member(s) Approval:			
Attachment(s): 1- Capital Projects Report – January 2018; 2-PFM-Phase III (2010-2016) Capital Program Overview, 3-PFM Phase IV (2017-2022) Capital Program Overview	☒ Yes	☐ No	

BOARD AGENDA ITEM

03/6/2018 Audit & Finance Meeting		03/26/2018 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Audit & Finance Committee		
Title:	Fiscal Year 2018 Small Women Minority Business Enterprise (SWMBE) Plan		
Originator/Department:	Wayne Wilcher, Contracts & Procurement		
Agenda Item Number:	X-A2		
Background/Discussion:	In accordance with Charleston County School District Procurement Code Section 5240, Minority Business Enterprise (MBE) Utilization Plan, CCSD is required to develop a Small Women Minority Utilization (SWMBE) Plan annually. As part of this plan, CCSD will provide an annual report to the Board regarding the progress of work with this plan. The plan included the following as a goal for SWMBE utilization; the Charleston County School District will establish goals that include expending, with Minority Business Enterprises (MBEs/SWMBEs) certified by the Office of Small and Minority Business Assistance a verifiable amount equal to ten percent (10%) and likewise with non-certified MBEs/SWMBEs, a verifiable amount equal to ten percent (10%) of CCSD's total procurements (with the exclusion of debt service, salary, benefits, telephones, water and sewer, electric & gas, transfers, solid waste fees, and settlements/claims) for the procurement of supplies, services, information technology and construction. This will mean a total CCSD verifiable goal of twenty percent (20%).		
Goals & Budget:	The total estimated spend for fiscal year 2018 is \$648,000,000 which includes \$467,000,000 that will be spent from the General Operations Funds, \$8,000,000, which will be spent from Special Revenue Funds, and \$173,000,000 will be spent from One Cent Sales Tax Funds. CCSD goal is to spend \$129,600,000 with SWMBE's.		
Recommendation: Approve the Fiscal Year 2018 Small Women Minority Business Enterprise (SWMBE) Plan			
Person(s) Responsible for Implementation:	Wayne Wilcher, Chief Procurement Officer		
Superintendent's Approval:	<i>Genita Postlewait</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes		☐ No

BOARD AGENDA ITEM

3/12/2018
Committee of the Whole Meeting

Board of Trustees Meeting

☐ **Action Item**
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☐ **Executive Session**

Section: Other Business

Title: AdvancED

Originator/Department: Cynthia Ambrose, Deputy Superintendent
Erica S. Taylor, Chief Strategy and Communications Officer

Agenda Item Number: XII-A

Background/Discussion: As a part of our work toward district accreditation, our teachers, school staff, principals, and district staff along with parents and families are assessing our effectiveness using seven research-based system quality factors: clear direction, healthy culture, high expectations, impact of instruction, resource management, efficacy of engagement, and implementation capacity. The Board of Trustees will have the opportunity to participate in assessing our effectiveness and to discuss these system quality factors using the AdvancEd System Quality Factors Diagnostic.

Goals & Budget: N/A

Recommendation: Information

Person(s) Responsible for Implementation: Erica Taylor and Cynthia Ambrose

Superintendent's Approval: *Genita Postlwait*

Board Member(s) Approval:

Attachment(s): ☒ **Yes** ☐ **No**

BOARD AGENDA ITEM

3/12/2018 Committee of the Whole Meeting		3/26/2018 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Other Business		
Title:	Proposed Board Meeting Dates, 2018-19		
Originator/Department:	Gerrita Postlewait		
Agenda Item Number:	XII-B		
Background/Discussion:	Attached are the proposed 2018-19 Board Meeting dates. All meetings are scheduled for the 2nd and 4th Mondays, with the following four exceptions. This is consistent with previous years' schedules. • July 16 – Combined Committee of the Whole and Board Meeting • December 17 – Combined Committee of the Whole and Board Meeting • March 18 – Meeting on 3rd Monday due to Spring Break • May 28 – Meeting on Tuesday due to Memorial Day Holiday		
Recommendation: Approve the 2018-19 Board Meeting Calendar.			
Person(s) Responsible for Implementation:	Board, Superintendent		
Superintendent's Approval:	<i>Gerrita Postlewait</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes	☐ No	