

CCSD BOARD OF TRUSTEES

Board Meeting

February 27, 2017

Sanders Clyde Elementary School
805 Morrison Dr., Charleston, SC 29403

AGENDA

Note: Projected start times are subject to change.

**Sanders Clyde Tour /
Board Lunch/Discussion and Workshop**

**CCSD Instruction Model at Work
Sander Clyde Data Discussion, Classroom Visits
10:00 a.m. – 12:00 p.m.**

**Lunch/Discussion – Board Members & Staff
12:00 p.m.**

**Budget Workshop
1:00 – 3:30 p.m.**

**BOARD MEETING
EXECUTIVE SESSION
3:30 – 4:45 p.m.**

I.	1.1	Legal Updates & Contractual Matter(s)	Information/ Action
	1.2	Personnel Matters	Information
OPEN SESSION 5:00 - 6:30 p.m.			
II.	CALL TO ORDER, INVOCATION/MOMENT OF SILENCE, & PLEDGE OF ALLEGIANCE		
III.	ADOPTION OF AGENDA/APPROVAL OF CONSENT AGENDA ITEMS		Action
IV.	APPROVAL OF MINUTES		Action
	4.1	A. Open Session Minutes – December 12, 2016 <i>The board will consider a recommendation to approve the December 12, 2016 minutes.</i>	Action
		B. Open Session Minutes – January 9, 2017 Special Called Meeting <i>The board will consider a recommendation to approve the January 9, 2017 minutes.</i>	Action
		C. Open Session Minutes – January 23, 2017 <i>The board will consider a recommendation to approve the January 23, 2017 minutes.</i>	Action
		D. Open Session Minutes - February 9, 2017 Special Called Meeting <i>The board will consider a recommendation to approve the February 9, 2017 minutes.</i>	Action

		E. Open Session Minutes – February 13, 2017 Special Called Meeting <i>The board will consider a recommendation to approve the February 13, 2017 minutes.</i>	Action
	4.2	Executive Session Items	Information
V.	VISITORS/PUBLIC COMMENTS		Information
VI.	SUPERINTENDENT’S REPORT – Dr. Gerrita Postlewait – Superintendent of Schools		Information
	6.1	A. Strategic Plan B. Financial Update	Information
VII.	COMMITTEE REPORT(S)		
Strategic Education Committee			
	7.1	A. Alternative Program Options <i>The board will consider a recommendation coming from the Strategic Education Committee to approve the Alternative School Option for the remainder of this school year.</i> <i>2/13/17 Committee vote - 8-1 (Miller opposed)</i>	Action
		B. CCSD Orchestra Information Discussion <i>The board will receive a proposed plan for orchestra opportunities in CCSD schools.</i> <i>Dr. Postlewait said she was not asking the board to take action because time is needed to confirm that there is money in the budget to do what is outlined.</i>	Information
		C. Jane Edwards Elementary School – Sixth Grade <i>The board will consider a recommendation coming from the Strategic Education Committee to allow current Jane Edwards Elementary fifth grade students to remain at Jane Edwards for sixth grade, if parents desire.</i> <i>2/13/17 Committee vote - 8-0-1 (Coats abstained)</i>	Action
		D. Equity Achievement for All Students: What One State is Proposing <i>The board will discuss this article.</i>	Information
Policy & Personnel Committee			
	7.2	A. South Carolina Department of Education’s Statement of Assurances for Charter School Sponsors <i>The board will consider a recommendation coming from the Policy and Personnel Committee to approve the South Carolina Department of Education’s Statement of Assurance for Charter School Sponsors.</i> <i>2/13/17 Committee vote - 7-1 (Collins opposed)</i>	Action
		B. Communications Policy – Second Reading <i>The board will consider a recommendation to approve second reading of the Communications Policy.</i> <i>1/23/17 – Board Meeting Vote – 8-0</i>	Action

Operations Committee

	7.3	A. Capital Maintenance Reallocation (Capital Program Sinking Fund 2017) <i>The board will consider a recommendation coming from the Operations Committee to approve a request to 1) approve the reallocation of FY17 Sinking Fund Program savings in the amount of \$20,755 to mobile renovations for the Meeting Street Academy/Brentwood Campus; and 2) approve reallocation of any future savings within the FY17 Sinking Fund Program to any existing approved Sinking Fund Project. The Board will be informed of such reallocations through a Board Update Reallocation Resolution.</i> <i>2/13/17 Committee vote - 5-1 (Jeffery abstained; Staubes and Garrett were out of the room)</i>	Action
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Audit & Finance Committee

