

CCSD BOARD OF TRUSTEES

Board Meeting

April 24, 2017

75 Calhoun St., Charleston, SC 29401

Agenda

NOTE: Public Hearing on FY18 Budget at 4:15 p.m.

BOARD MEETING EXECUTIVE SESSION Immediately following the Budget Hearing			
I.	1.1	Contractual Matters	Action
	1.2	Legal Update	Information/ Action
OPEN SESSION Immediately following Executive Session Approximately 6:00 p.m.			
II.	Call to Order		Action
III.	Adoption of Agenda/Approval of Consent Agenda Items		Action
IV.	Approval of the FY 2018 Budget <i>The board will consider a recommendation to approve the second reading of the FY2018 Budget. The first reading was approved 3/27/17. The vote was 6-2-1 (Collins and Miller opposed; Coats abstained).</i>		Action
V.	Approval of the Minutes		Action
	5.1	A. Open Session Minutes – March 27, 2017 <i>The board will consider a recommendation to approve the March 27, 2017 minutes and financial impact statement.</i>	Action
		B. Open Session Minutes – April 17, 2017 Special Called Meeting <i>The board will consider a recommendation to approve the April 17, 2017 minutes and financial impact statement.</i>	Action
VI.	APPROVAL OF EXECUTIVE SESSION ITEMS		Action
VII.	Special Recognitions		
	7.1	A. 2017 SC Junior Stamp Art Winner	Information
		B. Marine Science Club Regional Champs (Wando)	Information
		C. South Carolina Scholastic Journalist of the Year	Information
		D. Jazz Band of America Inductee	Information
VIII.	Visitors/Public Comments		

IX.	Superintendent's Report – Dr. Gerrita Postlewait – Superintendent of Schools		Information
	9.1	A. Capturing Kids' Hearts National Showcase School Awards	Information
		B. Memminger Elementary School - Authorized as an official International Baccalaureate Site	Information
		C. Teacher Contract Options	Information
		D. Financial Report	Information
X.	COMMITTEE REPORT(S)		Information

Strategic Education Committee			
	10.1	A. Healthy Living Curriculum (Reproductive Health) <i>The board will consider a recommendation to approve the Healthy Living Curriculum (Edgenuity on-line curriculum) as a fourth option for certain high school students to receive required reproductive health instruction.</i> <i>4/17/17 Committee vote – 5-2-1 (Collins, Miller opposed; Hollinshead abstained)</i>	Action
Policy & Personnel Committee			
	10.2	A. Revised Human Resources (G) Policies (First Reading) <i>The board will consider a recommendation to approve the first reading of the proposed revisions to the attached Human Resources (G) policies.</i> <i>4/17/17 Committee vote – 8-1 (Collins opposed)</i>	Action
		B. Revised Finance (D) Policies (Second Reading) <i>The board will consider a recommendation to approve the second reading of the proposed revisions to the attached Finance (D) policies.</i> <i>The first reading was approved 3/27/17. Vote – 9-0</i>	Action
Audit & Finance Committee			
	10.3	A. Custodial Services Contract Bid Solicitation through Issuance of a New RFP <i>The board will consider a recommendation to approve solicitation of bids for custodial services through the issuance of a new Request for Proposal, with the understanding that Board approval is required for the scope of work.</i> <i>4/10/17 Audit & Finance Committee vote – 6-0</i>	Action
		B. Public Financial Management Contract Extension <i>The board will consider a recommendation to approve extending the Public Financial Management contract for three years until March 31, 2020.</i> <i>4/10/17 Audit & Finance Committee vote – 6-0</i>	Action

