

CCSD BOARD OF TRUSTEES

Board Meeting

June 26, 2017

75 Calhoun St., Charleston, SC 29401

Agenda

EXECUTIVE SESSION 3:30 p.m.			
I.	1.1	Personnel Matters - Employee Grievance - Budget-Related Matters	Action / Information
	1.2	Legal Updates Property Disposition	Information
	1.3	Contractual Matters Vendor Contract	Action
OPEN SESSION Immediately following Executive Session Approximately 5:15 p.m.			
II.	Call to Order		Action
III.	Adoption of Agenda/Approval of Consent Agenda Items		Action
IV.	Approval of the Minutes		Action
	4.1	A. Open Session Minutes – May 22, 2017 <i>The board will consider a recommendation to approve the May 22, 2017 minutes and financial impact statement.</i>	Action
		B. Open Session Minutes – Special Called Meeting June 1, 2017 <i>The board will consider a recommendation to approve the June 1, 2017 minutes and financial impact statement.</i>	Action
V.	APPROVAL OF EXECUTIVE SESSION ITEMS		
	5.1	A. June 12, 2017 - Executive Session - Hearing Officers - Student Transfer Appeals	Action
		B. June 26, 2017 – Executive Session - Vendor Contract - Employee Grievance	Action/ Information Action
VI.	Special Recognitions		
	6.1	A. 2017 SC Exemplary School Resource Officers Award	Information

		B. State Resolution – CCSD Principal	
VII.		Superintendent's Report – Dr. Gerrita Postlewait – Superintendent of Schools	
	7.1	A. Superintendent's Report - o 2017-18 Highlights and Accomplishments - o Summer Teacher Residency Program - o FY17 Budget Outlook - o Strategic Plan Progress - o Goals and Data Workshop for Principals	Information
		B. Financial Report	Information
VIII.		Visitors/Public Comments	
IX.		COMMITTEE REPORT(S)	Information

Strategic Education Committee

	9.1	A. School Enhancement Program & Professional Development Update – Kevin Eakes & Emilie Woody <i>Information</i>	Information
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Policy & Personnel Committee

	9.2	A. Policy XXXX – Board Member Procurement Cards (P-Cards) <i>The board will consider a recommendation to approve the <u>first reading</u> of Policy XXXX authorizing issuance of P-Cards for traveling expenses not to exceed \$1,000.</i> <i>6/12/17 Committee vote – 5-3 (Coats, Garrett and Miller opposed)</i>	Action
		B. Policy JE – Compulsory Attendance <i>The board will consider a recommendation to approve the <u>first reading</u> of revised Policy JE.</i> <i>6/12/17 Committee vote – 5-2 (Miller and Staubes opposed; Hollinshead was not in the room during the vote)</i>	Action
		C. Policy JH – Student Absences and Excuses <i>The board will consider a recommendation to approve the <u>first reading</u> of revised Policy JH.</i> <i>6/12/17 Committee vote – 6-2 (6-1 (Staubes opposed; Garrett was not in the room during the vote)</i>	Action
		D. Revised Human Resources (G) Policies (Second Reading) – GBE, GBEBB, GC, and GCG <i>The board will consider approving the <u>second reading</u> of the proposed revisions to the attached Human Resources (G) policies listed above.</i> <i>4/24/17 – First Reading approved 6-1 (Collins opposed)</i>	Action
		E. Policy IKE – Promotion, Retention and Acceleration of Students <i>The board will consider a recommendation to approve the <u>second reading</u> of Policy IKE.</i>	Action

		6/12/17 Board Meeting vote 6-1-1 (Collins opposed; Staubes abstained)	
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Operations Committee			
	9.3	A. District 3 Bus Lot <i>The board will consider a recommendation to approve the District 3 bus lot at the James Island Elementary location. With plans to solicit bids immediately and start the project within a month.</i>	Action

