



Monthly Business Meeting of the Board of Trustees
Monday, April 22, 2019
6:00 p.m. – Central Office @ 386 E. Black Street
AG E N D A

I. Call to Order - Jazmin Jenerett – South Pointe High School

A. Approval of Agenda *(Policy BEDB)*

(Under consent agenda, all action items will be voted on after one motion and second to approve them without discussion. If a board member wants any action item discussed or voted on separately, the board member, before the agenda is approved, must ask that the action item be moved to the discussion item section.)

II. Recognitions

- A. Recognition of 2018 Recycle-Bowl Champions for South Carolina
- B. Recognition of National History Day Qualifiers
- C. Recognition of AP/IB/Dual Credit Students

III. Citizen Participation

IV. Consent Action Agenda

A. Approval of Minutes *(Policy BEDG)*

- 1. March 11, 2019 Work Session
- 2. March 25, 2019 Business Meeting

B. Approval of Personnel Recommendations *(Policy BDD)*

C. Approval of Out of Continental U.S. Field Study Request
(RHHS)

D. Approval of New Textbook Adoption

E. Approval of Procurement Audit

1st Read Policies *(Policy BG/BGD)*

V. Action Agenda

A. Approval of Policy **AA** – School District Legal Status

B. Approval of Policy **AC** – Nondiscrimination/Equal Opportunity

C. Approval of Policy **ADF** – District Wellness

2nd Read Policies *(Policy BG/BGD)*

D. Approval of Policy **FB** – Facilities Planning

E. Approval of Policy **BE** – School Board Meetings

F. Approval of Policy **KF, KF-R** – Community Use of District Facilities

G. Approval of July Board Meeting Date

VI. Communications

Mr. Clyde Edgerton - Tutoring

VII. Report of the Superintendent

A. Announcements

One Team One Mission One Rock Hill

- VIII. Review of School Board Work Session – April 8
- IX. Other and Future Business
- X. Executive Session(s) *(Policy BEC)*
~**Contractual Matter** – *Intergovernmental Agreement*
- XI. Action as Required from Executive Session(s) *(Policy BEC)*
- XII. Adjournment

One Team One Mission One Rock Hill



Marketing & Communications Department
Telephone: 981-1000 - Fax: 981-1094

Memorandum

TO: Dr. Bill Cook
FROM: Mychal Frost
DATE: April 10, 2019
SUBJECT: Call to Order at April 22nd School Board Meeting

Jazmin Jenerett, a senior at South Pointe High School, will provide the “Call to Order” at the April 22nd school board meeting.

Jazmin:

- Is a former AFJROTC Group Commander and now serves as an adviser
- Is a member of Beta Club
- Is a member of P.E.A.R.L.S

Parents: Waymond and Cheryl Jenerette

Siblings in Rock Hill Schools: Jessica, senior, SPHS, and Waymond, a freshman at SPHS

Principal: Dr. Marty Conner

Mailing Address:

368 South Heckle Boulevard
Rock Hill, SC 29730

Memorandum

TO: Dr. Bill Cook
FROM: Mychal Frost
DATE: April 10, 2019
SUBJECT: Recognitions for April 22nd School Board Meeting

A. Recognition of 2018 Recycle Bowl Champions for South Carolina

For over seven years our district's recycling program has been leading our state in innovative, planet-saving practices that have not only been great learning opportunities, but have actually returned some much needed cash to our classrooms. Our program is powered by our partnership with the City of Rock Hill, and a unique agreement for solid waste and recycling collection that has been recognized by the SC Department of Health and Environmental Control.

As part of this program we participate in a national competition every fall sponsored by Keep America Beautiful: "Recycle Bowl". The past several years we have dominated this competition within our state, and this year is no exception. One difference this year, however, is that there is a new school who has taken the title. It is a school with perhaps the greatest "heart and soul" for recycling, for sustainability and for doing the right thing for our children, our community and our world.

Here to announce the winner of this year's recycle bowl is Ms. Elizabeth Morgan, Environmental Education Specialist with the City of Rock Hill.

B. Recognition of National History Day Qualifiers

At this time, I invite instructional specialist Queenie Hall to introduce students who qualified for the National History Day state competition after winning their respective categories in the Region 7 National History Day competition held at Winthrop University on March 13.

(Highlighted names confirmed for attendance as of April 110.)

Student Name	Teacher Name	School Name
Gabrielle Bridges Yasmin Marquez-Gonzalez Christina Presley Kyra Paul	Michelle Goodman & Ashley Kuhn	Castle Heights
Jacob Bendt Joshua Young Cooper Brooks Graciana O'Conner Kelsey Jenkins	Bud Cope	Dutchman Creek

Ellie Powell Lana Kirk Maddie Parkman Asher Carroll Meridee Ritzer Chloe Miller Alana Reeves		
Isabella Wright Kaydin Hedge Zariah Miles	Erik Robinson	Dutchman Creek
Ash Zonjic Sutton Shreiber	Grant Jeffrey	Northwestern
Leah Pires Elizabeth Eisentrout	Brian Herring & Kellie Mondo	Rawlinson Road
Braden Ginn Thomas Adkins Josh Popov Tryssa Fudge Greta White Madeline Smith Jordan Cook	Chip Powell	Saluda Trail
Reed Ulrich	Jennifer Davis	Saluda Trail

Caroline Campbell Emma Mozingo Molly Hutto	Kyle Pearson	Saluda Trail
Ellery Veale Maddie Tadlock Gary Bass	Michael Charles	Saluda Trail
Cierra Rice Tyler Strothers Abbey Kelly Reagan Ware Makenzie Jones Summer Rich Paris Bates Autumn Shirley Clay Barnette Cooper Faulkenberry Benjamin Whitesell Ava Robitalee Nicholas Harvey Jada Shular Eleanor Nipe Anniyah Fourney Youjaye Daniels	Kimberly Yarbrough & Alyssa Danaher	South Pointe

Sebastian Castinada-Rivera Makenzie Swann Kayla Patterson Carly Kennedy Lilanna Truiilo Megan Vega Breanna Morrison		
Caitlin Hill Lauren McCorkle	Kayla Knopf	Sullivan

C. Recognition of AP/IB/Dual Credit Students

Tonight, we would like to congratulate and recognize students from each of our high schools who have participated in Advanced Placement, International Baccalaureate and/or Dual Credit courses as part of their program of studies.

