

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

I certify that the information in this report is true.

Signed: *Rick Maxey* Date: December 12, 2016
Dr. Rick Maxey, Superintendent

Disposition of the Board:

☐ In compliance
☐ Not in compliance
☐ Compliance with exception

Signed: _____ Date: January 9, 2017
Joe DeFeo, 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 7 -10 years. In December 2015, the District had an audit of its property conducted by a company assigned by the IRF. Property insurance policies are renewed each year in May.

- 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 policy renewal date is May 10th of each year.
- All school district personnel and Board members are bonded up to \$50,000. Additionally, the Chief Financial Officer is bonded for \$1 million. The policy renewal date is 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 issued a notice of intent to award to Palmetto Insurance Associates for Privacy and Network Security Insurance on November 29, 2016.
- 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 11 year Short-term Facilities Plan in the amount of \$541,336,109. Each year the Board of Education establishes priorities for the annual sustainment and building modification projects.