	7.4	A. Spring 2017 Bond Anticipation Notes (BANs) <i>The board will consider a recommendation coming from the Audit & Finance Committee to adopt the Resolution approving the Spring 2017 Bond Anticipation Notes in the amounts not exceeding \$47,500,000 for Series 2017A and not exceeding \$85,000,000 for Series 2017B to fund the following:</i> <i>1. The amount of approximately \$11,250,000 for the June 1 installment payment for the alternative financing based on our long-term debt structure and commitments (Series 2017A).</i> <i>2. The amount of approximately \$32,000,000 to support the Fixed Cost of Ownership Capital Program for FY2018 as shown on the preliminary projects list under "Discussion". (Series 2017A).</i> <i>3. The amount of up to \$25,000,000 to pay the cost of Phase IV Sales Tax, Capital Maintenance, and Technology projects (Series 2017B)</i> <i>4. The amount of approximately \$57,725,000 to pay off the Series 2016C Bond Anticipation Note for the Phase IV Sales Tax Program (Series 2017B).</i> <i>2/7/16 Audit and Finance Committee vote – 6-0</i>	Action
		B. Fixed Cost of Ownership (FCO) FY18 Project List <i>The board will consider a recommendation coming from the Audit & Finance Committee to receive and approve the prioritized list of projects under the Fixed Cost of Ownership (FCO) FY18 Project List as submitted.</i> <i>2/7/16 Audit and Finance Committee vote – 6-0</i>	Action
		C. E-Rate Resolution <i>The board will consider a recommendation coming from the Audit & Finance Committee to approve the resolution provided to facilitate applications for funding per governing regulations.</i> <i>2/7/16 Audit and Finance Committee vote – 6-0</i>	Action
		D. Head Start/Early Head Start 2017-2018 Funding Application <i>The board will consider a recommendation coming from the Audit & Finance Committee to approve the Head Start/Early Head Start Funding Application for the grant period of June 1, 2017 – May 31, 2018.</i> <i>2/7/16 Audit and Finance Committee vote – 6-0</i>	Action
		E. IT Steering Committee <i>The board will consider a recommendation coming from the Audit and Finance Committee in regards to the formation of an IT Steering Committee through adoption</i>	Action

		<i>of the IT Steering Committee Charter and membership.</i> <i>2/7/16 Audit and Finance Committee vote – 6-0</i>	
CONSENT AGENDA ITEMS			
VIII. Strategic Education Committee	8.1	A. 2017-2018 Academic Calendar – Mrs. Erica Taylor <i>The board will consider a recommendation coming from the Strategic Education Committee to approve a request to allow staff to place the proposed 2017-2018 calendar options on the district's website.</i> <i>2/13/17 Committee vote – 8-0.</i>	Action
Policy & Personnel Committee		B. Revised Finance Policy DN <i>The board will consider a recommendation coming from the Policy & Personnel Committee to pull the recommendation to approve a recommendation to revise Finance Policy DN.</i> <i>2/13/17 Committee vote - 8-0 (Jeffery was out of the room)</i>	Action
Operations Committee		C. Capital Maintenance Reallocation (2017-2022 Capital Program Phase IV Sales Tax) <i>The board will consider a request coming from the Operations Committee to: 1) approve the reallocation of savings in the amount of \$14,034 as shown on the attached resolution to restroom renovations at Cario; and 2) approve reallocation of any future savings in the FY17 "Early Out" Sales Tax Program to the HVAC Project #5270 for Meeting Street Academy/Brentwood. The Board will be informed of such reallocations through a Board Update Reallocation Resolution.</i> <i>2/13/17 Committee vote - 7-0 (Garrett and Staubes were out of room)</i>	Action
OTHER AGENDA ITEMS			
IX.	9.1	Upcoming Meetings • March 13, 2017 – Committee of the Whole Meeting • March 27, 2017 – Board of Trustees Meeting • March 3, 2017, 9:00 -11:00 a.m. –Workshop - Teacher Shortage Issues • March 16 Budget Workshop – Time TBD (1-1 ½ hours) • March 24, 2017 - Work Session for Wando & Burns – Time TBD	Information
X.	10.1	Adjournment	

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Feb. 13, 2016 Committee Meeting	BOARD AGENDA ACTION FORM	Feb. 27, 2016 Board Meeting
Section:	Strategic Education Committee	
Subject:	Strategic Planning Update	
Name/Department:	Gerrita Postlewait	
Agenda Item Number:	6.1A	
Background:	When a broad-based group of community representatives met last spring, they established five strategies: 1) Embrace student agency; 2) Transform teaching and learning; 3) Ensure organizational effectiveness; 4) Nurture a culture of inclusion and mutual respect; 5) Create an ethical culture of excellence. The CCSD Board of Trustees also identified goals. The staff established strategic priorities, incorporating the Board goals. On January 28, over 700 educators and community participants attended a session at Burke High School to learn more about the strategies, some of the major work that is under consideration, and provide feedback and suggestions.	
Discussion:	Approximately 40 district leaders have begun to: - Identifying activities and resources necessary to implement work at the district, school, and classroom levels; - Aligning the budget to the core work; - Establishing specific "impact metrics," a description of the outcome the Board and public should expect to see for each of the agreed-upon goals; - Tie job expectations to goals, activities, and expected outcomes. We will provide a status report regarding the Strategic Plan, 2017-18 activities, budget and deliverables/measures.	
Goals & Budget:		
Recommendation:		
This item is for information only.		
Person(s) Responsible for Implementation:		
Superintendent's Approval:	<i>Gerrita Postlewait</i>	
Board Member(s) Approval:		
Attachment(s):	☒ Yes	☐ No

