

# **HORRY COUNTY BOARD OF EDUCATION**

## **MINUTES**

### **BOARD WORK SESSION**

**April 6, 2020  
Virtual Meeting  
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  
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 - April 6, 2020 - 6:00 P.M. - CALL TO ORDER**

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

##### **a. Invocation, Pledge of Allegiance - Mr. Poston**

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

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

A motion was made to approve the April 6, 2020, agenda as presented.

**Moved By:** Mr. Winters

**Seconded By:** Mr. James

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

**Board Action: Carried Unanimously**

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

Prior to the approval of the minutes, Mrs. Smith recused herself from the vote due to her absence at both meetings.

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

**1. March 9, 2020**

A motion was made to approve the March 9, 2020, minutes as presented.

**Moved By:** Mr. Winters

**Seconded By:** Mr. Hardwick

**Board Action: Carried Unanimously**

**2. March 15, 2020**

A motion was made to approve the March 15, 2020, minutes as presented.

**Moved By:** Mr. James

**Seconded By:** Mr. Freeman

**Board Action: Carried Unanimously**

**2. DISCUSSION**

**a. Taxable Advance Refunding Opportunity - Mr. Gardner**

Mr. Gardner shared that at the March 9, 2020, Finance Committee Meeting, Brian Nurick identified the 2012 series as a potential candidate for a taxable refund opportunity. He estimated that the District could experience over \$2.8 million in net savings or an 8.55% net present value savings as a result of the transaction. The Burr Forman law firm has prepared the Resolution for the Issuance of Bonds in an amount not to exceed \$36 million for the review and approval by the Board of Education. Dependent on the financial markets, the District would pursue any refunding opportunity in which a net present value savings of five percent or greater would be realized. It is recommended that the taxable advance refunding of debt not to exceed \$36 million be approved by the Board contingent on the realization of a net present value savings of five percent or greater. Mr. Gardner assured the Board that HCS would not pursue this until the savings were five percent or greater.

**b. Consider Approval of 2020-2021 Certified Personnel Employment Contracts - Ms. Anderson**

Ms. Anderson noted the District is required by law to notify all certificated personnel, excluding the Superintendent or other multi-year contract employees,

of their contract status by May 1 of each year. Due to the COVID-19 pandemic, HCS is focusing on delivering 2020-2021 employment contracts first to certificated personnel, meaning those individuals who hold a valid and current teaching certificate. The Administration is requesting that the Board move to approve the issuance of 2020-2021 Certificated Personnel Employment Contracts. It should be noted that Ms. Allen, Mr. Cox, Mr. James, and Mr. Poston recused themselves from voting specifically on family members but will vote on the remainder of the contract recommendations. Recusal forms have been submitted with specific family members identified.

**c. Building Leadership Capacity - Principal Specialists - Dr. Maxey**

Dr. Maxey shared with the Board that the intent of this request is to ensure continuity in District executive leadership through the creation of leadership capacity within the Learning Services and Student Services divisions. In order to ensure that HCS be able to advance its mission effectively and efficiently as a dynamic, progressive educational organization, Dr. Maxey requested that the Board authorize the utilization of Unassigned General Fund - Fund Balance in the amount of \$330,000 to hire two principal specialists pending the approval of the 2020-21 budget. Specifically, Dr. Maxey would like to look at creating these two Principal Specialist positions, one for Learning Services and one for Student Services, so that those individuals could learn the operations of those separate divisions and potentially be considered for the leadership positions in these areas in the future.

**d. Consider Approval to Issue 2020-2021 Contracts to ESOL Teachers Utilizing Fund Balance - Ms. Anderson and Ms. Myrick**

Ms. Anderson addressed the Board noting the State recommends an ESOL teacher to student ratio of one teacher for every sixty identified students. The administration proposes to add eight ESOL teachers for the 2020-21 school year toward meeting the 1:60 ratio. Historically, posting and hiring highly qualified teachers for the ESOL positions after the budget is approved for the upcoming fiscal year has proven to be a challenge. As a result, ESOL teaching positions are often left vacant due to the limited pool of qualified applicants. Last year, the Board was gracious in allowing us to use the Unassigned General Fund to post these positions before the approval of the 2021 budget. The Administration requests that same consideration and that the Board authorize the utilization of Unassigned General Fund - Fund Balance in the amount of \$684,360 to post and hire eight ESOL teaching positions pending the approval of the 2020-21 budget.

**e. Consider Approval to Issue 2020-2021 Contracts to Special Education Teacher, Related Service, and Support Staff Positions Utilizing Fund Balance - Ms. Anderson and Ms. Myrick**

Ms. Anderson noted this request was similar in nature to the prior request in terms of utilizing fund balance to issue 2020-2021 contracts, pending the approval of the 2020-21 budget.

