

**GEORGETOWN COUNTY BOARD OF EDUCATION  
J. B. BECK ADMINISTRATION AND EDUCATION CENTER  
OPEN SESSION  
BOARD ROOM – 5:30 P.M.  
TUESDAY, MARCH 6, 2018**

**AGENDA**

- A. MOMENT OF SILENCE.....Board
- B. PLEDGE OF ALLEGIANCE.....Miss Iris Mezquite Reyes  
Fifth Grade Student at Sampit Elementary School
- C. RECOGNITION OF  
A GEORGETOWN COUNTY  
BOARD OF EDUCATION MEMBER.....Mr. Jim Dumm  
Chairman

**D. PUBLIC COMMENTS/REQUESTS:** This section of each regularly scheduled Board meeting is reserved for comments from the audience on any item appearing on the agenda. Also, the time is made available for citizens to make specific requests of the School District or to raise specific issues for future discussion by the Board. Comments/requests should be as brief and to the point as possible and should not exceed 3 minutes. Persons who wish to address the Board are requested to complete one of the cards available at the entrance and submit it before the meeting begins. Normally, the Board will not address specific requests during the meeting at which they are made.

- E. APPROVAL OF MINUTES.....Board
- F. ADOPTION OF AGENDA.....Board
- G. BUDGET DEVELOPMENT 2018-2019.....School Administration
1. **BUDGET PRESENTATIONS - SCHOOLS:**
- Carvers Bay Middle School
  - Brown's Ferry Elementary School
  - Pleasant Hill Elementary School
  - Plantersville Elementary School
  - McDonald Elementary School
  - Kensington Elementary School
  - Maryville Elementary School

**H. ACTION ITEMS:**

- 1. OUT-OF-DISTRICT TRANSFER REQUEST.....Dr. Diane O. Wingate**  
The Administration recommends approval of a Georgetown County resident's request for release from Georgetown County School District for her child to attend school in an adjacent county for the remainder of the 2017-2018 school year.
- 2. PERSONNEL LIST.....Mr. Jon Tester**  
The Administration recommends approval of the Personnel List as presented.
- 3. APPROVAL OF CONTRACT AWARD FOR PRODUCTION AND AUDIO VISUAL SYSTEM UPGRADE IN BOARD ROOM AT J. B. BECK ADMINISTRATION AND EDUCATION CENTER.....Ms. Lisa W. Ackerman**  
The Administration recommends approval of a contract award for an upgrade to the Production and Audio Visual system for the Board room at J. B. Beck Administration and Education Center, to The W. H. Platts Company, from Charleston, South Carolina, in the amount of \$116,685.00, with a not to exceed project cost of \$125,000.00. This work will be funded from the technology portion of the 2016 bond referendum.
- 4. APPROVAL OF CONTRACT AWARD FOR ARCHITECTURAL SERVICES FOR CARVERS BAY MIDDLE SCHOOL.....Ms. Lisa W. Ackerman**  
The Administration recommends approval of a contract award for architectural services for Carvers Bay Middle School, as associated with the bond referendum, to UMPW Architecture, Inc., from Myrtle Beach, South Carolina. Furthermore, the Board authorizes the Superintendent to execute the contract amendment on behalf of the Board.
- 5. APPROVAL OF CONTRACT AWARD FOR ARCHITECTURAL SERVICES FOR GEORGETOWN MIDDLE SCHOOL.....Ms. Lisa W. Ackerman**  
The Administration recommends approval of a contract award for architectural services for Georgetown Middle School, as associated with the bond referendum, to Stubbs Muldrow Herin Architects, Inc., from Mount Pleasant, South Carolina. Furthermore, the Board authorizes the Superintendent to execute the contract amendment on behalf of the Board.

