

LEXINGTON SCHOOL DISTRICT ONE
Board Meeting Minutes
November 19, 2019

The Lexington County School District One Board of Trustees convened in executive session at 6:00 p.m. on Tuesday, November 19, 2019, 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 in General Session in the Auditorium. A video of the meeting has been uploaded to our YouTube channel and our 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 Dr. Brent Powers, Jada Garris, Dr. Kyle Guyton and Tim Oswald

Media: No media in attendance

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. A motion was made to enter into executive session for the purpose of discussing employment recommendations for 2019-2020.

Motion	Second	Action
Powers	Oswald	Approved Unanimously

Ms. Smith called for a vote to enter into executive session and it was approved unanimously. The board of trustees adjourned to the boardroom for executive session.

3.0 Adjourn Executive Session

Chair Smith called for a motion to come out of executive session and enter into general session. A motion was made to do so. The motion was seconded and carried.

Motion	Second	Action
Powers	Green	Approved Unanimously

4.0 Call to Order General Session

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

Chair Smith said the district tapes the meeting for accuracy in preparing the minutes and is in compliance with the South Carolina Freedom of Information Act as the district has notified the media of the date, time and place of the meeting. Chair Smith called on Tim Oswald to give the invocation.

5.0 Approval of Agenda

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

Motion	Second	Action
Powers	Green	Approved Unanimously

6.0 Approval of Minutes

Minutes of the October 1, 2019, board workshop and the October 15, 2019, regular board meeting were included for board approval. Chair Smith called 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 Reports and Action Items from Executive Session

Employment Matters

Chair Smith said there were four certified recommendations for the 2019-2020 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

8.0 Honors and Achievements

Chair Smith, Superintendent Gregory Little and school board members recognized honorees present to receive state and national awards.

9.0 Citizens' Participation

Chair Smith asked if any one wished to address the board of trustees. No one addressed the board at this time.

10.0 Action Items

10.1 Second Reading — Policy TBD Municipal Securities Continuing Disclosure — Jeff Salters, Chief Operations Officer

Chair Smith called for a motion to approve policy TBD Municipal Security Continuing Disclosure whose codification is to be determined. The policy codification will is yet to be determined by the South Carolina School Boards Association.

Discussion: Chief Operations Officer Jeff Salters said this is a policy that was drafted in conjunction with bond counsel and recommended for us to adopt. This policy brings us into compliance with SEC Rule 15c2-12 when bonds are sold. It references a continuing disclosure model that we are recommended to follow. Mr. Salters distributed a copy of SEC Rule 15c2-12 Continuing Disclosure which highlights what types of events to be disclosed. In our recent bond sale one underwriter requested a copy of this policy. It is becoming a part of the review packages for bonds. The administration recommended approval of this policy for second reading. A motion was made, seconded and approved

Motion	Second	Action
Oswald	Powers	Approved Unanimously

10.0 Action Items

10.2 Waiver on Online Administration of South Carolina College and Career Ready Assessments (SCREADY) — Shane Phillips

The administration said that the South Carolina Department of Education offers schools districts the opportunity to request a waiver for the requirement to do all online state testing during the last 20 days of school. Over the past few years we have requested and received a waiver. The application process has changed and the application now requires a signature from the board of trustees. The administration asked the board of trustees to grant the district to apply for a waiver for students in grade three for SCREADY testing. The reason for a request for a waiver for third grade students is that this will be the first time they are taking SCREADY test. At that grade level, if they do not score a particular level they will be flagged for retention. We want to be sure that the students take the test in the most familiar and welcoming format possible. At the recommendation of our principals, we are requesting that the board of trustees allow the administration to request the waiver for third grade students. A motion was made and seconded. Ms. Garris said she did not have enough time to consider the request prior to voting. The motion passed.

Motion	Second	Action
Green	Powers	Five in favor one opposed (Garris)

10.3 Student Travel Requests — Gloria Talley, Chief Academic Officer

Chair Smith called for a motion to approve twelve student travel requests. A motion was made to approve the requests as presented. The motion was seconded and passed unanimously.

Motion	Second	Action
Powers	Oswald	Unanimous

11.0 Superintendent's Report

11.1 Report — Superintendent's Update — Dr. Greg Little

Dr. Little said that there were several reports on the agenda. He congratulated Leah Sarantopoulos who has been named the South Carolina Association of School Administrators (SCASA) Middle Level Assistant Principal of the Year and Julie Painter who was named the SCASA high school Assistant Principal of the Year.