At the February 3, 2020, Board Work Session, the following requests were shared to address the required programmatic needs due to growth of students with disabilities:

**Special Education Teachers** – Four (4) special education teachers for students with moderate and severe disabilities are needed due to growth and matriculation of students across levels. In order to ensure class size remains under the South Carolina defined minimum program and to ensure the District is serving students within their school of residence, additional teachers are needed at the following schools: Ocean Bay Middle School, Black Water Middle School, Carolina Forest Elementary School, and Pee Dee Elementary School.

Two (2) early childhood special education teachers are needed due to growth in the number of preschool-age children identified as needing special education services. Based on current numbers and projections for the 2020-21 school year, the current teacher caseloads will be above the South Carolina defined-minimum program without additional allocations at the following schools: Pee Dee Elementary School and South Conway Elementary School.

One (1) special education teacher for students with emotional disabilities is needed due to growth in the Conway attendance area. In order to ensure class size remains under the South Carolina defined minimum program, an additional special education teacher is needed at Homewood Elementary School.

Five (5) special education teachers for students with disabilities are needed due to growth in the special education population in several schools. In order to ensure class/caseload size remains under the South Carolina defined minimum program, additional teachers are needed at the following schools: North Myrtle Beach High School (2), Socastee Middle School, Myrtle Beach Elementary School, and Myrtle Beach Primary School.

**Behavior Coach for Autism** – Two (2) behavior coaches for autism are requested for the 2020-21 school year due to growth in the number of students identified with autism spectrum disorders. Although there is no caseload maximum size regarding behavior coaches, current caseload sizes for the District's behavior coaches continue to significantly increase. In order to maintain appropriate service provision and support for students with autism spectrum disorders, these growth positions are needed.

**Speech Therapist** – One (1) speech therapist is requested for the 2020-21 school year. The number of preschool students needing speech services within itinerant service locations has significantly increased over the last three years, increasing from 55 students in the 2017-18 school year to 82 students as of

January 2020. In order to ensure the caseload for our speech therapists remains under the South Carolina defined minimum program and ensure maximum Medicaid billing and reimbursement for these services, an additional speech therapist is needed to serve the District's preschool students receiving itinerant speech services.

Ms. Anderson is requesting the Board authorize the utilization of Unassigned General Fund - Fund Balance in the amount of \$1.3 million to post and hire highly qualified teachers for twelve special education teaching positions, two behavioral coach positions for autism, and one speech therapist position that are requested in the 2020-21 budget.

Ms. Anderson indicated this request is not an additional request but simply to allow the use of the Unassigned Fund to go ahead and post these positions before the applicant pool diminishes.

**f. Monitoring Report: OE-9 Communication with the Public - Mr. Generette**

Monitoring Report OE-9 was presented. Horry County Schools, through the Office of Communications, seeks to inform and involve both internal and external audiences by utilizing a variety of communication strategies and delivery platforms to promote awareness and enhance support for our collective goal of preparing students for college and career success.

Horry County Schools will work to ensure that the public is informed about the progress and performance of the District, and our schools and will uphold high expectations for fostering a culture of transparency and meaningful public engagement.

**g. Consider Approval of Contracts by the Superintendent during the Mandated School Closure - Ms. Anderson**

Ms. Anderson presented to the Board the request for consideration to allow employment contracts to be issued by the Superintendent during the mandated school closure to qualified candidates. Historically, to ensure the continuity of operations for Human Resources to proceed with hiring employees over the summer months during periods that the Board does not meet, the Board has granted the Superintendent the authority to issue contracts to employees with the Board ratifying these contracts at a later date. Given the uncertainty of the impact that the COVID-19 virus may have on HCS operations, this request is being submitted as a proactive measure. Ms. Anderson noted with the availability of virtual meetings, this item may be considered a non-issue; however, in the event of an emergency where the Board would not be able to meet virtually, this would give HCS the ability to continue to hire those people and thus require this recommendation.

**h. Textbook Adoption - Ms. Myrick**

Ms. Myrick shared information regarding textbook adoption. The Instructional Materials Division of the State Department of Education anticipates allocations to fund fully the subject areas up for adoption in the 2020-2021 school year. Selected materials will be placed in schools beginning August 2020. All materials for this adoption went through the state public review process prior to consideration. The district adoption committees were comprised of teachers, administrators, ESOL teachers, and parents. School-level representatives were instructed to vote based on input from all appropriate teachers in their schools. Based on the recommendations of the District adoption committees, the following instructional materials have been selected for use beginning August 2020:

### **Middle School**

#### **Social Studies**

**7<sup>th</sup> Grade Social Studies:** myWorld Interactive World Geography (South Carolina), 1st Edition, Pearson K12 Learning LLC

#### **Mathematics**

**6<sup>th</sup>- 8<sup>th</sup> Grade Math:** South Carolina Ready Classroom Mathematics, 3rd Edition, Curriculum Associates, Inc.

