



DATE: January 6, 2022
TO: Lexington County School District One Board of Trustees
FROM: Superintendent Gerrita Postlewait, Ed.D.
REGARDING: January 10, 2023 Board of Trustees Meeting

On Tuesday, January 10, 2023, the Lexington County School District One Board of Trustees will hold its regular monthly board meeting in Building One of Central Services, located at 100 Tarrar Springs Road in Lexington, South Carolina.

The meeting opens at 5:30 P.M. in the auditorium. The board will promptly vote to enter executive session at 5:30 P.M. to review employment recommendations for the 2022–23 school year and personnel matters related to the district’s organizational structure, as well as receive legal information in the matter of the SC Freedom Caucus vs. Lexington County School District One.

The Board of Trustees will resume the public portion of its meeting at 6 P.M. Citizens wishing to address the Board of Trustees during citizens’ participation — the public-speaking portion of the meeting — must sign up to speak. Sign-up opens at 4:30 P.M. and ends at 6 P.M. You must be present to sign up to speak.

The meeting is open to the public and can be viewed at <https://www.youtube.com/c/LexingtonOne/live>. After the meeting, the district will post a video of the meeting to its YouTube channel and its website.

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| <p>Lexington County School District One 2022–23 Priorities:</p> <ol style="list-style-type: none"><i>1. Increase safety/security vigilance through effective protocols and practice.</i><i>2. Increase the percentage of students who are progressing on-time with the requisite skills for success at their current grade levels.</i><i>3. Improve the conditions that lead to student success by utilizing a system of advocacy for each child that facilitates healthy behavioral and mental growth.</i><i>4. Expand strategies to attack staffing shortages.</i><i>5. Implement strategies to improve customer service, parent engagement and community involvement</i><i>6. Use resources wisely to address 2022–23 priorities and longer-term strategic plan goals.</i> |
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JANUARY 10, 2023 BOARD AGENDA

- 1.0 Call to Order 5:30 P.M. Executive Session**
Chair Anne Marie Green presides
- 2.0 Executive Session** (Estimated time — 30 minutes)
 - 2.1 Employment recommendations for the 2022–23 school year
 - 2.2 Personnel matters related to the district’s organizational structure (**Superintendent contractual requirement**)
 - 2.3 Receipt of legal information in the matter of the SC Freedom Caucus vs. Lexington County School District One
- 3.0 Adjourn Executive Session**

- 4.0 Call to Order General Session** (Estimated start time — 6 P.M.)
- 4.1 Notification of compliance with S.C. Freedom of Information Act
 - 4.2 Notification that district tapes meeting
 - 4.3 Pledge of Allegiance — Mrs. Katie McCown
- 5.0 Consent Agenda**
- 5.1 Approval of Minutes of December 6 and 13, 2022 Board Meetings
 - 5.2 Student Travel Requests (**Policy IJO — Student Travel**)
- 6.0 Reports and Action Items, if Needed, from Executive Session**
- 7.0 Honors and Achievements** (15 minutes)
- 7.1 School Board Appreciation Month
- 8.0 Superintendent’s Report** (30 minutes)
- 8.1 Superintendent’s Update — Superintendent Dr. Gerrita Postlewait
 - Replace Tuition-Based 4K to admit students on waiting list (**Priority 1**)
 - Reorganization required in superintendent’s contract
 - Discussion of Mid-Year Review Process: Superintendent’s Job Performance (**Evaluation Tool**)
 - Establish times for finance and facilities workshops (2) — Jan 24 and 31, 5 P.M. (**Priority 6**)
 - Update: 5-year Strategic Plan Process (**Priority 6**)
 - Employee Recruitment Fair (**Priority 4**)
 - 8.2 USC Partnership Update (**Priority 4**)
- 9.0 Citizens’ Participation (Policy BCBI)** (15 minutes)
- 10.0 New Business** (45 minutes)
- 10.1 Introduction — Annual Policy Review Calendar and Process — Dr. Postlewait
 - 10.2 First Reading — Policy JICA Dress Code — Clark Cooper, Interim Chief Student Services Director
 - 10.3 First Reading — Policy GBEA, Staff Ethics/Conflict of Interest — Devona Price, Chief Human Resources Officer
 - 10.4 First Reading — Removal of Policy GBEEA-R — Identification Procedures — Devona Price
 - 10.5 First Reading — Policy DB Annual Budget — Jennifer Miller, Chief Financial Officer
 - 10.6 First Reading — 2023–24 Board of Trustees Meeting Dates — Libby Roof, Chief Communications Officer
 - 10.7 Introduction — Policy JICJ Use of Personal Communication Devices, Clark Cooper
 - 10.8 Introduction — Policy GCQE Retirement of Professional Staff — Devona Price
- 11.0 Action Items** (10 minutes)
- 11.1 Policy BD, BD-R Organization of the Board — Vice Chair Kathy Henson
- 12.0 Adjourn**

LEXINGTON SCHOOL DISTRICT ONE
Lexington, South Carolina

CONSENT AGENDA

BOARD AGENDA ITEM: 5.1

BOARD MEETING DATE: January 10, 2023

SUBJECT: 5.1 Approval of Minutes of the December 6 and 13, 2022 Board Meetings
5.2 Student Travel Requests

BACKGROUND:

A consent agenda (also known by Roberts Rules of Order as a “consent calendar”) groups routine meeting discussion points into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions.

ACTION:

Review materials prior to the board meeting for approval of Consent Agenda.

LEXINGTON SCHOOL DISTRICT ONE
Board Meeting Minutes
December 6, 2022

The Lexington County School District One Board of Trustees held a board workshop on Tuesday, December 6, 2022, in the Lexington County School District One’s Central Services Building One located at 100 Tarrar Springs Road in Lexington, South Carolina. 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 Anne Marie Green, Secretary Mike Anderson, Kathy Henson, Katie McCown, Vice Chair Brent Powers, Chris Rice, and Beth Shealy.

1.0 Call to Order 4:35 p.m.

Chair Green called the workshop to order.

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

Chair Green called to order the December 6 workshop at 4:35 p.m. 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. Vice Chair Dr. Brent Powers led the Pledge of Allegiance.

2.0 Approval of Agenda

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

Motion	Second	Action
Henson	Anderson	Approved Unanimously

3.0 Board Governance: Roles and Responsibilities - Andrea White, White & Story, LLC

Chair Green introduced Ms. Andrea White, attorney and partner with White & Story, LLC. Ms. White gave a presentation on board governance and board member roles and responsibilities. The information presented dove tails into the new board member orientation that the new board members will attend at the South Carolina School Boards Association annual convention in February 2023. She directed the board to the South Carolina Code that pertains to education - SC Code Section 59-19-90 “General Powers and Duties”, and other relevant regulations and provisos.

She and the board discussed their role and responsibilities as well as those of the superintendent who directly reports to the board. The board supervises the superintendent who in turn supervises district employees and runs the day-to-day operations of the district. The board’s role is governance - setting the vision and goals for the district, developing policies, holding the superintendent accountable, voting on superintendent recommendations, serving in a quasi-judicial role, and adopting the district’s budget. She reiterated that all powers of the board lie in action as a group. There is no authority individually, only when a matter comes before the board.

She reviewed the duties and guidelines that lie with the board and the superintendent at board meetings, the responsibility of the board in employing staff based on the superintendent/administration’s recommendations, the board’s responsibility for conducting the superintendent’s evaluation, and their role as a community relations liaison.

There was extensive discussion on polices and procedures for board meetings and executive session. She reviewed the South Carolina Freedom of Information (FOIA) law (SC Code Section 30-4-10) and the purpose of FOIA – to require public bodies to operate in the sunshine, and to allow media and citizens to obtain copies of public records. She highlighted common FOIA questions and how to operate within the law, including

discussion on board emails, texts and information that is disclosable to the public. She addressed the South Carolina Code of Ethics (Section 8-13-700(B) and the board's responsibilities as a public official.

The board took a five minute break between presentations.

4.0 Overview of 2018 Bond Referendum

Superintendent Postlewait introduced a presentation by Mr. Matt Warren, Interim Chief Operations Officer and Ms. Jennifer Miller, Chief Financial Officer regarding elementary school #19 (ES #19) in the White Knoll area. She said administration would be asking the board to vote at the December board meeting on a matter regarding ES #19, a project in the 2018 bond referendum building program. Complexities related to COVID has put this project behind schedule. During COVID, it was difficult to determine how many students would come back from virtual programs or private schools, it was difficult to get work force to complete projects and supply chain issues and price increases continue today. This has resulted in an increase to the ES #19 project which the board will be asked to approve at the December board meeting.

