

**HORRY COUNTY BOARD OF EDUCATION**

**MINUTES**

**SPECIAL CALLED MEETING**

**July 13, 2020  
Virtual Meeting  
335 4 Mile Road  
Conway, SC 29526**

**Board of Education**

Ken Richardson  
John Poston  
Chris Hardwick  
David Cox  
Janet Graham  
Janice Morreale

Neil James  
Ray Winters  
Shanda Allen  
Sherrie Todd  
Helen Smith  
W Russell Freeman

**As required by SC Law 30-4-80, local news media were informed of the date, time, place, and agenda of this meeting. Copies of the agenda were posted at the District Office and distributed to schools for posting.**

**1. OPENING - JULY 13, 2020 - 6:00 PM - CALL TO ORDER**

Due to severe storms in the area, Chairman Richardson called the meeting to order at 6:47 PM.

**a. Invocation, Pledge of Allegiance - Ms. Smith**

Ms. Smith offered the invocation and led the Pledge of Allegiance.

**b. Approval of Agenda - Mr. Richardson**

A motion was made to approve the July 13, 2020, agenda as presented.

**Moved By:** Mr. Winters

**Seconded By:** Ms. Smith

The Board Chair did not cast a vote on this item.

**Board Action: Carried Unanimously**

**c. Approval of Minutes - Mr. Richardson**

**1. June 15, 2020**

A motion was made to approve the June 15, 2020, minutes as presented. Due to technical difficulties from severe storms in the area, Ms. Allen was unable to enter a vote.

**Moved By:** Mr. Winters

**Seconded By:** Mr. Hardwick

The Board Chair did not cast a vote on this item.

**Board Action: Carried**

**2. DISCUSSION**

**a. 2020-2021 School Calendar - Mr. Richardson**

Mr. Richardson informed the Board of his request to move the school start date from August 17, 2020, to September 8, 2020. It should be noted that the end date of the school year would be adjusted to reflect the start date change, if approved.

**b. HCS Re-Opening Task Force: DRAFT Subcommittee Reports - Dr. Maxey**

Dr. Maxey thanked the Board members for agreeing to this special-called meeting, as this opportunity to share the school district's plan for reopening schools is of great importance to our students, parents, employees, and community.

In making preparations for the new school year, Horry County Schools (HCS) established the HCS Re-opening Task Force in order to help formulate a comprehensive plan utilizing the work of the AccelerateEd Task Force, while at the same time taking into consideration the individual needs of our school district. In addition to district staff members and principals, subcommittee membership included teachers, parents, and students, all of whom took part in discussions in one of the following areas: Public Health & Safety, School Operations & Logistics, Teaching & Learning, Equity & Family Needs, and Social-emotional Health.

The HCS Re-Opening Task Force Leads are as follows:

**Public Health & Safety** - Velna Allen, *Chief Officer of Student Services*

**School Operations & Logistics** - Daryl Brown, *Chief Officer of Support Services*

**Teaching & Learning** - Boone Myrick, *Chief Officer of Learning Services*

**Equity & Family Needs** - Kenneth Generette, *Staff Attorney and Communications*

**Social-Emotional Health** - Mark Porter, *Executive Director of Elementary Schools*

Each task force lead was asked to share his/her subcommittee's plan.

**1. Public Health & Safety - Ms. Allen**

Ms. Allen addressed the Board regarding Public Health & Safety, as follows:

Social Distancing and Minimizing Exposure

- Provide social distancing signage and hand sanitizing stations in all areas of the school.
- Require desks in the classroom are 6-feet apart, if feasible. All desks should be facing the same direction.
- Encourage hand washing and social distancing throughout the school day.
- Limit non-essential visitors and activities involving external groups in the schools.
- Minimize the number of students congregating in one area.
- Discourage students from bringing book bags, backpacks, handbags, lunch boxes, or other containers unless it is absolutely necessary. Recommend clear bags if needed.
- Share established guidelines for when students should go to the health room.

Face Coverings

- Require the use of masks or face coverings for staff, contracted vendors, or visitors.
- Recommend the use of masks or face coverings for students.\*
- Provide information to parents and staff on the appropriate use of face coverings.

\*HCS will continue to monitor the recommendations of SC DHEC, state and local ordinances and make changes as necessary. Parents will be notified of changes in health practices based on SC DHEC guidance.

Cleaning and Hygiene

- Provide adequate supplies to support healthy hygiene behaviors.
- Supervise the use of hand sanitizer by younger children.

- Utilize age-appropriate activities that encourage sound personal hygiene practices.
- Limit the sharing of personal items and supplies such as writing utensils.
- Suspend use of water fountains.