Action: No

Open Session: Yes

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BOARD AGENDA ACTION FORM			
Feb. 13, 2017 Committee Meeting		Feb. 27, 2017 Board Meeting	
Section:	Strategic Education Committee		
Subject:	Alternative Program Options		
Name/Department:	Jennifer Coker, Department of Alternative Programs and Services		
Agenda Item Number:	7.1A		
Background:	The Department of Alternative Programs and Services was developed to address specific areas of concern in CCSD as related to out of school suspensions, expulsions, arrests, and district systems as related to student behavior. A new design for Alternative Schools was approved and implemented in the 2016-2017 school year. Based on feedback from board members and principals an Ad Hoc Committee was developed to review alternative placement options and bring forward recommendations for additional options for middle and high schools to begin during second semester.		
Discussion:	This update will provide a proposal to create a Turning Point Academy for middle and high school students on three locations across CCSD. The cost of beginning the programs as well as staffing and resources needed to begin the centers is included.		
Goals & Budget:			
This recommendation supports CCSD goal #:	#6		
Overall budget for implementing CCSD goal:			
Request approval for funds within that budget in the amount of \$:	\$329,449	Funding Source (GOF, IDEA, Title I, Capital, etc.)	
Resulting positive impact for students in our District will be:	Additional supports and intervention prior to assignment to a long term placement at an alternative school. Assists home schools in improving school climate. Allows students time to reflect on negative decisions while receiving support to improve future decisions in a small setting.		
Potential impact of this decision on other budget areas will be:			
Future Fiscal Impact:	If program is successful 2 nd semester, funding would need to be approved for 2017-2018 school year.		
Recommendation:	☒ Action	☐ Information	
	☐ Open Session	☐ Executive Session	
Draft Motion: • Approve three Turning Point Academies for middle and high school students, March – June 2, 2017.			
Person(s) Responsible for Implementation:	Jennifer Coker, Terri Nichols, Joe Williams, and Kim Wilson		

Superintendent's Approval:	<i>Derrita Postlewaite</i>	
Board Member(s) Approval:		
Attachment(s):	☒ Yes	☐ No

BOARD AGENDA ACTION FORM

February 13, 2017 Committee Meeting

February 27, 2017 Board Meeting

Section:	Strategic Education Committee (UPDATED 2/16/17)	
Subject:	CCSD Orchestra Information for Discussion	
Name/Department:	Catherine Hines-McCormack/Arts & World Languages	
Agenda Item Number:	7.1B	
Background:	Strings/Orchestra Information for Discussion	
Discussion:	CCSD Strings/Orchestra Program	
Goals & Budget:	Goal #3: Rigorous Curriculum & Goal 18: Rural School Access, Equity and Quality	
Overall budget for implementing CCSD goal:	Phase 1: In addition to the current Fine Arts CRF teacher budget of \$535,424, the staff recommends employing 4.18 additional teachers, at an approximate cost of \$295,780, funds permitting. Also, the staff recommends continuing to serve elementary students who have already begun instruction in 2016-17, limited to 5th grade. An additional 1.0 FTE is included in the approximate cost above for this purpose. The total recommended expenditure for the Strings/Orchestra Program teaching roster is \$831,204 (if funding is available).	
Recommendation: For Action Open Session	Phase 1: In order to provide equitable access and opportunity across CCSD, we recommend expanding the strings program to all middle and high schools during the 2017-18 year. Estimated cost of implementation: \$225,780. We also recommend employing up to 1.0 additional teachers, at an additional \$70,000 (average teacher salary plus fringe benefits), to ensure elementary students who have already begun instruction in 2016-17 continue to receive instruction, limited to 5th grade. (K-5 students in arts magnet schools receive Strings through the regular allocation process.) Phase 2: In FY19, we would maintain current middle, high and elementary 5th grade programs and add four (4) strings teachers to include grades 5 in all schools across the district, where the teachers would serve at multiple schools per week. The estimated cost, if funding is available, would be \$280,000.	
Draft Motion: Information only at this time.		
Person(s) Responsible for Implementation:	Catherine Hines-McCormack, Interim Coordinator	
Superintendent's Approval:	<i>Genita Postlewait</i>	
Board Member(s) Approval:		
Attachment(s):	☒ Yes	☐ No

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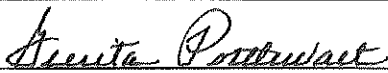
BOARD AGENDA ACTION FORM

February 13, 2017 Committee Meeting

February 27, 2017 Board Meeting

Section:	Strategic Education Committee		
Subject:	Jane Edwards Elementary School – 6 th Grade		
Name/Department:	Department of Learning Services		
Agenda Item Number:	7.1C		
Background:	CCSD Administration has been working in partnership with the Friends of Jane Edwards over the past several months to improve all aspects of the educational opportunities that are afforded to the students on Edisto Island. In January 2017, members of the Friends of Jane Edwards made the request on behalf of the school community to allow the current 5th grade students attending Jane Edwards to remain at the school for 6th grade.		
Discussion:	Currently, there are 11 students in 5 th grade at Jane Edwards. After consultation with Mrs. Vanessa Brown, principal at Baptist Hill Middle High School, it was determined that there would not be a negative impact on her school (i.e. loss of teachers) if the 5 th grade remained at Jane Edwards.		
Goals & Budget:	Undetermined at this time. At least 1.0 FTE (\$70,000 salary benefits)		
This recommendation supports CCSD goal #:			
Overall budget for implementing CCSD goal:			
Request approval for funds within that budget in the amount of \$:		Funding Source (GOF, IDEA, Title I, Capital, etc.)	
Resulting positive impact for students in our District will be:			
Potential impact of this decision on other budget areas will be:			
Future Fiscal Impact:			
Recommendation:	☒ Action		☐ Information
	☒ Open Session		☐ Executive Session
Draft Motion: It is recommended that the 5 th grade students currently attending Jane Edwards be permitted to remain at the school for 6 th grade, if their parents desire.			
Person(s) Responsible for Implementation:	Terri Nichols		
Superintendent's Approval:			
Board Member(s) Approval:			
Attachment(s):	☐ Yes		☒ No