CONSENT AGENDA ITEMS

XI. Strategic Education Committee	11.1	A. State Planning Requirements <i>The board will consider a recommendation to approve School Plans for submission to the SC Department of Education.</i>	Action
Strategic Education Committee		B. Early College High School – Richard Gordon (15 minutes) <i>The board will consider a recommendation to approve the implementation of Early College High School at Trident Technical College – Palmer Campus for the 2017-18 school year.</i>	Action
Policy & Personnel Committee		C. 2017-18 Board Meeting Schedule <i>The board will consider a recommendation to approve the proposed 2017-18 board meeting schedule.</i>	Action
Operations Committee		D. Future Plan for Fraser Campus <i>The board will consider a recommendation to approve retaining the former Wilmot Fraser Campus for future use.</i>	Action
Operations Committee		E. Reallocation of Phase III Excess Revenues <i>The board will consider a recommendation to approve the reallocation of funds shown on the resolution provided in the agenda packet.</i>	Action
Operations Committee		F. 2017-2022 Capital Program (Phase IV) Sales Tax – Technology Replacements and Upgrades 6-Year Plan <i>The board will consider a recommendation to approve the 2017-2022 Capital Program (Phase IV) Sales Tax – Technology Replacements and Upgrades 6-Year Plan.</i>	Action
OTHER AGENDA ITEMS			
XII.	12.1	Upcoming Meetings 5/8/17 – Committee of the Whole Meeting 5/22/17 – Board Meeting	Information
XIII.	Adjournment		

BOARD AGENDA ITEM

4/24/2017
Board of Trustees Meeting

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

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

Section:		
Title:	Approval of Proposed FY 18 Budget, First Reading	
Originator/Department:	Glenn A. Stiegman, Jr., Chief Financial Officer	
Agenda Item Number:	IV	
Background/Discussion:	The administration has prepared the FY 2017-18 Budget and recommends its approval.	
Goals & Budget:		
Recommendation: Motion to approve the FY 2017-18 Budget for 2 nd reading as recommended by the administration.		
Person(s) Responsible for Implementation:	Glenn A. Stiegman, Jr.	
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		4/24/2017 Board of Trustees Meeting	
☐ Action Item ☒ Information Only		☒ Open Session ☐ Executive Session	
Section:	Superintendent's Report		
Title:	Capturing Kids' Hearts National Showcase School Awards		
Originator/Department:	Dr. Gerrita Postlewait/Superintendent		
Agenda Item Number:	9.1A		
Background/Discussion:	Over the last few months, The Flippen Group has been gathering data on schools across the country that implemented Capturing Kids' Hearts with fidelity and have experienced demonstrable results in the culture of their campus as well as the academic performance of students. Two schools in the Charleston County School District have received the recognition of being a Capturing Kids' Hearts National Showcase School. The two schools receiving this designation as among the top campuses in the United States are: Memminger School of Global Studies and R. B. Stall High School.		
Goals & Budget:			
Recommendation: Information Only			
Person(s) Responsible for Implementation:			
Superintendent's Approval:	<i>Gerrita Postlewait</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes	☐ No	

BOARD AGENDA ITEM

Click here to enter a date. Committee of the Whole Meeting		4/24/2017 Board of Trustees Meeting	
☐ Action Item ☒ Information Only		☒ Open Session ☐ Executive Session	
Section:	Superintendent's Report		
Title:	Memminger ES – Authorization for International Baccalaureate		
Originator/Department:	Dr. Gerrita Postlewait/Superintendent		
Agenda Item Number:	9.1B		
Background/Discussion:	Memminger Elementary School has become an authorized International Baccalaureate World School, Primary Years Programme (PYP). As an IB World School, Memminger will become part of a global community of schools committed to developing knowledgeable, caring young people who will be ready to negotiate their futures successfully and make contributions resulting in a more harmonious and peaceful world. The positive results of this choice will become evident in the school's community as classes of Primary Years Programme students graduate and undertake activities that enhance social, cultural and economic environments locally, nationally, and perhaps internationally.		
Goals & Budget:			
Recommendation: Information Only			
Person(s) Responsible for Implementation:			
Superintendent's Approval:	<i>Gerrita Postlewait</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes	☐ No	

BOARD AGENDA ITEM

4/17/2017 Committee of the Whole Meeting		4/24/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Policy and Personnel Committee		
Title:	Revised Human Resources (G) Policies		
Originator/Department:	Bill Briggman, Human Resources		
Agenda Item Number:	10.2A		
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. Provided for each policy is a copy of the policy as currently posted, a redline copy showing the changes, and a copy of the proposed amended version.		
Goals & Budget:			
Recommendation: Approve first 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:	<i>Herrita Postlewait</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes	☐ No	