**6<sup>th</sup> Grade Accelerated Math, 6<sup>th</sup>-7<sup>th</sup> Grade Honors Mathematics:**

HMH 2020 South Carolina Into Math, Advanced 1-2, Houghton Mifflin Harcourt

HMH 2020 South Carolina Into Math, Advanced Accelerated, Houghton Mifflin Harcourt

### **Elementary School**

#### **Social Studies**

**Grade 3 (World Geography):** Geography Studies Weekly-World Regions, 1st Edition, Pearson K12 Learning LLC

**Grade 4–5 (Parts I and II: SC Studies):** South Carolina myWorld Interactive Activity Pack, Grade 4, 1st Edition, Pearson K-12 Learning LLC; South Carolina myWorld Interactive Activity Pack, Grade 5, 1st Edition, Pearson K-12 Learning LLC

#### **Mathematics**

**K-5 Mathematics:** Everyday Mathematics 4, McGraw-Hill School Education, LLC

#### **i. Superintendent's Report - Dr. Maxey**

Dr. Maxey shared his appreciation for everything our school staff members have done in the last few weeks following our emergency meeting on Sunday, March

15th, 2020. Dr. Maxey noted it is incredible to see the action of everyone's teamwork. People have pulled together to provide our children with lunch and breakfast, distribute digital devices, distribute pencil and paperwork for our younger students, and to put together an e-learning platform in a very short period of time. Following Dr. Maxey's report, each Chief Officer will give a status report that will bring everyone up to date from March 15th.

Dr. Maxey noted that he and other superintendents in South Carolina have been in contact each week with our State Department of Education and with State Superintendent Molly Spearman. Dr. Maxey noted that Governor Henry McMaster closed schools through April 30, 2020, and there are some implications there, but one of the things Dr. Maxey set out first is that HCS will observe spring break in Horry County beginning Friday April 10 through Friday, April 17, 2020. Dr. Maxey then addressed what HCS can do for seniors. Dr. Maxey remarked it was a commitment on our part to do whatever we can to celebrate their accomplishments and to hold graduation and senior ceremonies if we can. Dr. Maxey stated he sent out a statement on Friday, April 3, 2020, and he shared the following from that statement:

*While we cannot predict when the Governor will lift the current restrictions on large gatherings, we will continue to explore options for celebrating the Class of 2020.*

*Due to restrictions preventing the gathering of large groups of people, graduation and senior ceremonies may not be feasible this year. However, we may have the opportunity to schedule ceremonies at an undetermined time in the future or maybe even schedule virtual ceremonies. For now, all we can say is that we will release details regarding ceremonies once we learn more.*

*In the next few weeks, your high school principal will announce dates and times to allow you to pick up graduation announcements/supplies in a safe manner that is in accordance with the restrictions placed upon the public by the Governor's Office. Please monitor your school's website, social media, as well as your email for this upcoming information.*

Dr. Maxey recognized how important graduation ceremonies are to our children and once we have more information, we will do all we can to honor their accomplishments. Another important event that happens in springtime is the formal or Junior/Senior prom. Two HCS secondary programs have already had their proms, but other schools had them scheduled for April. With school being closed through April 30, 2020, those events have been cancelled. The principals have shared they are hopeful, and he is too, that they can be held at a later date but all of that falls into the realm of the unknown.

Dr. Maxey shared the Communications Department has created a COVID-19 information page on the HCS website and suggested that all parents utilize that page as it is updated on a regular basis with new information.

Upon conclusion of his report, Dr. Maxey thanked our HCS staff and District staff for working together to make education possible.

**1. Operational Status Reports in Response to COVID-19**

**1. Student Services - Ms. Allen**

Ms. Allen shared an operational status update for Student Services as follows:

**Technology**

- Monitors emails and phone messages to ensure continual great customer service.
- Continual monitoring our systems to ensure network security.
- With the assistance of our technicians, our schools have issued the following devices since March 18th:

Elementary: 5175 iPads (as of March 20th); Total: 5676

Middle School: 5349 Chromebooks (as of March 20th);  
Total: 5,480

High School: 963 laptops (as of March 20th); Total: 1147 (Note: The majority of our high school students were already taking a device home.)

- Our technicians continue to assist schools with device issuance, breakage, and repairs.
- Maintained the technology help desk through phone calls and email concerns.
- Our technology help desk has answered 575 calls and 206 emails since March 23rd. These contacts are from parents, students, and employees.