11.2 Report — Comprehensive Annual Financial Report — Jeff Salters, Chief Operations Officer

Chief Operations Officer, Jeff Salters, introduced Matthew Hodges audit manager at Burkett, Burkett and Burkett to provide the annual audit report. Mr. Salters thanked the Lexington One Finance Office, principals and staff for the hours they spent preparing the Comprehensive Financial Report (CAFR). On behalf of the firm of Burkett, Burkett and Burkett, Mr. Hodges expressed appreciation to the Finance team and those who worked to prepare the CAFR and for the cooperation they received in the audit. The audit firm was pleased to report that they had no disagreements with management in performing the audit. There were no significant changes in accounting policies during fiscal year 2019. Mr. Hodges said there were no consultations with other independent accountants in performing audit. There were no issues discussed during our retention as your independent auditors. He said the firm received full cooperation in performing the audit. They tested transactions based upon their knowledge of the district. They used professional judgment selecting samples and found no incidents of non-compliance with district

11.0 Superintendent's Report (continued)

11.2 Report — Comprehensive Annual Financial Report — Jeff Salters

policies. The firm of Burkett, Burkett and Burkett's report issued three clean opinions. The clean opinions were on the financial statement, on internal controls and on compliance with regard to the district's federal awards. The AA bond rating with Standard and Poors and the A1 rating with Moody's was reaffirmed during fiscal 2019. The district's good fund balance indicates good financial health. The district received Certificates of Excellence in financial reporting for the 25th consecutive year from the Association of School Business Officers and for the 24th consecutive year from the Government Financial Officers Association. He said this highlights the quality and attention that financial management is given in Lexington One. Mr. Hodges reviewed the overall revenues and expenditures for the year. Mr. Hodges said the district remains in excellent financial condition.

11.3 Report — The College Center at Gilbert High School — Ryan Pool

Mr. Ryan Pool, Director of Secondary Schools, said that this is an exciting venture. We have been talking about college opportunities for our students. We want to provide an opportunity for each student to make a choice to take higher level college courses and further their education. We want to create a college-level experience for those students who have not traditionally gone to a four-year school. We have designed a proposal and plan for this college level experience so that all students can have the skills they need in order to be ready for the next level regardless of circumstances. With the blessing of the board of trustees and a charge to move forward, we will continue to work a plan that we can act upon quickly. We have designed a school experience that advances a student toward college, that is non-traditional and that attracts students that would not traditionally attend a four-year college. We have designed a college center that meets our four systems commitments to propel students with the skills they need to be ready for the next level regardless of circumstances. We will be teaching a different set of skills that directly relate to what it means to be a college-bound student who makes it through that freshman year successfully. We have partnered with University of South Carolina Aiken. They have shared research and discussed with us factors that keep students from making it through the freshman year of college. Often the things that prevent students from being successful during the freshman year of college are not academics but are what we define as power skills. We are partnering with families, community and universities to make the students' experiences better. We do not have a college in our geographic area. This is a good opportunity to use space in Gilbert in a different way. With a College Center in Gilbert, we would like to open with a class of college freshmen in the fall of this coming year. Narrowing it down from a pool of more than 700 students, we believe a class of 25 to 30 students could be college freshmen. Mr. Pool introduced Anita Chapman, a career specialist with a background in higher education, who has been working with us as we navigate the development of the College Center. This opportunity will give students not only a high school diploma but a rich college experience that overlaps dual enrollment, advance placement and real-world experiences.

11.4 Report — Health Update — Jeff Caldwell, Chief Student Services Officer

Chief Student Services Officer, Jeff Caldwell, said that as a result of concerns about bed bugs at the beginning of the year, we conducted research and we are providing an update. Mr. Caldwell also said that Ms. Amy Wood, Coordinator of Nursing and Health Services is a part of the presentation and is instrumental in the day-to-day communication regarding health issues. According to the Environmental Protection Agency, a school is not an ideal place for bed bugs because they are not a steady blood host for feeding. Schools are ideal hubs because bed bugs hitch rides to schools from homes. The introductions of a bed bug in our schools have not been exclusive to one site or school. They are found in every geographic region of the district not one particular school.