Audit & Finance Committee			
	9.4	A. Head Start/Early Head Start 2017-18 Funding Application <i>The board will consider a recommendation to approve the Head Start/Early Head Start 2017-2018 Amended Funding Application; assuming a 1% COLA.</i> <i>6/6/17 Audit & Finance Committee vote – 4-0</i>	Action

CONSENT AGENDA ITEMS				
X.	10.1	A. Policy FF – Naming of Facilities – St. James-Santee School Name <i>The board will consider a recommendation to rename St. James Santee Elementary School.</i> <i>6/12/17 Committee vote – 7-1 (Garrett opposed)</i>		Action
Policy & Personnel Committee		B. Health Advisory Committee Vacancies <i>The board will consider a recommendation to approve advertising of vacant HAC positions.</i> <i>6/12/17 Committee vote – 8-0</i>		Action
Policy & Personnel Committee		C. Policy IKA – Grading/Assessment Systems <i>The board will consider a recommendation to approve the <u>first reading</u> of the revised Policy IKA.</i> <i>6/12/17 Committee vote – 8-0</i>		Action
Policy & Personnel Committee		D. Policy GBEBD – Acceptable Use of Technology <i>The board will consider a recommendation to approve the proposed amendment <u>first reading</u> of Policy GBEBD. To address the requirements of the Children's Online Privacy Protection Act.</i> <i>6/12/17 Board Meeting vote 7-0-1 (Mack abstained)</i>		Action
Operations Committee		E. Fixed Cost Ownership (FCO) - FY18 Software Reallocation <i>The board will consider a recommendation to approve the FCO FY18 Software Reallocation as shown on attached resolution.</i> <i>6/12/17 Committee vote – 8-0</i>		Action

Operations Committee		F. Capital Maintenance Reallocation (2017-2022 Capital Program Phase IV-Sales Tax) <i>The board will consider a recommendation to approve the reallocation of funds in the amount of \$496,560 as show on attached.</i> <i>6/12/17 Committee vote – 8-0</i>	Action
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New Business Items			
XI.	11.1	A. Policy BID – Board Member Compensation – Hollinshead, Collins, Mack and Staubes <i>The board will consider a recommendation to amend Policy BID.</i>	Action

Other Agenda Items			
XII.	12.1	Upcoming Meetings 7/17/17 – Committee of the Whole Meeting 7/17/17 – July Board Meeting	Information
XIII.	Adjournment		

BOARD AGENDA ITEM

Click here to enter a date.
Committee of the Whole Meeting

Click here to enter a date.
Board of Trustees Meeting

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

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

Section: SEC Committee

Title: School Enhancement Program and Professional Development Update

Originator/Department: Kevin Eakes & Emilie Woody, Learning Services

Agenda Item Number: 9.1A

Background/Discussion:

This spring, schools were provided opportunities to review innovative programs for 2017-18 and to submit a School Enhancement Application. Principals were encouraged to involve teacher leaders in exploring options and many teachers attended an initiative overview in May that was held prior to the school submission due date. One of the application components was to indicate the level of teacher input; applications from some schools were submitted by a teacher leader. A team consisting of Executive Directors of Schools and staff members from both Learning Services and Accountability reviewed applications as well as data to select schools. Listed below are criteria used to identify sites:

1. To examine student data in matching schools and programs
2. To distribute programs across various geographic regions in CCSD
3. To avoid placing too many initiatives at any school
4. To include an enhancement at each Top Talent school

The accompanying document lists school enhancement programs by site with principal's name. Principals have been notified of selections and program coordinators are coordinating professional development with schools. Please note that some school leaders are listed as TBD and enhancements will be confirmed with new leaders. Additionally, a few schools may be added once leadership is confirmed.

The document also includes AVID and New Tech/PBL, both of which are enhancement programs with sites determined outside of the application and selection process.

Goals & Budget:

Recommendation: For information only. No action necessary.

