

**LEXINGTON SCHOOL DISTRICT ONE**  
**Board Meeting Minutes**  
**August 18, 2020**

The Lexington County School District One Board of Trustees convened in executive session at 6:00 p.m. on Tuesday, August 18, 2020, in the Lexington County School District One's Central Services Building One located at 100 Tarrar Springs Road in Lexington, South Carolina. At 7:00 p.m. the Board of Trustees met for General Session in the Auditorium. The meeting was livestreamed on the Lexington One YouTube channel and a video of the meeting has been uploaded to the YouTube channel and LexOne video website. It is also on the Board Meeting Agendas and Minutes webpage.

**Board Members:** Chair Cynthia Smith, Vice Chair Anne Marie Green, Secretary Brent Powers, Tim Oswald, Jada Garris and Kyle Guyton. Mike Anderson was not present.

**1.0 Call to Order 6 p.m. Executive Session**

Chair Smith called the meeting to order.

**2.0 Executive Session**

Chair Smith called for a motion to enter into executive session to consider employment recommendations for 2020-2021. A motion was made, seconded and approved.

Motion	Second	Action
Powers	Green	Approved Unanimously

The board of trustees adjourned for executive session in the auditorium.

**3.0 Adjourn Executive Session**

Chair Smith called for a motion to adjourn executive session and begin the general session of the August 18, 2020 board meeting. A motion was made, seconded and approved.

Motion	Second	Action
Green	Powers	Approved Unanimously

**4.0 Call to Order General Session of the August 18, 2020 Board of Trustees Meeting**

**4.1 Notification of Compliance with S.C. Freedom of Information Act**

Chair Smith called to order the general session of the August 18, 2020 board meeting at 7:00 pm.

She said we were meeting in compliance with the Governor's orders, CDC recommendations and Town of Lexington ordinance. The auditorium has been thoroughly cleaned and sanitized before the meeting and will be after the meeting also. District staff will also sanitize the microphone before and after staff presentations or individuals speaking during Citizens' Participation. All board members, employees or other individuals in attendance are encouraged to social distance and must wear a face covering at all times.

There will be limited seating to maintain social distancing. Once that seating is filled, attendees will be asked to go to the Staff Development Room/Overflow Room, where they can watch the meeting while also observing social distancing guidelines.

The public is encouraged to watch the meeting on the district's YouTube channel. After the meeting, the district will follow its previously established process by posting a video of the meeting to the YouTube channel, LexOne Video site and our own website.

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The district is in compliance with S.C. Freedom of Information Act by notifying the media of the date, time and place of the meeting.

The district tapes the meeting for accuracy in preparing the minutes.

Chair Smith called on Dr. Kyle Guyton for the invocation and Pledge of Allegiance

**5.0 Approval of Agenda**

Chair Smith called for a motion to approve the agenda as presented. A motion was made, seconded and approved.

Motion	Second	Action
Powers	Oswald	Approved Unanimously

**6.0 Approval of the Minutes of the July 21, 2020 Board Meeting**

Minutes of the July 21, 2020 board meeting were included for approval. Chair Smith asked for any additions or corrections to the minutes, other than those that had already been received. Hearing none, the minutes were accepted as presented.

**7.0 Report and Action Items from Executive Session**

**Employment Matters**

Chair Smith called for a motion to approve ten certified recommendations for the 2020-2021 academic year. A motion was made to approve the recommendations as presented. The motion was seconded and approved unanimously.

Motion	Second	Action
Powers	Oswald	Approved Unanimously

Chair Smith called for a motion to approve one administrative recommendation for the 2020-2021 academic year. A motion was made to approve the recommendation as presented. The motion was seconded and approved unanimously.

Motion	Second	Action
Powers	Oswald	Approved Unanimously

Discussion: Mr. Stacey reported 17 certified vacancies - six of those vacancies have a candidate selected and are in the Human Resources approval process. Some of those vacancies are special education positions that may be absorbed by reallocating students. As of August 21, 2020 there may be only four vacancies. Dr. Powers thanked Human Resources for their recruitment efforts and said that candidates speak highly of the district’s professional and positive interview process. Mrs. Green mentioned the New Employee Drive-thru sponsored by Human Resources on August 17, 2020. The new employees were appreciative and excited to become part of the district.

**8.0 Citizens’ Participation**

Chair Smith read the guidelines for Citizens’ Participation.

Alexis Skibinski, Lexington, SC, parent of New Providence Elementary students said she was disappointed in the leadership regarding special education students. She said the district was legally obligated to honor Individualized Education Plan (IEP) minutes and that those minutes could not be

**Citizen’s Participation (continued):**

changed without approval. She felt the district did not serve special education students when the schools shut down in March. She was told special education teachers could not conduct zoom meetings with those students. She advocated on bringing special education students back to school five days a week. She believes the district is placing a burden on special education students to be independent learners despite their disability. She said she has requested a special IEP meeting but has not received that and has not received guidance from the Special Services Department. Ms. Skibinski felt that being less than two weeks from the start of school she should know plans for her children.