Mr. Warren reviewed the budget of \$37 million for ES #19 that was developed in 2017 through a facilities study by MB Kahn. The budget was sufficient at that time but due to the atypical inflation over the last few years and COVID factors, the budget is no longer viable. He reviewed the site location and specifics for elementary school #19 that is located in the White Knoll area off of Highway 6 and Bluefield Road. The impact of this additional school could provide relief for Carolina Springs, Deerfield and Pleasant Hill elementary schools and possibly Saxe Gotha Elementary. The school design will be the prototype elementary school that was used for other elementary schools such as Centerville Elementary. The construction firm is poised to break ground in January 2023 with completion and school opening in August 2024.

Mr. Warren reviewed historical construction costs of schools built since 2017 to give a comparison of inflationary costs since 2017. If ES #19 had begun in 2019 costs could have come in at \$207.18/square foot. Today, the project will cost approximately \$316.57/square foot. He reviewed the current costs of the project including facility construction, site work, design, furniture/fixtures and equipment which totals \$56 million. This is a competitive market price comparative to other school district projects across the state. Mr. Warren provided information on the Construction Management At-risk construction management arrangement which sets a guaranteed maximum price with payments for expenditures along the way.

Ms. Miller reviewed three options for the board to consider to fund the \$19 million increase for the project. All three options included the bond sale bid premium of \$11.6 million that had been held on reserve when the bonds were sold, \$6.5 million in other capital funds and \$800,000 from other capital project savings. The remaining \$100,000 could come from three options - 1) a reduction of IT allotment from the 8% bond funds, 2) unassigned general fund balance, or 3) 50% from the IT 8% reduction and 50% from unassigned general fund balance.

Dr. Postlewait reiterated the need to vote on the increase and funding in December in order to break ground in January. If the project does not start in January, the risk is not being able to complete the project for a Fall 2024 opening. In early February, the board will look at all capital projects and options for ES #18.

5.0 Adjourn

Chair Green called for a motion to adjourn. A motion was made, seconded and approved. The meeting was adjourned at 7:00 pm.

Motion	Second	Action
Anderson	McCown	Approved unanimously

Respectfully submitted:

Prepared by:

Michael Anderson/MEA
Secretary

Tracy Halliday/TAH
Executive Administrative Assistant

LEXINGTON SCHOOL DISTRICT ONE
Board Meeting Minutes
December 13, 2022

The Lexington County School District One Board of Trustees held a meeting on Tuesday, December 13, 2022, in the Lexington County School District One's Central Services Building One located at 100 Tarrar Springs Road in Lexington, South Carolina. 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 Anne Marie Green, Mike Anderson, Vice Chair Kathy Henson, Katie McCown, Brent Powers, Chris Rice, and Secretary Beth Shealy.

1.0 Call to Order 4:30 P.M.

Chair Green called the meeting to order.

2.0 Executive Session

Chair Green called for a motion that the board enter executive session. A motion was made to enter executive session to discuss employment recommendations for the 2022–23 school year, personnel matters related to the district's organizational structure, contractual matter involving potential RFP, and to receive legal advice in the matter of the S.C. Freedom Caucus vs. Lexington County School District One. The motion was seconded and approved.

Motion	Second	Action
Powers	Anderson	Approved Unanimously

3.0 Adjourn Executive Session

Chair Green called for motion to conclude executive session and return to general session. A motion was made, seconded and approved.

Motion	Second	Action
Henson	Shealy	Approved Unanimously

4.0 Call to Order General Session

Chair Green called to order the general session of the December 13, 2022, board meeting at 6:07 p.m. The district is in compliance with the 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. Ms. Kathy Henson led the Pledge of Allegiance.

5.0 Approval of the Agenda

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

Motion	Second	Action
Shealy	Anderson	Approved Unanimously

6.0 Election of Board Officers (Policy BD)

Superintendent Postlewait presided over the election of Board Chair.

Dr. Postlewait called for nominations for Board Chair. Dr. Powers nominated Mrs. Green; Mr. Rice nominated Mrs. Henson. Mrs. Henson declined the nomination. Dr. Postlewait closed the nominations and asked the board to cast their vote via secret ballot. She counted the ballots and Secretary Anderson verified the count. Mrs. Green was elected as Board Chair by unanimous vote.

Chair Green continued the election of the Vice Chair and Secretary positions.

Chair Green called for nominations for Vice Chair. Dr. Powers nominated Mrs. Henson for Vice Chair. There were no other nominations. Chair Green closed the nominations and asked the board to cast their vote via secret ballot. She counted the ballots and Secretary Anderson verified the count. Mrs. Henson was elected by unanimous vote.

Chair Green called for nominations for Secretary. Mr. Anderson nominated Mrs. Shealy; Mrs. McCown nominated Mr. Rice. Chair Green closed the nominations and asked the board to cast their vote via secret ballot. She counted the ballots and Secretary Anderson verified the count. Mrs. Shealy was elected as Secretary by a vote of 4-3.

7.0 Consent Agenda

7.1 Approval of Minutes of November 9, 15 and 29, 2022 Board Meetings

7.2 Student Travel Requests (Policy IJOA, Student Travel)

Chair Green said the board would begin using consent agendas for certain agenda items. A consent agenda groups routine meeting discussion points into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions. Chair Green called for a motion to approve the consent agenda as presented. A motion was made, seconded and approved.

Motion	Second	Action
Henson	Anderson	Approved Unanimously

8.0 Reports and Action Items, if needed, from Executive Session

Employment Recommendations for the 2022-2023 Academic Year

Chair Green called for a motion to approve eleven certified recommendations for the 2022-2023 academic year. The motion was made, seconded and approved.

Motion	Second	Action
Anderson	Rice	Approved Unanimously

Chair Green called for a motion to accept the newly hired support staff report for 2022-2023 as presented by administration. The motion was made, seconded and approved.

Motion	Second	Action
Anderson	Shealy	Approved Unanimously

The board discussed personnel matters related to the district’s organizational structure with the Superintendent and discussed a contractual matter involving a potential RFP. No action is necessary at this time.

The board also received legal advice from Mr. Rob Tyson, with Robinson Gray, in the matter of the S.C. Freedom Caucus vs. Lexington County School District One.

9.0 Honors, Achievements and Special Recognition

The Board of Trustees and Superintendent Postlewait recognized the Lexington High School (LHS) Varsity Cheer team for winning the Class 5A State cheerleading championship; the LHS Girls Cross Country team for winning the Class A State championship; River Bluff High School teacher Rebecca Feng who received the Outstanding Chinese Teacher award by the Chinese Language Association of Secondary-Elementary Schools, and the Global Engagement Initiative Award from the American Council on the Teaching of Foreign Languages; LHS Assistant Principal Stephanie Burgess who was awarded the 2023 SC Secondary Assistant Principal of the Year by the South Carolina Association of School Administrators; and Board member Kathy Henson who was recognized for reaching Level 2 of the SCSBA’s Boardsmanship Institute.

10.0 Annual Audit Reports — Jennifer Miller, Chief Financial Officer and Matthew Hodges, Burkett, Burkett & Burkett, CPA**10.1 Report — Annual Comprehensive Financial Report (ACFR)**

Chief Financial Officer Jennifer Miller introduced Matthew Hodges with Burkett, Burkett and Burkett to present the fiscal year 2022 Annual Comprehensive Financial Report (ACFR) and Annual Procurement Audit Report. Mr. Hodges reviewed the district's responsibilities and the audit firm's responsibilities. The audit firm issued three reports in the audit - 1) an unmodified opinion; 2) one deficiency in internal controls over financial reporting that was considered material to the financial statements and one finding on compliance; and 3) an unmodified opinion on compliance for major federal awards. Details regarding the two findings are as follows:

Material Weaknesses in Internal Control: 2022-001: In Special Revenue Funds, it was determined that the ROTC and Coronavirus Relief Funds (CRF) had negative and positive fund balances, respectively, due to the classification of expenditures in the general ledger. This was corrected during the audit by reclassification of expenditures from/to the General Fund. In the corrective action plan (CAP), the district concurred with the finding and has implemented proper controls to eliminate this type of deficiency.

Material Weaknesses in Internal Control: 2022-002: Under CDL Compliance Testing, it was determined that the district did not comply with 49 CFR §391.25 in documenting the review of bus drivers' driving records for 16 of 30 driving records we reviewed. Additionally, four of the driving records were not printed until after the fiscal year under audit. In the CAP, the district concurred with the finding and has implemented procedures to ensure compliance.