**Guidance and RBHS (Rehabilitative Behavior Health Services)**

- RBHS and Guidance counselors continue to provide services through online and phone conferences.
- High School guidance counselors are continuing with IGPs, providing scholarship information, and assisting with college applications and transcript requests.
- Middle School guidance counselors are conducting IGPs and 8th grade virtual transitional meetings.



- Elementary school guidance counselors are conducting one-on-one conferences with 4th and 5th graders and classroom guidance with our younger students.

### **Health Services**

- Our Director of Health Services continues to communicate and collaborate with local DHEC, hospitals, and employees.
- Our nurses are providing daily wellness checks for cafeteria workers and bus drivers at our meal preparation locations. They are also in the process of inventorying our supplies.

### **Student Affairs**

- Monitors new student enrollment emails and applications. As of today (4/6/20), we have enrolled 17 new or returning students.
- Monitors new 2020-21 student transfer requests. The transfer window opened as scheduled on April 1st.
- Ms. Allen and her department are working with Ms. Myrick and her department to devise a plan for new student registration for CD and Kindergarten for new students to our District.

### **Athletics**

- Contrary to what you may have seen in social media, there is nothing going on in athletics.

Ms. Allen concluded her report with expressing how proud she is to work for HCS and how everyone has stepped in and made it work.

## **2. Human Resources - Ms. Anderson**

Ms. Anderson shared an operational status update for Human Resources as follows:

- Emails are being monitored, and employee questions are answered individually. Employees frequently ask if they will continue to be paid. All employees with a contract or statement of employment for the 2019-20 school year will continue to be paid during the school closure. If an employee does not have a contract or statement of employment, then the employee is a temporary employee. Temporary employees will not be paid by HCS during the school closure.

- Normal leave procedures are being followed for situations not related to COVID-19.
- The Families First Coronavirus Response Act (FFCRA) went into effect on April 1, 2020, and will expire on December 31, 2020. The Act provides leave provisions for sick leave in light of COVID-19 for employees of all public employers and for private employers with fewer than 500 employees. A flyer explaining FFCRA has been posted in the COVID-19 updates as well as on the HR webpage.

In summary, the Act has two provisions to provide emergency leave to employees:

1. the Emergency Paid Sick Leave Act (EPSLA); and
2. the Emergency Family and Medical Leave Expansion Act (EFMLEA)

#### EPSLA

- Applies to all employees regardless of tenure or status as Full-Time Employee (FTE) or Part-Time Employee (PTE) with local government employers (including school districts).
- Requires a COVID-19 reason for employee's absence.
- 80 hours of paid leave for FTEs or hours worked for 2 weeks for PTEs.

#### EFMLEA

- Applies to any FTE or PTE who has been on payroll for 30 days.
- Requires a COVID-19 reason for employee's absence.
- Up to 12 weeks paid EFMLEA leave, continued health insurance, and job security.

Unemployment requests from temporary employees are being received and processed. Due to the volume of requests, processing is slow. All agencies involved are working to complete requests as quickly as possible.

- Our team continues to work to fill vacancies for the 2020-21 school year. Hiring managers are conducting virtual interviews.

- Human Resources staff members are reporting to work on an as needed basis. Social distancing and CDC recommendations are observed when employees must come into the office.

### **3. Support Services - Mr. Brown**

Mr. Brown shared an operational status update for Support Services as follows:

#### **Building Services**

- Schools are cleaned after staff use on Mondays and Fridays.
- Kitchens of all schools being used to prepare meals have been treated with a proprietary disinfectant product that adds a protective coating which protects the surface from re-contamination for an extended time. It is also a “green product” that is safe for use in restaurant/food service environments.
- Auditoriums at MBHS, CFHS, CHS, SJHS, and SHS have also been treated based on their high public use.
- We received word on Friday that 40 cases of Clorox wipes will be delivered to the warehouse for distribution to schools as needed.
- Hospital-grade disinfectants are readily available at all schools which have EPA kill rates against Covid-19.
- Custodial staff continues to support the schools for daily gate openings and closing.

#### **Maintenance**

- We are continuing our routine filter changing regimen across the district to ensure we are properly filtering our indoor air as much as possible. (Vendor is utilizing enhanced sanitation and disinfection practices when entering and leaving our facilities.)
- We are also monitoring our HVAC room temperatures throughout the district to identify any problem areas. If issues are found, we are dispatching technicians to make repairs as may be needed to assure we are maintaining appropriate indoor air quality conditions.

## **Inventory**

Continue to facilitate deliveries of mail and packages to the warehouse and parts pickup, strictly adhering to all safe practice procedures.