#### Monitoring for Symptoms

- Educate staff, students, and families about the signs and symptoms of COVID-19.
- Perform daily self-checks prior to arriving at school (students and staff).
- Establish a dedicated space for symptomatic individuals.
- Establish a COVID-19 student/employee tracking system.
- Share established guidelines for returning to school after exclusion.

## **2. School Operations & Logistics - Mr. Brown**

Mr. Brown addressed the Board regarding School Operations & Logistics, as follows:

#### Facilities

- Guidance for social distancing within the building, including classrooms, hallways, cafeteria, restrooms, staff areas, front office, and other common areas with considerations of building utilization.
- Signage guidelines about displaying posters created by DHEC and CDC in conspicuous places throughout the building, especially at entrances, restrooms, and other high traffic areas.
- Cleaning and disinfecting protocols in accordance with CDC, DHEC, and OSHA are provided for schools to follow throughout the school day, in particular, in between classes.

#### Nutritional Services

- Outlined meal service options giving schools choices for serving meals in compliance with state and federal regulations while minimizing contact with other students, staff, and shared items.
  - Three options: cafeteria service with classroom dining; hallway service with classroom dining; complete classroom service/dining

- Established protocols for staff including monitoring staff for symptoms; reporting as required, meal counting/claiming for reimbursement, training staff on all new procedures and protocols
- Awaiting waiver approval regarding Free & Reduced meal program

#### Transportation

- Adhere to DHEC guidelines for staffing, cleaning, and social distancing on buses during student use and if needed for wi-fi or meal delivery services.
- Established protocols for riders
  - 50% capacity permitted per DHEC guidelines
  - Loading/unloading plans to minimize exposure
  - Seating family members together
  - Seats closest to driver will not be used
- Established protocols for staff
  - Identifying vulnerable population
  - Monitoring staff for symptoms; reporting as required
  - Training staff on all new procedures and protocols

#### Fiscal Services

- Establish a plan for budget managers to submit additional costs not incorporated in the 2020-21 Superintendent's Comprehensive Budget.
- Devise a system to track additional costs and prepare for application for CARES Act Funding.
- Procurement Services will assist budget managers with the attainment of goods and/or services to ensure that procurement policies and procedures are adhered to.
- All financial/payroll policies and procedures remain in effect.

### **3. Teaching & Learning - Ms. Myrick**

Ms. Myrick addressed the Board regarding Teaching & Learning, as follows:

At this point during the meeting, Ms. Myrick shared the results of the parent and staff surveys via slideshow presentation.

Ms. Myrick then moved to implementation of distance learning spring 2020 concerns, as follows:

Categories related to issues and concerns, but not limited to, the following:

- Amount of work to require in a distance-learning environment, due dates for assignments, and grades
- Utilization of numerous digital tools and platforms to deliver distance-learning instruction
- Communication with students and parents
- Services and accommodations for students with special needs and English learners (ELs)
- Courses that require specific equipment
- Work-based learning (WBL)

Strategies for Providing Effective Distance Learning

- Provide online professional development for educators
- Effective distance-learning pedagogy:
  - How to conduct classes virtually
  - How to deliver content
  - How to engage students
  - How to design opportunities for students to demonstrate learning
  - How to design equitable instruction
  - How to provide feedback to students
  - How to maintain effective communication with students and parents
  - How to use digital resources and technology to make it all work
  - Bring digital tools together in one platform/learning management system (LMS) to provide consistency for students and parents.
  - Provide 1-to-1 devices for CD-4 students.
  - Continue to work in partnership with families to determine appropriate and reasonable means of educating students with disabilities through varying models and/or schedules of instruction.

- Continue to prioritize the scheduling of ESOL services for English learners in order to maximize service minutes under the selected model of instruction.
- Continue to make efforts to remove accessibility barriers to information, online instruction, and programming for families whose first language is not English.
- Utilize learning progressions from the SC SDE to focus standards-based instruction and to support pacing and planning of instructional content aligned with district curriculum
- Increase efforts to ensure continuity and rigor in learning within a hybrid instructional model.
- Continue to maintain strong community partnerships in order to assist families with basic needs access, technology and technology access, and shared communication.
- Create Google Classrooms for CTE teachers from the different CTE majors to allow sharing among teachers at different schools throughout the district.
- Introduce new learning to students so academic standards can be taught for the grade level/course.
- Provide instructional support through tiered interventions.
- Provide emotional and social support for students.
- Implement the tenets of culturally relevant teaching.
- Provide multi-tiered system of supports (MTSS) and universal screening procedures for students.

Ms. Myrick then shared an instructional plan, with low spread, medium spread, and high spread options. This information was shared via PowerPoint presentation.