**9.0 Action Item**

**9.1 2020-2021 Local Board Approved Courses - Dr. Gloria Talley, Chief Academic Officer**

Chair Smith called for a motion to approve the recommended local board courses for 2020-2021. A motion was made, seconded and approved.

Motion	Second	Action
Green	Powers	Approved Unanimously

Discussion: Dr. Talley presented local courses for the Board’s consideration. These are courses that may not be offered in other districts. These courses (highlighted in red on the report) are for additional support for individualized efforts in middle and high school that are not in the South Carolina Department of Education coding system. Dr. Talley and Dr. Rivers have reviewed the courses and are seeking approval by the Board.

**9.2 Resolution to Authorize the Sale of General Obligation Bonds - Jeffrey S. Salters, Chief Operations Officer**

Chair Smith called for a motion that the Board adopt a resolution to provide for the issuance and sale of not to exceed \$11,400,000 general obligation bonds of Lexington County School District One. A motion was made to adopt the resolution to provide for the issuance and sale of not to exceed \$11,400,000 general obligation bonds of Lexington County School District One. The bonds are to be issued in two or more series. The Bond resolution will prescribe the purposes for which the proceeds shall be expended, for the payment of bonds and other matters relating thereto. The motion was seconded and approved.

Motion	Second	Action
Guyton	Powers	5 in favor: 1 opposed (Garris)

Discussion: Mr. Salters said this is standard operating procedure in the district and serves three purposes. The first is to make the December 1st installment purchase/revenue bond payment for 2013 series bonds. This is a process similar to a lease/purchase process and the district is committed to making this payment until approximately 2030-2031. These payments are made in December and May. The 2013 series was for the construction of Carolina Springs Middle School and Carolina Springs Elementary School. The second purpose is to make payment on the 2015 series bonds that were used for the Red Bank Elementary and Gilbert Primary School renovation and construction of New Providence Elementary. The third purpose is to provide \$5.255 million of capital funds associated with 8% debt capacity as described in Exhibit 81 with the intent to use funds to close the gap between the original facilities study needs and referendum needs. The strategy was to use this funding to offset those expenditures.

Mr. Salters addressed questions from the Board. Ms. Garris referenced language after Article 10 that indicated this was adopted unanimously and that it was not last year and would not be again this year.

**Resolution to Authorize Sale of General Obligation Bonds (continued):**

She would like a detailed list of improvements and capital expenditures. Mr. Salters indicated that the district needs flexibility to redirect funds for unforeseen capital costs and emergency needs. The district works from the Facilities Plan but then has flexibility if needed for unforeseen expenditures. This practice is on the advice of the bond advisors and financial counselors to maximize the use of these funds. Dr. Guyton asked about the capacity of funding available to pay off the remainder of the bond. Mr. Salters referenced the Capital Programs Funding Report that shows the debt schedule of these funds. This schedule shows when funds become available so the district can plan for upcoming expenditures such as a technology device refresh which is not funded by federal or state money. Mr. Salters explained the sources of funding for capital projects come from the general fund balance, capital fund balance, and the balance of 8% debt and bond referendum funding.

**10.0 Superintendent's Report**

**10.1 Superintendent's Update - Superintendent Gregory D. Little, ED.D**

Dr. Little updated the Board on five LEAP days that started on August 17, 2020. LEAP days were funded by the State for students in 4K through 8th grade for academic assessment. Dr. Little received good feedback from the twelve schools he visited. It has been a great opportunity for teachers to assess students individually and to begin building relationships with students. Dr. Little introduced Dr. Shane Phillips, Accountability and Assessment Director, to discuss the protocol for an instructional model shift based on data collection of COVID-19 cases and exposures.

Dr. Phillips presented the protocol for monitoring the level and spread of COVID-19. The plan begins with four decision factors that will be monitored daily. These include the number of active cases (students and staff) in the school, student attendance rate, staff attendance rate and available staff (auxiliary or substitutes) to teach and operate the school. Each factor will have a critical value that will lead to trigger an investigation. A dashboard has been developed to monitor the data and a matrix will be used to determine a shift. There are three levels on the matrix that could determine an instructional shift – investigate; investigate and consider a shift; and, .investigate and consider an immediate action. The district is working on the data decision points.