## **Nutrition Services**

- Meals available Monday – Friday at 13 pick-up locations and delivered to designated stops in every attendance area. We currently have buses delivering meals to over 115 stops across the district.
- To date we have distributed 104,387 meals
- SCDE was approved for a waiver from USDA that allows parents to pick up meals for students who cannot accompany them. Parents/guardian names must be recorded along with number of household children and their names.
- Nurses are onsite daily to screen staff by taking temperatures and monitoring conditions.
- All cafeteria staff have been put on rotating schedules to further follow the demands of social distancing.
- We have communicated with our staff to take extra precautionary measures with regards to hand washing, sanitizing equipment and tables, and enhanced glove use.
- Employees know to stay home if they feel symptomatic.

## **Transportation**

Staff continue to assist Nutrition Services with meal delivery services – this includes staffing, working on routes to best serve the students in need, and thoroughly cleaning every bus that is used.

## **Safety/Security**

Safety Security Officers are monitoring school campuses on a rotating basis to protect the school district from damage and civil liability as well as ensure compliance with Governor McMaster's executive orders.

## **4. Finance - Mr. Gardner**

Mr. Gardner shared an operational status update for Finance as follows:

### **Payroll and Benefit Services**

- Processed pay for 6,971 employees with a total gross pay of \$12,437,792.37 on the 3/31 payroll.
- All payments for vendors and taxes were processed on time without interruption. This includes payment to garnishment vendors for much needed child-support payments and employee retirement accounts.
- Staff are working on creating form packets and instructions for employees who need to complete retirement paperwork by June.
- Staff are monitoring the payroll inbox at payroll@horrycountyschools.net

### **Accounts Payable**

- Staff are working with the school bookkeepers to assist with the issuance of refund checks for cancelled field trips and events. We are also assisting School Nutrition Services regarding refunds for paid meals.
- 3,042 refund checks processed since March 16th for \$207,933.95
- 2,016 refund checks to be issued this week for \$119,986.30
- 571 invoices processed March 16th for \$5,669,850.46

### **Procurement Services**

- Schools are reviewing open PO's and submitting change order requests to cancel outstanding PO's where goods/services are not needed.
- Orders for necessary supplies continue to be delivered to the schools with a scheduled delivery time.
- Issued seven (7) addenda to current solicitations that revised the bid instructions which would allow for online web-based submission of sealed bids through an electronic bid submission URL. This was previously done by hand or mail, so this has proven to be good for us.
- Held two (2) bid openings (via Zoom) for the North Myrtle Beach Middle School (make-up air unit) MAU & duct replacement and the Myrtle Beach High School MAU replacement projects.

- Published four (4) new solicitations and worked with end users to develop multiple solicitations to be published within the next two (2) weeks.
- Currently have nine (9) open solicitations with five (5) scheduled bid openings this week (April 7, 8 and 9th)

### **Accounting/Budgetary Services**

- Monitoring the legislative budget process. Anticipate the passage of a continuing resolution from the State. A continuing resolution allows for non-disruption of governmental operations pending the approval of the 2020-21 budget.
- In discussions with other school districts regarding plans for their 2020-21 budget, several have indicated that they may issue a continuing resolution pending the approval of the State budget.
- We will continue with the development of the 2020-21 Superintendent's Comprehensive Budget with the understanding that the current \$3,000 teacher salary increase and/or employee STEP increases may need to be adjusted. We do not anticipate any major impact on property taxes next year but do expect that sales tax receipts will be impacted. As sales tax provides a large portion of State revenue, it would be reasonable to expect the State funding for education will be impacted. In addition, we will need to adjust our projections for our Educational Capital Improvement Sales Tax that was presented earlier this year.
- Monitoring the potential impact of the CARES (Coronavirus Aid, Relief, and Economic Security) Act. The State announced a preliminary estimate of \$216,000,000. These funds are expected to be allocated based on the Title I methodology (poverty). At present, we do not know exactly what HCS will receive but that information will be shared when available.

### **5. Communications - Mr. Generette**

Mr. Generette shared an operational status update for Communications as follows:

- Most of the information available to the public is on our website on the COVID-19 Information Update page.

- HCS Website is reviewed daily to ensure information, and updates are in prominent places that are user-friendly for staff, parents, students, and the general public.
- HCS Website, social media platforms, ParentLink, email, HCS mobile app, and HCS TV are being utilized to provide updates to parents, students, and staff.
- Generally, updates are provided at approximately 4:00 PM or shortly thereafter. The Communications Department works to make sure if there is any information that is useful for families as far as resources that we provide some information as far as links to those other resources that are available in the community or contact information to be able to reach out to those agencies.
- Messages left with the general voice mailbox are monitored on a daily basis. Messages are forwarded to the appropriate department supervisors or leads for responses.
- The Communications Department is constantly looking at information to make sure the most up-to-date information is being provided to stakeholders. If new information is received, the most pertinent information is brought to the forefront. That information is made available on our HCS website banners or disseminated to our high school, middle school, and elementary school websites. We also check our questions sent through social media as well. The Communications Department is planning on sharing information from the virtual world as well.