Person(s) Responsible for Implementation:	Learning Services staff, Executive Directors of Schools, principals, and teachers	
Superintendent's Approval:	<i>Herrita Postlewait</i>	
Board Member(s) Approval:		
Attachment(s):	☐ Yes	☐ No

BOARD AGENDA ITEM

6/12/2017 Committee of the Whole Meeting		6/26/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Policy and Personnel Committee		
Title:	Policy XXXX – Board Member Procurement Cards (P-Cards)		
Originator/Department:	John Emerson, Office of General Counsel		
Agenda Item Number:	9.2A		
Background/Discussion:	Board members have proposed that members of the board of trustees should be issued procurement cards (P-cards) on which they could charge incidental, allowable expenses associated with their service on the board. Note that there is a separate policy Technical and Communications Support for Board Members and that the P-card is not to be used for the purchase of communications devices.		
Goals & Budget:			
Recommendation: Approve first reading of Policy XXXX, which provides for procurement cards (P-cards) for board members with a limit of \$1,000.00.			
Person(s) Responsible for Implementation:	Finance		
Superintendent's Approval:	<i>Jenita Posthwaite</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes	☐ No	

BOARD AGENDA ITEM

6/12/2017 Committee of the Whole Meeting		6/26/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Policy and Personnel Committee		
Title:	Policy JE Compulsory Attendance		
Originator/Department:	Department of Alternative Programs and Services (DAP)		
Agenda Item Number:	9.2B		
Background/Discussion:	Data from the 2015-2016 school year reveal that there is a growing concern with students who do not attend school and are considered truant. The documented truancy data from 2015-2016 are: • Elementary Schools – 8,170 Truant Students • Middle Schools – 1,724 Truant Students • High Schools – 827 Truant Students • TOTAL – 11, 077 Truant Students As of May 26, 2017, documented truancy data for 2016-2017 are: • Elementary Schools –7,760 Truant Students • Middle Schools –1,512Truant Students • High Schools – 2,664Truant Students • TOTAL –12,577 Truant Students Seventy-seven truancy referrals were sent from CCSD schools to the DAP office for additional support. These referrals should be made after schools exhausted all school-based interventions. During the 2016-2017 school year, a truancy project team met biweekly to discuss developing a consistent process for keeping students in school and addressing students and families when absences occur. The team proposes revising board policies JE: Compulsory Attendance and JH: Student Absences and Excuses to more closely align with the State Regulations. The team also created a comprehensive attendance/truancy manual for all CCSD schools. Members of the project team also met with external partners: Darryl Morris and Tely Palm Charleston County Department of Social Services and Assistant Solicitor Spiro Ferderigos, Family Court. The purpose was to develop a process for receiving support from them once CCSD has followed internal procedures. Next Steps: • Develop the truancy hearing procedures and gather feedback throughout the school year. • Develop a district-wide attendance campaign to promote school attendance • Launch the school-wide attendance campaign at the First Day Festival (in August)		

Goals & Budget:		
Recommendation: Vote to approve the proposed revisions to Policy JE Compulsory Attendance		
Person(s) Responsible for Implementation:	Jennifer Coker, Executive Director of Alternative Programs and Services	
Superintendent's Approval:	<i>Genita Posthwait</i>	
Board Member(s) Approval:		
Attachment(s):	☐ Yes	☐ No

CCSD Truancy Project Team Members

- Talecia Drayton Prevention and Intervention Facilitator, DAP
- Kim Foxworth Director, Early Learning
- Kala Goodwine Director, DAP
- Allison Humplik Social Worker, DAP
- Lara Latto Principal, Harbor View Elementary School
- Crystal Lottig Assistant Principal, Wando High School
- Kathleen Luciano Data Clerk, North Charleston High School
- Janice Malone Principal, Dunston Primary School
- Laura Osborne Assistant Principal, Cario Middle School
- Antawn Polite Prevention and Intervention Facilitator, DAP
- Stephen Thomas Assistant Principal, Jennie Moore Elementary School
- Anderson Townsend Principal, Military Magnet Academy
- Melissa Prendergast Director, Nursing Services