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BOARD AGENDA ACTION FORM February 13, 2017 Committee		
Section:	Strategic Education	
Subject:	Equity and Achievement for All Students: What One State Is Proposing	
Name/Department:	Joe Williams	
Agenda Item Number:	7.1D	
Background:	The state of New York, like many others around the country, is grappling with seeing obvious student growth but not enough of this growth or increased levels of proficiency to ensure that students are college and career ready as outlined by recent standards.	
Discussion:	Review of a policy brief outlining what the state of New York proposes as researchers examine practices aimed at addressing the academic needs of students who attend public schools in the state.	
Goals & Budget:	N/A	
This recommendation supports CCSD goal #:	N/A	
Overall budget for implementing CCSD goal:	N/A	
Request approval for funds within that budget in the amount of \$:	N/A	Funding Source (GOF, IDEA, Title I, Capital, etc.)
Resulting positive impact for students in our District will be:		
Potential impact of this decision on other budget areas will be:	N/A	
Future Fiscal Impact:	N/A	
Recommendation:	☐ Action ☒ Open Session	☒ Information ☐ Executive Session
Information item – action not required		
Person(s) Responsible for Implementation:	N/A	
Superintendent's Approval:		
Board Member(s) Approval:		
Attachment(s):	☒ Yes	☐ No

BOARD AGENDA ACTION FORM

February 13, 2017 Committee Meeting

February 27, 2017 Board Meeting

Section:	Policy and Personnel Committee	
Subject:	South Carolina Department of Education's Statement of Assurance for Charter School Sponsors	
Name/Department:	John Emerson, Office of General Counsel	
Agenda Item Number:	7.2A	
Background:	In accordance with §59-40-50(11)(B), the South Carolina Department of Education has provided the District with its Statement of Assurance for Charter School Sponsors.	
Discussion:		
Goals & Budget:	N/A	
This recommendation supports CCSD goal #:	N/A	
Overall budget for implementing CCSD goal:	N/A	
Request approval for funds within that budget in the amount of \$:	N/A	Funding Source N/A
Resulting positive impact for students in our District will be:	N/A	
Potential impact of this decision on other budget areas will be:	N/A	
Future Fiscal Impact:	N/A	
Recommendation:	☒ Action ☒ Open Session	☐ Information ☐ Executive Session
Approve staff's recommendation to authorize the Superintendent's signature on the South Carolina Department of Education's Statement of Assurances for Charter School Sponsors.		
Person(s) Responsible for Implementation:	John F. Emerson	
Superintendent's Approval:		
Board Member(s) Approval:		

BOARD AGENDA ACTION FORM
February 27, 2017 Board Meeting

Section:	Policy and Personnel Committee	
Subject:	Communications Policy	
Name/Department:	Erica Taylor, Executive Director of Strategy and Communication and John Emerson, General Counsel	
Agenda Item Number:	7.2B	
Background:	At the recommendation of the Committee of the Whole, at its January 23, 2017 meeting the Board gave first reading approval to a Communications policy. Board members provided comments and feedback and the policy was revised for a second reading.	
Discussion:	The Communications policy addresses internal, external, media, and board communications. The proposed policy incorporates the substance of Policy KD "Public Information and Communication." Policy KD does not conflict with the proposed Communications policy but is redundant in many respects. Consequently, the action item also proposes that the Board rescind policy KD. Attached is a copy of the Communications policy as it was moved forward from the Committee of the Whole and a draft that reflects changes proposed by board members. Also attached is a copy of current policy KD, Public Information and Communication, as it is posted now. In addition, revisions have been made to the subsection "Internal Communications" to clarify what that includes.	
Goals& Budget:		
This recommendation supports CCSD goal #:	Effective Governance	
Overall budget for implementing CCSD goal:	N/A	
Request approval for funds within that budget in the amount of \$:	N/A	Funding Source
Resulting positive impact for students in our District will be:		
Potential impact of this decision on other budget areas will be:	N/A	
Future Fiscal Impact:	N/A	
Recommendation:	☒ Action	☐ Information
	☒ Open Session	☐ Executive Session
Approve second reading of the Communications Policy as recommended by staff and, at the same time, approve the proposal to rescind policy KD.		
Person(s) Responsible for Implementation:	John F. Emerson	

Superintendent's Approval:	<i>Jeruta Pordewant</i>	
Board Member(s) Approval:		
Attachment(s):	☒ Yes	☐ No

