

CCSD BOARD OF TRUSTEES

Board Meeting

May 22, 2017

75 Calhoun St., Charleston, SC 29401

Agenda

EXECUTIVE SESSION 3:30 p.m.			
I.	1.1	Teacher Appeal – John Emerson – 30 minutes	Action
	1.2	Legal Update	Information
	1.3	Student Transfer Appeals	Action
	1.4	Personnel Matters	Information / 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 – April 24, 2017 <i>The board will consider a recommendation to approve the April 24, 2017 minutes and financial impact statement.</i>	Action
		B. Open Session Minutes – May 8, 2017 Special Called Meeting <i>The board will consider a recommendation to approve the May 8, 2017 minutes and financial impact statement.</i>	Action
V.	APPROVAL OF EXECUTIVE SESSION ITEMS		Action
	5.1	A. May 22nd – Executive Session - Teacher Appeal - Student Transfers - Personnel Matters	Action
		B. May 8th - Executive Session Contractual Matter	Action
VI.	Special Recognitions		
	6.1	A. Jefferson Award: Students In Action	Information
		B. South Carolina <i>You Be the Chemist</i> State Winner	Information
		C. Athletic State Champions	Information

		D. 2017 District Teacher of the Year	Information
VII.	Superintendent's Report – Dr. Gerrita Postlewait – Superintendent of Schools		Information
	7.1	A. A2017-18 Overview • Strategic Plan Update • 2017-18 Proposed Assessments • 2016-17 Teacher and Principal Evaluation Process • 2017-18 Teacher and Principal Evaluation Process • PISA for Schools • NWEA <i>Insights</i> Report	
		B. Financial Report	Information
VIII.	Visitors/Public Comments		
IX.	COMMITTEE REPORT(S)		Information

Policy & Personnel Committee			
	9.1	A. Policy ADF – District Wellness <i>The board will consider a recommendation to approve the first reading of Policy ADF.</i> <i>5/8/17 Committee vote – 7-0; Miller and Staubes did not vote because they were out of the room</i>	Action
		B. Policy IKE – Promotion, Retention and Acceleration of Students (K-8) <i>The board will consider a recommendation to approve the first reading of the revised Policy IKE.</i> <i>5/8/17 Committee vote – 9-0</i>	
		C. Revised Finance (D) Policies (Second Reading) <i>The board will consider a recommendation to approve the second reading of the proposed revisions to the Finance (D) policies.</i> <i>5/8/17 Committee vote – 9-0</i>	Action
		D. Revised Human Resources (G) Policies (Second Reading) <i>The board will consider a recommendation to approve the second reading of the proposed revisions to the Human Resources (G) policies.</i> <i>4/24/17 Board Meeting vote 6-1 (Collins opposed; Mr. Garrett and Mrs. Jeffery were not present or on the phone during the vote)</i>	Action

Operations Committee			
	9.2	A. District 3 Bus Lot <i>The board will consider a recommendation to approve the location of the District 3 bus lot on the James Island Campus.</i> <i>5/8/17 Committee vote – 4-3-1; Collins, Hollinshead & Miller opposed; Jeffery abstained; Staubes was out of the room during the vote</i>	Action

Audit & Finance Committee			
	9.3	A. 2017 Laura Brown Funding Distribution <i>The board will consider a recommendation to approve the distribution of Laura Brown Special Board Funds as submitted</i> <i>5/3/17 Audit & Finance Committee vote – 9-0</i>	Action
		B. Custodial Contract Scope of Work <i>The board will consider a recommendation to approve the custodial contract statement of work and changes.</i> <i>5/3/17 Audit & Finance Committee vote – 9-0</i>	Action

New Business			
	9.4	A. Retaining Principals – Collins, Hollinshead, Miller and Jeffery <i>The board will consider a recommendation to establish a minimal tenure of 3-5 years for principals assigned to schools in Charleston County.</i>	Action
		B. Hiring Principals – Collins, Hollinshead, Miller and Jeffery <i>The board will consider a recommendation to amend the hiring policy for principals.</i>	Action

Other Agenda Items			
X.	10.1	Upcoming Meetings 6/12/17 – Committee of the Whole Meeting 6/26/17 – Board Meeting	Information
XI.	Adjournment		