11.0 Superintendent's Report (continued)

11.4 Report — Health Update — Jeff Caldwell, Chief Student Services Officer

We have reviewed our current procedures. We began by looking at procedures from ten school districts and several bed bug authorities. The University of Minnesota, Virginia Tech and the State of Michigan have departments that consider themselves authorities on bed bugs. New York City Department of Education has its own pest management department that manages pest control for the State Department of Education. There is a Central Ohio Bed Bug Task Force. This is not a situation that is isolated to Lexington One or South Carolina. We looked at the policies and procedures of those authorities to find out what they were doing that we were not doing and how we could improve our procedures. When talking with other districts, we found that some districts do not have procedures and handle it on a case-by-case basis. Districts that have procedures in place look very familiar as they are procedures that have been borrowed from ours as ours have been in place since 2013. In addition, we have four social workers that work tirelessly with families in this effort and go to homes offering resources to families. He introduced Ms. Amy Wood to talk about the role of the school nurse when dealing with bed bugs. She said nurses provide the structure for working with bed bugs. They know the procedures and they communicate them. The school nurses can positively identify that the specimen is actually a bed bug. There have been times when carpet fibers have been mistaken for a bed bug. Nurses complete an EPA training, but if a nurse is not positive about the identification of the bug, we have other agencies available to identify what kind of bug might have been found. If there is a positive identification, we arrange for the student to come to the nurse's station discreetly along with their belongings. The nurse will inspect the student's book bag and belongings. The parents are notified about what we have found and the nurse asks three questions.

- 1) Are you able to have a licensed pest control company come to your home to evaluate for bed bugs?
- 2) Do you have a dryer in your home?
- 3) Do you have either plastic resealable bags or plastic bins that you can put your family's belongings into during this process.

Those questions help the nurse determine what steps need to be taken. If the family is not in position to have a pest company evaluation, they are referred to social workers who help with resources. If they do not have a dryer in their home, we will allow them to send clothes to school everyday and we will put them in a dryer to heat treat their belongings so that everyday the children wear their own clothes. We have offered for the family to bring a week's worth of clothing for heat treatment. We will place them in a sealed bin or bag so that the children have treated clothing to wear everyday. After a positive identification is made, we notify the teacher to let her know that we will provide resealable plastic bags for every student in that class because we want all students to put belongings in a resealable bag, take out only what they need for class and reseal it. At the end of the day, they will take their belongings home and the nurse inspects the bags. Once the bagging process is initiated, a letter is sent home to parents telling them why the belongings are bagged and giving information about bed bugs. The nurse maintains contact with family during this process. If there are further introductions, we will step up the heat-treating procedure. The communication with parents is something that other agencies do not recommend. Some agencies only recommend notification if an infestation is in the classroom. We have a coordinator of custodial services who is our coordinator for bed bugs. We recommend that he receive specialized training so that he can inspect and evaluate the school where there is a bed bug sightings. To further support the parents, we want to involve our social workers even earlier in the process. They may be aware of a family situation where students may have been displaced and where families may have doubled up, etc. Our data does not indicate that a school bus is a good transmission of bed bugs. In our research we found no one that recommended excluding students from school. Most recommended treating students with discretion and dignity.

11.0 Superintendent's Report (continued)

11.5 Report — Operations Update — Jeff Salters, Chief Operations Officer

Chief Operations Officer, Jeff Salters, reviewed pictures of Centerville Elementary School and Pelion Middle School. Both schools are slated to open in the fall of 2020. He talked about furniture for future ready classrooms that are being created at Saxe Gotha, Pelion and White Knoll Elementary Schools. He reviewed the program schedule of the construction projects by school. It showed the design phase, the contract negotiation phase and the construction phase. Mr. Salters said that all projects are on schedule. This schedule was a way to schedule projects according to needs and work with cash flow of bond sales. Some time frames may move because of program changes or land acquisitions. The way that our building program is scheduled allows us to get a great amount of construction accomplished. Using a prototype model to build a school moves our projects along more quickly than neighboring districts that have passed a bond referendum. We have been able to bypass the design phase and move into construction phases. This expedited process also saves money in the bond process as we can take advantage of good interest rates as they arise. Mr. Salters said that at this point we have expended \$32.5 million and have encumbered \$84.7 million for a total of \$117 million. It has been ten years since our last referendum and the needs were great before we passed the referendum. The longer we wait to build, the longer our students, staff and community must wait for the benefits of the improvements. With every year that passes, costs increase. Historically, the sooner projects are completed the less expensive they are to build them. He encouraged everyone to follow the building plan progress online at <http://www.lexington1.net/about/creating-building-plan>