Ms. Myrick then shared information regarding full-time K-12 HCS Virtual, as follows:

- K-12 students enroll and participate in a full-time virtual program.
- Students remain enrolled at their base school.
- Students will not attend classes on the school campus.
- Designated teachers from across the district will provide instruction.
- Families will be responsible for providing a supportive environment for online learning.

- Participation in this option requires a semester commitment.

Ms. Myrick then shared information regarding Learn, Evaluate, Analyze, Prepare (LEAP) Days, as follows:

- Five LEAP days will be added to the HCS calendar to provide support for qualifying students in the areas of language arts and mathematics.
- To identify students who will participate, the following criteria will be utilized:
  - Students who experienced low engagement during the spring closure
  - Students who have demonstrated learning gaps
  - Students who receive ESOL and/or special education services
  - Students who are homeless or migrant

#### **4. Equity & Family Needs - Mr. Generette**

Mr. Generette addressed the Board regarding Equity & Family Needs, as follows:

- Develop a response team to work with family needs at each school.
- Identify students that may need assistance within the home environment.
- Identify and monitor McKinney-Vento students to ensure that they have access to resources and that liaisons continue to serve homeless student.
- Address discrimination, biases, and student conduct.
- Improve digital access and connectivity.
- Consider alternative means if digital access is unavailable to students/families.
- Provide resources and materials to those students identified as needing assistance (school supplies, clothes, food, etc).
- Provide cultural response and outreach by ensuring awareness of the diversity among families.
- Maintain nutritional services.
- Assess and support student and staff social emotional needs.
- Establish effective methods of communication with students/families.



- Address potential barriers by providing information in various languages.
- Ensure communications appropriate to students and families with disabilities, including assistance for the visually and hearing impaired.
- Provide methods of feedback from stakeholders.
- Offer support sessions for families.
- Identify and share community resources to help meet the needs of students and families.

## **5. Social-Emotional Health - Mr. Porter**

Mr. Porter addressed the Board regarding Social-Emotional Health, as follows:

Meeting the social-emotional and mental health needs of students, families and staff upon our return to school will be critical to re-engaging students, supporting adults, building relationships, and creating a foundation for academic learning.

### Preparation and Training

- Training will be provided for school crisis response teams and staff.
  - School crisis response teams will review current HCS crisis response protocols and determine how those protocols might support assessing and addressing social-emotional health issues of students related to Covid-19.
  - Principals and guidance counselors will participate in Starr Commonwealth's *Trauma Informed Resilient Schools Training* in July.
  - School teams will participate in Starr Commonwealth's *Trauma and Resilience Virtual Conference* scheduled for July 20-22.
  - School leadership teams will provide training in August to prepare staffs in assessing and responding to the social-emotional health needs of students and families.

### Reconnecting with Staff, Students, and Families

- Early reconnections with staff, students, and families will be paramount in responding to questions about our return to school, and informally assessing social, emotional, and mental health needs.
  - Administrative teams will communicate with all staff members in July.

- Teachers will communicate with individual students/families in August.
- Administrators, school crisis response teams, and teachers will work together to respond to student and family needs as identified through early contacts.

#### School Crisis Response Teams

- School crisis response teams will determine appropriate response actions which may include, but are not limited to:
  - Risk assessments
  - MTSS/Rtl referrals
  - Guidance referrals
  - RBHS referrals
  - Mental health referrals
  - Additional resources/support as needed

#### Social Emotional Learning (SEL) Opportunities K-12

- Creating learning environments (whether virtual or face-to-face) where all students and adults feel a sense of belonging, heal, and thrive will be paramount as we begin the new school year.
  - All schools will provide social emotional learning opportunities for students.
  - All schools will identify an SEL planning and implementation team.
  - Training will be provided for all staff members.
  - Teachers and school counselors will provide social emotional learning opportunities for all students K-12.
  - SEL will be reinforced by guidance counselors via whole class, group, and/or individual sessions.
  - SEL will be reinforced by RBHS and mental health counselors via small group and/or individual sessions.
  - Parents will be provided with information regarding K12 social emotional learning implementation.

Mr. Porter then addressed the HCS employee resources provided on the district's website Employee Assistance Programs page.

3. **BUSINESS**

a. **2020-2021 School Calendar - Mr. Richardson**

A motion was made to approve the HCS Calendar with all a school start date of September 8, 2020.

**Moved By:** Mr. James

**Seconded By:** Mr. Freeman

**Board Action: Carried Unanimously**

4. **ADJOURNMENT**

The meeting was adjourned at 10:22PM.

**Moved By:** Mr. Hardwick

**Seconded By:** Ms. Smith

The Board Chair did not cast a vote on this item.

**Board Action: Carried Unanimously**

Respectfully submitted,



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Heidi Oates

Executive Assistant to the Superintendent and Horry County Board of Education

APPROVED: August 4, 2020