BOARD AGENDA ITEM

3/13/2017 Committee of the Whole Meeting		4/24/2017 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 Stiegmann, Chief Finance Officer		
Agenda Item Number:	10.2B		
Background/Discussion:	The CCSD Board of Trustees has approved a program to review board policies over the course of the 2016-2017 school year. Provided here are copies of the Finance policies, which received first reading approval on March 27, incorporating proposed changes made at a policy workshop held April 4, 2017.		
Goals & Budget:			
Recommendation: Approve second reading of the proposed revision to the attached Finance (D) policies.			
Person(s) Responsible for Implementation:	Glenn Stiegmann and John F. Emerson		
Superintendent's Approval:	<i>Aerica Postlewait</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes		☐ No

BOARD AGENDA ITEM

4/10/2017 Audit & Finance Committee Meeting		4/24/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Audit & Finance Committee		
Title:	Custodial Services Contract Bid		
Originator/Department:	Wayne Wilcher/Contracts and Procurement		
Agenda Item Number:	10.3A		
Background/Discussion:	Background: Custodial services solicited under RFP No. P9002 is in its ninth year. CCSD currently uses three vendors to provide the services. The initial Custodial Contract was awarded in January, 2008. The contract included a base year, plus the options to extend for four (4) years. Also, the contract reserved the option to extend an additional two (2) years with the approval of the superintendent. The CCSD Procurement Code allows the Board of Trustees to award or extend contracts beyond seven (7) years which a 24 month extension was approved in June, 2015 by the Board of Trustees and will expire December 31, 2017. CCSD procurement staff and facilities management staff discussed options with the Audit and Finance Committee on April 10. Members of the A&F Committee recommend issuing a new RFP for custodial services.		
Goals & Budget:	Current contract value \$10,707,536		
Recommendation: The Audit and Finance Committee recommends soliciting bids for custodial services through the issuance of a new RFP, with the understanding that the Board will approve the Scope of Work.			
Person(s) Responsible for Implementation:	Wayne Wilcher, Chief Procurement Officer Robin McNeal, Procurement Officer Dennis Burgess, Plan Operations Officer		
Superintendent's Approval:			
Board Member(s) Approval:			
Attachment(s):	☐ Yes		☐ No

BOARD AGENDA ITEM

4/10/2017 Audit and Finance Committee Meeting		4/24/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Audit and Finance Committee		
Title:	Public Financial Management Contract Extension		
Originator/Department:	Glenn A. Stiegman, Jr., Chief Financial Officer		
Agenda Item Number:	10.3B		
Background/Discussion:	Public Financial Management has served as CCSD's financial advisor since 2004. They are responsible for organizing and putting together all requirements related to our debt obligations for Tax Anticipation Notes and capital debt.		
Goals & Budget:			
Recommendation: The Audit & Finance Committee recommends the Board of Trustees extend the Public Financial Management contract for three years until March 31, 2020.			
Person(s) Responsible for Implementation:	Glenn A. Stiegman, Jr.		
Superintendent's Approval:	<i>Henita Postlewait</i>		
Board Member(s) Approval:			
Attachment(s):	☐ Yes		☒ No

BOARD AGENDA ITEM

4/17/2017 Committee of the Whole Meeting		4/24/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Strategic Education Committee		
Title:	State Planning Requirements		
Originator/Department:	Maurice Cannon, Accreditation		
Agenda Item Number:	11.1A		
Background/Discussion:	An annual plan and School Renewal plans are required by State Board of Education Regulation 43-261, SC Code Ann. § 59-18-1300. The plans are developed by each district and school every five years using the most current research-based practices designed to increase student achievement. Phases of development have been ongoing throughout the 2016-2017 academic year. Throughout the planning process, components have been presented to the Board of Trustees as information as well as approval. The plan is currently being finalized by the Office of Accountability and will be entered into the Department of Education's electronic template.		
Goals & Budget:			
Recommendation: Approve the plans for submission to the SC Department of Education.			
Person(s) Responsible for Implementation:	Maurice Cannon		
Superintendent's Approval:	<i>Senita Postlewait</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes	☐ No	