BOARD AGENDA ITEM

5/8/2017 Committee of the Whole Meeting		5/22/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Policy and Personnel Committee		
Title:	Policy ADF – District Wellness		
Originator/Department:	John Emerson, Office of General Counsel, and Robert Olson, Operational Planning		
Agenda Item Number:			
Background/Discussion:	In 2016 Congress approved regulations requiring school districts to adopt district policy/regulation to articulate certain standards about nutrition, exercise and overall wellness. The deadline to adopt is July 1. Staff is still working with different sources of information and models that are completely consistent with one another. Attached is a draft from which we are starting.		
Goals & Budget:			
Recommendation: Approve first reading of the creating of Policy ADF.			
Person(s) Responsible for Implementation:	John F. Emerson and Robert Olson		
Superintendent's Approval:			
Board Member(s) Approval:			
Attachment(s):	☒ Yes	☐ No	

BOARD AGENDA ITEM

5/8/2017 Committee of the Whole Meeting		5/22/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Policy & Personnel Committee		
Title:	Policy IKE		
Originator/Department:	Valerie Harrison, Interim Chief Accountability Officer		
Agenda Item Number:			
Background/Discussion:	Act 284 (Read to Succeed) requires that, beginning with the 2017-2018 school year, a student must be retained in the third grade if the student fails to demonstrate reading proficiency at the end of third grade as indicated by scoring at the lowest achievement level on the state summative reading assessment that equates to Not Met 1 on the Palmetto Assessment of State Standards (PASS). A student may be exempt for good cause from the mandatory retention but shall continue to receive instructional support and services and reading intervention appropriate for their age and reading level. Policy IKE has been updated to include specifications regarding this legislation.		
Goals & Budget:			
Recommendation: Approve the first reading of the revised Policy IKE. Staff will prepare more detailed policy recommendation for the June 12 COTW meeting.			
Person(s) Responsible for Implementation:			
Superintendent's Approval:			
Board Member(s) Approval:			
Attachment(s):	☒ Yes	☐ No	

BOARD AGENDA ITEM

3/13/2017 Committee of the Whole Meeting		5/22/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Policy and Personnel Committee		
Title:	Revised Finance (D) Policies		
Originator/Department:	Glenn Stiegman, Chief Finance Officer and John Emerson, General Counsel		
Agenda Item Number:			
Background/Discussion:	The CCSD Board of Trustees has approved a program to review board policies over the course of the 2016-2017 school year. On March 27, 2017 the Board gave first reading approval to proposed changes to the Finance (D) policies. On April 4, 2017 members of the Board and staff met to review the policy drafts in light of comments received at and after first reading. The attached revisions, presented here for second reading reflect those changes. At the Committee of the Whole meeting on May 8, 2017, Rev. Chris Collins suggested additional changes. His proposed changes are indicated on each policy with comments provided by Mrs. Cindy Bohn Coats, Policy and Personnel Committee liaison.		
Goals & Budget:			
Recommendation: Approve second reading of the proposed revisions to the attached Finance (D) policies.			
Person(s) Responsible for Implementation:	Glenn Stiegman and John F. Emerson		
Superintendent's Approval:			
Board Member(s) Approval:			
Attachment(s):	☒ Yes		☐ No

BOARD AGENDA ITEM

4/17/2017 Committee of the Whole Meeting		5/22/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	New Business		
Title:	Revised Human Resources (G) Policies		
Originator/Department:	Bill Briggman, Human Resources and John Emerson, General Counsel		
Agenda Item Number:			
Background/Discussion:	At its October 24, 2016 meeting, the CCSD Board of Trustees approved a motion to review board policies over the course of the 2016-2017 school year. Provided here for your review are Human Resources policies. These policies passed first reading April 24, 2017. Slight changes to two policies were offered after the second reading.		
Goals & Budget:			
Recommendation: Approve second reading of the proposed revisions to the attached Human Resources (G) policies.			
Person(s) Responsible for Implementation:	Bill Briggman and John F. Emerson		
Superintendent's Approval:			
Board Member(s) Approval:			
Attachment(s):	☒ Yes		☐ No

