

**HORRY COUNTY BOARD OF EDUCATION**

**MINUTES**

**BOARD WORK SESSION**

**September 14, 2020**

**District Office**

**335 Four 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

W. Russell Freeman

**Horry County Schools Staff**

Velna Allen, Mary J. Anderson, David Beaty, Daryl Brown,  
Joe Burch, Edi Cox, Candace Lane, Rick Maxey, Boone  
Myrick, Heidi Oates, Mark Porter, Lucas Richardson, April  
Scott, Kristin Wilson

**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 - September 14, 2020 - 6:00 PM - CALL TO ORDER**

Chairman Richardson called the meeting to order at 6:00PM.

**a. Invocation, Pledge of Allegiance**

Mr. James offered the invocation and led the Pledge of Allegiance.

**b. Approval of Agenda**

A motion was made to approve the September 14, 2020, agenda as presented.

**Moved By:** Mr. Hardwick

**Seconded By:** Mr. James

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

**Board Action: Carried Unanimously**

**c. Approval of Minutes**

**1. August 17, 2020**

A motion was made to approve the August 17, 2020, minutes as presented.

**Moved By:** Mr. Winters

**Seconded By:** Mr. Cox

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

**Board Action: Carried Unanimously**

**2. DISCUSSION**

**a. Policy Committee Report - Mr. Winters**

The Policy Committee met earlier today with the purpose to review all items discussed to date in the Policy Committee. These items were reviewed for revision or forwarded on to the Board. The only item brought up for revision during this meeting was to remove item 3 from OE-9. This item is regarding recording Executive Session when it involves discussion of real property matters. The Policy Committee completed R1-R5 with the revision being made to the appendix of the documents with the request that the District Office bring that date forward to a more current date than 2015. Mr. Winters stated the Committee would like to forward the revisions of the Board Governance the Board for a vote during the next Board Meeting.

**b. Monitoring Report: OE-3 Treatment of Stakeholders - Mr. Generette**

Referencing the detailed OE-3 report presented to the board, Mr. Generette briefly explained the means by which the superintendent engages with stakeholders including community members, parents, staff, and students. Typically, there are cabinets set up to meet, as long as safety precautions are in place, those meetings will be allowed.

**c. Proclamation of Constitution Week: September 17-23, 2020 - Mr. Generette**

Ms. Linda Knight, Ms. Sheila Langston, and Ms. Barbara Malloy from the Daughters of the American Revolution (DAR) were in attendance. Mr. Generette acknowledged the Theodosia Burr Chapter from the DAR in the audience. The DAR is requesting that the Board consider the issuance of a Proclamation recognizing the week of September 17-23, 2020, as Constitution Week in Horry County Schools.

**d. Phase 2 Tennis/Track Funding - Mr. Brown/Mr. Burch**

Mr. Burch addressed the Board regarding Phase 2 Tennis/Track funding. FQ (#1819-20JR) was issued on November 27, 2018, for Track & Field and Tennis Court Design Professional for Athletic Facility Repairs/Renovations/Reconstruction at all nine high school locations. Qualifications were received on December 20, 2018, reviewed by Procurement and then forwarded to the evaluation committee on January 4, 2019. The committee evaluated and ranked the firms on January 11, 2019, based on the criteria set forth in the solicitation. Those firms then participated in interviews before the committee on January 18, 2019. CHA Design/Construction Solutions (CHA) was ranked the highest Offeror by the committee. On February 18, 2019, the Board authorized staff to enter fee negotiations with CHA. On April 29, 2019, the Board authorized staff to enter into contract with CHA, and funding for design and construction of Option 1 of Phase I (crack seal and resurface tennis courts at four high schools) was approved by the Facilities Committee on September 23, 2019. On November 19, 2019, the Facilities Committee approved the use of Sustainment Funds for the CHA Phase I work design fees. On January 13, 2020, the Board authorized funding for the Phase 1 project in the amount \$4,429,000. Phase 1 work is currently underway. Mr. Burch is seeking approval for funding for design and construction services for Phase 2 of the Track & Field and Tennis Court Repairs, Renovations, and Reconstruction project as stated below.