- 6. APPROVAL OF CONTRACT AWARD  
FOR ARCHITECTURAL SERVICES  
FOR ROSEMARY MIDDLE SCHOOL.....Ms. Lisa W. Ackerman**  
The Administration recommends approval of a contract award for architectural services for Rosemary Middle School, as associated with the bond referendum, to Red Iron Architects, from Charleston, South Carolina. Furthermore, the Board authorizes the Superintendent to execute the contract amendment on behalf of the Board.
- 7. APPROVAL OF CONTRACT AWARD  
FOR ARCHITECTURAL SERVICES  
FOR WACCAMAW MIDDLE SCHOOL.....Ms. Lisa W. Ackerman**  
The Administration recommends approval of a contract award for architectural services for Waccamaw Middle School, as associated with the bond referendum, to SGA Architecture, from Pawleys Island, South Carolina. Furthermore, the Board authorizes the Superintendent to execute the contract amendment on behalf of the Board.
- 8. POLICY EA: BUSINESS MANAGEMENT GOALS AND OBJECTIVES (*FIRST READING*);  
POLICY EB: BUILDINGS AND GROUNDS MANAGEMENT (*FIRST READING*); POLICY EBBD: EMERGENCY CLOSINGS (*FIRST READING*); ADMINISTRATIVE RULE EBBD-R: EMERGENCY CLOSINGS (*FIRST READING*);  
POLICY EBD: HEATING AND LIGHTING (*FIRST READING*); POLICY EBE: BUILDINGS AND GROUNDS CLEANING PROGRAM (*FIRST READING*); AND POLICY EGB: STUDENT INSURANCE PROGRAM (*FIRST READING*).....Ms. Lindsay Anne Thompson**  
The Administration recommends *First Reading* approval of revisions to the following policies: Policy EA: Business Management Goals and Objectives; Policy EB: Buildings and Grounds Management; Policy EBBD: Emergency Closings; Administrative Rule EBBD-R: Emergency Closings; Policy EBD: Heating and Lighting; Policy EBE: Buildings and Grounds Cleaning Program; and Policy EGB: Student Insurance Program.

- 9. RESCISSION OF POLICY EBCA: VANDALISM PROTECTION; POLICY ECF: EQUIPMENT AND SUPPLIES MAINTENANCE; ADMINISTRATIVE RULE EGB-R: STUDENT INSURANCE PROGRAM; POLICY EBG: BUILDINGS AND GROUNDS REPAIRS; AND POLICY EBI: LONG-RANGE MAINTENANCE PROGRAM OF BUILDINGS AND GROUNDS.....Ms. Lindsay Anne Thompson**

The Administration recommends approval for the rescission of the following policies: Policy EBCA: Vandalism Protection; Policy ECF: Equipment and Supplies Maintenance; Administrative Rule EGB-R: Student Insurance Program; Policy EBG: Buildings and Grounds Repairs; and Policy EBI: Long-Range Maintenance Program of Buildings and Grounds.

- 10. SUSPENSION OF POLICY GCK: PERSONNEL ASSIGNMENT AND TRANSFER.....Mr. Doug Jenkins**  
The Administration recommends approval for the suspension of Policy GCK: Personnel Assignment and Transfer for the remainder of the 2017-2018 school year. **Ms. Lindsay Anne Thompson**