BOARD AGENDA ITEM

6/12/2017 Committee of the Whole Meeting		6/26/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Policy and Personnel Committee		
Title:	Policy JH: Student Absences and Excuses		
Originator/Department:	Department of Alternative Programs and Services (DAP)		
Agenda Item Number:	9.2C		
Background/Discussion:	During the 2016-2017 school year, a truancy project team met biweekly to discuss developing a consistent process for keeping students in school and addressing students and families when absences occur. The team proposes revising board policy JH: Student Absences and Excuses to more closely align with the State Regulations. The team also created a comprehensive attendance/truancy manual for all CCSD schools based on the inconsistency noted during the review of files by the project team. Revisions to policy JH include: • Clarifying the appeal process for school decisions about attendance • Explaining the requirements for documentation of absences • Aligning the lawful and unlawful absence type to match the SDE Student Attendance regulation, 43-274 The Board requested clarification from the State Department about accepting parent excuses by email, text or other electronic means. The State Department legal office confirmed our research showing that a parent/guardian excuse must be in writing on paper with the parent/guardian signature.		
Goals & Budget:			
Recommendation: Approve first reading of revisions to Policy JH, Student Absences and Excuses			
Person(s) Responsible for Implementation:	Jennifer Coker, Executive Director of Alternative Programs and Services		
Superintendent's Approval:	<i>Anta Posthwaiz</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes		☐ No

BOARD AGENDA ITEM

6/12/2017 Committee of the Whole Meeting		6/26/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Policy and Personnel Committee		
Title:	Policy FF – Naming of Facilities – St. James-Santee School Name		
Originator/Department:	Erica S. Taylor, Strategy and Communications		
Agenda Item Number:	10.1A		
Background/Discussion:	With the addition of middle school grade levels to St. James-Santee Elementary School during the 2016-2017 school year, a need to rename the school to reflect these changes was identified by members of the community, Constituent District 1 Board, and CCSD staff. A committee was convened and it was recommended and voted upon unanimously to change the name of the school from St. James-Santee Elementary School to St. James-Santee Elementary-Middle School. Naming Committee Members: - John Cobb, Executive Director, Elementary Learning Community - Erica Taylor, Chief Strategy and Communications Officer - Thomas Colleton, District 1 Constituent Board Chair - Terri Nichols, District 1 Constituent Board Liaison - Chad Vail, Office of Career Technology Education (CTE) - Dr. Joe Sampson, Principal (did not attend meeting)		
Goals & Budget:			
Recommendation: Approve the recommendation of the naming committee to change the school's name to St. James-Santee Elementary-Middle School.			
Person(s) Responsible for Implementation:	Erica S. Taylor, Chief Officer, Strategy & Communications		
Superintendent's Approval:	<i>Genita Porttewart</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes	☐ No	

BOARD AGENDA ITEM

6/12/2017 Committee of the Whole Meeting		6/26/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Policy and Personnel Committee		
Title:	Health Advisory Committee Vacancies		
Originator/Department:	Robert Olson, Operational Planning		
Agenda Item Number:	10.1B		
Background/Discussion:	The Health Advisory Committee (HAC) is created by statute to review curriculum materials associated with reproduction health education, family life education and pregnancy prevention education. The HAC is comprised of 13 members including health professionals, clergy, parents, students, community members, and teachers. Currently, the HAC has the following vacancies: 1 Medical, 1 Parent and 1 Student. Additionally, four positions (1 Teacher, 2 Clergy and 1 Student) will expire in July. The current student and one clergy have asked to be reappointed to their current positions. Staff seeks guidance on how the Board of Trustees would like to fill the above-referenced vacancies.		
Goals & Budget:			
Recommendation: Approve the advertising of the attached draft notice in the Post and Courier and The Chronicle, as well as through CCSD social media (district web page, Weekly Update emails, Twitter and Facebook). In addition, all high school guidance directors will be provided a copy of the notice via the District's Director of K-12 Guidance and Counseling specifically related to the vacant student position.			
Person(s) Responsible for Implementation:	Robert Olson, Plant Operations		
Superintendent's Approval:	<i>Janita Pothuizen</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes		☐ No

