

**HORRY COUNTY SCHOOLS
OPERATIONAL EXPECTATIONS MONITORING REPORT
OE-7 – Asset Protection**

I certify that the information in this report is true.

Signed:  Date: December 7, 2020
Dr. Rick Maxey, Superintendent

Disposition of the Board:

☐ In compliance
☐ Not in compliance
☐ Compliance with exception

Signed: _____ Date: January 11, 2021
Ken Richardson, Board Chair

Comments:

	Supt	Supt	Bd	Bd
	In compliance	Not in compliance	In compliance	Not in compliance
The superintendent shall assure that all organizational assets are adequately protected, properly maintained, appropriately used and not placed at undue risk.	✓			

Interpretation: I interpret this policy to mean that the District will develop and adopt policies and procedures to safeguard the District's assets. Included in these safeguards are the provision for adequate insurance(s) to include both casualty and liability, the establishment of a preventive maintenance program, and storage/security of the assets.

Evidence of Status of Compliance:

We are in full compliance of this policy. Evidence is listed below:

- Property and casualty insurance coverage is maintained on district property with limits equal to 80% of replacement value. All properties in the school district are insured for at least 80% of replacement value. Insurance coverage is updated annually by the district in compliance with the replacement value schedule provided by the State Fiscal Accountability Authority / Insurance Reserve Fund (IRF). A replacement value on-site assessment is conducted by the IRF every 5 -7 years. In December 2015, the District had an audit of its property conducted by a company assigned by the IRF. Most recently during the summer of 2020, a new audit of our property was conducted. We are anticipating that the final appraisal report will be available in January 2021. The annual property insurance policies renewal date occurs on May 10th of each year.
- The District has Comprehensive General Liability Insurance coverage protecting board members, staff and the district itself in an amount that is reasonable for school districts of comparable size and character. The annual policy renewal date occurs on May 10th of each year.
- All school district personnel and Board members are bonded up to \$50,000 per occurrence. Additionally, the Chief Financial Officer is bonded for \$1 million. The annual policy renewal date occurs in September.
- To protect intellectual property, information, files, records and fixed assets, the district has established a records storage facility at the Horry County Schools' Records Center.
- The District has a policy with Arthur J. Gallagher Risk Management Service Inc for Privacy and Network Security Insurance. The annual policy renewal date occurs in December.
- All available cash resources of the District are invested by the Horry County Treasurer in compliance with state law. The County Treasurer maintains an aggressive cash management program which consists of expediting the receipt of revenues and prudently investing available cash in obligations collateralized by instruments issued or guaranteed by the United States Government or the State of South Carolina.
- The Facilities Department developed a short and long term facilities plan in 2012. The Board of Education has approved an amended 11-year Short-term Facilities Plan in the amount of \$577,966,109. Each year the

Board of Education's Facilities Committee establishes priorities for the annual sustainment and building modification projects.

- The Facilities Department developed a Capital Improvement Plan for Fiscal Years 2018-2023 on January 22, 2018 (5 Year Capital Plan). This plan identifies projects for consideration within the following categories:
 - Capacity and Growth Needs
 - Replacement Facilities Due to Condition
 - Building Modification Projects
 - Sustainment Projects
 - Athletic Projects
 - Paving/Grounds Projects