There were no other findings or disagreements in the audit process, financial statements or reporting. He reviewed the district's financial information for fiscal year end 2022. The general fund balance increased by \$8.2 million over fiscal year end 2021. The general fund balance was \$86.8 million as of June 30, 2022. The unassigned general fund balance of \$75.5 million represents 25.1% of fiscal year 2022 general fund expenditures. This exceeds district policy requiring a minimum 7% of general fund budget to be held in fund balance and state regulations requiring one month of general fund expenditures. The GFOA recommends a minimum 16.7% (two months).

10.2 Report — Annual Procurement Audit

Mr. Hodges informed the board that under state guidelines, the district is required to complete a procurement audit every three years. The district is in compliance and conducts a procurement audit annually. He reviewed the Office of Audit and Certification guidelines and audit firm's practice for certifying an audit. There were four findings during the fiscal year 2022 procurement audit: 1) the auditor found multiple Procurement Card transactions for students, their families, and employees in need with no supporting documentation other than the purchase receipts; 2) the auditor found multiple Procurement Card transactions for educational supplies and materials that could have been purchased through state and district contracts and documentation was not provided to explain the use of an alternative supplier; 3) the auditor found a single Procurement Card transaction in which an item was shipped to an employee's house instead of the school; and, 4) the auditor found a single Procurement Card transaction in which a subscription service with terms and conditions was purchased without CFO approval. He reviewed the auditor's recommendations and steps the district has taken steps to ensure compliance in these areas.

11.0 Superintendent's Report**11.1 Superintendent's Update — Superintendent Dr. Gerrita Postlewait**

- Key Performance Indicators (KPIs) Development
- 5-year Strategic Plan and 2023–2024 Work Plan Process
- Board Annual Work Agenda (Draft)
- 2023–2024 School Year Budget Process

Superintendent Postlewait reviewed board roles, board focus and staff focus. The primary role of the board is to set impactful strategic goals and monitor progress indicators while supervising and supporting the superintendent. Staff focus is to implement strategic priorities and address day-to-day operations. Dr.

Postlewait reported that the board will soon be identifying 5-8 Key Performance Indicators (KPIs) or indicators of progress for the district that can be conveyed easily to the public. The strategic plan timeline was presented. The first step is to describe the profile of a SC graduate. This work will begin in the Spring 2023. An interim strategic plan will be implemented for next year and then will begin the work of the 5-year strategic planning process in the Fall 2023. School renewal plans are not required to be reviewed by the board, however, Dr. Postlewait would like each board member to review a group of plans prior to submission to the State. She presented a draft Annual Work Plan to identify the high-level strategic work by the board versus the district. Board workshops are being planned for January 24 and 31st for a budget workshop and planning for Elementary School #18. She reported that the district is working to assure adherence to new requirements including the Partisanship Proviso 1.93, 30-minute unencumbered planning time for teachers, and assuring State and U.S. flags and mottos are displayed appropriately. Ms. Miller informed the board the district continues to work through the procurement process to implement a board online agenda management system and she presented the 2023-24 budget timeline.

11.2 Update — Lexington One Educational Foundation — Julie Anderson Washburn, Executive Director

Julie Washburn, Executive Director, gave an overview of 2022 fiscal year grants year to date. She provided a one page summary of all grants awarded since July 2022, including but not limited to, STEM grants, literacy grants, a Special Services grant for screening center, international teacher grants, Michelin Golden Apple Teacher Grants, Senior Scholarships and dorm and academic supplement grants, providing emergency support to staff, students, families through LEAP and Caring Heart grants, and ESOL grants.

12.0 Citizens' Participation

Chair Green reviewed the citizens participation guidelines.

Dana Homesley, resident of Lexington, addressed the board on the bond referendum and the budget for the two remaining elementary schools.

13.0 New Business (Board Policies)

13.1 Introduction — Policy JICA, JICA-R Dress Code — Clark Cooper, Interim Chief Student Services Officer

Mr. Clark Cooper brought updates to the dress code policy that was last updated in 2004. These changes were brought forth for revision last spring but did not move forward. As a reminder the policy was brought to the superintendent councils which include teachers, parents, students, principals, assistant principals and senior leadership. The policy was revised to include feedback from these groups. The focus has been on preserving and maintaining an effective learning environment and treating students with dignity, discretion and respect. A review of appropriate clothing includes an update to allow for head wear. An update has been made stemming from the introduction to the board last spring regarding the consequences of dress code violations to preserve classroom time. First reading will be presented at the January 10 board meeting. Comments and feedback from the board included adding a statement reiterating the ID badge requirements, more feedback on head gear, and requested administration to further work on tightening up the policy and restrictions for appropriate articles of clothing.

13.2 Introduction — Policy GBEA, Staff Ethics/Conflict of Interest — Devona Price, Chief Human Resources Officer

Mrs. Price brought forward Policy GBEA to address the nepotism portion of the policy. In this difficult hiring climate, her team reviewed options to loosen these guidelines in order to maintain appropriate staffing at schools and placement of substitutes. The policy was reviewed against the SCSBA model policy and other districts' policies. The new policy loosens the language regarding identifying family member relationships that can work in the same school and provides language that precludes a supervisory capacity of family member to family member. First reading will be presented at the January 10 board meeting.

13.3 Introduction — Removal of Policy GBAAA-R Identification Procedures

Mrs. Price asked that GBAAA-R be removed. It is an administrative rule that is a student policy and the language is duplicated in another policy. There is no SCSBA model policy for this. Board members asked that staff be reminded that ID badges should be visible.

13.4 Introduction — Policy DB Annual Budget — Jennifer Miller

Ms. Miller reported the last update to Policy DB was 2005. The policy states that the district maintains a minimum 7% general fund balance. SC State code states the reserves should be 8.33% (one month of expenditures). The Government Finance Officers Association (GFOA) states that it is good business practice to maintain 16.67%, a two-month reserve. The district currently holds approximately 25% in reserve. Administration has reviewed the policy and is recommending to revise the policy from a 7% to a 16.67% reserve. First reading will be presented at the January 10 board meeting.

14.0 Action Items (Priority 6) (25 minutes)

14.1 Construction Management At-Risk Contractual Matter Related to Elementary School #19 — Matt Warren, Interim Chief Operations Officer

Mr. Warren briefed the board on the administration’s request to increase the budget of ES #19 by \$19 million. At the December 6 board workshop he presented details on the budget increase of \$19 million for the elementary school in the White Knoll area due to inflation and COVID-19 related issues. Ms. Miller presented three options to fund the increase. All three options included using the \$11.6 million bond premium; \$6.5 million from other capital funds; and \$800,000 from other capital project savings. Three options were given to fund the remaining \$100,000. Option #1 takes \$100,000 from IT projects budget, Option #2 takes \$100,000 from the general fund balance and Option #3 takes \$50,000 from the IT fund budget and \$50,000 from the general fund balance.

Mr. Warren and Ms. Miller took questions from the board on the project and proposed funding for the increase. Ms. Miller reiterated that none of these options impact the taxpayers as the money is all in reserves. Ms. Miller made the recommendation to utilize the second option which was to fund the \$100,000 from the unassigned general fund balance. The district currently has a reserve of 25% unassigned funds which exceeds the required minimum balance of 8%. This allows IT to keep the budgeted funds for an IT refresh. Mr. Warren addressed questions regarding inflation and market comparisons. He indicated a 41% inflationary increase is comparable to what the district and other organizations are seeing due to market conditions from COVID-19 and economic inflationary conditions. He explained the Construction Management At-Risk (CMR) contractual method the district uses which will prevent additional budgetary issues. This school is needed to meet the growth in the White Knoll area.

Chair Green called for a motion. Mr. Anderson made a motion to increase the budget on elementary #19 using Option #2:

Bid Premium \$11,600,000
 Other Capital Funds \$6,500,000
 Capital Project Savings \$800,000
 General Fund Balance \$100,000
 Total \$19,000,000

The motion was seconded and approved.

Motion	Second	Action
Anderson	Powers	Approved Unanimously

15.0 Items for Board Information

15.1 Board Member Brief — South Carolina School Boards Association 2022 Legislative Advocacy Conference and Delegate Assembly

Five board members attended this conference and delegate assembly and each attendee gave a brief item of information from the conference.

15.2 Monthly General Fund Financial Report — November 2022

15.3 Monthly General Fund Budget Transfers Report — November 2022

15.4 Monthly Capital Projects Report — November 2022

15.5 Monthly Unauthorized Procurements Report — November 2022

15.6 Quarterly Grants Report

16.0 Adjourn

Chair Green called for a motion to adjourn. A motion was made, seconded and approved. The meeting adjourned at 8:22 p.m.