**Estimated Cost: \$3,309,280 - Building Mod Residual Funds**

**e. COVID-19 Parent Notification Process - Ms. Allen**

Ms. Allen addressed the Board regarding the COVID-19 Parent Notification process. Ms. Allen provided a slide show that included a flow chart for Parent Notification.

Ms. Allen shared that after HCS has been notified of a new positive case of COVID-19 affecting students and/or staff, HCS will follow one of the scenarios: Scenario 1: The parents/guardians of any student who has been a “close contact” of the infected individual (defined by SCDHEC as having been within 6 feet for 15 minutes or more) will be notified by the school via phone call, by email, and by SCDHEC letter that their student is subject to state-mandated quarantine procedures, and informed about how long their student must stay home. Scenario 2: The parents/guardians of any student who shares a classroom or was in a group setting with an infected individual will be notified by the school via email and by SCDHEC letter. Students who shared a classroom or was in a group setting but who did not meet the definition of “close contact” are not required to stay home.

SCDHEC releases a bi-weekly report (Tuesdays and Fridays) which include the number of positive cases by each school in Horry County. The data are reported in two ways: a cumulative list and a 30-day list. Both data will be reported on the

school level, differentiate between students and staff, and will be suppressed to prevent potential identification of individuals who have the disease due to HIPPA regulations. HCS will maintain the privacy rights of our parents, students, and staff impacted by COVID-19 or any other health-related conditions. A link to this report is available on all school websites under HCS Announcements.

**f. Superintendent's Report - Dr. Maxey**

**1. Opening of Schools**

Dr. Maxey shared that the opening of schools was a very successful week with the adaptations in dealing with Covid-19. Currently, the disease activity spread is at medium level. Dr. Maxey shared that next week, the brick-and-mortar students will continue on the Hybrid schedule. Dr. Maxey then shared that typically by the third week in August, there is fluctuation in the numbers of students enrolled but that we wait until after Labor Day to make staffing changes. However, this year we began school after Labor Day. At this time, we are confident we have space in the brick-and-mortar schools, thus allowing HCS to open a transfer window for students in virtual to have an opportunity to transfer back into their school based upon their residential address. Dr. Maxey remarked HCS wanted to give parents the opportunity to transfer, they can do so via the PowerSchool Parent Portal. This information will be sent via email to parents on Wednesday, September 16, 2020, with the window remaining open until midnight on Sunday, September 20, 2020. Directions will be given to parents that students will remain in HCS Virtual until they have received notification that space is available to accommodate their student. Dr. Maxey shared it could be up to a week based on the number of students wanting to transfer. Dr. Maxey also stated that it was important that parents not go to the school and to wait for contact from HCS. Dr. Maxey reiterated that current contact information in PowerSchool is important to make sure that HCS can contact you promptly. Dr. Maxey shared the opportunity to go from brick-and-mortar to virtual will be available as well with student names going on a list to be contacted at a later date.

Dr. Maxey shared that there are 79 school districts in South Carolina. Dr. Maxey remarked that if HCS Virtual was considered a district, it would be larger than 62 other districts. Dr. Maxey noted that it was a huge undertaking to schedule such a large number of students.

At this point, Ms. Myrick shared information on the HCS K-12 Virtual Program as follows:

- Virtual learning is asynchronous. Students will watch pre-recorded videos from their teachers and will participate in a variety of learning activities and assignments on their own schedules.
- Unlike a brick-and-mortar school, there are no set hours/schedules for the virtual program allowing students the flexibility to set their own schedules.
- Weekly live or virtual check-ins with the teacher are required.
- K-12 HCS Virtual courses allow some flexibility in pace, but students must maintain a set pace in every course by working each day according to their course pacing guides.
- Parents will be able to access information about the amount of time students are on task, assignments completed, missing assignments, grades, and course average.
- During the first week, teachers assigned to K-12 HCS Virtual worked to contact students and their parents via email, live meetings, and/or phone.
- The goal was to ensure all students would be able to sign in by Monday, September 14.
- Schools and the district continue to work through a small percentage of scheduling corrections that will be finalized early this week.
- During the second week, virtual English and math teachers will be scheduling and administering required state assessments virtually for students in grades 3-9.
- Virtual program students in other content area courses will continue to complete their work as assigned by their teachers.
- Virtual teachers will set office hours and offer live meetings throughout each course.