Dr. Little and Dr. Phillips addressed questions from the Board regarding work days for teachers and school days for students in the event of quarantine. Teachers who are asymptomatic and quarantined will work from home; and, teachers who are ill will not be working. If a school is unable to deliver face-to-face instruction, that school would go to virtual instruction. The dashboard will feed the data upon which these decisions will be made. Dr. Little said that each scenario will be investigated independently by a team consisting of Central Services staff, school administrators and DHEC. Decisions would be made to impact the smallest number of students and staff - first looking at classroom impact, progressing to grade level, then school or attendance zone impact. Once the district goes back to five day face-to-face with students from both cohorts, social distancing can no longer be guaranteed; therefore, all the other mitigation factors are critical. Mr. Salters said all classrooms have been measured and seating adjusted to maximize the greatest amount of social distancing. Dr. Guyton and Dr. Powers concurred that the mitigation strategies and mask mandate will help suppress the spread until a vaccine is available.

**10.2 Operations Update - Jeff Salters, Chief Operations Officer**

Mr. Salters gave an operational report on school readiness. He reviewed social distancing and traffic direction signage, plexiglas shields in offices and high traffic areas, disposable masks, limited restroom accessibility signs, closed drinking fountains, bottle filler stations, hand sanitizer stations, spray bottles with food safe cleaner and masks and mask lanyards that will be given to all staff. Mr. Salters gave an update on the occupancy of Centerville Elementary. The main office and two wings are now open with inspection of 2 wings yet to come. CES is able to have LEAP days and staff and students are in

**Operations Update (continued):**

the building. The building will be fully open and functioning by August 31, 2020. . Mr. Salters showed photos of the new Pelion Middle School which is close to receiving occupancy. He showed progress on the Pelion High School athletic improvements and Gilbert Elementary School driveway improvements, parking, kitchen improvements and interior painting. He showed aerial photos of the groundwork in progress at the new Lexington Middle School. He reported on progress of projects at Lexington Elementary, Lexington Technology Center, Red Bank Elementary and White Knoll Middle School. He showed work in progress on Oak Grove Elementary, White Knoll Elementary and White Knoll High School additions.

**10.3 Stronger Together Back to School Updates**

**Childcare - Jessica Buzhardt, Academic Assistance, Early Childhood, Title I Coordinator**

Ms. Buzhardt reported on projects the Childcare Working Group had been tasked with to help families with childcare needs for the duration of the hybrid model. The team began working on partnerships with community childcare centers and resources. They held an initial meeting with over 30 outside childcare centers in Lexington County. From this meeting they were able to compile a list of programs and services that would be available to families. The district provided e-learning sessions for childcare centers and their employees to support students on e-learning days. These sessions include education on Schoology, Google Classroom, how to support pre-school students and the SeeSaw application. A Childcare Resource Webpage has been developed and is posted on the Lexington One website. The group also reached out to churches to determine if they could offer a daycare, volunteers or space to the district. The working group worked with the Department of Social Services to issue a Certificate of Temporary Operation for childcare facilities that are not certified to operate beyond four hours per day such as after school programs. Facilities with this temporary certificate will be able to operate on a full day basis to care for students on e-learning days. The working group developed a plan for district employees' children enrolled in Lexington One schools in 4K through 8th grade during the hybrid model. This childcare will be provided, free of charge to employees during school hours. There is no cost to the district to provide this childcare as it will be staffed by support staff at the schools. There could be a 40 - 70 student average per school with half of that number on the Cohort A and Cohort B days. Some employees have made other arrangements and this is a temporary offering during the hybrid model.

**Online Learning Academy - Howard Bissell, Instructional Technology Director**

Mr. Bissell gave an update on the Lexington One Online Learning Academy (LOOLA). To date 6,984 students are currently enrolled in LOOLA courses - 3,051 elementary students, 1,896 middle school students, 2,037 high school students. An additional 200 plus students need to be scheduled for classes. This brings total enrollment to approximately 7 200 students or 27% of district enrollment. He shared a graph with the breakdown of students at each school. Mr. Bissell showed an example of a daily schedule for elementary students with synchronous and asynchronous lessons. Mr. Bissell showed an example of the middle school schedule which will include advocacy, exploratory classes and advanced class options. He shared the high school schedule which would be more asynchronous with accountability built in to interact with teachers and peers.

Mr. Bissell addressed questions from the Board. Mr. Bissell said the immersion program in LOOLA will not be the same as face-to-face instruction. Students will receive language enhancement via digital programs to increase their fluency in that particular language. Math and science classes will not be conducted in the immersion language. The expectation given upon enrollment to LOOLA is that it is a semester long commitment due to the scheduling complexity and teacher resources. Attendance will be taken for LOOLA students. Technology and devices are being distributed to all students for LOOLA if needed and the Technology Department is working for all students to have devices prior to August 31st.