IB Diploma

In Rock Hill Schools, one of three options for advanced studies is the International Baccalaureate Programme. IB focuses on international education and encourages both personal and academic achievement. To earn an IB Diploma, students must complete coursework across six subject groups and the Diploma Programme core, which includes the extended essay, theory of knowledge, and activities focused on creativity, action, and service. We would like to recognize the following Rock Hill Schools seniors who are current candidates for the IB Diploma:

Northwestern (8)	South Pointe (23)	Rock Hill (6)
Sydney Bailey Filip Bronala Hannah Conrad Abigail Grant Helena Hubbard Sai'Vonn Jenkins Walter Pach Caitlin Watts	Faith Anderson Evelyn Barrales Izzy Beddingfield Grace Caroline Bell Cadarryl Bradley Anna Caroline Carter Kaci Cavin Rayna Collins Kyndall Cureton Taylor Dorsey Casey Douglas Rachel Faulkenberry Victoria Goree Matthew Howle Jared Jackson Taylor Meaders Cameron Mitchell Dynasty Moore Lily Morningstar Karina Petrovich	Jaelon Brice Jackson Ford Amelia James Allison Miller Joanna Miller Madison Reed

	Ava Robinson Ian Simmons Khynnedi Starnes	
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Advanced Placement

Another option for advanced studies is Advanced Placement (AP) coursework. AP courses, overseen by the College Board, offer college-level curricula and examinations to high school students. AP Scholar Awards recognize high school students who have demonstrated exemplary college-level achievement on AP Exams. We would like to recognize the following Rock Hill Schools seniors who have been designated as an AP Scholar or who are candidates for the award:

Northwestern (30)	South Pointe (13)	Rock Hill
Danielle Gregory Megha Gupta Cameron Halford Camden Jones Drevon McAllister Oscar Melo Katherine Price Natalie Sperry Candidates Payton Altman Lily-Ann Bagley Mariel Bolin Madison Curran Kelsi Deese Madison Glover Bethan Green Carson Guest Brelyn Harris Brianna Haverlock Mikayla Hudnall Patrick Leonard Ethan Marsengale Anthony Morabito Elyse Petty Lyndie Robinson Blake Savage Alexis Torrence Toral Trivedi Chapman Tucker Grace Viands Sara Weeks	John Charles JainJayne Daniels Margaret Hyatt Noah Overcash Ayden Tauzel Candidates Andrew Bodiford Grace Dennison Katelyn Jackson Collin Pendegrass Isaiah Reid Kaley Smith Matthew Ware Ian Yanes	Grace Atkinson Mason Carter Mia Collins Makenzie Granzin Sarah Greene William Lewis Lucas Moyon Jenna Shaefer Sydney Shillinglaw Taylor Le Heather Lenti Zachary Walters Evan Watson Candidates Kiara Abanto Phillip Byars Samuel Cecil Charlae Hall Alora Keenan An Tran Nguyen Erin O'Rourke Lillie Owens Nathan Pearce Gisela Vasquez Tatiana Zambrano

Dual Credit

A third option for advanced studies in Rock Hill Schools is dual credit, where students are able to concurrently earn both high school and college credit for courses they complete. At this time, the district partners with USC-Lancaster, York Technical College, and Winthrop University for dual credit, as well as Coker College through the Governor's School Accelerate program and the Rochester Institute of Technology through Project Lead the Way courses. Depending on the course material, students earn up to three college credits for a dual credit course. We would like to recognize our advanced studies seniors who have or are finishing dual credit coursework for at least twelve college credits:

Northwestern (13)	South Pointe (5)	RHHS (14)
Lily-Ann Bagley Ryan Brown Madison Curran Joshua Dangos Hannah Freeman Carson Guest Megan Gupta Hayden Joyner Jailah Layton Ben Neiconi Allison Porter Megan Williams Jami Wiseman	Isaac Harvell Kaleigh Hinson Walker Kirkpatrick Brooke Rockholt Makayla Williams	Taylor Aldridge Grant Blasingame Karli Brewington Janiah Davis Mariana Garcia Brittney Glen Caitlin Keener Morgan Lail Madeline Merrell Lucas Moyon Ali Orme Ishika Parekh Rebecca Volovik Lauren Wheeler

ROCK HILL SCHOOL DISTRICT THREE BOARD OF TRUSTEES

School Board Work Session
Monday, March 11, 2019
Central Office

Call to Order

The Rock Hill School District Three Board of Trustees met this date at 4:00 p.m. with members present as follows: Windy Cole, Mildred Douglas, Brent Faulkenberry (via Skype), Terry Hutchinson, Helena Miller, Robin Owens, and Ann Reid. Mrs. Miller called the meeting to order.

A motion was made by Terry Hutchinson, seconded by Mildred Douglas, to approve the agenda. The agenda was unanimously approved as presented, 6-0. (Mrs. Reid arrived after the vote to approve the agenda.)

Mrs. Miller stated the local news media was notified of the agenda, in writing, on Friday, March 8, 2019.

Board Professional Development – *Current Debt Schedule & Bond Referendum Insights*

The district's financial advisor, Mr. Brian Nurick, with Compass Municipal Advisors and the district's bond attorney, Ms. Frannie Heizer, with Burr, Forman, McNair, provided training on the district's current debt structure and bond referendum insights.

Student Call to Order

Julia Faircloth, a fifth grader at Sunset Park Center for Accelerated Studies, led in a moment of silence and the Pledge of Allegiance.

Cherry Park Elementary School of Language Immersion

Mr. Pat Maness, principal of Cherry Park Elementary School of Language Immersion, and members of the Cherry Park School Improvement Council, presented the SIC's goals for this school year.

Technology Update / Student Demonstration

Teachers and students, elementary, middle and high school level, demonstrated their experiences in leveraging technology to foster world-class skills as outlined in the Profile of the South Carolina Graduate.

Information was also shared regarding the district's work and progress with digital convergence, technology implementation and development, and implementation of a new Rock Hill Schools Technology Council.

Fourth Set Section "E" Policies – 2nd and final read

The following policies were presented to the Board for review and discussion:

Policy ED, ED-R, ED-R -E(1),(2) – *Materials and Equipment Management

Policy EDE – *Resource Conservation/Waste Management & Recycling

Policy EEAG – *Student Transportation in Private Vehicles

Policy EFE, EFE-R, EFE-R -E (1), (2),(3) – *Competitive Food Sales / Vending Machines

School Board Work Session – Page 2
Monday, March 11, 2019
Central Office

It was noted that due to combining Policy **DID** – *Inventories* into Policy **ED/DID** - *Materials and Equipment Inventories Management*, it is recommended that current Policy DID be eliminated.

These policies will be on the Action Agenda at the March business meeting for 2nd and final read.

Policy FB – Facilities Planning – 1st read

Policy **FB** – *Facilities Planning* was presented for review and discussion. This policy will be on the Action Agenda at the March business meeting for 1st read.

Policy BE – School Board Meetings – 1st read

Policy **BE** – *School Board Meetings* was presented for review and discussion. This policy will be on the Action Agenda at the March business meeting for 1st read.

Interconnected Systems of Support

Dr. John Jones, Chief Academic and Accountability Officer, and Dr. Nancy Turner, Director of Exceptional Student Education, provided information regarding mental health services and support in Rock Hill Schools, specifically: *Catawba Mental Health services; progress with ACEs and 321 Insights implementation; behavior management assistants; upcoming mental health symposium; trainings and in-service provided which target interconnected systems of support; and, grant opportunities.*

Safety & Security Program (Interim Report)

Mr. Tony Cox, Chief of Operations, and Mr. Kevin Wren, Risk, Security & Emergency Management Director, presented the results from the Community Forum on Safety & Security (November 27 and January 29) and reviewed community feedback.