**I. BOARD/SUPERINTENDENT COMMENTS/REQUESTS**

**J. EXECUTIVE SESSION:**

**1. DISCUSSION OF ADMINISTRATIVE CONTRACTS FOR 2018-2019**

**K. OPEN SESSION: ACTION AS NECESSARY OR APPROPRIATE ON DISCUSSION OF ADMINISTRATIVE CONTRACTS FOR 2018-2019**

**L. ADJOURNMENT**

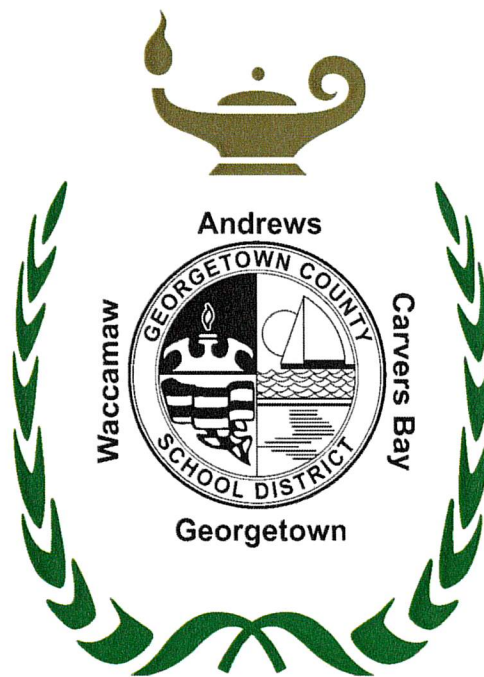
**REMINDER**

The Georgetown County Board of Education will have a Regular Board Work Session Meeting on Tuesday, March 20, 2018, at 5:30 p.m., in the Board Room, at J. B. Beck Administration and Education Center.

# **REGULAR BOARD MEETING**

**TUESDAY, MARCH 6, 2018**

**BOARD ROOM – 5:30 P.M.**



Carvers Bay Middle School  
Brown's Ferry Elementary School  
Pleasant Hill Elementary School  
Plantersville Elementary School  
McDonald Elementary School  
Kensington Elementary School  
Maryville Elementary School

**Georgetown County School District  
Budget Request FY 2018  
Program/Personnel Request**

School/Department Name: Carvers Bay Middle School

**Request Type(s):**

- ☐ New Program – Name: \_\_\_\_\_
- ☐ New Personnel – Job Title: \_\_\_\_\_
- ☐ Expand Existing Program - Name: \_\_\_\_\_
- ☐ Additional Budget Allocation(s) ☐ Recurring ☐ Nonrecurring (one-time)
- ☐ Transfer Existing Personnel to General Fund (Due to Loss/Reduction of grant funding)

**Purpose (Description):** Describe the major need this request is intended to address or resolve.

**I have no requests at this time**

**Budget:** (Provide a cost estimate or range for preliminary review only.) \$ \_\_\_\_\_

**Potential Benefits:** Describe anticipated cost savings or program enhancements expected to result from completing this project that is not described elsewhere on this request.

**How is this related to the District Strategic Plan? School Renewal Plan?**

**Which major area of the Strategic Plan does this impact?**

- ☐ Student Achievement ☐ Teacher/Administrator Quality ☐ School Climate ☐ District Priority

Please list Goal and Action Plan.

**Requirements and Constraints:**

To the extent possible, identify any known requirements or constraints. Attach additional pages if necessary.

**Achievement:** How will you measure the results?

Submitted by: Comeletia Pyatt

Date: 2/28/18

**Georgetown County School District  
Budget Request FY 2018  
Program/Personnel Request**

School/Department Name: Brown's Ferry Elementary School

Request Type(s): **NO NEW REQUESTS**

☐

New Program – Name: \_\_\_\_\_

☐

New Personnel – Job Title: \_\_\_\_\_

☐

Expand Existing Program - Name: \_\_\_\_\_

☐

Additional Budget Allocation(s) ☐ Recurring ☐ Nonrecurring (one-time)

☐

Transfer Existing Personnel to General Fund (Due to Loss/Reduction of grant funding)

**Purpose (Description):** Describe the major need this request is intended to address or resolve.

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**Budget:** (Provide a cost estimate or range for preliminary review only.) \$ \_\_\_\_\_

**Potential Benefits:** Describe anticipated cost savings or program enhancements expected to result from completing this project that is not described elsewhere on this request.

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**How is this related to the District Strategic Plan? School Renewal Plan?**

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**Which major area of the Strategic Plan does this impact?**

☐

Student Achievement

☐

Teacher/Administrator Quality

☐

School Climate

☐

District Priority

Please list Goal and Action Plan.

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**Requirements and Constraints:**

To the extent possible, identify any known requirements or constraints. Attach additional pages if necessary.