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BOARD AGENDA ACTION FORM					
February 13, 2017 Committee Meeting	February 27, 2017 Board Meeting				
Section:	Operations				
Subject:	Capital Maintenance Reallocation (Capital Program Sinking Fund 2017)				
Name/Department:	Ronald Kramps, Executive Director of Facilities Management				
Agenda Item Number:	7.3A				
Background:	On February 22, 2016, the Charleston County School District Board of Trustees approved Item 9.5B, Spring 2016 Bond Anticipation Notes, for the funding of the FY17 Sinking Fund Program. On March 21, 2016, the Board of Trustees approved Item 9.2E, the Sinking Fund FY17 Project List.				
Discussion:	Several sinking fund tasks are complete and have yielded savings of \$20,755 as follows: - Adult Education – Project #5127 - \$4,277.02 - East Cooper Montessori #5092 - \$5,755.25 - Simmons Pinckney – Project #5089 - \$10,723.12 FM requests approval from the Board of Trustees for the reallocation of these funds to execute design and renovation of mobiles relocated to Meeting Street Elementary/Brentwood. - Mobile Renovation – Project #5099 – Meeting Street Elementary/Brentwood - \$20,755 Due to timeline requirements and program deadlines, staff also requests approval to reallocate any future savings within the FY17 Sinking Fund Program to any existing approved Sinking Fund Project. The Board will be informed of such reallocations through a Board Update Reallocation Resolution.				
Goals & Budget:	Amount of \$20,755 from Sinking Fund FY17 Program				
Recommendation:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">☒ Action</td> <td style="width: 50%; border: none;">☐ Information</td> </tr> <tr> <td style="border: none;">☒ Open Session</td> <td style="border: none;">☐ Executive Session</td> </tr> </table>	☒ Action	☐ Information	☒ Open Session	☐ Executive Session
☒ Action	☐ Information				
☒ Open Session	☐ Executive Session				
Draft Motion	Approve reallocation of FY17 Sinking Fund Program savings in the amount of \$20,755 to mobile renovations for the Meeting Street Elementary/Brentwood Campus and approve reallocation of any future savings within the FY17 Sinking Fund Program to any existing approved Sinking Fund Project. The Board will be informed of such reallocations through a Board Update Reallocation Resolution.				
Person(s) Responsible for Implementation:	Ronald Kramps, Ex Dir of Facilities Mgmt Jeff Borowy, Chief Operating Officer				

Superintendent's Approval:	 Gerrita Postlewait, Superintendent	
Board Member(s) Approval:		
Attachment(s): 1 - Resolution Requesting Reallocation of Funding	☒ Yes	☐ No

BOARD AGENDA ACTION FORM

February 7, 2017 Audit & Finance Meeting

February 27, 2017 Board Meeting

Section:	Audit & Finance Committee
Subject:	Spring 2017 Bond Anticipation Notes (BANs)
Name/Department:	Glenn A. Stiegman, Jr., Chief Financial Officer
Agenda Item Number:	
Background:	Series 2017A – (Not to Exceed \$47,500,000) The Charleston County School District Board of Trustees adopted a long-term debt repayment structure that includes two annual installment payments for the purpose of paying down debt on the alternative financing projects (generally referred to as the 2005-2009 Building Program.) The funding for these projects was issued in the years of 2004, 2005 and 2006. It is standard practice and procedure to issue debt in the fall and spring of each year to pay down the long term debt of the 2005-2009 building program. A portion of the Series 2017A BAN (approximately \$11,250,000) will pay the installment payment due on June 1. It is also standard practice and procedure to fund the District's Fixed Cost of Ownership program through the Spring BAN. Fixed Cost of Ownership includes capital maintenance of facilities, technology modernizations and replacement, security, furnishings and equipment, mobile classrooms and major capital improvements which will be funded through the Series 2017A BAN in the approximate amount of \$32,000,000. Series 2017B - (Not to Exceed \$85,000,000) On January 12, 2015, the Board approved a list of early out projects for the Phase IV Sales Tax program and on March 9, 2015 the Board approved a list of early out projects for Capital Maintenance. The District issued the Series 2016C BAN in the amount of \$54,985,000 to fund the early out projects and to retire the Series 2015C BAN which was also issued to fund the early out projects. The District now needs to issue the Series 2017B BAN to retire the Series 2016C BAN at its maturity on May 2, 2017. The District also seeks funding through the Series 2017B BAN in the amount of up to \$25,000,000 to continue the design and execution of Phase IV, Capital Maintenance, and Technology projects.
Discussion:	As stated in the Background, the Series 2017A BAN includes funds to pay the June 1 installment payment on the alternative financings (a required commitment of the District) which has been standard operating procedure and is a required action for the repayment of installment purchase debt. Payment of Fixed Cost of Ownership with proceeds of the Series 2017A BAN is also a standard operating practice. The Fixed Cost of Ownership provides funding to support the following areas: 1) Facilities (inclusive of grounds and building modifications, renovations, improvements, playgrounds and portable classrooms) 2) Security (inclusive of fencing, security cameras, and other safety and security systems) 3) Furnishings, fixtures, and equipment (inclusive of needs in the fine arts, career technology education, and athletic area)