General Fund Budget Update FY19-20

Mrs. Beth Lifsey, accounting manager, provided a FY 2019-2020 General Fund budget update.

Food Services Update

SFE General Manager Brian Stradling and team provided an update on the Food Service program.

Demographic Study and Master Planning Timeline & Process Update

Mr. Cox presented to the Board as information a Master Planning timeline and process update. It was noted that several efforts supporting this planning have recently been or are being commissioned including a comprehensive facilities condition assessment (FCA) and an updated demographics study.

Other and Future Business

*Dr. Cook read the following statement:

“For the past 15 years, 5th grade students in Rock Hill School District have been participating in a field trip to the Carroll School.

In light of recent concerns regarding parts of the Carroll School field experience, Rock Hill Schools has made some changes to the program that went into effect.

Currently, the district has no established policy regarding public concerns about field trips specifically. However, we did consider policies KEC, KEC-R - Public Concerns and Complaints about Instructional Resources and policy IJ – Instructional Resources and Materials in making some adjustments. At a future board meeting, we plan to bring you a proposed policy that also includes field trip experiences.

The District is continuing to evaluate this matter and has sought, and will continue to seek, the input of our stakeholders, as we look for ways to honor the history of the Carroll School and its former students in ways that appropriately honor the legacy of this important part of our community and history.

The District plans to sponsor and conduct an Open House at the Carroll School for any and all community members to share in the learning that takes place. We look forward to announcing the date of the open House once a date has been secured.”

*Board members who attended, discussed the recent SCSBA Annual Conference.

*The Board discussed other and future business.

Executive Session

A motion was made by Terry Hutchinson, seconded by Windy Cole, to adjourn open session and enter into executive session for the following:

Contractual Matters – Sale of Property, YMCA Agreement, Intergovernmental Agreement

This motion was unanimously approved, 7-0.

A motion was made by Terry Hutchinson, seconded by Ann Reid, to adjourn executive session and reconvene open session. This motion was unanimously approved, 7-0.

Action as Required from Executive Session

A motion was made by Windy Cole, seconded by Terry Hutchinson, to approve the proposed third amendment to our real estate contract with C & C Property Holdings, LLC for the sale of our property at 945 North Anderson Road, parcel number 6340701003, to provide that:

In recognition of the shared cost of mitigation of jurisdictional wetlands encountered in the course of due diligence under this contract, the purchase price of the property shall be \$725,000.00, contingent upon closing on or before March 27, 2019.

And to provide further that:

Due to an assignment of interest as set forth in the terms of the real estate contract, all references to the buyer shall be to Catawba Crossing, LP in the contract and in all amendments approved, including this third amendment.

And that we approve and execute a resolution, in the form provided by counsel to the district, to authorize Dr. Bill Cook, as superintendent, to execute all documents necessary or incidental to consummate the sale of the subject property pursuant to the contract as amended.

This motion was unanimously approved, 7-0.

Adjournment

A motion was made by Terry Hutchinson, seconded by Robin Owens, to adjourn the meeting. This motion was unanimously approved, 7-0.



Meeting of the Board of Trustees

Monday, March 25, 2019

6:00 p.m. - Central Office

I. Call to Order and Approval of Agenda

The Rock Hill School District Three Board of Trustees met this date at 6:00 p.m. with members present as follows: *Windy Cole, Mildred Douglas, Brent Faulkenberry, Terry Hutchinson, Helena Miller, Robin Owens, and Ann Reid.*

Chairman Miller opened the meeting and Heath Hudson, an eighth grader at Sullivan Middle School led in a moment of silence and the Pledge of Allegiance.

Ms. Miller stated that the local news media had been notified of the agenda for this meeting, in writing, on Friday, March 22, 2019.

A motion was made by Windy Cole, seconded by Terry Hutchinson, to approve the agenda. The agenda was unanimously approved as presented, 7-0.

II. Recognitions

A. Recognition of Jack Hyatt, International Academic Olympiad Competitor

Jack Hyatt, one of our Accelerate students at South Pointe High School, recently represented the Governor's School for Math and Science on the Computer Science team in the 15th Annual International Academic Olympiad. Jack traveled to Kazakhstan with other Governor's School Students from across the state to compete from January 9-15. Jack was part of the first American team to ever participate in this competition. We congratulate Jack on this prestigious honor and his new international academic experience.

B. Recognition of Noah Overcash, U.S. Presidential Scholar

Noah Overcash, a senior at South Pointe High School, was recently awarded the U.S. Presidential Scholar Award. The White House Commission on Presidential Scholars selects scholars annually based on their academic success, artistic excellence, essays, school evaluations and transcripts, as well as evidence of community service, leadership and demonstrated commitment to high ideals. Noah has earned additional fame for earning the highest possible composite score on the ACT – a score of 36. Only around two-tenths of 1 percent of students who take the ACT earn a top score. In the U.S. high school graduating class of 2018, only 2,760 out of more than 2 million graduates who took the ACT earned a top composite score of 36. We congratulate Noah on this prestigious honor and strong academic work.

C. Recognition of Dutchman Creek Middle School Junior Thespian Troupe

In February, students from the Dutchman Creek Middle School Junior Thespian Troupe won national awards and earned recognition at the 2019 National Junior Theater Festival West in Sacramento, California. Tonight, we recognize the following students: *Savannah McCart, Carmen Sanders, Christian Griffin, Gabriella Daniels, and Maya Reed.* Mrs. Elizabeth Klipa,

Theater Arts Director at Dutchman Creek Middle School, sponsored the troupe and the winning students.

D. Recognition of HOSA Leadership Competition Winners

Congratulations to our Health Occupation Students of America (HOSA) students and staff on a very successful trip to Charleston, South Carolina, for the 2019 HOSA State Leadership Competition that took place March 6-8. The Chapter placed third for the National Service Project and individual members achieved top five rankings. Tonight, we recognize the following individual state award winners: *Katelyn Jackson, Sydney Johnson, Gracie Ramsey, Mallory Stanley, Giselle Rubio, Joslyn Maietta, Catie Smith and Darvae Williams*. Our Health Science instructors are: *Mindy Haney, Lisa Robertson, Brian Smith, Cheneir Neely, Donna Tinkler, Laurel George, and Laura Wilson*.

E. Recognition of Individual Wrestling State Champions

Congratulations to student-athletes at South Pointe High School who claimed South Carolina High School League individual state championships on February 23 at Anderson Civic Center. Freshman Spencer Cox defeated James Levy of Hilton Head by an 8-5 decision at 106-weight class and junior Isaac Ekanem defeated Miles Scott by pinfall. This is the first individual state championship for both Stallions. South Pointe is coached by Eddie Cook.

III. Citizen Participation - None

IV. Consent Action Agenda

On a motion by Terry Hutchinson, seconded by Mildred Douglas, the following topics on the consent action agenda were unanimously approved, 7-0: the minutes of the February 11 work session; the minutes of the February 25 business meeting; and, the personnel recommendations as submitted by the administration.

V. Action Agenda

A. Approval to Eliminate Policy DID – Inventories

Due to combining Policy **DID – Inventories** into Policy **ED/DID – Materials and Equipment Inventories Management**, the team recommends eliminating the current policy **DID**.