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**Achievement:** How will you measure the results?

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Submitted by: Kimberly Means-Nesmith, Principal

Date:

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**Georgetown County School District  
Budget Request FY 2018  
Program/Personnel Request**

School/Department Name: Pleasant Hill Elementary School

Request Type(s): NONE

<input type="checkbox"/>	New Program – Name: _____
<input checked="" type="checkbox"/>	New Personnel – Job Title: <u>Elementary Science/STEM/Health</u>
<input type="checkbox"/>	Expand Existing Program - Name: _____
<input type="checkbox"/>	Additional Budget Allocation(s) <input type="checkbox"/> Recurring <input type="checkbox"/> Nonrecurring (one-time)
<input type="checkbox"/>	Transfer Existing Personnel to General Fund (Due to Loss/Reduction of grant funding)

**Purpose (Description):** Describe the major need this request is intended to address or resolve.

**Employ one (1) FTE dual role position to provide instruction in Science (STEM-PLTW) and Health. This position will serve all students (K-5<sup>th</sup> grade) during special areas to more effectively implement STEM activities, as well as meet South Carolina Department of Education requirements pertaining to health instruction.**

**Budget:** (Provide a cost estimate or range for preliminary review only.) \$ 55,380 (salary and benefits)

**Potential Benefits:** Describe anticipated cost savings or program enhancements expected to result from completing this project that is not described elsewhere on this request.

**Project Lead the Way (PLTW) is the gateway to STEM instruction. An increased emphasis on science, especially STEM related activities, will benefit students in meeting guidelines and descriptors of the Profile of a South Carolina Graduate. Such instruction will also have a positive impact on SC PASS – Science.**

**How is this related to the District Strategic Plan? School Renewal Plan?**

**An integral component of our district's mission is to prepare students for the workforce. The school has a responsibility to provide instruction in embedded job skills such as critical thinking and problem solving.**

**Which major area of the Strategic Plan does this impact?**

<input checked="" type="checkbox"/> Student Achievement	<input type="checkbox"/> Teacher/Administrator Quality	<input type="checkbox"/> School Climate	<input type="checkbox"/> District Priority
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Please list Goal and Action Plan.

**PHES School Renewal Plan (Goal VI)-Provide rigorous curricula, planning, instruction, and assessment to achieve academic gains for grades 4K-5 Science.**

**Requirements and Constraints:**

To the extent possible, identify any known requirements or constraints. Attach additional pages if necessary.

**This position will require appropriate certification in Early Childhood and Elementary.**

**Achievement:** How will you measure the results?

**Improved SC PASS Science Scores**

Submitted by: William T. Graham Date: 2-9-17



**Georgetown County School District  
Budget Request FY 2018  
Program/Personnel Request**

School/Department Name: Plantersville Elementary School

Request Type(s):

- No Request*
- ☐ New Program – Name: \_\_\_\_\_
- ☐ New Personnel – Job Title: \_\_\_\_\_
- ☐ Expand Existing Program - Name: \_\_\_\_\_
- ☐ Additional Budget Allocation(s) ☐ Recurring ☐ Nonrecurring (one-time)
- ☐ Transfer Existing Personnel to General Fund (Due to Loss/Reduction of grant funding)

**Purpose (Description):** Describe the major need this request is intended to address or resolve.

\_\_\_\_\_

\_\_\_\_\_

**Budget:** (Provide a cost estimate or range for preliminary review only.) \$ \_\_\_\_\_

**Potential Benefits:** Describe anticipated cost savings or program enhancements expected to result from completing this project that is not described elsewhere on this request.

\_\_\_\_\_

\_\_\_\_\_

**How is this related to the District Strategic Plan? School Renewal Plan?**

\_\_\_\_\_

\_\_\_\_\_

**Which major area of the Strategic Plan does this impact?**

- ☐ Student Achievement ☐ Teacher/Administrator Quality ☐ School Climate ☐ District Priority

Please list Goal and Action Plan.