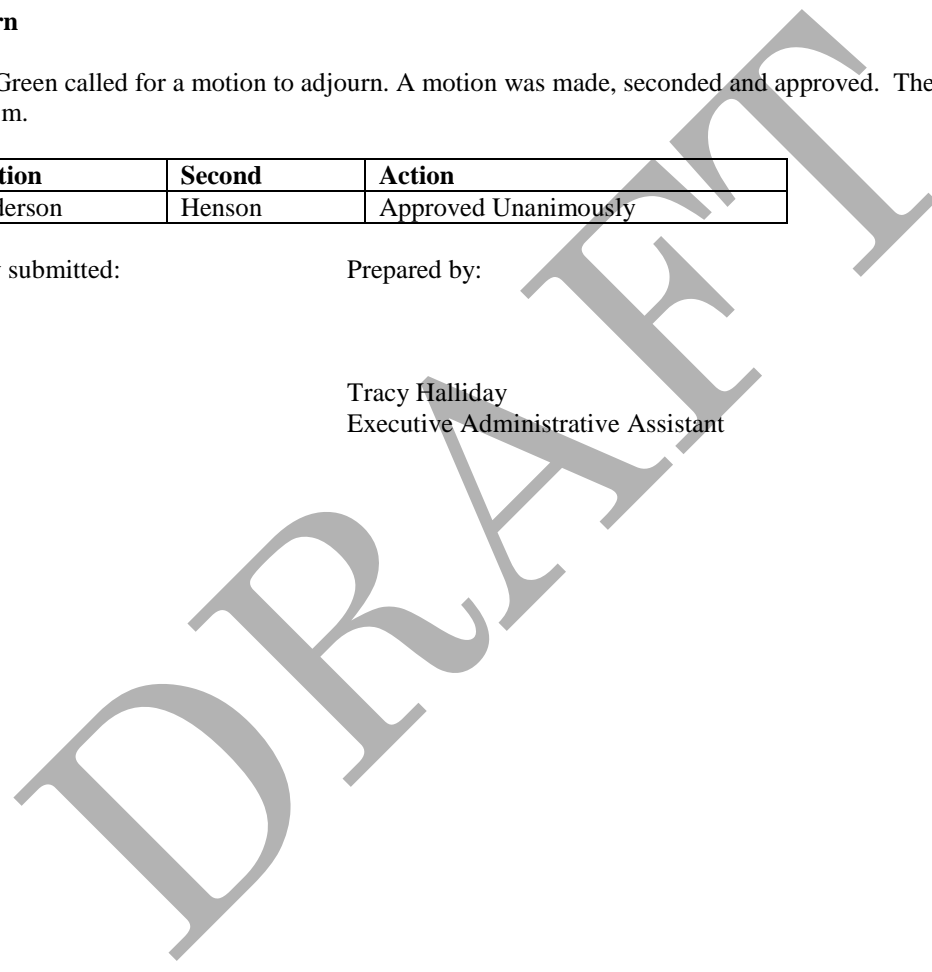
Motion	Second	Action
Anderson	Henson	Approved Unanimously

Respectfully submitted:

Prepared by:

Beth Shealy
Secretary

Tracy Halliday
Executive Administrative Assistant





Student Travel Requests

Board of Trustees Meeting Date: January 10, 2023

Student instructional and athletic travel requests have been reviewed and are in compliance with Board Policy IJOA - Field Studies and International Travels. I = Instructional A=Athletic

I/A	School	Date/Location	Event
I	GHS	3/24 - 3/26/2023 Murrells Inlet, SC	15 GHS students will participate in the FCA State HS Retreat to engage, grow and learn from other FCA leaders and sponsors throughout the state.
I	LMS	5/2 - 5/7/2023 Philadelphia, PA and Washington, DC	47 LMS students will discover the origins of American democracy as they explore National Archives and other historical locations. They will gain a better understanding of the history, structure, purpose and processes of the US government.
I	LHS	2/3 - 2/5/2023 Athens, GA	13 LHS students will travel to Athens, GA to view simulations of the United Nations and how meetings are organized and run along with writing and debating resolutions.
I	LHS	3/24 - 3/26/2023 Bufford, GA	13 LHS students will travel to Bufford, GA to perform at the WGI Atlanta Regional.
I	LTC	6/20 - 6/25/2023 Dallas, TX	10 LTC students will participate in Leadership opportunities and HOSA Competition for student-led organizations.
I	MES	1/27 - 1/29/2023 Tampa, FL	16 MES students will travel to Tampa, Florida to participate in a National Competition of Punt, Pass and Kick.
I	PHS	2/24 - 2/26/2023 North Charleston, SC	Two PHS students will participate in the SC DECA CDC Competition.
I	PHS	3/2 - 3/4/2023 Winthrop University, Rockhill, SC	Two PHS students will participate in the SCMEA All-State Chorus Clinic.
I	PHS	3/15 - 3/17/2023	12 PHS students will compete at the SC HOSA



Student Travel Requests

		North Charleston, SC	State Leadership Conference.
I	RBHS	6/21 - 6/24/2023 Dallas, TX	16 RBHS students will participate in Leadership opportunities and HOSA Competition for student-led organizations.
I	RBHS/LHS	6/5 - 7/26/2023 Salamanca, Spain	8-15 RBHS/LHS students will attend an accredited language school, "Letra Hispanica" in Salamanca, Spain, where they will study four hours a day of the Spanish Language, Culture, History. They will also visit historical buildings, museums and art galleries. Upon completion of the program, students will receive a certificate with their proficiency rating and hours of study.
I	WKHS	2/23 - 2/25/2023 Myrtle Beach, SC	39 WKHS students will travel to Myrtle Beach, SC, to prepare for and participate in the Area 6 Drill Championship and perform career orientation visits in the vicinity of Myrtle Beach.
I	WKHS	2/23 - 2/26/2023 North Charleston, SC	19 WKHS students will travel to North Charleston, SC, to compete in the SC DECA Regional Competition.
I	WKHS	2/24 - 2/26/2023 Dorchester, SC	7 WKHS students will travel to Dorchester, SC, to participate in the 2023 South Carolina All-State Orchestra Clinic.

LEXINGTON COUNTY SCHOOL DISTRICT ONE
Lexington, South Carolina

AGENDA ITEMS ANALYSIS

BOARD MEETING DATE: January 10, 2023

BOARD AGENDA ITEM: 10.2

SUBJECT: First Reading-Policy JICA Dress Code, Administrative Rule JICA-R

BACKGROUND INFORMATION

Lexington One's dress code policy was last updated in March 2004. This topic was initially discussed in the superintendent's student advisory council. District administration created a focus group of administrators and teachers to conduct an internal review of the current policy, collect stakeholder feedback and research/review updated policies from around the state and nation. Throughout the 2021-22 school year and this fall, members of this group engaged with Student Advisory Council, Parent Advisory Council, Teacher Leadership Council and school administrators. The feedback collected from these groups, along with our review of updated dress code policies guided our recommended revisions to policy JICA and administrative rule JICA-R. Additional revisions were made following board feedback when this policy and rule were introduced on December 13, 2022.

ADMINISTRATIVE CONSIDERATION

The administration has reviewed this work and believes the recommended changes provide necessary and appropriate updates to our existing board policy and administrative rule.

ADMINISTRATIVE RECOMMENDATIONS

The administration intends to bring back the policy and administrative rule for Second reading in February 2023.

Policy JICA Dress Code _ DRAFT

Issued 3/04, 12/22

Purpose: To establish the basic structure for determining appropriate dress standards for students.

Although the responsibility for the dress and appearance of the students will rest with individual students and parents, the administration is authorized to establish administrative rules and regulations as necessary to ensure that students are **dressed** properly (JICA-R). ~~attired (JICA-R).~~

Students will dress in appropriate clothing that follows the district dress code policy. Logos or clothing that promotes alcohol, drugs, tobacco, hate, gang affiliation, nudity, violence, or profanity is not allowed. No clothing or accessories are allowed to disrupt the educational process. The administration reserves the right to determine what is appropriate for school.

~~Parents/Legal guardians have the right to determine how the student will dress providing that such attire is not destructive to school property, complies with requirements for health and safety and does not interfere with or disrupt the educational process or environment or pose a likelihood of such interference or disruption. The administration is authorized to take action in instances where an individual's dress does not meet the stated requirements.~~

Enforcement of the dress code will be handled with dignity, discretion, and respect toward all students by school staff members throughout the district.