11.6 Report — Animals in Schools Update — Mike Stacey, Chief Human Resources Officer

Chief Human Resources Officer, Mike Stacey said that this past year the district worked with situations that involved animals in schools. We realized that we needed to have a policy related to animals on school grounds. A committee of staff members was created that included Coordinator for Science Holly Sullivan, Director of Counseling Zan Tracy Pender, Coordinator for 504 Ann O'Cain, Director of Special Services Wendy Balough, and Meredith Seibert and Devona Price from Humans Resources. The purpose of the committee was to determine basic structure for animals on school property. The only school board model policy was a SCSBA model policy that addresses service animals and their use in an instructional setting. We felt we needed to address the different conditions when we would allow animals on school grounds. Next month we will bring to the board of trustees a proposed policy for use of animals for instructional purposes. Which will include a draft of internal procedures for the approval process. We will further look at the need for policies to address service and emotional support animals. In January, we plan to bring to the board policies to address students use of animals in schools, employee use of animals in schools and visitors use of animals in schools. We will present policies that will follow all applicable federal laws.

12.0 New Business

12.1 First Reading — Policy ADC Tobacco-Free District Jeff Caldwell

12.2 First Reading — Policy GBED Tobacco-Free Workplace Jeff Caldwell

12.3 First Reading — Policy JICG Tobacco Use by Students

Chief Student Services Officer Jeff Caldwell the language is identical with these three policies. The district asked for and received feedback that was very helpful in revising these policies. The significant changes that have been made since the policy approval in July were specific to the student discipline part of policy JICG. In the policies before the board, the red-lined areas included the current consequences. Mr. Caldwell reviewed the recommendations for consequences at each level of

12.0 New Business – (continued)

- 12.1 First Reading — Policy ADC Tobacco-Free District Jeff Caldwell**
- 12.2 First Reading — Policy GBED Tobacco-Free Workplace Jeff Caldwell**
- 12.3 First Reading — Policy JICG Tobacco Use by Students**

offense. Mr. Caldwell said that over the last few years we have adopted a therapeutic approach to discipline. We have found that not many students reach third level of offense. If a student does reach level three, it may be that they are non-compliant or it may be that they may have an addiction problem. If a student is assigned to Alternative Education Services as a result of the expulsion process, there are many intervention services available to the student. Other changes to the policy included language specific to vaping and other similar products. The policy was presented for first reading and review.

13.0 Items for Board Information

Chair Smith said the remaining items were for board information. She said that board members attended several Code to the Future exhibitions. She said that the board of trustees continues an ongoing relationship with county council as board officers invited the board officers of Lexington County Council to tour Beechwood Middle School. Beechwood Middle School is a prototype school for Pelion Middle School and Lexington Middle School. Board chair of county council is resident of Pelion. He was excited to see what will be coming to Pelion. Council member Darryl Hudson toured Beechwood Middle School tour and was pleased with the prototype for Lexington Middle School. Ms. Smith said that most of the board members attended a tour at White Knoll Middle School and were impressed by the leadership of the students at WKMS. Some aboard members attended Veterans Day events. She said the JROTC leader at White Knoll High School has written a beautiful song set to music in memory of fallen heroes. Anne Marie Green sat on panel of school board members talking to Leadership Columbia 2020 about school board governance, leadership and funding. Several board members have been asked to serve on guidance counselor advisory committees. She said she learned a great deal about what our school are going through. Ms. Green said she attended a guidance counselor meeting and was pleased to hear the emphasis the district has on anti-bullying curriculum that the guidance department uses regularly. They emphasize kindness and students understand what bullying is and how to make their schools healthy and kind. Chair Smith said the remaining items were for board information as listed below.

- 13.1 Monthly General Fund Financial Report — October 2019
- 13.2 Monthly General Fund Budget Transfers — October 2019
- 13.3 Monthly Capital Projects Report — October 2019
- 13.4 Monthly Unauthorized Procurements Report

14.0 Adjourn Open Session

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

Motion	Second	Action
Green	Oswald	Approved Unanimously

Respectfully submitted,
Brent Powers, Secretary