BOARD AGENDA ITEM

4/17/2017 Committee of the Whole Meeting		4/24/2017 Board of Trustees Meeting			
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session			
Section:	Strategic Education Committee				
Title:	CCSD Early College High School at Trident Technical College - Palmer Campus				
Originator/Department:	Learning Services				
Agenda Item Number:	11.1B				
Background/Discussion:	The CCSD Board of Trustees authorized staff to develop a model for Early College High School (ECHS) in September 2016. It is intended to serve students who are first generation college bound and afford them the opportunity to earn their high school diploma and an Associate's Degree and/or technical degree by the end of the 12th grade. The model proposed is in partnership with Trident Technical College and is an extension of Dual Credit options available to CCSD students. ECHS blends high school and college into a coherent educational program and serves both the developmental and intellectual needs of young people. It is a research-based model, reflects a program of study that includes summer bridge programs beginning the summer prior to the 9th grade, high school credit bearing courses, dual credit courses, career exploration, internships, and apprenticeships. School-wide AVID classes will support students as they work through a challenging curriculum to reach their goal of earning a high school diploma and an Associate's Degree and/or technical degree. ECHS makes higher education more accessible, affordable, and attractive by bridging the divide between high school and college. Students and families benefit by establishing a seamless pathway from high school through the first two (2) years of college at a savings of approximately \$10,000 - \$14,000 by utilizing the lottery tuition advantage only available in our region with Trident Technical College. It will define and refine a model that closes the achievement gap while providing needed guidance and support from adults. ECHS students are significantly more likely to graduate from high school, enroll in college, and earn a college degree than comparable students. It is designed to encourage student groups who are underrepresented in post-secondary education - students of color, ELL students, students from low-income families, and first generation of family to attend college.				
Goals & Budget:	Implement Early College High School in Charleston County School District at Trident Technical College - Palmer Campus. Budget for 2017-2018 school year: \$647,000				

Recommendation: Approve the implementation of Early College High School at Trident Technical College - Palmer Campus for the 2017-2018 school year pending budget approval.

Person(s) Responsible for Implementation:

Kim Wilson, Mary Runyon, Beth Havens, Rich Gordon

Superintendent's Approval:

Gerita Postlewait

Board Member(s) Approval:

Attachment(s):

☒ **Yes**

☐ **No**

BOARD AGENDA ITEM

4/17/2017 Committee of the Whole Meeting		4/24/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Policy and Personnel Committee		
Title:	2017-18 Board Meeting Schedule		
Originator/Department:	Superintendent's Office		
Agenda Item Number:	11.1C		
Background/Discussion:	The Board annually establishes dates for the coming year's meetings.		
Goals & Budget:			
Recommendation:			
Recommend approving the proposed 2017-18 Board meeting schedule.			
Person(s) Responsible for Implementation:	Board, Superintendent, Staff Committee Liaisons		
Superintendent's Approval:	<i>Henita Postlewait</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes		☐ No

BOARD AGENDA ITEM

4/17/2017 Committee of the Whole Meeting		4/24/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Operations Committee		
Title:	Future Plan for Fraser Campus		
Originator/Department:	Sean Hughes, Operations		
Agenda Item Number:	11.1D		
Background/Discussion:	The Wilmot Fraser Campus at 63 Columbus Street, Charleston, was home to the former Wilmot J. Fraser Elementary School. The school was closed in 2009 and students matriculated to Sanders-Clyde Elementary, Charleston Progressive Academy, Mitchell Elementary, and Memminger Elementary at the time. The campus is comprised of four parcels totaling just over 3 acres at the corner of Columbus Street and Drake Street in the Eastside neighborhood of downtown Charleston. It is not economically feasible to upgrade the facility to meet current seismic standards. Since closing, the Fraser Campus has been utilized as a facility to house surplus equipment prior to auction. In 2015, the Carolina Voyager Charter Elementary School was working with the District to co-locate on the Fraser campus with a District Early Education program. However, the Head Start grant received by the District did not contain Capital funding for the planned Early Education program at Fraser and the planning process stopped. In February 2017, the District received a letter from the Carolina Voyager Charter School requesting the long term use of the Fraser Campus on which to build a charter elementary school. In the Phase IV Capital Building Program (2017-2022), there is a funded Advanced Design project for a new 450 student middle school in District 20 and an unfunded project to construct and equip a new District 20 middle school. There are several advantages to locating this project at the Fraser Campus instead of the site of the Rhett Building. 1. CCSD would not need to utilize a swing space during construction for the new middle school for Simmons Pinckney. 2. Construction of a two story project on the Rhett site would be challenging given the proximity of Burke High school and neighbors. 3. The District already owns the Wilmot Fraser land, which is currently underutilized. If the District had to purchase land in downtown Charleston for this project, the cost could be prohibitive. Staff recommends retaining this property as a possible location of Simmons Pinckney Middle School for the future capital project to build and equip a District		