The above policy does not mean that student, faculty or parent groups may not recommend appropriate dress for school or special occasions. It means that a student will not be prevented from attending school or a school function, or otherwise discriminated against, as long as his/her **dress attire** and appearance meet the requirements set forth above and in administrative rule JICA-R.

Adopted 10/1/72; Revised 2/19/85, 5/85, 6/24/86, 2/87, 2/15/00, 3/16/04, 12/22

Lexington District One Schools

First Reading - January 10, 2023

Administrative Rule JICA-R Dress Code_DRAFT

Issued 3/04, 12/22

The following administrative rule on student dress will apply in all middle and high schools and will be administered uniformly throughout the district.

Students are required to wear their district issued photographic identification badge or a sanctioned temporary badge as set forth in policy JICDBB-R.

Proper shoes must be worn at all times for safety reasons.

Logos or clothing including head coverings that promote alcohol, drugs, tobacco, hate, gang affiliation, violence, nudity, or profanity is not allowed. No clothing or accessories are allowed to disrupt the educational process.

The Each school's administration reserves the right to determine what is safe and appropriate for school dress.

Students of any body type / size may wear shorts, dresses, skirts, etc., whose length is no shorter than the mid-thigh. Tops must be long enough that they can be tucked into pants or shorts. Pants must be worn at the waistline. ~~Head coverings may be worn as long as the eyes and face are fully distinguishable and visible and do not impede other students' vision in the classroom.~~

Students may wear special dress or costume for specific events or special occasions during the school day when approved by the principal. Religious clothing / headgear is permitted.

The following items are not appropriate to be worn at school:

- Undergarments that are visible
- Pants or jeans with holes, tears, or tattered to the extent that skin or undergarments are visible above the mid-thigh, see-through garments showing skin or undergarments above the mid-thigh are not allowed
- ~~Tops with straps that are less than 2 fingers wide~~
- Clothing or accessories that could pose a safety risk to the student or others

If there is a disagreement between students and/or parents/legal guardians and the staff regarding the appropriateness of clothing, the administration will use discretion to make the decision.

Disciplinary action regarding the enforcement of this policy is listed below.

- ~~Clothing should not be so immodest or so inappropriate to the school setting as to interfere with or disrupt the educational process or environment or pose a likelihood of such interference or disruption. Therefore, the district will not permit clothing deemed distracting, revealing, overly suggestive or otherwise disruptive or interfering. This includes attire revealing bare midriffs, halter/tank tops, spaghetti straps and see-through shirts, tops or blouses.~~
- ~~The district will not permit clothing that displays vulgar, obscene or otherwise inappropriate symbols, language or wording.~~
- ~~The district will not permit clothing or accessories (i.e., bookbags, jewelry, hats, etc.) that display or make reference to alcohol, tobacco or other illegal substances.~~
- ~~Students may not wear or display gang-related attire, including gang colors or gang symbols, on their clothing or accessories.~~
- ~~Under most conditions, students may not wear hats, head stockings or kerchiefs in buildings. Some classes require that students wear safety hats. Religious headgear is allowed.~~
- ~~Students must wear proper shoes at all times.~~
- ~~Students may wear special dress or costume for specific events or special occasions during the school day when approved by the principal.~~
- ~~During the regular school day, students' athletic attire such as tennis, track, cheerleading,~~

etc., must conform to all other regulations of the dress code.

- ~~Students may not wear accessories or clothing that could pose a safety threat to themselves or others. This includes heavy chains, fish hooks, multi-finger rings, studded bracelets or collars, nose/lip to ear chains, etc.~~
- ~~The district does not allow unusual body piercing that disrupts or interferes with the order of school or that distracts the learning environment or poses the likelihood of the same.~~
- ~~Students may not wear overly tight or shorter than fingertip or mid-thigh length shorts, skirts, skorts or dresses. The district does not allow bike shorts unless worn under another pair of shorts.~~
- ~~Students must wear their pants at the natural waistline.~~
- ~~Students' undergarments should not show. Students should not wear their undergarments outside of their clothing.~~
- ~~An individual school may have more specific and restrictive dress codes if the school's administrators and the school improvement council recommend it and if the superintendent or his/her designee approves it.~~

~~Each school's administration will make the final judgment on the appropriateness of any student's dress and reserves the right to prohibit students from wearing any article of clothing or accessory which may foreseeably result in an interference with or the disruption of the school environment.~~

Number of offense(s)	Consequence(s)
<u>1st violation</u>	Student conference held. Student changes attire.
<u>2nd violation</u>	Student / Parent conference held. Student changes attire. Student receives detention.
<u>3rd violation</u>	Student / Parent conference held. Student changes attire. Student receives in-school suspension detention .
<u>Additional violations</u>	Student / Parent conference held. Student changes attire. Student receives in-school suspension or out-of-school suspension. detention/ in-school or out-of-school suspension . Continued violations may result in a recommendation for expulsion.

The district will review this administrative rule on a regular basis with input and advice from parents, teachers, administrators and students. The district will make subsequent recommendations to the board of trustees through administrative channels.

Each school will provide written notice of the district's policy and administrative rule on student dress in the school handbooks they print and distribute annually to students and parents.

Adopted 2/15/00; Revised 3/16/04, **12/22**

Lexington District One Schools

**LEXINGTON COUNTY SCHOOL DISTRICT ONE
Lexington, South Carolina**

AGENDA ITEM ANALYSIS

BOARD AGENDA ITEM(S): 10.3 and 10.4

BOARD MEETING DATE: January 10, 2023

SUBJECT: First Reading – Policy GBEA Staff Code of Ethics
First Reading – Removal of policy GBEEA-R- Identification Procedures

ADMINISTRATIVE CONSIDERATION:

Proposed Policy GBEA Staff Code of Ethics replaces an existing policy and now includes many of the SCSBA proposed updates including a portion on consensual relationships that is now further defined with this new policy suggestion. The SCSBA Model Policy has been edited for Lexington County School District One purposes.

GBEEA-R is a repeat of policy JICDBB-R which is a student ID policy. Therefore, we ask that it be considered to remove policy GBEEA-R.

ADMINISTRATIVE RECOMMENDATIONS:

We present Policy GBEA and administrative rule GBEEA-R for first reading consideration, reaction, and review.

The administration intends to bring back policy GBEA and administrative rule GBEEA-R for second reading in February 2023.

STAFF CODE OF ETHICS

Code GBEA Issued

The board expects staff members to be familiar with the South Carolina Ethics, Government Accountability, and Campaign Reform Act (Ethics Act) and to adhere to its provisions in their behavior, contacts, and relationships with students, parents/legal guardians, coworkers, and school officials. Staff members will not engage in any activity that conflicts or raises a reasonable question of conflict with their responsibilities in the district or otherwise violates the Ethics Act.

Provisions of the Ethics Act that are applicable to public employees apply to all staff members. The Ethics Act prohibits staff members from engaging in a variety of activities, including, but not limited to:

- Using their employment with the district to obtain an economic interest for themselves, a family member, an individual with whom they are associated, or a business with whom they are associated
- Using their employment with the district to influence decisions in which they, a family member, an individual with whom they are associated, or a business with whom they are associated has an economic interest
- Demanding, seeking, receiving, or accepting anything of value to influence their discharge of official duties or to perform or fail to perform any act
- Offering, giving, or promising, directly or indirectly, anything of value to influence a public official or public employee's discharge of his/her duties or to perform or fail to perform any act
- Receiving pay for advice or assistance given in the course of their employment
- Using or disclosing confidential information gained in the course of their official responsibilities
- Examining records in possession of the district for an improper or unlawful purpose
- Representing an individual before the board except as required by law or when the representation is related to the public employee's personal affairs or the affairs of their immediate family members
- Accepting certain employment, and in certain instances for a period of one year after ending their employment with the district, if the public employee is involved in procurement
- Having an economic interest in a contract with the district if they are authorized to perform official functions relating to the contract
- Failing to file a Statement of Economic Interests (SEI) after receiving anything of value worth if there is reason to believe they are a recipient of the thing of value because of their position as a public employee
- Receiving anything of value for speaking in their official capacity before a public or private group, with the exception of reimbursement for actual expenses incurred for the speaking engagement

(NOTE: Accepting reimbursement may necessitate filing of a Statement of Economic Interests with the South Carolina Ethics Commission)

- Failing to file an SEI with the South Carolina Ethics Commission as required by the Ethics Act if the public employee is serving as superintendent, the district's chief financial official, or the district's chief purchasing official

Staff members are also prohibited from:

- Engaging in any type of private business during the school day or on district property
- Selling instructional supplies, equipment, or other educational materials in the attendance area served by his/her school or furnishing the names of students or parents/legal guardians to anyone selling these materials
- Violating any provision of policy GBI, *Staff Participation in Political Activity*

In cases where an employee is required to take action or make a decision that affects himself/herself or other individuals, the employee will take such steps as the Ethics Commission will prescribe to remove him/herself from the potential conflict of interest (Section 8-13-700).