Ms. Myrick then shared the following regarding the Hybrid Instructional Model:

- Students are attending in-school face-to-face classes on assigned days and engage in distance learning on other days.
- For distance learning, teachers provide assignments through a Google Classroom (3-9) and SeeSaw (CD-2) and communicate through digital tools.
- Teachers will schedule office hours to provide support and assistance for students.

Information regarding Virtual Attendance was shared as follows:

- Virtual attendance is determined by whether or not a student submits work or participates in assigned activities in accordance with the classroom teacher's written requirements.
- Students who submit assignments or participate in assigned learning experiences by the deadline established by the classroom teacher should be considered present.
- Students who fail to submit assignments or participate in assigned learning experiences by the deadline established by the classroom teacher should be considered absent.

Information regarding Distance-Learning Attendance was shared as follows:

- For distance learning days, students who submit assignments or participate in assigned learning experiences by the deadline established by the classroom teacher should be considered present.
- Students who fail to submit assignments or participate in assigned learning experiences by the deadline established by the classroom teacher should be considered absent.

Ms. Allen informed the Board about the HCS Virtual Program scheduling process. Ms. Allen shared the following:

- Group A - 14,336 students (Monday and Tuesday)
- Group B - 14,302 students (Wednesday and Thursday)
- Group E - 14,001 students (Virtual Program Students)
- Group G - 1,746 students (Monday-Thursday)

Ms. Allen then shared the scheduling process for the HCS Virtual Program as follows:

- Students registered at the base school.
- Students applied to attend the K-12 HCS Virtual Program.
- Created the sections in the K-12 HCS Virtual Program to meet the needs of students.
- Assigned teachers to the sections of the HCS Virtual Program.
- Considered the needs of the students before assigning classes.
- Created an HCS Virtual Program schedule for the student.

- Dropped the base school student's schedule.
- HCS coordinated the upload of sections, students, and teachers with our content Virtual Management System.

Dr. Maxey shared that the bottom line as educators we are here to serve students. We have students that have needs and HCS is morally and ethically obligated to make those changes and support the students any way possible.

## **2. Technology: Device Distribution and Wifi Hotspots**

Ms. Allen addressed the Board and shared information regarding the Device Distribution and Wifi Hotspots. Approximately 900 parents reached out to HCS regarding Hotspots. Today, September 14, 2020, was the first day of distribution. Just prior to the meeting, 58 devices had been distributed.

## **3. Athletics Update**

Ms. Allen addressed the Board with an update on HCS athletic programs. Ms. Allen noted that athletics are in full swing. HCS is not limiting events to only two teams; however, HCS is following the SCHSL guidelines. According to SCHSL, each athletic director has determined the capacity of his athletic facilities, i.e. tennis courts, gyms, and stadiums. There are restrictions on the number of spectators who can attend. Ms. Allen shared that schools have the opportunity to use an online ticketing program so fans do not have to stand in line, exchange money, etc. Ms. Allen shared that tennis, volleyball, golf, and cross-country began competitions this past weekend. Additionally, some of our football teams participated in scrimmages this past week and over the weekend. Ms. Allen shared that according to the SCHSL, we are not going to have open season for winter sports. Winter sports are closed until November 2nd. Ms. Allen shared her concerns regarding locations for HCS swimmers. Ms. Allen noted that pools in our area are not allowing use of their facilities. Ms. Allen shared HCS is looking at Charleston and Sumter for events to participate in.

## **3. ADJOURN BOARD WORK SESSION AND CONVENE SPECIAL-CALLED MEETING**

A motion was made to adjourn the Board Work Session and Convene a Special-Called Meeting.