BOARD AGENDA ITEM

6/12/2017 Committee of the Whole Meeting		6/26/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Policy and Personnel Committee		
Title:	Policy IKA – Grading/Assessment Systems		
Originator/Department:	John F. Emerson, Office of General Counsel		
Agenda Item Number:	10.1C		
Background/Discussion:	Policy IKA has been updated to include language specific to the recent change to the Statewide uniform grading scale. It further speaks to the district's efforts to keep parents informed of their child's academic performance by promoting a process of continuous evaluation of student performance. The State Department of Education has adopted a regulation requiring school districts to convert to 10-point grading scale for high school courses. The proposed revision to Policy IKA reflects a change in the district's grading policy to conform. In conformity with state law and state department of education policy, the district adopts a uniform grading scale for students in grades 3-12. In addition, the grading scale will be used to calculate grade point ration (GPA) and class rank for students earning Carnegie units.		
Goals & Budget:			
Recommendation:	Consider a recommendation to revise Policy IKA per state requirements.		
Person(s) Responsible for Implementation:	John F. Emerson, Office of General Counsel		
Superintendent's Approval:	<i>Serrita Postlewait</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes	☐ No	

BOARD AGENDA ITEM

6/12/2017 Committee of the Whole Meeting		6/26/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Policy and Personnel Committee		
Title:	Policy GBEBD – Acceptable Use of Technology		
Originator/Department:	John Emerson, Office of General Counsel		
Agenda Item Number:	10.1 D		
Background/Discussion:	Policy GBEBD addresses staff use of technology for various purposes, including for instructional purposes. New federal law addresses the fact that websites, especially those for students under the age of 13, require parental consent if students want to access the site. This is particularly true when a website requires certain information from students in order to enroll. The federal Children's Online Privacy Protection Act (COPPA) addresses that issue, among others, and allows a parent to authorize the district to consent on their behalf so that consent does not have to be obtained from every parent/guardian for every website visited. The proposed amendment to GBEBD will reflect the law and notify employees of its provisions and of the obligation of educators to monitor student use of technology.		
Goals & Budget:			
Recommendation: Move to approve the proposed amendment to Policy GBEBD (Acceptable Use of Technology) to address the requirements of the Children's Online Privacy Protection Act.			
Person(s) Responsible for Implementation:	Department of Innovation and Digital Learning, Department of Information Technology		
Superintendent's Approval:	<i>Sandra Portuwait</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes		☐ No

		BOARD AGENDA ITEM	
6/12/2017 Committee of the Whole Meeting		6/26/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Operations Committee		
Title:	Fixed Cost of Ownership (FCO) FY18 – Software Reallocation		
Originator/Department:	Jeffrey Borowy, Chief Operating Officer Kevin Eakes, Interim Director of Accountability		
Agenda Item Number:	10.1 E		
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 Content Fair During the March 2017 Countywide Principals' meeting, the Department of Innovation and Digital Learning facilitated a Digital Content Fair. The purpose of this event was to garner stakeholder input from every school in CCSD about their preferences for adaptive digital content. Based on the principal feedback survey from this event, a district committee finalized the K-12 adaptive digital content to be adopted for ELA and math. There was one adjustment to the original list that was submitted as part of the FY18 Software FCO budget; Lexia was selected as the core K-5 ELA adaptive digital content platform. Savings The selection of Lexia resulted in a decrease of iReady subscriptions yielding a new cost of \$373,800.00, a savings of \$423,133.00. iReady will be used in middle schools for ELA and math. The cost for Lexia for all K-5 schools is \$408,000.00.		
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 as shown on the attached resolution.			
Person(s) Responsible for Implementation:	Jeffrey Borowy, Chief Operating Officer Kevin Eakes, Interim Director of Accountability		