Nepotism

The district will not place a staff member in a position where he/she will exercise administrative or supervisory authority over a member of his/her family. **Neither a board member nor a staff member** may **not** participate in an action relating to the employment, appointment, promotion, transfer, advancement, or discipline of his/her family member or make any other employment decision governing his/her family member (e.g., ~~approving an application from a family member to receive leave under the district's leave donation program/leave bank or approving funds requests from family members~~).

A "family member" is defined as the following:

- husband/wife
- brother/sister, brother-in-law/sister-in-law
- father-in-law/mother-in-law, son-in-law/daughter-in-law
- niece/nephew, aunt/uncle
- parent/child
- grandparent/grandchild, stepparent/stepchild, stepbrother/stepsister (living in the home).

South Carolina law Section 59-25-10 provides that no board member's immediate family member (parents, children, brothers or sisters only) may be employed without the written consent of the board of trustees. The provisions of this section shall not apply to any staff member who was employed prior to the time he or his family member became a board member.

Consensual Relationships

In order to avoid potential conflicts of interest, favoritism, abuse of authority, harassment, or breaches of professional standards, romantic or sexual relationships between a subordinate staff member and his/her supervisor are not permitted. For purposes of this policy, “supervisor” includes any staff member who has **direct or indirect** supervision, direction, or control over the subordinate staff member, including but not limited to, the authority to hire, promote, discipline, evaluate, assign, set the wages of, or otherwise direct the subordinate staff member.

Prior to engaging in such a relationship, both the subordinate staff member and his/her supervisor are required to report the relationship in writing to the building-level principal or superintendent, as appropriate, so arrangements can be made to remove all supervisory duties over the subordinate staff member, up to and including transferring one of the parties to a comparable position that eliminates the conflict.

Any other staff member who becomes aware of such a relationship should report this information to his or her direct supervisor. Violation or failure to promptly disclose and correct a violation of this policy is grounds for disciplinary action, up to and including termination.

This policy should be interpreted broadly in order to further its objective of avoiding even the appearance of conflicts of interest in the workplace. Even where particular situations are not prohibited by this policy, relationships that would cause observers to question a staff member’s ethics or professional judgment should be disclosed **immediately**.

Cf. GBI

Adopted 10/1/72; Revised 8/17/76, 9/18/84, 5/85, 7/21/92, 8/96, 6/17/03, 5/17/05, 2/26/23

Legal References:

A. S.C. Code of Laws, 1976, as amended:

1. Section 8-13-100(15) - Family member means an individual who is the spouse, parent, brother, sister, child, mother-in-law, father-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, grandparent or grandchild, or a member of the individual’s immediate family.
2. Section 8-13-100(18) - Immediate family means a child residing in a public employee’s household; a spouse of a public employee; or an individual claimed by the public employee or the public employee’s spouse as a dependent for income tax purposes.
3. Section 8-13-700, *et seq.* - Portion of the South Carolina Ethics, Government Accountability, and Campaign Reform Act applicable to board members.
4. Section 59-15-10 - No staff member may serve on the board.
5. Section 59-19-300 - A board member may not receive pay as a teacher in same district where he/she serves on the board.
6. Section 59-25-10 - Employment of teachers related to board members or serving as board members.
7. Section 59-31-590 - A teacher may not have pecuniary interest in textbook selection.

LEXINGTON COUNTY SCHOOL DISTRICT ONE
Lexington, South Carolina

AGENDA ITEMS ANALYSIS

BOARD MEETING DATE: January 10, 2023

BOARD AGENDA ITEM: 10.5

SUBJECT: First Reading - Policy DB Annual Budget

BACKGROUND INFORMATION

Lexington One's policy related to the general fund balance requirement was last updated in February 2005 and requires that the District maintain a fund balance of 7 percent of the General Fund Budget. Act 23 of 2017, S.C Code Ann. 59-20-90 - Statewide Program on District Fiscal Practices and Budgetary Conditions mandates school districts to maintain a general reserve fund of at least one month of general fund operating expenditures, 8.33%. Good business practice would be for the District to maintain an unassigned fund balance between two to three months of expenditures, 16.67% - 25%. The district's unassigned fund balance was \$75,453,478, which is 25.14%, at June 30, 2022.

ADMINISTRATIVE CONSIDERATION

The administration has reviewed the policy and financial condition of the District and recommends the board of trustees update the policy to change the 7% to 16.67%. This would allow the District to weather any unforeseen economic downturns and continue to pay employees for two months.

ADMINISTRATIVE RECOMMENDATIONS

The administration intends to bring back the policy for second reading on February 28, 2023.

Policy DB Annual Budget

Issued 2/05

Purpose: To establish the board's vision for the annual budget.

The annual budget is the financial plan for the operation of the school system. The annual operating budget should express and implement programs and activities of the school district. Planning the budget document is a continuous process. Planning involves long-term thought, study and deliberation by the superintendent, board, administrative staff, faculty and citizens of the district.

The budget provides the framework for both expenditures and revenues for the year. It translates into financial terms the educational programs and priorities for the system.

The board will establish budget priorities for each fiscal year (July 1 - June 30). These priorities will be based upon the needs identified by the superintendent during the budget planning process as determined by the following.

- needs of the district so that all segments of the district programs are treated equitably within the available resources
- state and/or federal legal requirements for funding of programs
- requirements and regulations of the regional accrediting agency
- availability of fiscal and other non-economic resources
- maintenance of not less than ~~seven~~ 16.67 percent (2 months) of the total general fund budget as a fund balance from one fiscal year to the next

The board will give careful consideration to the budget requests as presented by the superintendent or his/her designee and will review the allocations for fairness and consistency with the educational priorities of the school system.

In case the budget does not receive approval by June 30, the board will adopt a continuing resolution based on last year's operating budget and include an appropriation for payment of facilities lease purchase obligations until the budget can be approved.

Notice of budget adoption

Before adopting this budget for the next fiscal year, the district will advertise the public hearing on the budget in at least one South Carolina newspaper of general circulation in the area. The notice must appear not less than 15 days in advance of the public hearing. The notice must be a minimum of two columns wide with a bold heading.

The notice must include the following.

- governing entity's name
- time, date and location of the public hearing on the budget
- total revenues and expenditures from the current operating fiscal year's budget of the governing entity

- proposed total projected revenue and operating expenditures for the next fiscal year as estimated in the next year's budget for the governing entity

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- proposed or estimated percentage change in estimated operating budgets between the current fiscal year and the proposed budget
- millage for the current fiscal year
- estimated millage in dollars as necessary for the next fiscal year's proposed budget

Public hearing for millage increase

In the Lexington School District One, the board is authorized by South Carolina law to levy school taxes. The board can only increase millage above the rate imposed for the prior tax year by the rate of the increase in the consumer price index for the preceding fiscal year.

In order to exceed this limit, the board must do so by a positive majority vote. A positive majority means a vote for adoption by the majority of the members of the entire governing body, whether present or not. If a vacancy exists, the law requires a positive majority vote of the entire governing body as constituted on the date of the final vote.

However, the state law provides some exceptions for school districts to the positive majority requirement. Specifically, the law does not require a positive majority vote of the board to raise millage for the following reasons.

- in response to a natural, environmental or other disaster as declared by the governor
- to offset a prior year's deficit
- to meet the minimum required Education Finance Act inflation factor and the per student maintenance of effort requirement

In addition, the millage limitation does not apply to millage levied to pay bonded indebtedness or real property lease-purchase payments.

Should a positive majority vote be required, the board must take the vote at a specially called meeting held solely for the purpose of taking a vote to increase the millage rate. The board must provide public notice of the meeting notifying the public that the board is meeting to vote to override and increase the millage rate. The board will receive public comment prior to the vote.

Adopted 10/1/72; Revised 12/16/75, 12/83, 5/85, 4/96, 11/18/97, 2/15/05

Legal references:

S.C. Code of Laws, 1976, as amended:

[Section 6-1-80](#) - Budget adoption.

[Section 6-1-300](#), *et seq.*- Authority of local governments to assess taxes and fees.

Acts and Joints Resolutions:

1971 Act 61 - Board to be fiscally independent within limitations of the EFA.

1978 Act 796 - Office of the county superintendent of education abolished and powers and duties devolved upon boards of trustees and the county board of education.