A motion was made by Brent Faulkenberry, seconded by Terry Hutchinson, to eliminate Policy **DID – Inventories**. This motion was unanimously approved, 7-0.

B-E. Approval of Section “E” Policies – 2nd read

A motion was made by Mildred Douglas, seconded by Windy Cole, to approve the following policies for 2nd and final read:

***Policy ED, ED-R, ED-R -E(1),(2) – Materials & Equipment Inventories Management**

***Policy EDE – Resource Conservation/Waste Management & Recycling**

***Policy EEAG – Student Transportation in Private Vehicles**

***Policy EFE, EFE-R, EFE-R -E(1),(2),(3) – Competitive Food Sales/Vending Machines**

This motion was unanimously approved, 7-0.

F. Approval of Policy FB – *Facilities Planning* – 1st read

A motion was made by Robin Owens, seconded by Ann Reid, to approve Policy **FB** – *Facilities Planning* for 1st read. This motion was unanimously approved, 7-0.

G. Approval of Policy BE – *School Board Meetings* – 1st read

A motion was made by Terry Hutchinson, seconded by Windy Cole, to approve Policy **BE** – *School Board Meetings* for 1st read. This motion was unanimously approved, 7-0.

H. Approval of Policy KF, KF-R – *Community Use of District Facilities* – 1st read

A motion was made by Terry Hutchinson, seconded by Windy Cole, to approve Policy **KF** and Administrative Rule **KF-R** – *Community Use of District Facilities* for 1st read.

During discussion a few board members expressed concerns with some of the changes; and, other minor edits were suggested.

A motion was then made by Windy Cole, seconded by Brent Faulkenberry, to approve Policy **KF** and Administrative Rule **KF-R** – *Community Use of District Facilities* “**with revisions as discussed**” for 1st read.

This motion passed, 6-1, with Mrs. Douglas voting against.

VI. Communications –None

VII. Report of the Superintendent

A. Announcements

Superintendent Cook made the following announcements:

- Safety and Security is the number one priority for our students, staff, and families. As a follow-up and continuation of our School Safety Summit held in November and January, we look forward to hosting our third summit, Tuesday, March 26 from 6:30-8:00p.m. at the Central Office in partnership with our law enforcement partners the Rock Hill Police Department and York County Sheriff’s Office. We look forward to sharing feedback from our first summit and continuing the dialogue to seek solutions to help keep our schools safe.
- From March 31 through April 3, we will have visitors in our schools as part of the AdvancED accreditation renewal process for our district. In preparation for the visit, each of our schools and district teams have compiled resources and artifacts to demonstrate continuous improvement in areas of leadership capacity, learning capacity, and resource capacity.
- District leaders hosted the seventh Teacher Listen and Learn informational session for teachers from across the district on Friday, February 22. This series of meetings continues to provide a rich opportunity to engage in dialogue with teachers about celebrations, issues and concerns for our school district. To view detailed responses to questions and concerns from past Teacher Listen and Learn sessions, you are invited to visit www.rock-hill.k12.sc.us/tll.
- On Wednesday, May 8 at 6pm at the Central Office, our district will host the first-ever district-wide Career Signing Day. This event will recognize our graduating seniors who are entering into the workforce in a position they prepared for during their high school pathway of study. Similar to an athletic signing day, we will invite the student and their

future employer for a ceremony recognizing the commitment made between the student and the employer.

- As a reminder, the district will be closed April 15-19, 2019 for Spring Break.
- As a reminder, the district will be in session on Monday, April 22. This is the third inclement weather make-up day on our schedule.
- You are encouraged to visit the district's capital building program, "Build on the Rock," website – www.rock-hill.k12.sc.us/BuildOnTheRock - for more information. This website provides status updates on active and planned construction projects in the district. On the page, viewers can see project descriptions, before and after photographs, and construction timelines.
- The School Board will next meet on Monday, April 8 for a work session. The meeting will begin at 4pm. Our next business meeting will be Monday, April 22 at 6pm in the Central Office. Meetings are streamed on our website and are available for viewing on-demand immediately following each broadcast. We invite our community to watch meetings live on our Facebook broadcasts at Facebook.com/RockHillSchools.

VIII. Review of School Board Work Session

Chairman Miller reviewed, for the viewing audience, the topics discussed at the March 11 work session.

IX. Other and Future Business

The board discussed other and future business.

X. Executive Session

A motion was made by Terry Hutchinson, seconded by Ann Reid, to adjourn open session and enter executive session to discuss the following:

~Personnel Matters – Contract Recommendations

~Contractual Matters – Custodial Services Agreement, YMCA Agreement, Intergovernmental Agreement

This motion was unanimously approved, 7-0.

A motion was made by Windy Cole, seconded by Terry Hutchinson to adjourn executive session and reconvene open session. This motion was unanimously approved, 7-0.

XI. Action as Required from Executive Session

A motion was made by Windy Cole, seconded by Terry Hutchinson, to accept the Superintendent's recommendations regarding the re-employment of professional certified teachers for the 2019-2020 school year, as set forth in the employment recommendations list. This motion was unanimously approved, 7-0.

A motion was made by Robin Owens, seconded by Terry Hutchinson, to extend current contracts for Budd Group and Interstate Solutions for one year, as allowed in their current contracts and by Rock Hill Schools Procurement Code. This motion was unanimously approved, 7-0.

A motion was made by Mildred Douglas, seconded by Ann Reid, to authorize the District to pay 50% of the cost, or up to \$125,000 for a renovation at the Aquatics Center that is owned by the District and operated and managed by the YMCA. This motion passed, 6-1, with Mr. Faulkenberry voting against.

XII. Adjournment

On a motion by Terry Hutchinson, seconded by Windy Cole, the Board voted unanimously, 7-0, to adjourn the meeting.

Secretary

APPROVED: _____
Chairman

Meeting of the Board of Trustees
Monday, March 25, 2019

PERSONNEL MATTERS – March 2019

The board affirmed contracts for the following certified employee(s):

Cameron Ramsey Applied Technology Center
Samuel Koch..... Belleview
Alexis Brown..... Dutchman Creek
Tionia Richardson..... Dutchman Creek
Keith Porter..... Ebinport
Bailey von Roden Ebinport
Stacey Walden Ebinport
Sara Borer Exceptional Student Education
Natalie Carranza Cardenas.... Exceptional Student Education
Samantha Feagin..... Exceptional Student Education
William Chapman, III Exceptional Student Education
Shanise Davis..... Independence
Lindsay Bueno India Hook
Taylor Runyan Lesslie
Amanda Bluhm..... Mt. Gallant
Andrew Davis Northwestern
Luz Garfias Ramirez..... Northwestern
Jada Tate Northwestern
Sophia Todd..... Northwestern
Heather Morton..... Phoenix Academy
Alexandria Allen..... Renaissance Academy
Kayla Dorn..... Richmond Drive
Scott Fleischman..... Rock Hill High
Kelsey Foster Rosewood
Amber Hudson..... Rosewood
Marie Hughes..... Rosewood
Kelly Wollenberg..... Rosewood
Edward Leonhardt Saluda Trail
Kymrie McElheney..... South Pointe
Margaret Merriman..... South Pointe
Mary Roueche..... South Pointe
Ebony Bankhead..... Sullivan
Kayla Haverlock Sullivan
Savanna Keese Sullivan
Megan Calkins York Road
Breanna Driggers York Road