Superintendent's Approval:	<i>Terita Posthumait</i>	
Board Member(s) Approval:		
Attachment(s): 1- Resolution Requesting Reallocation of Funding	☒ Yes	☐ No

BOARD AGENDA ITEM

6/12/2017 Committee of the Whole Meeting		6/26/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Operations Committee		
Title:	Capital Maintenance Reallocation (2017-2022 Capital Program Phase IV-Sales Tax) Year 1		
Originator/Department:	Ronald Kramps, Executive Director, Facilities Management		
Agenda Item Number:	10.1F		
Background/Discussion:	On March 21, 2016, the Charleston County School District Board of Trustees approved Item 9.4C, the Creation and Maintenance of the Capital Maintenance Plan. On March 1, 2017 memorandum signed by the Chief Financial Officer and Chief Operations Officer authorized execution of the Capital Maintenance Year 1 (2017) Project List. FM staff have begun soliciting bids for the execution of approved Capital Maintenance Sales Tax, Year 1 (2017) projects. The HVAC – Project #5270 has identified a savings of \$496,560 in the task for St. James Santee. These requests are for continued execution of existing tasks within Year 1 and for design of tasks planned for a later execution. FM requests approval from the Board of Trustees for the reallocation of these savings to projects described below: • Fire Protection – Project #5282 – Deer Park MS - \$35,000 (Year 1 of 6) • Fire Protection – Project #5282 – St. Andrews MS - \$140,000 (Year 1 of 6) • Fire Protection – Project #5282 – Military Magnet MS (Design) - \$50,000 (Year 4 of 6) • Fire Protection – Project #5282 – Corcoran ES (Design) - \$40,000 (New Task) • Painting – Project # 5278 – Hunley Park ES - \$110,000 (Year 1 of 6) • Electrical/Lighting – Project #5275 – Mt. Zion ES (Design) - \$19,560 (Year 2 of 6) • Doors & Hardware – Project #5279 – Lambs ES (Design) - \$42,000 (Year 2 of 6) • Doors & Hardware – Project #5279 – James B. Edwards (Design) - \$60,000 (Year 2 of 6)		
Goals & Budget:	The District continues to support a desired level of quality and equity throughout the District, for everything from technology to facility conditions and furnishings and equipment.		
Recommendation:	Approve reallocation of funds in the amount of \$496,560 as shown on the attached resolution.		

Person(s) Responsible for Implementation:	Ronald Kramps, Ex Dir of Facilities Mgt Jeff Borowy, Chief Operating Office	
Superintendent's Approval:		
Board Member(s) Approval:		
Attachment(s):	☒ Yes	☐ No

BOARD AGENDA ITEM

Click here to enter a date. Committee of the Whole Meeting		6/26/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	New Business		
Title:	Policy BID – Board Member Compensation		
Originator/Department:	Hollinshead Collins, Mack and Staubes		
Agenda Item Number:	11.1A		
Background/Discussion:	CCSD Board members currently receive a per diem of \$25 + mileage for meetings actually attended. This is consistent with the Act of Consolidation. The approval of this policy would allow CCSD Trustees to receive an annual compensation in addition to the per diem and mileage and reimbursement for reasonable and necessary meeting and conference expenses.		
Goals & Budget:			
Recommendation: To approve a recommendation to amend Policy BID – Board Member Compensation and Expenses.			
Person(s) Responsible for Implementation:			
Superintendent's Approval:			
Board Member(s) Approval:			
Attachment(s):	☐ Yes	☐ No	