1979 Act 280 - Determination of tax levy.

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[1994 Act 601](#) - Lexington County Board of Education abolished and powers and duties devolved upon respective district boards.

Lexington District One Schools

LEXINGTON COUNTY SCHOOL DISTRICT ONE
Lexington, South Carolina

AGENDA ITEMS ANALYSIS

BOARD MEETING DATE January 10, 2023

BOARD AGENDA ITEM 10.6

SUBJECT First Reading — 2023-2024 Board of Trustees Meetings Schedule

BACKGROUND INFORMATION

The Lexington County School District One Board of Trustees meets on the third Tuesday of each month at 6:00 p.m. The following are the third Tuesdays for the 2023–24 academic year.

We recommend the third Tuesday meetings as follows:

- July 18, 2023 (review board annual self-evaluation per [Policy BAA](#))
- August 15, 2023
- September 19, 2023
- February 20, 2024
- March 19, 2024
- April 16, 2024
- May 21, 2024

The following are the monthly meetings that are recommended to be moved from the third Tuesday of these months:

- October 24, 2023: The third Tuesday in October (October 17) falls on the day after a scheduled day off. We recommend moving the meeting to the fourth Tuesday of the month, October 24.
- November 14, 2023: The third Tuesday in November (November 21) falls on the day before the start of Thanksgiving break. We recommend moving the meeting to the second Tuesday of the month, November 14.
- December 12, 2023: The third Tuesday in December (December 19) falls during winter break. We recommend moving the meeting to the second Tuesday of the month, December 12.

- January 23, 2024: The third Tuesday in January (January 16) falls on the day after a holiday. We recommend moving the meeting to the fourth Tuesday of the month, January. 23.
- June 11, 2024: We recommend moving the June meeting to the second Tuesday of the month, June 11, to allow administration to attend SCASA annual meeting, which occurs during the third week in June.

We recommend the following dates for additional workshops and/or meetings:

October 3, 2023 (Superintendent Evaluation)

April 30, 2024 (For Human Resources and additional items as needed.)

May 7, 2024 (For Human Resources and additional items as needed.)

****Additional meetings may be scheduled as needed for hiring recommendation purposes.**

ADMINISTRATIVE CONSIDERATION:

We present these dates to the board for review at the Jan. 10, 2023 meeting with consideration for action at the February regularly scheduled meeting.

LEXINGTON COUNTY SCHOOL DISTRICT ONE
Lexington, South Carolina

AGENDA ITEMS ANALYSIS

BOARD MEETING DATE: January 10, 2023

BOARD AGENDA ITEM: 10.7

SUBJECT: Introduction-Policy JICJ Use of Personal Communication Devices

BACKGROUND INFORMATION

Lexington One's use of personal communication devices policy was last updated in 2016. Students from the superintendent's student advisory council brought concerns to administration over the consequence ladder in the policy. We are recommending a revision to the consequence ladder to address violations of this policy.

ADMINISTRATIVE CONSIDERATION

The administration has reviewed this work and believes the recommended changes provide necessary and appropriate updates to our existing board policy and administrative rule.

ADMINISTRATIVE RECOMMENDATIONS

The administration intends to bring back the policy and administrative rule for first reading in February 2023.

Policy JICJ Use Of Personal Communication Devices

Issued 7/16

Purpose: To establish the basic structure for student possession/use of personal communication devices in the schools of the district.

For purposes of this policy, personal communication devices include, but are not limited to, cellular telephones, pagers, gaming devices, and other devices that emit an audible signal, vibrate, display a message, display or record an image, or otherwise summon or deliver a communication to the possessor.

Middle and high school students may possess personal communication devices in school as follows:

- The devices remain silent and are not visible or in use during instructional time; however, teachers may allow the instructional use of personal communication devices at their discretion.
- Personal communication devices are not permitted to be used in locker rooms, restrooms, or other personal spaces.
- Students may use their personal communication devices before and after school, during class changes, and during their assigned lunch as long as the use does not disrupt the school environment.

Elementary school students may possess personal communication devices as long as the devices remain off and are not visible during the school day. Elementary school students are not permitted to use personal communication devices during the school day; however, teachers may allow the instructional use of personal communication devices at their discretion.

Students should understand that possession of the above permitted devices could pose a risk of loss or theft. The district strongly recommends that students properly label their devices and take steps to keep them safe. The school/district will not be liable for lost or damaged devices.

The school principal reserves the right to limit and/or confiscate personal communication devices if the use of these devices is causing a disruption to the school.

A person who finds a student in violation of this policy must report the student to the school principal or his/her designee. Upon notification, the principal or his/her designee will follow these procedures:

- ~~first offense: detention~~
- ~~second offense: detention~~
- ~~third offense: detention~~
- ~~fourth offense: in-school suspension and student is not allowed to bring device on campus during the school day for the remainder of the school year~~

Number of offense(s)	Consequence(s)
<u>1st violation</u>	Student conference held.
<u>2nd violation</u>	Student / Parent conference held.

Introduction - January 10, 2023

<u>3rd violation</u>	Student / Parent conference held. Student receives detention.
<u>Additional violations</u>	Student / Parent conference held. Student receives in-school or out-of-school suspension. Continued violations may result in a recommendation for expulsion.

Violations of the laws of the United States or of the state of South Carolina may subject students to criminal prosecution.

Adopted 2/19/85; Revised 6/19/90, 12/17/96, 7/21/98, 7/16/02, 7/19/11, 9/16/14, 7/19/16, **1/10/2023**

Legal references:

S.C. Code, 1976, as amended:

[Section 59-63-280](#) - Possession of paging devices by public school students; mobile telephones included; adoption of policies.

Lexington District One Schools

LEXINGTON COUNTY SCHOOL DISTRICT ONE
Lexington, South Carolina

AGENDA ITEM ANALYSIS

BOARD AGENDA ITEM(S): 10.8

BOARD MEETING DATE: January 10, 2023

SUBJECT: Introduction – Policy GCQE Retirement of Professional Staff

ADMINISTRATIVE CONSIDERATION:

Proposed Policy GCQE Retirement of Professional Staff replaces an existing policy and now includes the most current retirement options for our professional staff. The SCSBA Model Policy has been edited for Lexington County School District One purposes.

ADMINISTRATIVE RECOMMENDATIONS:

The administration intends to bring back Policy GCQE Retirement of Professional Staff for first reading in February 2023.

RETIREMENT OF PROFESSIONAL STAFF

Code GCQE Issued 09/03

District staff members can select between the Public Employee Benefit Authority's (PEBA) Defined Benefit Plan (SCRS) or Defined Contribution Plan (State ORP).

Any district staff member who is a member of the State ORP may become eligible to receive distributions when he/she terminates employment or reaches age 59.5.

Any district staff member who is a member of the South Carolina Retirement System prior to June 30, 2012, may retire with full benefits if the member has five or more years of earned service, reached the age of 60, or has 28 or more years of creditable service and separated from service. A member who has reached age 60 may retire with reduced benefits, **provided he/she has five or more years of earned service.**

Any district staff member with an effective date of membership in the South Carolina Retirement System after June 30, 2012, may retire with full benefits if the staff member has eight or more years of earned service, reached the age of 60, or satisfied "the rule of 90" requirement [age plus service years equals 90] and separated from service.

The staff member should notify the board in writing of his/her intent to retire as soon as possible but not later than March 15th of the year in which he/she plans to retire.

An eligible staff member wishing to retire during the course of the school year and to continue his/her employment as a retired staff member must adhere to the current state statutes at the time of retirement.

A staff member who retires after January 1, 2013, and retires before the age of 62, and returns to the district after the required 30-day separation may earn up to \$10,000 each calendar year without affecting his/her retirement benefits. The working retiree forfeits any additional retirement benefits for the remainder of the year after he/she has earned the maximum of \$10,000 and continues in employment.

The board must approve the employment of all state retirees, **whether by approving the recommendations of professional staff positions or ratifying support staff recommendations, ~~whether recommended to fill a certified or support position,~~** and no such employment will be approved for more than one school year or the remainder of the current school year. All working retirees in the district will be classified as at will employees, which means they can be removed from service at any time and without cause.

Adopted prior to 1972; Revised 2/76, 7/79, 9/84, 5/85, 6/90, 11/90, 12/12/00, 9/16/0, 3/21/23

Legal References:

- A. United States Code of Laws, as amended:
 1. Age Discrimination Act of 1975, 42 U.S.C.A. Section 6101, *et seq.*
 2. Age Discrimination in Employment Act of 1967, 29 U.S.C.A. Section 621, *et seq.*
- B. S.C. Code of Laws, 1976, as amended:
 1. Section 9-1-10 - Teachers are members of the state retirement system.