AS INFORMATION TO THE BOARD

Resignations – Administrative

Michael W. Wessinger Dutchman Creek

Letters of Agreement Ending - Certified

Bryan T. Hainsel..... Dutchman Creek

Dozier E. Murray Dutchman Creek
Patricia Shellbach Exceptional Student Education

Resignations – Certified

Anne Anderson..... Applied Technology
Amanda Ramsey..... Cherry Park
Michael Small..... Ebinport
Leigh Brevard..... Ebinport
Grace Bevilacqua Mt. Holly
Cindy N. Guyton Mt. Holly
Chasity Brooks Northside/Cherry Park
Rita J. Bogle Northwestern
Susan H. Mitchell Northwestern
Raymond E. Patenaude..... Northwestern
James Twinem..... Northwestern
Brian J. Herring Rawlinson Road
Kelly E. Shaw..... Rawlinson Road
Jonathan R. Hall Rock Hill High
Cecile Richardson..... Rosewood
Amy W. Ahl Saluda Trail
Jennifer Davis..... Saluda Trail
Alexander Windham..... Saluda Trail
J.Jared Kloss..... Sullivan
Wesley Curtis South Pointe

Transfers – Certified

Michelle L. Suttle Ebinport
Deneen C. Gresham..... Mt. Gallant
Kelly Mitchell..... Rawlinson Road

New Employees – Non-Certified

Angela Kendree..... Cherry Park
Dora Saunders Ebenezer Avenue Traditional
Gwendolyn Daniels India Hook
Earl G. Long Northwestern

Resignations – Non-Certified

Glenda Hopkins..... Central Office / Finance
Denise Chestnut-Walker..... Dutchman Creek
Terry Jo Humphrey Exceptional Student Education
Kaevon Pompey-Gutierrez India Hook
Latolcia Howard..... Northside
Maria DelRosario Smith..... ParentSmart
Shnetha R. Dickerson Rock Hill High
Nicole Drakeford Rosewood
Deborah Schultz Saluda Trail
Ashley Phillips South Pointe
Jenna Diaz Sylvia Circle / T3 Program

Termination – Non-Certified

Mary Frances Sanders York Road

MONTHLY BOARD REPORT

April 22, 2019

PERSONNEL DEPARTMENT

SUMMARY

**ROCK HILL SCHOOL DISTRICT THREE OF YORK COUNTY
ROCK HILL, SOUTH CAROLINA**

1. BOARD ACTION REQUIRED

CERTIFIED

New Employees(14)

2. AS INFORMATION TO THE BOARD

ADMINISTRATIVE

Resignation.....(1)

CERTIFIED

Letter of Agreement Ending.....(2)

Resignations.....(30)

Transfers(3)

NON-CERTIFIED

New Employees(5)

Resignations.....(4)

BOARD ACTION REQUIRED

NEW EMPLOYEES – CERTIFIED (14)

Elizabeth Goodin	Ebinport	Grade four teacher
Natalie Carranza Cardenas	Finley Road	Special education teacher
George Cantrell	Northwestern	Math teacher
Andrew Haudricourt	Northwestern	Social studies teacher
Tinley Middleton	Northwestern	Media specialist
Kellie R. Conner	Rawlinson Road	Grade six science teacher
Gary A. Dent	Rawlinson Road	Grade eight social studies
Frank G. Fischer	Rawlinson Road	Grade seven math teacher
Malik J. Jenkins	Rawlinson Road	Choral music teacher
Morgan A. Butler	Rosewood	Grade two teacher
Jason E. Allen	Saluda Trail	Grade eight science/social studies teacher
Gabrielle Davis	South Pointe	Science teacher
Rahsaan Perry	South Pointe	Math teacher
Melina Burkell	Sullivan	Grade six science teacher

AS INFORMATION TO THE BOARD

RESIGNATION – ADMINISTRATIVE (1)

Sonya Miller	Central Office/Finance	Accounting manager
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LETTER OF AGREEMENT ENDING – CERTIFIED (2)

Thomas Monza	Rock Hill High	Social studies teacher
Raymond Krolewicz	South Pointe	Special education resource teacher

RESIGNATIONS – CERTIFIED (30)

David C. Griggs	Applied Technology Center	Small engine technician teacher
Sarah Hill	Bellevue	Grade two teacher
Aisling Carbery Shaha	Bellevue/Northside/York Road	Gifted and talented teacher
Joyce Courts-Massey	Castle Heights	Grade six language arts teacher
Susanne C. Montgomery	Castle Heights	Grade six science teacher
Justin Hunt	Ebinport	Grade five teacher
Alison Tracy-McHenry	Finley Road	Special education multi-cat II teacher
Barbara Wenham	Mt. Gallant	School nurse
Sofija Sadzakov	Mt. Holly	Special education multi-cat III teacher
Shakira Weddington	Mt. Holly	Media specialist
Keri Broadnax	Northwestern	Special education resource teacher
Ashleigh S. Conteh	Northwestern	Family & consumer science teacher
Gunsby Dejohnett	Northwestern	Special education resource teacher
Teresa B. Gaskill	Old Pointe	Grade four teacher
Jessica Burlamachi	Rawlinson Road	Grade seven English/L/A teacher
Jillian Cronin	Rawlinson Road	Grade six English/LA teacher
Alyssa McAllister	Rawlinson Road	Grade six social studies teacher
Christopher Reday	Rawlinson Road	Grade seven math/SS teacher
JoAnne D. Turek	Rawlinson Road	Grade seven science/SS teacher
Lynn Hathcock	Raven Academy	Social worker
Sasha G. Lee	Rock Hill High	Guidance counselor

Anne Murray	Rock Hill High	Math teacher
Michael Snipes	Saluda Trail	Grade seven Math/Science Teacher
Julisa White	Saluda Trail	Grade eight LA/SS teacher
Humberto Guevara	South Pointe	Special education resource teacher
Trenton Lorcher	South Pointe	English teacher
Benjamin Woodall	South Pointe	Science teacher
Jason McManus	South Pointe	Physical education teacher
Adam J. Salisbury	Sullivan	French teacher
Victoria J. Bujak	York Road	Grade four teacher

TRANSFERS – CERTIFIED (3)

Sharon Bybee	Applied Technology Center	Guidance counselor
J. Marcella Elijah	South Pointe	Special education resource teacher
James West	South Pointe	Physical education teacher

NEW EMPLOYEES – NON-CERTIFIED (5)

Ceslie Jenkins	Dutchman Creek	Secretary/guidance
Heather Love	Rosewood	K4 assistant
Wendell Ray	Saluda Trail	Lead custodian
Karen L. Byers	South Pointe	Virtual classroom facilitator
Eduardo Rivera	South Pointe	Secretary/guidance clerk

RESIGNATIONS – NON-CERTIFIED (4)

Tina R. Parrish	Castle Heights	Secretary/attendance
Denise Havlice	Central Office/Finance	Payroll assistant
Debra Norwood	Mt. Gallant	Kindergarten assistant
Marvin Fleming	Saluda Trail	Special education assistant/multi-cat III

FIELD STUDY REQUEST

Field Trip System Data Entry Completed:

Revised
9/27/2012

NOTE: Please submit one field study request form per field study. Students who participate in field study must have written parent permission. Bus roster and emergency contact numbers must be with teacher in charge of field study. All overnight field study and out of state day field study requests must be approved by the Superintendent prior to the study. Out of Country field study requests require Board of Trustees approval. The signature dates must be in sequential order. First semester overnight requests must be submitted by September 30. Second semester overnight requests must be submitted by January 31. Local field study requests must be submitted to the building principal at least 2 weeks in advance. Requests may not be submitted at other times unless they are for academic, club, or sports competitions.