#### **6. Learning Services - Ms. Myrick**

Ms. Myrick shared an operational status update for Learning Services as follows:

##### **Curriculum and Instruction and Professional Development**

- Choice boards continue to be provided to schools for grades CD-2.
- Learning specialists are continuing to assist instructional coaches and teachers with designing online lessons and standards-based learning opportunities for students.
- Learning specialists are providing virtual support to instructional coaches and teachers with regard to eLearning planning and providing eLearning resources. All sessions are

optional and are available to provide ongoing support to teachers with eLearning. Sessions are being recorded and provided as a resource for anyone unable to attend virtually.

- HCS media specialists are teaching digital citizenship lessons, hosting virtual book clubs, and reading stories online. Our media centers provide virtual resources for students through databases, eBooks, and audiobooks.
- Executive directors are meeting virtually with principals on a regular basis.
- Principals are meeting virtually with their staff, as well as with individual groups, on a regular basis.
- Plans for being made to provide support for and assist with facilitating online AP Exam administration.

### **Instructional Technology**

- The Dear DIS YouTube Channel, with over 2,500 subscribers, delivers over 90 on-demand instructional help videos developed by district digital integration specialists for HCS teachers.
- Digital integration specialists are offering optional district-wide professional development sessions for teachers based on need and requests from teachers.
- Digital integration specialists continue to monitor and support students, parents and teachers through the eLearning email address. Parents and students are requesting help for a variety of tasks (i.e., submitting assignments electronically, how to login to digital content, password resets, help with Google Classroom, when to pick up a device at school, etc.)

### **ESOL**

- CD-2nd grade students have choice boards that include ESOL activities and supports.
- 3rd-5th grade ESOL teachers are co-teachers in the mainstream teachers' classrooms and collaborate with the mainstream teachers on lessons.
- 3rd-12th grade ESOL teachers are continuing ESOL instruction through Google Classroom. Google Docs are translated into different languages.



- Interpreting services are provided through Pacific Interpreters for communication with students and families.
- Teachers are communicating with students and parents via phone calls, text, email, Google Meet, Google Voice, Remind App, WhatsApp, etc. to support families and students.
- ESOL coaches are holding weekly virtual meetings for elementary, middle and high ESOL teachers.

### **Special Education**

- Choice boards designed for specific populations of students with disabilities continue to be provided. These populations include students receiving instruction/services in alternate assessment, speech therapy, occupational therapy, physical therapy, and occupational/credential programs.
- Special education coordinators, program specialists and behavioral specialists are assisting instructional coaches and teachers with designing online lessons and standards-based learning opportunities for students with disabilities.
- Special education teachers continue to serve as case managers/team leaders for their students. Team leaders are consulting with general education and related service providers to ensure that students are accessing instructional programming appropriately.
- Special education teachers continue to be in ongoing contact with students/parents to ensure they have access to the applicable choice board activities and, if not, they have problem solved options for accessing these instructional activities.
- Special education providers continue to provide ongoing contact with their students requiring accommodations or support beyond what is explained or available within the given assignment/choice board. In some instances, special education teachers have been providing accommodations or supports (e.g. phone/virtual oral administration) and/or working with general education teachers to adjust assignments so that they are accessible.
- Special education teachers are continuing to collaborate with outside agencies, such as Vocational Rehabilitation, in order to provide joint services to students.

- Behavioral specialists are collaborating with RBHS counselors to create behavior/social skills choice boards for students in PreK-12; conducting bi-weekly meetings with ED teachers in order to model mini-lessons, provide resources for social-emotional learning, provide curriculum examples and provide a forum for teachers to share ideas; assisting teachers in providing support to parents in regard to addressing problem behaviors in the home; and conducting student observations in the eLearning virtual environment when requested by a teacher or parent
- Behavioral coaches for students with autism are providing a “Troubleshooting Tool Kit” for teachers when working with students and parents and contacting parents to provide support for the school and students.
- Teachers of students who are deaf and hard of hearing and who are visually impaired are ensuring all students have appropriate accommodations to access learning; contacting parents and students to check for understanding of activities and completion of activities; and, collaborating with sign language interpreters and teachers to ensure access to learning with sign language live or use in recorded videos, as needed.
- School psychologists are continuing to complete evaluations, when possible; conduct meetings regarding evaluation planning, re-evaluation, and eligibility for special education and related services; and conduct student observations in the eLearning virtual environment when requested by a teacher or parent.