2. Section 9-1-1510(A) and (B) - Retirement eligibility (Class One or Two member; Class Three member).
3. Section 9-1-1515 - Early retirement.
4. Section 9-1-1550 - Service retirement allowances.

DRAFT

LEXINGTON COUNTY SCHOOL DISTRICT ONE
Lexington, South Carolina

AGENDA ITEMS ANALYSIS

BOARD MEETING DATE: 1-10-23

BOARD AGENDA ITEM: 11.1

SUBJECT: Policy BD, BD-R Organization of the Board

BACKGROUND INFORMATION:

Policy BD was tabled at the November 15, 2022 board meeting. A motion to approve Administrative Rule BD-R failed. Minutes from November 15 included for review.

ADMINISTRATIVE CONSIDERATION :

Review status of the policy and administrative rule and take possible action.

ADMINISTRATIVE RECOMMENDATIONS

Review status of the policy and administrative rule and take possible action.

ORGANIZATION OF THE BOARD

Code **BD** Issued **DRAFT/21**

The officers of the board are chair, vice-chair, and secretary (option: parliamentarian). The officers are elected and sworn in at the first regularly scheduled meeting following the election seating of new board members.

Each officer will serve for a two-year term. ~~Officers can serve no more than ***** consecutive terms.~~

Election Process

The superintendent will serve as the presiding officer for purposes of electing officers.

Officers will be elected by a majority vote of the board. Voting will be conducted by ~~secret ballot~~ unless a board member requests that the board record votes by name.

The superintendent will collect and count the ballots in the presence of the board. The board chair of the preceding year (or another officer of the board) will immediately verify the vote count.

Once the chair is elected, he or she will assume the role of presiding officer.

Nominations

The superintendent or presiding officer will make a call for nominations for the officer position to be elected. Any board member may nominate any eligible member for the office, including him/herself. Nominations need not be seconded.

If a candidate accepts the nomination, his/her name will be included in the vote(s) for the officer position until such time as he/she may withdraw his/her name from consideration. **Candidates will have an opportunity to briefly address the board.** If a candidate declines the nomination, their name is not included in the vote(s) for the position.

Voting

Once the nominees for the specified position are clearly established, a vote will be taken. All board members who are participating in the meeting, including all nominees for the specified position, may cast a vote. In the event that there is only one nominee for an office, the board may conduct a voice vote to elect the officer.

When more than two nominees are on the ballot and no candidate receives a majority of votes, a runoff will be held between the nominees receiving the two highest vote counts.

Vacancies

Vacancies in the above-mentioned offices will be filled by the board **at its next regular scheduled meeting** at its discretion.

Disciplinary Action of Board Members [Optional]**

The Board and each of its members are committed to faithful compliance with the provisions of the Board's policies. The Board recognizes that its failure to deal with deliberate or continuing violations of its policies risks the loss of public confidence in the Board's ability to govern effectively. Therefore, in the event of a member's willful and/or continuing violation of policy, the Board ordinarily will address the issue by the following process: 1. conversation in a private setting between the offending member and the Board Chair, Vice-Chair or other individual member; 2. discussion in a private session between the offending member and the full Board (if permitted by law); 3. possible removal by the Board from any leadership or committee positions to which the offending member has been appointed or elected; 4. public censure of the offending member of the Board as a means of separating the Board's focus and intent from those of the offending member. Notwithstanding the foregoing, the Board may exercise any rights afforded to it under applicable State law to address any internal matter that should arise.

Adopted 1972; Revised 12/75, 10/83, 5/18/93, 5/85, 7/93, 11/16/10, 9/19/17, ^

Legal References:

- A. S.C. Code of Laws, 1976, as amended:
 - 1. Section 59-19-70 - Election of officers.

ORGANIZATION OF THE BOARD

Code **BD-R** Issued **DRAFT/21**

Duties of the Chair

The chair presides at all meetings of the board and performs other duties as directed by law, regulation, and by the board. In carrying out these responsibilities, the chair will do the following:

- Sign the instruments, acts, and orders necessary to carry out state requirements and the will of the board.
- Consult with the superintendent in the planning of the board's agendas.
- Confer with the superintendent on crucial matters which may occur between board meetings.
- Appoint board committees, subject to board approval.
- Call special meetings of the board as necessary.
- Act as the public spokesperson for the board at all times, except as this responsibility is specifically delegated to others.
- Be responsible for the orderly conduct of all board meetings.

As presiding officer at all meetings of the board, the chair will do the following:

- Call the meeting to order at the appointed time.
- Announce the business to come before the board in its proper order.
- Enforce the board's policies relating to the order of business and the conduct of meetings.
- Recognize persons who desire to speak and protect the speaker who has the floor from disturbance or interference.
- Explain what the effect of a motion would be if it is not clear to every member.
- Restrict discussion to the question when a motion is before the board.
- Answer all parliamentary inquiries, referring questions of legality to the board attorney.
- Put motions to a vote, stating definitely and clearly the vote and result thereof.

The chair has the right, as other board members have, to offer resolutions, discuss questions, and vote.

Duties of the Vice-Chair

The vice-chair will have the powers and duties of the chair in his/her absence or during his/her disability and such other powers and duties as the board may from time to time determine.

PAGE 2 - BD-R - ORGANIZATION OF THE BOARD

- Be knowledgeable of parliamentary procedure and board policies.
- Advises the presiding officer on matters of procedure at meetings and. ~~The parliamentarian should be seated next to the presiding officer.~~
- Maintains a current copy of Robert's Rules of Order.

Duties of the Secretary

The secretary attends all board meetings and records the proceedings. The secretary will also supply records and other information which the board may require or need. Among his/her duties will be the following:

- Keep a permanent record of all proceedings of the board.
- Prepare such reports and perform such duties as may be prescribed by statutes or directions of the chair of the board.

The board, at its discretion, may employ an individual who is not a member of the board to record minutes and proceedings of the board.

In the absence of the chair and vice chair, the secretary will act as the presiding officer.

In the absence of the chair, vice chair, and secretary, the board will elect a temporary chair to preside over the meeting.

(Option: ~~Duties of the Parliamentarian~~ Duties moved under Vice Chair)

~~The parliamentarian attends all meetings of the board and gives advice in parliamentary procedure. Among the parliamentarian duties are the following:~~

- ~~Be knowledgeable of parliamentary procedure and board policies.~~
- ~~Advises the presiding officer on matters of procedure at meetings. The parliamentarian should be seated next to the presiding officer.~~
- ~~Maintains a current copy of Robert's Rules of Order.~~

Issued 5/85; Revised 9/19/17, ^

12.2 Recommendations from *Ad Hoc* Committee on B Policy Revisions

12.1.1 Second Reading — Policy BD, BD-R Organization of the Board

Chair Green called for a motion to approve the second reading of Policy BD, and BD-R Organization of the Board.

Main Motion	Second	Action
Guyton	Oswald	Tabled

Dr. Guyton made a motion to amend and adopt new language in Policy BD. The second reading included language on disciplinary action of board members. After first reading and board discussion, he drafted this alternative language: Removal of Board Officers: As board officers are duly elected by a majority vote of the board, the board may act to remove a board officer in the event of an officer’s willful and/or continuing violation of policy by a super-majority (75%) vote of the board. The motion was seconded and approved.

Motion to Amend	Second	Action
Guyton	Garris	4 in favor; 2 opposed (Anderson, Powers)

Discussion: This language would replace the language from the first reading under disciplinary action of board members stemming from discussion at the last board meeting. There is clear policy on how the board installs, therefore, there should be a mechanism to remove an officer for misconduct or neglect of office. Vice Chair Powers suggested feedback from SCSBA or external review. Dr. Guyton indicated the committee reviewed language from other districts.

After the vote, Mr. Anderson suggested that this policy be tabled due to the late change and be sent back to the ad hoc committee for further work. Ms. Garris made a motion to recall the vote.

Motion to Recall Vote	Second	Action
Garris	Anderson	5 in favor; 1 opposed (Guyton)

The board voted on Mr. Anderson’s motion to table.

Motion to Table Policy BD	Second	Action
Anderson	Garris	5 in favor; 1 opposed (Guyton)

Committee Chair Guyton motioned to split the vote of Policy BD and BD-R administrative Rule and called to approve BD-R. There was no second, the motion failed.

Motion Approve BD-R	Second	Action
Guyton	None	Failed