

December 9, 2022 - Board Brief

Gerrita Postlewait and Senior Leadership Team

“Listen, I wish I could tell you things get better, but things don’t get better. You get better.” ~ *Joan Rivers*

COMMUNICATIONS

[Click here to review the monthly Communications Summary.](#)

There were various corrections requested and made to the Post and Courier’s Dec. 7 article regarding the presentation on Elementary 19 given at the Dec. 6 Board of Trustees Workshop. You can read the [corrected article here](#).

Congratulations to LHS’s Burgess, 2023 SCASA Secondary Assistant Principal of the Year

On Tuesday, Dec. 6, representatives from the S.C. Association of School Administrators paid a surprise visit to Lexington High to announce Lexington High School Assistant Principal Dr. Stephanie Burgess the 2023 South Carolina Secondary Assistant Principal of the Year. [Click here to read the district’s news release](#).

Teacher of the Year Finalists

Dr. Postlewait also paid surprise visits to 10 Lexington District One schools to announce our Top 10 Teacher of Year finalists.

FINANCE

- All procurement card meetings have been held with principals, department heads, executive secretaries and bookkeepers. Revised procurement card agreements have been signed by those who have custody of procurement cards. Enhancement guidelines went into effect December 1, 2022. Progressive disciplinary action for violations of the guidelines has been discussed during those meetings, which include a letter of reprimand in personnel files, loss of rights to use the procurement card up to termination.
- The approximate legal cost to the District for the piano procurement solicitation protest is \$11,300 as of October 31, 2022.
- Budget season is here! We are working on creating an internal budget advisory council with Principals, Assistant Principals, and Teachers at this point.

HUMAN RESOURCES

This is just a reminder that we will begin bringing names to the Board to approve for the 23-24 school year very soon. This is ahead of our approved budget process, but is crucial in hiring the best and brightest to come to Lexington One.

Our team recently completed our “Ask HR” school visits. We had over 585 personal contacts with employees in the schools. Check out a Social [Media](#) example from this campaign to celebrate our employees and help them to learn more about the services we can provide.

INSTRUCTIONAL SERVICES

Teachers receive an update each month that highlights professional learning, graduate courses, and grant opportunities. Check out the December edition: [Professional Learning December Update](#). The district offsets the cost of graduate coursework to make it more accessible to teachers.

SUPERINTENDENT

VISITS TO SCHOOLS (Policy BBA)

Policy BBA outlines board member visits to schools after timely notification to staff including the superintendent and building level administrators. You may click on the link above to view the policy. A few things that may help make your visits go smoothly:

- Notify Tracy if you plan to visit a school, and she will check with the principal to make sure the date and time do not disrupt the day (e.g., testing, too many teachers out due to illness, picture day, etc.)
- Over time, visit multiple sites rather than focusing attention on one school.
- Limit your visit to about an hour or less, and make brief stops in several classrooms.
- Let the superintendent’s office know ASAP if you have questions or concerns.



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TECHNOLOGY & INNOVATION

Course Catalog for Secondary Schools

<https://sites.google.com/lexington1.net/lexonecoursecatalog/> In collaboration with the instructional services team, high school administrators, counselors; and, input from the Student Advisory Council, the Applications Team has migrated the classic word doc listing of courses offered at Lexington One to a digital database. This work has now become "the single source of truth" for course data that can be easily searched, filtered, and sorted for students, schools, and parents.

Current or Upcoming RFPs:

An RFP is currently posted to replace the **School Messenger product**. The goal is to update the district communication tool that will have the same interface for District, School, and Classroom levels. This means that parents will receive communications the same way from all teachers in Elementary Middle and High as well as principals and the district Communications Department.

Parent Portal Enhancement - Digital Report Cards

Lexington One is moving to Digital Report Cards that will be accessible from the Parent Portal. When opened on a laptop or mobile device, the parent is presented with the report card and prompted for a digital signature. The parent will also have the ability to print at home. Since all Report Cards will be stored in the portal, parents will now be able to find their child's report cards from previous years. Six schools will pilot this new Digital Report Card in January (Quarter 2). This digital solution will eliminate the end of the year cost of printing and mailing report cards estimated to be \$56,000.

FOIA REQUESTS RECEIVED

Randi Schilter, Evergreen Solutions, Realtor 12/1/22:

For a compensation study for Lexington/Richland School District 5. Requesting: 1. Current compensation and classification plan (This is Online and was shared) 2. Stipends available to employees 3. Employee census 4. Employee benefits package information, including costs to district and employee

Melanie Opena, TeachSC.org, 12/8/22:

Excel spreadsheet related to uncertified, currently employed teacher assistants, paraprofessionals, substitute teachers, educational aides, tutors, and any other campus-based instructional support staff in your district.