**Moved By:** Mr. Poston

**Seconded By:** Mr. Freeman

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

**Board Action: Carried Unanimously**

4. **EXECUTIVE SESSION**

a. **Receipt of Legal Advice Concerning a Contractual Matter**

A motion was made to move into Executive Session at 7:27PM.

It should be noted that Mr. Richardson recused himself from the Executive Session. A recusal form was submitted to the Board Secretary.

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

**Moved By:** Mr. Cox

**Seconded By:** Mr. James

**Board Action: Carried Unanimously**

5. **BUSINESS**

A motion was made to move into the Business portion of the Board Work Session at 8:03PM. Mr. Poston noted no action coming forward from the Executive Session.

**Moved By:** Mr. Cox

**Seconded By:** Mr. James

**Board Action: Carried Unanimously**

a. **Proclamation of Constitution Week: September 17-23, 2020 - Mr. Generette**

A motion was made by Mr. Freeman and seconded by Mr. Hardwick to set aside the week of September 17-23, 2020, as Constitution Week in Horry County Schools. Mr. Poston read the Proclamation aloud for the Board members and the audience. HCS presented a signed, framed copy to Ms. Knight of the Theodosia Burr Chapter of the NSDAR.

**Moved By:** Mr. Freeman

**Seconded By:** Mr. Hardwick

**Board Action: Carried Unanimously**

b. **Advisory Board Appointments - Board Members**

A motion was made by Ms. Allen to appoint/reappoint the following Advisory Member to the Aynor Advisory Board:

Randy Hilburn - 1 Year Term - 1st Term Appointment

**Moved By:** Ms. Allen

**Seconded By:** Mr. James

**Board Action: Carried Unanimously**



A motion was made by Ms. Graham to appoint/reappoint the following Advisory Members to the Conway Advisory Board:

Niki Batson - 2-Year Term - 3rd Term Appointment

Keith Collins - 2-Year Term - 4th Term Appointment

Kamal Fraser - 2-Year Term - 2nd Term Appointment

Nina Keith - 2-Year Term - 3rd Term Appointment

Sukena Wiley - 2-Year Term - 3rd Term Appointment

Bernita Platt – 2-Year Term – 4<sup>th</sup> Term Appointment

**Moved By:** Ms. Graham

**Seconded By:** Mr. Hardwick

**Board Action: Carried Unanimously**

A motion was made by Mr. Hardwick to appoint/reappoint the following Advisory Board Members to the Loris Advisory Board:

Leanne Todd - 2-Year Term - 1st Term Appointment

Kevin Gause - 2-Year Term - 3rd Term Appointment

Ezizze Davis Foxworth - 2-Year Term - 4th Term Appointment

Tremelia Gore - 2-Year Term - 1st Term Appointment

Travis Jackson - 1-Year Term - 1st Term Appointment

**Moved By:** Mr. Hardwick

**Seconded By:** Mr. James

**Board Action: Carried Unanimously**

A motion was made by Ms. Morreale to replace Joseph Sandfur with AnnerRenee Lane to the St. James Advisory Board.

AnnerRenee Lane – 2-Year Term – 1<sup>st</sup> Term Appointment

**Moved By:** Ms. Morreale

**Seconded By:** Mr. Cox

**Board Action: Carried Unanimously**

## 6. **CONSENT**

A motion was made to approve the Consent Agenda items as presented.

### a. **Personnel Recommendations**

**b. Home School Applications**

**Moved By:** Mr. Winters

**Seconded By:** Mr. Cox

A motion was made to approve the Consent Agenda as presented. The Board Chair did not cast a vote on this item.

**Board Action: Carried Unanimously**

**7. ADJOURNMENT**

A motion was made to adjourn the meeting at 8:12PM

**Moved By:** Mr. James

**Seconded By:** Ms. Allen

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

**Board Action: Carried Unanimously**

**a. Upcoming Meetings:**

- 1. Facilities Committee Meeting, September 28, 2020, District Office**
- 2. Board Meeting, September 28, 2020, District Office**

Respectfully submitted,



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Heidi Oates

Executive Assistant to the Superintendent and Horry County Board of Education

APPROVED: September 28, 2020