BOARD AGENDA ITEM

5/8/2017 Committee of the Whole Meeting		5/22/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Operations Committee		
Title:	District 3 Bus Lot		
Originator/Department:	Reginald McNeil / Capital Programs		
Agenda Item Number:			
Background/Discussion:	Parking of the District 3 bus fleet at Ft. Johnson Middle School will need to be relocated to accommodate Camp Road Middle School which will be nearly double in capacity than the existing campus. The only suitable location on CCSD property in District 3 is on the back portion of the James Island Elementary School property. A traffic study has confirmed that the parking of 38 buses will have limited impact on the surrounding transportation network. An air dispersion report confirms that reportable air pollutants per the Environmental Protection Agency are significantly less than the ambient air quality standards they measure. The lot will have no negative effects on school operations. This is a Phase III Capital Program project with an overall budget of \$3.3 million. District 3 constituents do not support a bus lot being built at the proposed location. The overall concern is the effect to the community's quality of life. Meetings were held on September 14, 2016, December 14, 2016, March 22, 2017 and April 17, 2017. At the final meeting with District 3 constituents, staff provided attachment 1 and reported that a recommendation will be brought to the Board for approval on May 22, 2017 to construct the bus lot at James Island Elementary. Staff reminded the District 3 constituents of the opportunity to express their concerns in the public comment session at the board meeting. Attachment 2 is the list of CCSD bus lots. Note that bus lots are located on five other active school campuses.		
Goals & Budget:	Construct a bus lot at James Island Elementary by Fall of 2017 with an approved budget of \$3.3 million.		
Recommendation: Approve the location of the District 3 bus lot on the James Island Elementary campus.			
Person(s) Responsible for Implementation:		Reginald McNeil, Executive Director of Capital Programs Jeffrey Borowy, Chief Operating Officer	

Superintendent's Approval:		
Board Member(s) Approval:		
Attachment(s): 1. D3 Bus Lot Update April 17, 2017 2. CCSD Bus Lots List	☒ Yes	☐ No

BOARD AGENDA ITEM

5/3/2017 Audit and Finance Committee		5/22/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Audit and Finance Committee		
Title:	2017 Laura Brown Funding Distribution		
Originator/Department:	Learning Services		
Agenda Item Number:			
Background/Discussion:	The Laura Brown Special Board Funds were created by the Charleston County District Board of Trustees to support student participation in competitions at the national level. Students who win local/district and state competitions are eligible to compete at the national level and are therefore eligible for funding. The attached chart identifies the number of students continuing to the national level and the nature of their competition. CCSD student organizations promote skill development and competency mastery through skill and leadership events that underscore what is learned in the classroom. Organization advisors have given their time and expertise to assist these students in preparing for competitions. Students have worked in collaboration and individually on activities that develop leadership, scholarship, service, creativity and teamwork. CCSD has been well represented at previous state and national competitions. The students who attend national events serve as leadership role models to other students and reflect a positive image to the community. These students are true ambassadors of their schools and our district.		
Goals & Budget:	Priority Goal #14 \$50,000		
Recommendation: Approve the distribution of Laura Brown Special Board Funds as submitted.			
Person(s) Responsible for Implementation:	<i>Mary Runyon</i>		
Superintendent's Approval:	<i>Denita Posthumus</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes		☐ No

BOARD AGENDA ITEM

5/8/2017 Committee of the Whole Meeting		5/22/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Audit & Finance		
Title:	Custodial Contract Scope of Work		
Originator/Department:	Facilities Management		
Agenda Item Number:			
Background/Discussion:	On April 24, 2017 the Board of Trustees approved solicitation of bids for a new custodial services contract, contingent upon board approval of the scope of work. Therefore, attachment 1 is a tabular presentation of the proposed scope of work, which is the same as the current contract. FM staff recommends two changes to the scope of work: 1) A minor change to increase the level of cleaning in the approximately 60,000 square feet of Head Start classroom space in our schools. The cost impact is estimated to be \$0.20 per square foot above the base square footage cost, which would be a cost increase of \$12,000/yr. 2) Inclusion of language requiring an unburdened wage no less than \$12.00/hr for day porters. The current contract specifies a similar wage for day porters who were shifted from CCSD employment to contract employment, but only six of those people remain employed with the incumbent contractors and the wage for newly hired day porters has been lower. Due to the importance of the day porters in our schools, we need to specify a wage no less than \$12.00/hr for all day porters that will attract skilled laborers for these positions. The estimated cost for this change is \$650,000/yr. The current contract cost for day porters is \$3,616,885. Given a \$650,000 increase (as suggested above), we would expect an annual contract amount for day porters at \$4,266,885. The current contract amount for evening clean (not including day porters) is \$10,700,000. Since the labor rates on the current contract are very old, an increase is likely but is dependent upon market conditions. Having done some market research of wages in Columbia and Spartanburg, a wage increase of \$3.00/hr is a reasonable estimated increase. Given that increase, we would expect an evening cleaning contract cost increase of \$1.5M/yr and a total annual need for evening cleaning of \$12,200,000. If no changes are approved and current cost figures are assumed the total annual need for both day porters and evening cleaning is estimated to be \$14,316,885. If the changes above are approved and market demands are		