Check all that apply: <input type="checkbox"/> In-State <input checked="" type="checkbox"/> Out-of-State <input type="checkbox"/> Day <input checked="" type="checkbox"/> Overnight				Competition? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Person in Charge of Group: <u>Ben Hingle</u>		Class Requesting Trip: <u>Bowl</u>		School: <u>RHHS</u>	
Destination (attach itinerary): <u>Honolulu, HI</u>		Destination City/State: <u>Honolulu, HI</u>		Dates of Trip: <u>3/31/21 - 4/6/21</u>	
Destination contact phone number:					
Number of Student Attending: <u>45 + adults</u>		Teacher Chaperones Attending: <u>Adult/Parent Chaperones Attending: (1 chaperone per 10 students):</u>			
<u>Ben Hingle</u> <u>Chad Biles</u>		Background Check Completed <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
<u>Scott Fleishman</u>		Background Check Completed <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
<u>Paul Crowder</u>		Background Check Completed <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
<u>Tonisha Gordon</u>		Background Check Completed <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(Please attach a list of additional names with background check information on separate sheet of paper if needed)					
Topic being studied:		Cost per student: <u>see attachment</u>			
<u>USS Arizona performance in addition to cultural excursions</u>		Payment Plan Available? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Objectives of this trip in relation to topic:		Funding Source (fundraiser, school activity fund, student):			
<u>Expose students to a different musical culture + historic events</u>		<u>Fundraising</u>			
Educational preparations for this trip:		Scholarship Available? <input type="checkbox"/> Yes <input type="checkbox"/> No			
<u>rehearsals on performance music</u>					
Follow-up plans and activities:					
<u>Share the experiences with those who couldn't attend.</u>					
Transportation Information: <input checked="" type="checkbox"/> No Transportation Needed <input type="checkbox"/> Activity Bus # needed: <u> </u> <input type="checkbox"/> Van/Mini Bus # needed: <u> </u> <input type="checkbox"/> Charter Bus					
Driver furnished by Transportation? <input type="checkbox"/> Yes <input type="checkbox"/> No, If no, list driver name: <u> </u>					
Pick up time: <u> </u> Return time: <u> </u> Number of Students: <u> </u> Number of Adults: <u> </u> Wheelchair: <input type="checkbox"/> Yes <input type="checkbox"/> No					
Plan of Payment – TRANSPORTATION ONLY: (Does not include admission, meals, etc.) <input type="checkbox"/> School District <input type="checkbox"/> School Activity Fund <input type="checkbox"/> Students <input type="checkbox"/> Other, specify: <u> </u>					
Account Number to Charge: <u> </u>					
Building Principal Approval (Required for all requests)		Board of Trustees Approval (Required for out-of-country requests)			
<u>Ben Cohn</u>		<u> </u>			
Superintendent Approval (Required for all overnight and out of state day requests)		Copies to: Building Principal's Office, Requesting Staff Member, Planning Dept, Transportation, Building Cafeteria Manager (if needed)			
<u>3/12/19</u>		<u> </u>			



Hawai'i State Tours
Specializing in Custom Travel to the Islands

We thank you for the opportunity to offer a proposal to assist you with your group travel to Hawaii. Below is an "Agreement for Services" covering the requirements for your group's Hawaii trip. Once again, please keep in mind that all is subject to modifications.

AGREEMENT for SERVICES
between
Hawai'i State Tours
and
Rock Hill High School Band
2021 "Trip of a Lifetime"

This Agreement dated April 7, 2019 between **Hawai'i State Tours** (hereinafter HST), and the **Rock Hill High School Band** includes the following terms and conditions:

- 1) HST will provide the following:
 - Round-trip Airfare from Charlotte, NC to Honolulu, HI (*luggage fees not included*)
 - In xx/xx/21 Out xx/xx/21 Arrive Home xx/xx/21
 - Six (6) Nights in the Queen Kapiolani Hotel or similar
 - In xx/xx/21 Out xx/xx/21
 - Daily Breakfast at Hotel or Nearby Location
 - Traditional Fresh Flower Lei Greeting
 - Aloha Welcome Orientation Briefing and Dinner
 - Local Entertainment and Hula Lessons
 - Grand Ali'i Polynesian Tour with Secret Island – Buffet Lunch Included
 - Nu'uuanu Pali Lookout and Rainforest Drive
 - Pearl Harbor Visitor's Center – USS Bowfin Submarine and USS Arizona Memorial *subject to ticket availability*
 - Pearl Harbor "Remember the Heroes" Concert Performance
 - Fresh Flower Wreath and Trophy Presentation
 - Sack Lunch Included
 - Honolulu Highlight's City Tour
 - Local Style Picnic Dinner at Queen Surf Beach
 - North Shore / Central Oahu Tour – Stop in Haleiwa Town
 - Waimea Bay Beach Day with Catered Dinner
 - Barefoot Beach Catamaran Sail
 - Dinner at Hard Rock Café Waikiki
 - Diamond Head Crater Hike
 - Authentic Hawaiian Luau – Germaine's Luau
 - Matching Group Aloha Shirt *delivered in Hawaii*
 - Total Meals: Six (6) Breakfasts, Two (2) Lunches and Five (5) Dinners
 - All Transportation provided by Deluxe Air-Conditioned Vehicle(s)
 - Full-Time Local Tour Director(s)
 - 24/7 Local Emergency Support
 - Hotel Portage & Baggage Handling / All Applicable Taxes
 - \$1,000,000 Liability Insurance Coverage
 - Itinerary subject to change

- 2) Complete Air, Hotel and Ground Package Prices are per person as follows:
***Quad \$2500 *Triple \$2600 Double \$2872 Single \$3608**

3) The above prices are based on minimum of 100 persons traveling. This participation may decrease by as much as 10% without Agreement revisions. The prices will be guaranteed upon receipt of signed Agreement and deposit - based on airfare not to exceed \$1200. Prices based on travel in 2021.