	4) Information Technology (inclusive of infrastructure, server replacement, switches, routers, etc.) 5) Operational Planning 6) Transportation 7) Additional capital improvements to school facilities of the District as more specifically approved by the Board in connection with resource allocation requests for Fixed Costs of Ownership for Fiscal Year 2018.	
Goals& Budget:	N/A	
This recommendation supports CCSD goal #:	N/A	
Overall budget for implementing CCSD goal:	N/A	
Request approval for funds within that budget in the amount of \$:	N/A	Funding Source
		Spring Bond Anticipation Note Issuance repayment according to long-term debt strategy
Resulting positive impact for students in our District will be:	N/A	
Potential impact of this decision on other budget areas will be:	N/A	
Future Fiscal Impact:	Funding for installment payments for 2005-2009 Building Program and Fixed Cost of Ownership will be paid from millage levied for debt service. Series 2017B BAN will ultimately be retired with Sales Tax collections.	
Recommendation:	☒ Action	☐ Information
	☒ Open Session	☐ Executive Session
Adopt the Resolution approving the Spring 2017 Bond Anticipation Notes in the amounts of not exceeding \$47,500,000 Series 2017A and not exceeding \$85,000,000 Series 2017B to fund the following: 1) The amount of approximately \$11,250,000 for the June 1 installment payment for the alternative financing based on our long-term debt structure and commitments. (Series 2017A) 2) The amount of approximately \$32,000,000 to support the Fixed Cost of Ownership Capital Program for FY 2018 as shown on the preliminary project list under "Discussion" above. (Series 2017A) 3) The amount of up to \$25,000,000 to pay the cost of Phase IV Sales Tax, Capital Maintenance, and Technology projects. (Series 2017B) 4) The amount of approximately \$57,725,000 to pay off the Series 2016C Bond Anticipation Note for the Phase IV Sales Tax Program. (Series 2017B)		
Person(s) Responsible for Implementation:	Glenn A. Stiegman, Jr., Chief Financial Officer	
Superintendent's Approval:	 Gerrita Postlewait, Superintendent	
Board Member(s) Approval:		
Attachment(s): 1) Resolution	☒ Yes	☐ No

Charleston
County SCHOOL DISTRICT

BOARD AGENDA ACTION FORM February 7, 2017 Audit & Finance Meeting February 27, 2017 Board Meeting	
Section:	Operations Division
Subject:	Fixed Cost of Ownership (FCO) FY18 Project List
Name/Department:	Jeffrey T. Borowy, P.E., Chief Operating Officer
Agenda Item Number:	7.4B
Background:	Staff annually determines requirements for replacement, improvements, and construction across the county among all of the District's schools and support facilities. The Fixed Cost of Ownership (FCO) process is critical and important to our care of public assets and for providing quality educational experiences across the county and it has been supported by our Charleston County School District Board of Trustees for many years. It has also been clearly understood and will continue to be such that the magnitude of the funding needs versus actual funding is desperately out of balance. This disparity going without correction will ultimately pass the tipping point with respect to our ability to continue to support the desired level of quality and equity across the District, for everything from technology to facility conditions and furnishings and equipment.
Discussion:	Beginning in 2006, the District has utilized the Spring BAN to generate FCO funding such that it is available prior to the summer within which much of the work to prepare for the opening of the school year is accomplished. The amount of funding requested and approved matches the amount of the (BAN) funding in the current year. As has been done per Board request and direction, each of the areas that fall within the FCO realm have developed condition assessments, program requirements, individual building requests, etc. and prepared a prioritized list with estimated costs. Please find attached to this document in the following order the list of these projects: 1. Facilities Maintenance & Asset Management 2. Safety 3. Information Technology a. Classroom Modernization b. IT Infrastructure 4. Furniture, Fixtures & Equipment 5. Curricular/Extra-Curricular Support: Career Technical Education (CTE), Arts, and Athletics 6. Operational Planning 7. Transportation Note: There will also be an account set up for contingency utilization (to manage unforeseen, undeliverable needs), design and consulting. Note that the amount of funds is significantly less than needed to complete projects to support the desired level of quality and equity across the District.
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.	
This recommendation supports CCSD goal #:	#8 – Increase the number of students who are college, career, and citizenship ready	
Overall budget for implementing CCSD goal:	\$32,063,397	
Request approval for funds within that budget in the amount of \$:	N/A	Funding Source General Obligation Bond Anticipation Note (BAN) 2017
Resulting positive impact for students in our District will be:	N/A	
Potential impact of this decision on other budget areas will be:	N/A	
Future Fiscal Impact:	The ability to complete project replacement, improvement, etc. in a timely fashion reduces the future magnitude of costs for the same elements had they been ignored. The inability to address needs on a timely basis in a significant way will cause fiscal impacts that at some point in the future will be severely felt across the District.	
Recommendation:	☒ Action	☐ Information
	☒ Open Session	☐ Executive Session
Clarification: The Audit & Finance Committee recommends that Charleston County School District Board of Trustees receive and approve the prioritized list of projects under the Fixed Cost of Ownership (FCO) FY18 Project List as submitted and attached.		
Person(s) Responsible for Implementation:	Jeffrey T. Borowy, P.E., Chief Operating Officer	
	Glenn A. Stiegman, Jr., Chief Financial Officer	
Superintendent's Approval:	Gerrita Postlewait, Superintendent 	
Board Member(s) Approval:		
Attachment(s): 1. Fixed Cost of Ownership (FCO) FY18 Project List	☒ Yes	☐ No