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\_\_\_\_\_

**Requirements and Constraints:**

To the extent possible, identify any known requirements or constraints. Attach additional pages if necessary.

\_\_\_\_\_

\_\_\_\_\_

**Achievement:** How will you measure the results?

\_\_\_\_\_

\_\_\_\_\_

Submitted by: \_\_\_\_\_

Date: \_\_\_\_\_

*2/25/15*

**Georgetown County School District  
Budget Request FY 2018  
Program/Personnel Request**

School/Department Name: McDonald Elementary

**Request Type(s):**

- ☐ New Program – Name: No New Requests
- ☐ New Personnel – Job Title: \_\_\_\_\_
- ☐ Expand Existing Program - Name: \_\_\_\_\_
- ☐ Additional Budget Allocation(s) ☐ Recurring ☐ Nonrecurring (one-time)
- ☐ Transfer Existing Personnel to General Fund (Due to Loss/Reduction of grant funding)

**Purpose (Description):** Describe the major need this request is intended to address or resolve.

\_\_\_\_\_  
\_\_\_\_\_

**Budget:** (Provide a cost estimate or range for preliminary review only.) \$ \_\_\_\_\_

**Potential Benefits:** Describe anticipated cost savings or program enhancements expected to result from completing this project that is not described elsewhere on this request.

\_\_\_\_\_  
\_\_\_\_\_

**How is this related to the District Strategic Plan? School Renewal Plan?**

\_\_\_\_\_  
\_\_\_\_\_

**Which major area of the Strategic Plan does this impact?**

- ☐ Student Achievement ☐ Teacher/Administrator Quality ☐ School Climate ☐ District Priority

Please list Goal and Action Plan.

\_\_\_\_\_  
\_\_\_\_\_

**Requirements and Constraints:**

To the extent possible, identify any known requirements or constraints. Attach additional pages if necessary.

\_\_\_\_\_  
\_\_\_\_\_

**Achievement:** How will you measure the results?

\_\_\_\_\_  
\_\_\_\_\_

Submitted by: Mack Buggs Date: 2/27/18

**Georgetown County School District  
Budget Request FY 2018  
Program/Personnel Request**

School/Department Name: Kensington Elementary School

**Request Type(s):**

- ☐ New Program – Name: \_\_\_\_\_
- ☒ New Personnel – Job Title: Behavior Interventionist
- ☐ Expand Existing Program - Name: \_\_\_\_\_
- ☐ Additional Budget Allocation(s) ☐ Recurring ☐ Nonrecurring (one-time)
- ☐ Transfer Existing Personnel to General Fund (Due to Loss/Reduction of grant funding)

**Purpose (Description):** Describe the major need this request is intended to address or resolve.

A trained/certified behavioral interventionist will assist Kensington with working with students who exhibit frequent and chronic misbehavior that impedes learning and instruction. A behavioral interventionist will also help support students who show deficits in emotional and social development. A trained behavioral interventionist will assist faculty and staff by providing strategies and skills to help teachers become better prepared to work with said population of students to increase the impact of instruction and learning. Kensington has recorded 54 suspensions since the start of the school year and at least four recommendations for expulsions. Numerous office referrals that have not resulted in suspension or expulsion has also been recorded. The assistance of a behavioral interventionist will help alleviate/reduce these numbers and increase academic success.

**Budget:** (Provide a cost estimate or range for preliminary review only.) \$ Avg. Salary Range: \$35,000 - \$45,000 with benefits \$50,050 - \$64,350

**Potential Benefits:** Describe anticipated cost savings or program enhancements expected to result from completing this project that is not described elsewhere on this request.

The potential benefit is increased quality instruction and engaged learning.

How is this related to the District Strategic Plan? School Renewal Plan?

This request is related to the goal area of student achievement. The districts goal is to increase student achievement. Strategy 2 in the goal area of Student Achievement suggest that the district will provide rigorous K-5 curricula. Strategy 5 announces that parents will be provided with appropriate communication, training, and support to assist their children in achieving social and emotional success. The assistance and employment of a Behavioral Interventionist will assist the district with this goal.