Approved: _____
Signature Date

4) Payment Schedule:

Date:	Deposit Amount:
Initial Deposit with Signed Agreement	\$250 per person
120 Days Prior to Arrival	Additional \$500 per person
60 Days Prior to Travel	Complete Balance Due

5) Cancellation and Change Policy: All cancellations will be responsible for any charges imposed by airline or suppliers at time of cancellation. After initial deposit, any cancellation will be charged a minimum of \$50.00 per person administrative fee plus any charges imposed by hotels and other suppliers at time of cancellation. Any changes to the rooming list within 60 days of travel will be \$25 per person.

6) Concessions: One (1) complete air, hotel, and ground package (based on double occupancy) for every 40 fully paid air, hotel, and ground packages.

7) Baggage Allowance: Each group is responsible for any/all charges imposed directly from airlines. Currently, most airlines charge \$30 for the 1st standard sized bag and \$35 for the 2nd standard sized bag. During the Hawaii ground portion of your tour, one standard sized suitcase and one carry-on is allowed per person. Travelers may be responsible for expenses for ground transportation and/or storage of oversize luggage/equipment. *Note: If needed, larger instruments may be rented for your use in Hawai'i.*

8) Air Manifest and Rooming Lists: Once agreement and deposit is received, a detailed schedule will be sent to your attention outlining specific requirements regarding air manifest and rooming list. Any changes to name or room list within 45 days of departure may incur a \$75.00 fee per change. A final rooming list is due with final payment.

9) HST reserves the right to alter any portion of the tour itinerary if necessary or advisable.

10) This group have been designated as a student/youth group.

11) Hawai'i State Tours and Cooperating Agents are the principles and are responsible to the **Rock Hill High School Band** in making arrangements for the services and accommodations offered in connection with this tour as outlined in this Agreement, except that Hawai'i State Tours and Cooperating Agents shall not be responsible in the absence of negligence on their part, for personal injury, loss, inconvenience, accidents, delay, irregularity, or property damage arising out of the act of negligence of direct air carriers, hotels, sightseeing or transfer companies, or other persons rendering any of the services or furnishings, any of the accommodations or facilities in connection with this agreement.

NAME OF GROUP _____

MAILING ADDRESS _____

PRIMARY PHONE _____ OTHER _____

AGREED TO AND ACCEPTED BY: _____
(PRINT) Name of Director

Signature _____ Date _____

RECEIVED BY _____
Hawaii State Tours Date _____

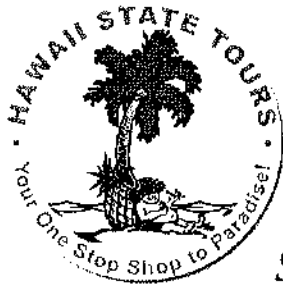
Please sign and mail both pages of this agreement with initial deposit to:

Hawai'i State Tours
Corporate Office
3280 Round Top Drive
Honolulu, HI 96822

3280 Round Top Drive
Honolulu, HI 96822

Phone: (808) 531-5050
Toll Free: 1(800) 859-5969

info@go-holoholo.com
Fax: (808) 589-0055



Revision 4.7.19 dlm
Total Participant Count: 100
Adults: XX Students: XX
Notes:

Hawai'i State Tours
Specializing in Custom Travel to the Islands

Rock Hill High School Band
2021 Hawaii Tour
"The Trip of a Lifetime!!"

Travel Dates: Spring 2021

DAY ONE

ARRIVAL FLIGHT SCHEDULE

TBD

All depart for Honolulu, Hawaii. Upon arrival, get the first experience of the Aloha Spirit with a traditional fresh flower lei greeting. After identification of luggage, board buses for transfer to the **Queen Kapiolani Hotel** or similar (*Luggage may be delivered to rooms by hotel porters if you choose*)

TBD

Meet in the lobby for a short walk to Queen Kapiolani Bandstand for the **Aloha Orientation Dinner and Briefing** with local entertainment and hula lessons.

DAY TWO

*Good morning! No, you're not dreaming...we're still in paradise! The biggest decision we'll have to make is what to eat for breakfast. **Daily breakfast***

800AM

Board buses to start our adventure with the **Grand Alii Tour**, a narrated drive across the Koolau Mountains to the tropical Windward side of O'ahu.

900AM

We are met by our guide, a Polynesian Chief, who will share some of the customs and cultures of the native islanders. We'll enjoy an educational stroll through botanical gardens and learn to make fire from sticks, husk and open a coconut and much, much more.

It's not over.... Imagine boarding a raft to access our secluded getaway to **Secret Island**. Watch out for the live barracuda! The tour includes "fun in the sun" at a private island for the day to include volleyball, canoeing, kayaking, stand-up paddle board, badminton, sunbathing, lazin' in the hammock and more! Don't forget to lather up that sunscreen! Also included is a **delicious catered lunch!**

200PM Depart for the hotel. On our way back to Waikiki, we will make a visit to the **Nuuanu Pali**. This is the site of the Battle of Nuuanu, one of the bloodiest battles in Hawaiian history, in which Kamehameha I conquered the island of Oahu, bringing it under his rule. The Nuuanu Pali State Wayside is a lookout above the tunnels where visitors are treated to a panoramic view of Oahu's windward side of the island. It is also well known for strong trade winds that blow through the pass forming a sort of natural wind tunnel. *Return to hotel approximately 3:30PM.*

Dinner on your own in Waikiki

DAY THREE

Daily breakfast

730AM Depart hotel for transfer to **Pearl Harbor** to see where history was made. **Due to increased security measures, all purses, handbags, backpacks, fanny packs, camera bags, diaper bags, luggage and/or any other type of bag that can conceal an object are not permitted inside Pearl Harbor, the Visitor's Center, or to any of the attractions.*

900AM **Pearl Harbor – Remember the Heroes Performance Time:** You are now officially a part of history! Your spotlight performance is followed by a Wreath Ceremony, and a Flag and Trophy presentation.

At the **Pearl Harbor's U.S.S. Bowfin**, we'll go below deck to wind our way through the narrow compartments where the Bowfin's crew worked, ate and slept through nine harrowing war patrols. You will learn about the Bowfin, which served with great distinction in WWII and earned her nickname "**The Pearl Avenger.**"

We head over to the **U.S.S. Arizona Memorial Visitor Center** and experience the film "Pearl Harbor Story", the visitor center museum, boarding a Navy launch and entering the memorial. We will witness the actual sunken hull where over 1000 servicemen were entombed during the December 7, 1941 sneak attack on Pearl Harbor. Tour times will be as follows: (Length of tour: 75 minutes)

****Please fill out the Arizona Memorial Ticket Request as soon as you confirm your trip. We will provide the instructions through email.**

1115AM **ALL** Enter theater for start of **Arizona Tour**

After our tour, we will have boxed **lunch**.

130PM We'll board our bus to take the **Honolulu City Tour**. We'll drive pass the **Iolani Palace**—the only royal palace on American soil, the **King**

Kamehameha Statue, Hawaii State Capitol, and through China Town.
Return to the hotel approximately 3:00pm.