Charleston County School District
County SCHOOL DISTRICT

BOARD AGENDA ACTION FORM

February 7, 2017 Audit & Finance Committee

February 27, 2017 Board Meeting

Section:	Audit & Finance	
Subject:	E-Rate Resolution	
Name/Department:	Thomas Nawrocki / Technology	
Agenda Item Number:	7.4C	
Background:	CCSD's E-Rate applications must be submitted to the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC) during the filing window anticipated to close in March 2017. The SLD requires school districts to demonstrate that their local budget will fund the district portion of proposed E-Rate projects in E-Rate Funding Year 2017 which coincides with CCSD Fiscal Year 2018. Planned projects and cumulative benefit are illustrated via attachment.	
Discussion:	Telecommunications, network and wireless needs were identified at school and district levels to determine the proposed E-Rate projects. Eligible operational and project costs are listed in the Attachment. Data from the column Required Commitment for Application will be included in forms filed at SLD. FY 2018 E-Rate discount rates were applied to the cost of each project to determine the district's financial responsibility and potential awards in the event SLD approves funding. The resolution will evidence the district's intent to fund its share of the project costs via our FY 2018 budget. The E-Rate filing deadline precedes approval of the FY 2018 operating budget. The attached proposed resolution is the customary vehicle for the Board to communicate intent to include the required district funds in the FY 2018 budget.	
Goals & Budget:		
This recommendation supports CCSD goal #:	8	
Overall budget for implementing CCSD goal:		
Request approval for funds within that budget in the amount of \$:	\$1,777,845	Funding Source GOF, Capital
Resulting positive impact for students in our District will be:	Enhanced wireless user experience and improved access to network/Internet resources.	
Potential impact of this decision on other budget areas will be:	None	
Future Fiscal Impact:	No new expense.	

Recommendation:	☒ Action	☐ Information
	☒ Open Session	☐ Executive Session
Draft Motion:	Approve the attached resolution to facilitate applications for funding per governing regulations.	
Person(s) Responsible for Implementation:	<u>Thomas Nawrocki, Interim Assistant Executive Director of Technology</u> <u>Jeffrey Borowy, Chief Operating Officer</u>	
Superintendent's Approval:	<u>Gerrita Postlewait</u> Gerrita Postlewait, Ed. D, Superintendent	
Board Member(s) Approval:		
Attachment(s):	☒ Yes	☐ No

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BOARD AGENDA ACTION FORM			
February 7, 2017 Committee Meeting		February 27, 2017 Board Meeting	
Section:	Audit & Finance (Open Session)		
Subject:	Head Start/Early Head Start 2017-2018 Funding Application		
Name/Department:	Ruth Taylor, Executive Director Early Learning Head Start/Early Head Start		
Agenda Item Number:	7.4D		
Background:	In accordance to the Head Start Performance Standards §1304.50(7)(d)(1)(I), all funding applications and amendments to funding applications for Early Head Start and Head Start, including administrative services, must be approved prior to the submission of such application to the Department of Health and Human Services.		
Discussion:	The Head Start/Early Head Start Funding Application is presented to the Board for approval on an annual basis. The following Head Start and Early Head Start Funding Application is presented to the board for review.		
Goals & Budget:			
This recommendation supports CCSD goal #:	Increase Preschool Childhood Readiness with a focus on effective functioning and vocabulary development.		
Overall budget for implementing CCSD goal:	\$8,373,326		
Request approval for funds within that budget in the amount of \$:	N/A	Funding Source Head Start/Early Head Start	
Resulting positive impact for students in our District will be:	Closing the Pre-School Preparation Gap thereby increasing the number of students ready to learn by the time they enter kindergarten.		
Potential impact of this decision on other budget areas will be:	None. To comply with the 20% non-federal funding match requirement, \$2,093,332 of in-kind property and/or services will be identified.		
Future Fiscal Impact:	None		
Recommendation:	☒ Action		☐ Information
	☒ Open Session		☐ Executive Session
Approve the Head Start/Early Head Start Funding Application for the grant period, June 1, 2017 to May 31, 2018.			
Person(s) Responsible for Implementation:	<i>Ruth B Taylor</i>		
Superintendent's Approval:	<i>Annita Postlewaite</i>		
Board Member(s) Approval:			
Attachment(s):	☒ Yes		☐ No

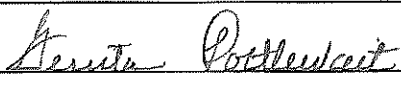
Charleston
County **SCHOOL DISTRICT**

BOARD AGENDA ACTION FORM	
February 7, 2017 Committee Meeting	February 27, 2017 Board Meeting
Section:	Audit & Finance Committee
Subject:	IT Steering Committee
Name/Department:	Thomas Nawrocki / Information Technology
Agenda Item Number:	7.4E
Background:	On January 3, 2017, the Audit & Finance Committee reviewed resumes of individuals with IT expertise offering to serve on the A&F Committee. Charles 'Cal' Stephens was recommended and approved by the Board for A&F Committee membership. The remainder of the resumes were held pending potential creation of an IT Steering Committee. Management was directed to bring a draft charter to Audit & Finance for review.
Discussion:	In preparing the Charter it was decided to structure the IT Steering Committee in a manner similar to the Citizen's Oversight Steering Committees. Cal Stephens will serve as the chair to the IT Steering Committee and be liaison between the Steering Committee and the Audit & Finance Committee. The remaining three (3) Steering Committee members will be selected from pool of applicants with IT expertise that offered to serve on the Audit & Finance, as follows. • Jon Nelson • Mark Pelletier • Eric Stone The purpose of the Committee will be to provide advice, assistance, and recommendations on: • strategies to achieve the district's technology objectives; • the District's technology architecture and security practices; • cybersecurity risk management • the annual operating budget and annual capital budget consistent with the long-range IT goals. • compliance with laws and regulations; and • mitigation of risks identified by management and internal/external auditors.
Goals & Budget:	
This recommendation supports CCSD goal #:	Goals for Standard 2 and 4 – Governance & Leadership and Resources & Support Systems
Overall budget for implementing CCSD goal:	
	Funding Source

within that budget in the amount of \$:		
Resulting positive impact for students in our District will be:		
Potential impact of this decision on other budget areas will be:		
Future Fiscal Impact:		
Recommendation:	☒ Action	☐ Information
	☒ Open Session	☐ Executive Session
Authorize the formation of the IT Steering Committee through adoption of the IT Steering Committee Charter and approve the membership as stated.		
Person(s) Responsible for Implementation:	Thomas Nawrocki	
Superintendent's Approval:		
Board Member(s) Approval:		
Attachment(s): 1. Draft Charter for Information Technology Steering Committee	☒ Yes	☐ No