Which major area of the Strategic Plan does this impact?

- ☒ Student Achievement ☐ Teacher/Administrator Quality ☒ School Climate ☐ District Priority

Please list Goal and Action Plan.

Student Achievement Strategy 2 and Strategy 5; School Climate: Strategy 12

**Requirements and Constraints:**

To the extent possible, identify any known requirements or constraints. Attach additional pages if necessary.

Funding is the only restraint

**Achievement:** How will you measure the results?

We will measure results by comparing number of office referrals, suspensions and expulsions, received. Kensington will also begin to measure academic growth as identified by MAP, State Testing and student overall achievement in the classroom.

Submitted by: Maurice L. Cobb Date: 2-27-18

**Georgetown County School District  
Budget Request FY 2018  
Program/Personnel Request**

School/Department Name: Maryville Elementary School

Request Type(s): Maryville Elementary has no financial request at this time.

- ☐ New Program – Name: \_\_\_\_\_
- ☐ New Personnel – Job Title: \_\_\_\_\_
- ☐ Expand Existing Program - Name: \_\_\_\_\_
- ☐ Additional Budget Allocation(s) ☐ Recurring ☐ Nonrecurring (one-time)
- ☐ Transfer Existing Personnel to General Fund (Due to Loss/Reduction of grant funding)

**Purpose (Description):** Describe the major need this request is intended to address or resolve.

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**Budget:** (Provide a cost estimate or range for preliminary review only.) \$ \_\_\_\_\_

**Potential Benefits:** Describe anticipated cost savings or program enhancements expected to result from completing this project that is not described elsewhere on this request.

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**How is this related to the District Strategic Plan? School Renewal Plan?**

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**Which major area of the Strategic Plan does this impact?**

- ☐ Student Achievement ☐ Teacher/Administrator Quality ☐ School Climate ☐ District Priority

Please list Goal and Action Plan.

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**Requirements and Constraints:**

To the extent possible, identify any known requirements or constraints. Attach additional pages if necessary.

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**Achievement:** How will you measure the results?

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Submitted by: Stephanie Stuckey Date: February 5, 2018

The School Board looks upon business operations of the school system as essential — yet ancillary and auxiliary — to the central function of the school system, which is education. The Board serves as trustees of school facilities and overseer of school business operations for the purpose of providing the facilities and services that will support a good educational program.

The Board expects operation and maintenance of the school plant, equipment and services to set high standards of safety, to promote the health of pupils and staff, to reflect the aspirations of the community, and to support environmentally the efforts of the staff to provide good instruction.

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LEGAL REFERENCES

The care, custody and safekeeping of school property shall be the joint responsibility of the Superintendent and his staff and the Board buildings and grounds committee. Together, they shall establish such procedures and employ such means from time to time as may be necessary to provide accurate information in regard to the nature, condition, location, and value of school property; to safeguard schools against loss, damage or undue depreciation; to recover and restore to usefulness any school property which may be lost, stolen or damaged; and to do all things necessary to insure the proper maintenance and safekeeping of school property.

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#### LEGAL REFERENCES

STATE BOARD OF EDUCATION REGULATIONS  
R-43-180: BUILDINGS AND GROUNDS MAINTENANCE.

# EBBD

EMERGENCY CLOSINGS

REVISED: 3/18

ISSUED: 10/87

Page 1 of 1

The Superintendent is empowered to close the schools, to delay the beginning time or to dismiss them early in the event of hazardous weather or other emergencies which threaten the safety or health of students or staff members.

It is understood that the Superintendent will take such action only after consultation with transportation, emergency management, and weather authorities.

Parents, students, and staff members shall be informed early in each school year how they shall be notified in event of emergency closings or dismissals.