	20 Middle School facility.	
Goals & Budget:	Phase IV Capital Program Funds	
Recommendation: Retain the former Wilmot Fraser Campus for future use.		
Person(s) Responsible for Implementation:	Sean Hughes, Director of Operational Planning Jeffrey Borowy, Chief Operating Officer	
Superintendent's Approval:		
Board Member(s) Approval:		
Attachment(s):	☐ Yes	☒ No

BOARD AGENDA ITEM

4/10/2017 Committee of the Whole Meeting		4/24/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Operations Committee		
Title:	Reallocation of Phase III Excess Revenues – (2010-2016 Capital Building Program Sales Tax Budget Reallocation)		
Originator/Department:	Glenn A. Stiegman, Jr., Chief Financial Officer Reginald McNeil, Executive Director of Capital Programs		
Agenda Item Number:	11.1E		
Background/Discussion:	The Charleston County School District 2010-2016 Capital Building Program (Phase III) was funded by an approved referendum to establish a one (1) cent sales tax for a term of six years. Several projects from the approved program have been completed below budget, creating project savings. Recommend savings reallocations for the following projects: • Lowcountry Tech @ Burke HS (upgrade/renovate entrance) • District Wide Athletic Improvements ◦ Baptist Hill (repair track drainage system & install safety handrails) ◦ St. John' HS Stadium (install safety handrails) • Angel Oak ES (abate unforeseen hazardous material) • District 4 Bus Lot (replacement of pavement at the Azalea bus lot)		
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 the reallocation of funds as shown on the attached Resolution			
Person(s) Responsible for Implementation:	Reginald McNeil, Executive Director of Capital Programs		
Superintendent's Approval:	<i>Serrita Postlewait</i>		
Board Member(s) Approval:			
Attachment(s): 1 - Resolution Requesting Reallocation of Funding	☒ Yes		☐ No

BOARD AGENDA ITEM

4/17/2017 Committee of the Whole Meeting		4/24/2017 Board of Trustees Meeting	
☒ Action Item ☐ Information Only		☒ Open Session ☐ Executive Session	
Section:	Operations Committee		
Title:	2017-2022 Capital Program (Phase IV) Sales Tax – Technology Replacements & Upgrades 6 Year Plan		
Originator/Department:	Thomas Nawrocki – Interim-Assistant Executive Director of Information Technology		
Agenda Item Number:	11.1F		
Background/Discussion:	The 2017-2022 Capital Program (Phase IV) Sales Tax program included capital technology replacement and upgrades at school facilities of Charleston County School District. The primary focus of this funding is to upgrade classroom technology based on a recent condition assessment. Upgrades and replacements will be managed by IT Projects. Attachment 1 is a summary of the six year plan showing projects and budget amount. Attachment 2 is an annual breakdown by project and task (description). Any savings realized within a project will roll forward to the next year's tasks within the same project. If any savings realized is needed within the current year, a Board reallocation will be submitted for approval to shift funds.		
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. \$34,009,564.		
Recommendation: Approve the attached 2017-2022 Capital Program (Phase IV) Sales Tax – Technology Replacements & Upgrades 6 Year Plan.			
Person(s) Responsible for Implementation:	Thomas Nawrocki – Interim-Assistant Executive Director of Information Technology Jeffrey Borowy, Chief Operating Officer		
Superintendent's Approval:	Gerrita Postlewait, Superintendent		
Board Member(s) Approval:	<i>Gerrita Postlewait</i>		
Attachment(s): 1-Technology Replacements & Upgrades 6 Year Plan 2 –Annual Plan	☒ Yes		☐ No