	correctly estimated, the total annual need is estimated to be \$16,478,885.	
Goals & Budget:	\$16,478,885	
Recommendation: Approve the attached custodial contract statement of work and the changes noted above.		
Person(s) Responsible for Implementation:	Ronald F. Kramps, Executive Director Facilities Management  Jeffrey Borowy, Chief Operating Officer	
Superintendent's Approval:		
Board Member(s) Approval:		
Attachment(s):	☒ Yes	☐ No

BOARD AGENDA ITEM

5/22/2017 Board Meeting		Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	New Business		
Title:	Retaining Principals		
Originator/Department:	Collins, Jeffery, Hollinshead, Miller		
Agenda Item Number:			
Background/Discussion:	The Charleston County School District has experienced numerous changes in leadership at schools. While some principals have remained in place for years at their schools, other principals have been moved between schools after only a year or two of service.		
Goals & Budget:	To establish and maintain the long-term employment of school administrators and staff in an effort to establish healthy, trusting relationships that foster and produce learning while promoting family and community involvement in our schools.		
Recommendation: That CCSD establish a minimal tenure (3-5 years) for principals assigned to schools in Charleston County, in which they will not be subject to removal (except for valid concerns such as work ethic, academic data performance or an emergency). When the superintendent deems it necessary to relocate a principal, the principal must be notified in writing with the new assignment details. Principals will be given twenty school days to appeal such determination to the superintendent. School based staff, student populations, community members, and all involved shall be given an opportunity to weigh in and have input. If no agreeable solution is reached, the Charleston County Board of Trustees will make the final decision.			
Person(s) Responsible for Implementation:	Superintendent		
Superintendent's Approval:			
Board Member(s) Approval:			
Attachment(s):	☐ Yes	☒ no	

		BOARD AGENDA ITEM	
5/22/2017 Board Meeting		Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	New Business		
Title:	Hiring Principals		
Originator/Department:	Collins, Miller, Hollinshead and Jeffery		
Agenda Item Number:			
Background/Discussion:	The board members listed here support a change in the process for hiring principals to include more involvement by the Board and the public, final decision by the Board from among three nominees from the superintendent, and the award of a five-year contract. Implementing such changes would require amendment of policy GCF, among others.		
Goals & Budget:	The sponsors of the amendment of Policy GCF and related policies seek to ensure positive placement of principals in local schools. Under the proposed revision, the board of trustees would establish the structure of an interview team, which would include community members, teachers, parents, two board members or their designees, constituent board members, clergy and student body representatives. These teams would interview principal candidates. Interviews would take place in a public forum unless the applicant requests that the meeting be closed. After interviewing qualified candidates that can be cleared by the Department of Human Resources, the interview team would determine and recommend to the superintendent the team's top three candidates, in rank order. Information about these candidates would be made available for public comment. Following interviews with the three candidates, the superintendent shall provide to the Board of Trustees the list of candidates in his or her order of preference. In its review of the nominees, board would be provided with resumes, background checks, work history and relevant information pertaining to the most recent employment of each candidate. Following discussion in executive session, the board would make its selection by vote in open session. The board may choose to assign letter or number codes for each candidate during the voting process until the successful candidate is determined. The successful candidate would be offered a five-year performance- based conditional contract for the school in which he or he is placed.		
Recommendation: Approve the hiring policy as proposed.			
Person(s) Responsible for Implementation:	Superintendent		
Superintendent's Approval:			
Board Member(s) Approval:	Collins, Jeffery, Hollinshead and Miller		
Attachment(s):	☐ Yes		☒ no