Any school days missed due to snow or other extreme weather conditions ~~must~~ will be made up as required by state law. ~~Make-up days for students will not be scheduled on Saturdays if other alternatives are available.~~

All staff members, except for teachers and personnel who work only on teacher work-days, are required to report to work as soon as possible on emergency days.

~~Based on current practice.~~

# EBBD-R

## EMERGENCY CLOSINGS

REVISED: 3/18

ISSUED: 10/87

Page 1 of 1

- ~~1. The principal or assistant principal will notify all bus drivers pertaining to action taken.~~
2. The Superintendent's office or his designee notifies local radio and television stations media outlets to advise parents, staff, and students of the district as to the action taken concerning school attendance.
3. If school is in session and weather conditions become such that dictate early dismissal, the Superintendent notifies all principals and department heads. The Superintendent's office calls the radio and T.V. stations media outlets in order to advise parents of early dismissals.
- ~~4. It is suggested that all parents and students of the District tune in to one of the local radio or television stations if there is a question concerning the school day with regard to weather conditions.~~
5. The Superintendent and his staff will establish a procedure to check and monitor existing conditions around the ~~set up a telephone network covering all sections of the County to check on existing conditions.~~

~~School patrons should not attempt to contact the schools as the telephones will be in use notifying teachers, staff members, bus drivers and radio and television stations.~~



# EBD

## Heating and Lighting Energy Management

Revised: 3/18

Issued: 7/85

Page 1 of 1

### Energy Conservation

~~Due to the escalating prices of energy, i.e. gas, electricity and fuel oil; it should be the policy of the Georgetown County Board of Education that every effort be made to conserve, as much as possible without undue discomfort of the students and staff, all energy-consuming equipment.~~

It is the policy of the Georgetown County School District that every effort is made to conserve energy and natural resources while exercising sound financial management. The Superintendent or his designee(s) will develop and maintain an energy management program that will work to conserve energy as much as possible, in compliance with state and federal law.

It is the responsibility of school administrators within the District to see that their buildings and grounds are maintained in as good the best condition as possible.

School administrators should check their building for maintenance ~~at least once each week~~ frequently during the school session, making note of minor items of maintenance and submitting requests for such items by means of work orders.

#### Major Items:

Each building principal shall be responsible for operation and maintenance of his/her plant, supervising custodial staff members as they carry out regular operational and normal maintenance duties. Except in emergencies, additional maintenance services shall be provided only upon approval by the Assistant ~~Superintendent for Administration~~ Superintendent or his designee(s). Maintenance items involving major repairs of renovation in excess of \$25,000 shall first be approved by the Board.

#### Emergencies:

In case of any emergency, the ~~Supervisor of Maintenance~~ Facilities Department shall be notified immediately. A work order for an emergency may be submitted at a later date.

~~In buildings served by contract maintenance, the principal shall work with the company's supervisor or contact person to resolve unsatisfactory performance. Continued or repeated dissatisfaction with performance shall be referred to the Assistant Superintendent for Administration.~~

Teachers and other building staff are to make repair requests through their principal.

~~All buildings should be properly maintained and any urgent repairs reported immediately by telephone to the supervisor of maintenance. Routine repairs and items of maintenance are to be accomplished by following the normal channels of work orders. Grounds should be maintained so as to give the schools the best possible appearance, trees trimmed, lawns mowed, etc. Most of this can be accomplished by custodians employed at the schools.~~

Each school shall offer a low-cost accident insurance program for students. At the minimum, the insurance shall provide accident coverage for students on the way to and from school, while they are at school, and whenever they are engaging in school-supervised activities.

Whereas the school district shall seek the best coverage at lowest cost, the responsibility for the cost of this insurance shall be that of the parent or guardian.

~~The District shall provide catastrophic injury coverage for all pupils provided that the premium for such coverage shall not exceed \$1.00 per pupil per year.~~

Procurement of insurance programs shall be in accordance with the District's Procurement Code.