### **Connections with Students and Families**

- Principals and assistant principals are working with teachers to contact parents and students if the students have not been submitting assignments and checking in through Google Classroom or submitting hard copies of work. (Virtual Roll Call at the High School Level)
- Digital integration specialists have curated help tutorials on common ways to submit assignments to assist students and parents in submitting work electronically. There is also an option to ask questions via a helpline.
- Each school has developed a plan for hard copy drop-off of work on Fridays and technology support for students.

- HCSD ParentChild+ Program is continuing to maintain daily/weekly contact with families in lieu of home visits. Home educators meet virtually as a team to plan together in order to offer virtual home visit lessons and share resources and questions.

## **2019-20 Final Grading Guidance**

To accommodate the flexibility granted by the United States Department of Education, final grade calculations have been revised for South Carolina public schools. To give districts the ability to report grades sufficiently, the South Carolina Department of Education has offered guidance that reframes the structure of high school credit-bearing course work, both semester and year-long courses.

### **Primary Grading**

There will be no change in grading protocols for child development through second grade during fourth quarter.

### **Elementary Grading**

All assignments in grades 3-5 during fourth quarter will have equal weighting and will be averaged for a final fourth-quarter grade.

### **Middle School Grading**

#### **Year-long Courses**

The final grade will reflect work completed and mastery demonstrated during the first, second, third, and fourth quarters combined (with each quarter accounting for 25% of the final grade).

#### **Semester Courses**

The second-semester grade for exploratory courses will reflect work completed and mastery demonstrated during the third and fourth quarters combined (with each quarter accounting for 50% of the second-semester final grade). The second-semester final grade will be composed of all third-quarter and fourth-quarter grades. Final middle school report cards will show only one grade for second-semester courses.

All credit-bearing courses should follow the requirement of the Uniform Grading Policy (UGP) with numerical grades recorded.

### **High School Credit-Bearing Courses (For Seniors and Underclassmen)**

### **Semester Courses**

The second-semester grade will reflect work completed and mastery demonstrated during the third and fourth quarters combined (with each quarter accounting for 50% of the second-semester final grade) and will not include a final examination. The second-semester final grade will be composed of all third-quarter and fourth-quarter grades. Final high school report cards will show only one grade for second-semester courses.

### **Year-long Courses\***

The final grade will reflect work completed and mastery demonstrated during the first, second, third, and fourth quarters combined (with each quarter accounting for 25% of the final grade) and will not include a final examination.

All credit-bearing courses should follow the requirement of the Uniform Grading Policy (UGP) with numerical grades recorded.

Upon conclusion of Ms. Myrick's report, Dr. Maxey stated that what the leadership has demonstrated this afternoon is that the work is continuing within Horry County Schools to educate our children. We are accustomed to challenges, but we had to adapt to this virtual environment and we are committed to do that.

Dr. Maxey stated he would like to commend the District staff and the schools for everything that they have done to keep HCS moving forward.

### **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 at 8:17 P.M.

**Moved By:** Ms. Allen

**Seconded By:** Mr. Cox

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

**Board Action: Carried Unanimously**

### **4. EXECUTIVE SESSION**

#### **a. Consider Student Appeal**

A motion was made to move into Executive Session.

**Moved By:** Ms. Smith

**Seconded By:** Mr. James

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

**Board Action: Carried Unanimously**

## **5. BUSINESS**

A motion was made to enter the Business portion of the Board Work Session at 8:47 P.M. It should be noted no motions were made and no votes were taken during Executive Session.

**Moved By:** Mr. Poston

**Seconded By:** Ms. Allen

**Board Action: Carried Unanimously**

### **a. Consider Student Appeal**

Upon the Board of Education's review and consideration of the written record regarding the student's appeal of expulsion, Ms. Graham made a motion to modify the District Appeal Board's decision to be assigned to the HCEC until the end of the fourth quarter, June 3, 2020, of the 2019-2020 school year. There was no second. The motion failed.

**Moved By:** Ms. Graham

**Board Action: Failed**

Mr. James then made a second motion. Based upon the Board's review and consideration of the written record regarding the student's appeal of expulsion, Mr. James made a motion to uphold the District Appeal Board's decision to expel the student until the end of the fourth quarter, June 3, 2020, of the 2019-2020 school year.

**Moved By:** Mr. James

**Seconded By:** Ms. Todd

For (10): Mr. Poston, Mr. Hardwick, Mr. Cox, Ms. Morreale, Mr. James, Mr. Winters, Ms. Allen, Ms. Todd, Ms. Smith, and Mr. Freeman  
Against (1): Ms. Graham

**Board Action: Carried (10 to 1)**

### **b. Taxable Advance Refunding Opportunity - Mr. Gardner**

Mr. Gardner addressed the Board seeking authorization to approve the taxable advance refunding of debt not to exceed \$36 million be approved by the Board

contingent on the realization of a net present value savings of five percent or greater.