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BOARD AGENDA ACTION FORM		
February 13, 2017 Committee Meeting	February 27, 2017 Board Meeting	
Section:	Strategic Education Committee	
Subject:	2017-18 Academic Calendar	
Name/Department:	Emille Woody, Professional Development	
Agenda Item Number:	8.1A	
Background:	At the Board Meeting on Jan. 23, 2017, the Board requested that the staff bring forward another option for the 2017-18 Academic Calendar.	
Discussion:		
Goals & Budget:		
This recommendation supports CCSD goal #:	Organizational Effectiveness	
Overall budget for implementing CCSD goal:		
Request approval for funds within that budget in the amount of \$:		Funding Source (GOF, IDEA, Title I, Capital, etc.)
Resulting positive Impact for students in our District will be:	A strong, coherent calendar that protects instructional days.	
Potential Impact of this decision on other budget areas will be:		
Future Fiscal Impact:		
Recommendation:	☒ Action	☐ Information
	☒ Open Session	☐ Executive Session
Draft Motion: The Committee approves the new calendar option for the 2017-18 school year to be posted for Community feedback.		
Person(s) Responsible for Implementation:		
Superintendent's Approval:	<i>Benjamin Postlewait</i>	
Board Member(s) Approval:		
Attachment(s):	☒ Yes	☐ No

BOARD AGENDA ACTION FORM		
Feb. 13, 2017 COW & Special-called Meeting		Feb. 27, 2017 Board Meeting
Section:	Policy and Personnel Committee	
Subject:	Revised Finance Policy DN	
Name/Department:	John Emerson, Office of General Counsel	
Agenda Item Number:	8.1B	
Background:	Finance policy DN requires the CCSD to deposit all proceeds from the disposal of real property in to the general fund. That provision has been found to be excessively limiting, particularly where the funds are immediately going to another funds such as the capital fund.	
Discussion:	Staff recommends that Finance policy DN be amended to give the Board authority to deposit and apply the proceeds of the disposal of real property in the manner it determines to be in the best interests of the district and the students.	
Goals& Budget:		
This recommendation supports CCSD goal #:	Effective Governance	
Overall budget for implementing CCSD goal:	N/A	
Request approval for funds within that budget in the amount of \$:	N/A	Funding Source
Resulting positive impact for students in our District will be:		
Potential Impact of this decision on other budget areas will be:	N/A	
Future Fiscal Impact:	N/A	
Recommendation:	☒ Action	☐ Information
	☒ Open Session	☐ Executive Session
Draft Motion: I move to approve second reading of the proposed revision to attached Finance policy DN.		
Person(s) Responsible for Implementation:	John F. Emerson	
Superintendent's Approval:		
Board Member(s) Approval:		
Attachment(s):	☒ Yes	☐ No

BOARD AGENDA ACTION FORM

February 13, 2017 Committee Meeting

February 27, 2017 Board Meeting

Section:	Operations	
Subject:	Capital Maintenance Reallocation (2017-2022 Capital Program Phase IV-Sales Tax)	
Name/Department:	Ronald Kramps, Executive Director of Facilities Management	
Agenda Item Number:	8.1C	
Background:	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 and Item 9.2D, the Capital Early Out Maintenance FY17 Project List.	
Discussion:	Several early out tasks are complete and have yielded savings of \$14,034 as follows: • Flooring #5281 - Hunley Park - \$324.50 • Flooring #5281 - Septima Clark Academy - \$1,750.00 • Flooring #5281 - St. James Santee - \$11,959.83 FM requests approval from the Board of Trustees for the reallocation of these savings to existing projects as described below: • Restroom Renovation – Project #5272 – Carlo MS - \$14,034 Due to timeline requirements and program deadlines, staff also requests approval to reallocate any future savings within the FY17 "Early Out" Sales Tax Program to the HVAC Project #5270 for Meeting Street Elementary/Brentwood. The Board will be informed of such reallocations through a Board Update Reallocation Resolution.	
Goals & Budget:	Amount of \$14,034 from the Capital Early Out Maintenance	
Overall budget for implementing CCSD goal:	\$592,311	
Recommendation:	☒ Action	☐ Information
	☒ Open Session	☐ Executive Session
Draft Motion:	Approve the reallocation of savings in the amount of \$14,034 as shown on the attached resolution to restroom renovations at Carlo and approve reallocation of any future savings in the FY17 "Early Out" Sales Tax Program to the HVAC Project #5270 for Meeting Street Elementary/Brentwood. The Board will be informed of such reallocations through a Board Update Reallocation Resolution.	
Person(s) Responsible for Implementation:	Ronald Kramps, Ex Dir of Facilities Mgt _____ Jeff Borowy, Chief Operating Officer _____	
Superintendent's Approval:	 Gerrita Postlewait, Superintendent	

Board Member(s) Approval:		
Attachment(s): 1 - Resolution Requesting Reallocation of Funding	☒ Yes	☐ No