**Transportation Update - Jeff Caldwell, Chief Student Services Officer**

Mr. Caldwell gave an update on transportation needs in the district. He reported 13% (3,600) students need morning transportation, 21% (5,700) students need afternoon transportation. For the first four weeks, each day the buses should have approximately 50% of these students due to the hybrid model. Transportation is communicating with schools daily to update numbers and they are working on routes based on these numbers. Mr. Caldwell reported on safety measures on the buses. There is a mask requirement for everyone on the bus, buses will operate at 67% capacity, seating assignments will be made and enforced for possible contact tracing, and the seat behind and across from the driver will remain empty. There are ten electrostatic sprayers designated for transportation - one sprayer can clean 30 buses and it takes 5-8 minutes to clean each bus. Buses will be sprayed after AM and PM routes are completed and drivers may wipe down between routes. Mr. Caldwell gave an update on equipment. The district received 22 propane buses from the State as replacements from the VW settlement. The district has received five new buses and expects to receive six more by the end of the year. The average age of the district's state fleet is seven years old.

Mr. Caldwell addressed questions from the Board. Regarding questions on hand sanitizer; there are state regulations on how much hand sanitizer can be on the bus. The drivers can have hand sanitizer and students will be able to bring their own. If students are non-compliant on wearing a mask on the bus, the district will work through this with families individually. The last resort would be to possibly move the student to LOOLA. He was asked to review driver vacancies. There are 11 vacancies and several drivers on FMLA. Seven new employees are in training but will not be ready to drive on day one. Transportation is currently working on routes to include all students when we go to the five day model.

**Chair Smith called for a 3 minute break.**

**11.0 New Business**

**11.1 Sole Source and Emergency Procurement Annual Report - Jeff Salters, Chief Operations Officer**

Mr. Salters gave the semi-annual Board report on sole source and emergency contracts entered into from July 1, 2019 through December 31, 2019. There were 14 sole source contracts and 6 emergency contracts. The January 1, 2020 through June 30, 2020 report shows one sole source contract and 22 emergency contracts. Mr. Salters said in the spring the district began to code purchases related to COVID-19. With CARES act or other funding, the district has the ability to reallocate funds. The Governor recently released funding for COVID-19 purchases based on a survey the state sent to school districts in July. Lexington One and other districts were not granted this funding because we had been proactive and already purchased many supplies. There may be other sources of COVID funding that become available; at which time we will be able to reallocate those funds. Mr. Salters said there were more emergency purchases in the spring. Procurement protocol is to get three quotes prior to awarding a contract; however, there are emergencies that occur, such as hot water heaters, that may warrant an exception to that protocol.

**11.2 Minority Business Enterprise Annual Report – Jeff Salters, Chief Operations Officer**

Mr. Salters gave the annual 2019-2020 minority business enterprise report. The Board approved the annual goal of .5% or \$460,000 of expenditures for the 2019-2020 fiscal year. The district exceeded that goal with total minority paid expenditures of \$580,205. While the Board sets the goal each year, protocol is to always compete goods and services and the district does not pay a premium to recognize a minority business. Construction projects often help achieve that goal.

**11.3 First Reading Title IX Policy - Mr. Michael Stacey, Chief Human Resources Officer**

Mr. Stacey presented Policy AXX Title IX for first reading consideration, reaction and review. This

**First Reading Title IX Policy (continued):**

policy provides a structured grievance process for sexual harassment as outlined in and required by new federal regulations accompanying Title IX of the Education Amendments Act of 1972. The proposed policy has been developed using a blend of language in the South Carolina School Board Association (SCSBA) Model Policy and a draft policy presented by the law firm of Halligan, Mahoney, and Williams, LLC and has been edited for Lexington County School District One purposes. Consideration was given to replacing current policies addressing student and employee conduct as it relates to sexual harassment. Following consultation with legal counsel, administration is proposing to adopt a stand-alone Title IX policy to be placed in the Foundations and Basic Commitment portion of our Board manual, which includes other policies addressing nondiscrimination statutes.

Discussion: Chair Smith said this is a complex policy to implement. Mr. Stacey said the district started training on August 12, 2020 with over 100 administrators in attendance. This was an overview of the process and roles required to administer the policy. Over 84 individuals will be trained in various roles to administer this policy.

**12.0 Items for Board Information**

Items presented are for information only.

- 12.1 Monthly General Fund Financial Report - July 2020**
- 12.2 Monthly General Fund Budget Transfers - July 2020**
- 12.3 Monthly Capital Projects Report - July 2020**
- 12.4 Monthly Unauthorized Procurements Report - July 2020**

**13.0 Adjourn Open Session**

Chair Smith announced that members of the Board will be attending the South Carolina School Board Association (SCSBA) virtual legal conference on August 21-22, 2020. The conference concerns changes to the law and how it impacts staff and students. She gave well wishes to Mr. Anderson who is recovering from a surgery and was unable to attend the meeting.

Chair Smith called for a motion to adjourn general session. A motion was made, seconded and approved unanimously.

Motion	Second	Action
Oswald	Green	Approved Unanimously

Respectfully submitted,

Dr. Brent Powers