**Moved By:** Mr. Hardwick

**Seconded By:** Mr. James

**Board Action: Carried Unanimously**

**c. Consider Approval of 2020-2021 Certified Personnel Employment Contracts - Ms. Anderson**

Ms. Anderson addressed the Board seeking approval to issue 2020-2021 Certificated Personnel Employment Contracts. It should be noted that Mr. Poston, Mr. James, Mr. Cox, and Ms. Allen recused themselves from voting on the employee contracts of identified family members but voted on the remaining employee contracts. Ms. Anderson noted that certificated means those employees who hold a valid, current teaching certificate. 2020-2021 employment contracts for other personnel will be distributed by June 15, 2020.

**Moved By:** Ms. Smith

**Seconded By:** Ms. Graham

**Board Action: Carried Unanimously**

**d. Building Leadership Capacity - Principal Specialists - Dr. Maxey**

Dr. Maxey is seeking the Board's approval to add two principal specialists pending the approval of the 2020-2021 budget. These positions would utilize the Unassigned General Fund - Fund Balance in the amount of \$330,000.

**Moved By:** Mr. Hardwick

**Seconded By:** Mr. James

**Board Action: Carried Unanimously**

**e. Consider Approval to Issue 2020-2021 Contracts to ESOL Teachers Utilizing Fund Balance - Ms. Anderson**

Ms. Anderson addressed the Board seeking approval of the utilization of Unassigned General Fund - Fund Balance in the amount of \$684,360 to post and hire eight ESOL teaching positions pending the approval of the 2020-21 budget.

It should be noted that Ms. Smith inadvertently made a motion for the approval of Special Education positions, item 5, F. Ms. Smith made a motion to rescind that motion. That motion to rescind was seconded by Ms. Allen.

A motion was then made to approve the ESOL teaching positions pending the approval of the 2020-2021 budget.

**Moved By:** Mr. James

**Seconded By:** Mr. Winters

**Board Action: Carried Unanimously**

**f. Consider Approval to Issue 2020-2021 Contracts to Special Education Teacher, Related Service, and Support Staff Positions Utilizing Fund Balance - Ms. Anderson and Ms. Myrick**

Ms. Anderson addressed the Board seeking approval of the Board to utilize the Unassigned General Fund - Fund Balance in the amount of \$1.3 million to post and hire twelve special education teaching positions, two behavioral coach positions for autism, and one speech therapist position that are requested in the 2020-21 budget.

**Moved By:** Ms. Smith

**Seconded By:** Ms. Todd

**Board Action: Carried Unanimously**

**g. Consider Approval of Contracts by the Superintendent during the Mandated School Closure - Ms. Anderson**

After discussion by the Board, this item was withdrawn.

**h. Changing of School Name: Horry County Education Center - Mr. Brown**

A motion was made to approve the Committee's recommendation to change the name of the Horry County Education Center to SOAR Academy.

**Moved By:** Ms. Allen

**Seconded By:** Ms. Graham

**Board Action: Carried Unanimously**

**i. Consider Purchase of Property for Future School - Mr. Brown**

A motion was made to approve the purchase of approximately 32 acres of property on El Bethel Road in the amount of \$546,400, suitable for the development of a school in the future.

**Moved By:** Mr. James

**Seconded By:** Ms. Graham

**Board Action: Carried Unanimously**

**6. CONSENT**

- a. Personnel Recommendations**
- b. Monitoring Report: R5 Other Academic Disciplines**
  - 1. Career and Technology Education (CTE)**
  - 2. Fine Arts**
  - 3. Technology Applications**
  - 4. World Languages**
  - 5. Physical Education**
- c. Monitoring Report: OE-1 Global Operational Expectation**

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

**Moved By:** Mr. Winters

**Seconded By:** Ms. Todd

**Board Action: Carried Unanimously**

**7. ADJOURNMENT**

A motion was made to adjourn at 9:26 P.M. Prior to the conclusion of the meeting, Mr. Richardson expressed his sincere thanks and appreciation for all that Dr. Maxey and his staff did to make this virtual meeting possible.

**Moved By:** Mr. Hardwick

**Seconded By:** Ms. Graham

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

**Board Action: Carried Unanimously**

- a. UPCOMING MEETING(S)**
  - 1. April 27, 2020 - Virtual Meeting of the Board, 6:00 P.M.**

Respectfully submitted,



Heidi Oates

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Heidi Oates

Executive Assistant to the Superintendent and Horry County Board of Education