Accident insurance coverage shall be required for all students participating in inter-scholastic athletics and cheerleading and for all students who take JROTC shop courses. ~~The district shall pay coverage for junior varsity football players.~~

Pupils riding on a state-owned bus are insured by the State in case of injury or death.

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#### LEGAL REFERENCES

A. S.C. CODE, 1976, AS AMENDED:

1. SECTION 59-67-710 -INSURANCE ON SCHOOL BUSES

~~All necessary steps shall be taken, and police cooperation and action shall be sought, in protecting school property from theft and vandalism.~~

~~Incidents of vandalism shall be reported to the police and apprehended vandals prosecuted. The school system shall seek to recover financial loss through suit, in accordance with State statutes.~~

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**ECF**

**EQUIPMENT AND SUPPLIES MAINTENANCE**

Issued: 8/76

Page 1 of 1

~~It is the direct responsibility of principals to see that their property is maintained in as good condition as possible and that all equipment within their building is properly cared for and preserved. Special attention is to be given to the care of desks and other permanent equipment within the schools.~~

# **~~EGB-R~~**

## **~~STUDENT INSURANCE PROGRAM~~**

~~8/76~~

~~Page 1 of 1~~

~~Accident insurance is available to all members of the student body at a nominal cost and is sold soon after school starts in the fall.~~

~~All students enrolled in shop classes or those participating in athletics must be covered by school insurance. It is recommended that all student taking physical education participate in the program. Specific instructions are issued yearly.~~

~~The carrier of such insurance shall be determined annually by a committee of principals appointed by the Superintendent.~~

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**Major Items:**

Each building principal shall be responsible for operation and maintenance of his/her plant, supervising custodial staff members as they carry out regular operational and normal maintenance duties. Except in emergencies, additional maintenance services shall be provided only upon approval by the Assistant Superintendent for Administration. Maintenance items involving major repairs or renovation in excess of \$25,000 shall first be approved by the Board.

**Emergencies:**

In case of any emergency, the Supervisor of Maintenance shall be notified immediately. A work order for an emergency may be submitted at a later date.

In buildings served by contract maintenance, the principal shall work with the company's supervisor or contact person to resolve unsatisfactory performance. Continued or repeated dissatisfaction with performance shall be referred to the Assistant Superintendent for Administration.

Teachers and other building staff are to make repair requests through their principal.

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**LEGAL REFERENCES**

**LONG-RANGE MAINTENANCE PROGRAM OF BUILDINGS AND GROUNDS**

Issued: 10/87

Page 1 of 1

All buildings should be properly maintained and any urgent repairs reported immediately by telephone to the supervisor of maintenance. Routine repairs and items of maintenance are to be accomplished by following the normal channels of work orders. Grounds should be maintained so as to give the schools the best possible appearance, trees trimmed, lawns mowed, etc. Most of this can be accomplished by custodians employed at the schools.

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**LEGAL REFERENCES**



**PERSONNEL ASSIGNMENT AND TRANSFER**

Issued: 01/07

Rescinds: GCK

Issued: 06/02

Page 1 of 1

Personnel shall be assigned on the basis of their qualifications, the best interests of the District, and their expressed desires. When it is not possible to meet all three conditions, personnel are assigned first in accordance with the best interests of the District, second where the administration feels that the employee is best qualified to serve, and third as to the expressed preference of the employee. All other considerations being equal, the preferences of employees are granted in order of their seniority in the District.

In the case of vacancies in new or existing positions, consideration will be given to qualified applicants among current staff members.

Employees who wish to transfer to another school within the district shall make a written request to the Executive Director for Human Resources no later than April 1 of each school year. Employees normally must have served in their present assignment for at least three years before they will be considered for a voluntary transfer. Classified support employees must have served in their present assignment for at least one year before they will be considered for voluntary transfer.

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**CONSTITUTIONAL AND STATUTORY PROVISIONS:**

- A. S.C. CODE, 1976, AS AMENDED:
  - 1. SECTION 59-25-410 ET SEQ. - TEACHER EMPLOYMENT AND DISMISSAL