530PM *Meet in the lobby for a short walk to enjoy a catered local-style picnic dinner at Queen's Surf Beach as we watch the sunset.*

DAY FOUR

Daily breakfast

1030AM We'll begin our drive to the North Shore of Oahu where surfing daredevils gather from around the world to complete in riding the monster waves that are often taller than most buildings. **Sunset Beach** is the local favorite and is legendary for its 20 foot waves. The North Shore is also the home of the famous **Banzai Pipeline**. "Banzai" is used as toast or a battle cry meaning "go for it". In the 1950's a surfer yelled, "Banzai" as he rode a massive wave and the word lives on. When the ocean hits the shallow coral shelf offshore, a wave forms that is so steep that it rolls and makes a nearly perfect tube or pipeline. It is the holy grail of surf challenges.

1200PM In route stop at the local surfer village **Haleiwa Town** - this historical place retains much of the old style of Hawaii and offers a variety of restaurants, surf shops, clothing stores, and the famous "shaved ice" stands.

130PM Depart for beautiful **Waimea Bay**. You will have time to relax in the sun or swim in the waves. *(Swimming subject to surf conditions)*

500PM Enjoy a **Catered Beach BBQ at Waimea Bay**

600PM Depart for the hotel

DAY FIVE

Daily breakfast

900AM Come aboard the **Kepoikai Catamaran** for "A three hour tour, a three hour tour". Actually, it's a beautiful 60-minute sail from Waikiki Beach to the base of Diamond Head and back. Be ready to get splashed! (Dry area on board available)
(small groups of 30 max)

Lunch on your own in Waikiki

500PM *Meet in the lobby to walk to dinner at **Hard Rock Café Waikiki**- On the way there we will have a walking tour of Waikiki. Enjoy some live music and explore the gift shop with your groups' special discount.*

DAY SIX

Daily breakfast

730AM *Start stretching as we prepare to hike about 3/4 of a mile to the 760-foot summit of the most recognized mountain in the world - **Diamond Head Crater**! Bring your camera for a fantastic 360-degree view of the southeast coast! Below, we'll see the lighthouse, coral reefs, sailboats, and even surfers on the waves at Diamond Head Beach! *Return to hotel approximately 10:00am.**

Lunch on your own in Waikiki

430PM *Meet in the lobby: Go Native! Become a part of "America's Best Luau" as filmed by ABC's Good Morning America. Feel like "one of the family" at **Germaine's Luau** as you learn to dance the popular Hukilau hula. Help yourself to a 16-course, ALL YOU CAN EAT buffet of traditional Island dishes and continental cuisine (for you less adventurous eaters) *Return to hotel approximately 10:30PM.**

DAY SEVEN

Daily breakfast

1100AM *Then, comes the complete check out procedure. Bring all carry-on items to designated area for storage and turn in keys at front desk.*

Say aloha to Oahu!

Board motor coaches for Honolulu International Airport

DEPARTURE SCHEDULE

TBD

DAY EIGHT

This concludes the trip, but we're sure that you'll have some new friendships, have been touched by the many diverse customs and cultures, and have experiences and fond memories to last a lifetime!!!

ALOHA!!



One Team...One Mission...One Rock Hill

386 E. Black Street
P.O. Drawer 10072
Rock Hill, SC 29731

T: (803) 981-1000
F: (803) 981-1094
www.rock-hill.k12.sc.us

Memorandum

To: Dr. Bill Cook
From: John Jones, Jr.
RE: **Textbook Acquisition**
Date: March 28, 2019

The South Carolina Department of Education is aiming to provide funding for new textbooks and materials associated with Computer Science and Mathematics.

Dr. Tonya Belton has led the district through a selection process which has involved teachers in the review of materials. Our district's policy for textbook selection has been followed.

Please know we are standing by to assist with further steps, if any, needed to be met by the district. Dr. Belton and I are available to present to the Board of Trustees if this is a part of the process.

Thank you very much.

Memo

TO: Dr. Bill Cook

FROM: Dr. John Jones
Dr. Tonya Belton

DATE: April 3, 2019

SUBJECT: **Instructional Resource Adoptions 2019**

The district received notice that funds may be available to purchase resources for the programs listed below. When there was more than one resource to review, each school received information about the available resources to share with the teachers in the departments. The process follows our policy for textbook selection.

Computer Science

Advanced Placement Computer Science – Java Programming, 9th Edition (National Geographic/Cengage)

Advanced Placement Computer Science Principles – Invitation to Computer Science, 8th Edition (National Geographic/Cengage)

Computer Programming with Java 1, 2 – Java Programming, 9th Edition (National Geographic/Cengage)

Fundamentals of Computing – Exploring Computer Science for South Carolina, 1st Edition (National Geographic/Cengage)

Math

Algebra 1 – enVision AGA: South Carolina enVision Algebra 1 (Pearson Education)

Geometry – enVision AGA: South Carolina enVision Geometry (Pearson Education)

Algebra 2 – enVision AGA: South Carolina enVision Algebra 2 (Pearson Education)

Memo

TO: Dr. William Cook
FROM: Terri Smith
DATE: April 4, 2019
SUBJECT: FY2017-2018 Procurement Report Presentation

The audit firm Greene Finney, LLP examined the district's procurement operating policies and procedures for the year ended June 30, 2018 to determine compliance with district procurement code.

Ms. LaWana Robinson-Lee will present the procurement examination results at the April 8, 2019 work session.

**ROCK HILL SCHOOL DISTRICT THREE
ROCK HILL, SOUTH CAROLINA**

**INDEPENDENT ACCOUNTANT'S REPORT
PROCUREMENT EXAMINATION**

YEAR ENDED JUNE 30, 2018



Greene Finney, LLP

CERTIFIED PUBLIC ACCOUNTANTS & ADVISORS

INDEPENDENT ACCOUNTANT'S REPORT

The Board of Trustees
Rock Hill School District Three
Rock Hill, South Carolina

We have examined the internal procurement operating policies and procedures of Rock Hill School District Three (the "District") for the year ended June 30, 2018. This examination was directed principally to determine whether the procurement procedures were in compliance with the District's Procurement Code and its ensuing regulations, in all material respects. Management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

Specifically, the scope of our examination included, but was not limited to, a review of the following:

1. We obtained answers to the South Carolina State Fiscal Accountability Authority's ("SCSFAA") questionnaire for evaluating internal control efficiency and effectiveness of the District's Procurement Operations and evaluated those answers.
2. We inquired of the District concerning any transactions between Foundations, Eleemosynary or 501(c)3 groups affiliated with the District and any gifts between these entities to determine if the transactions were subject to the District's Procurement Code.
3. We reviewed the Minority Business Enterprise Utilization annual plan ("MBE Plan") to determine if it was submitted to and approved by the Board of Trustees timely, that it contained the components required by the District's Procurement Code, and that periodic progress reports were filed timely. The goal for the year ended June 30, 2018 was 10% of the controllable amount budgeted of approximately \$37,824,000, or approximately \$3,782,000. The actual minority business expenditures for the year ended June 30, 2018 were approximately \$114,000, or 0.3%.
4. We reviewed the District's Purchasing Card Program Policies and Procedures to confirm the establishment of internal controls and cardholder spending limits and ensured that adequate separation of duties exists between cardholder purchases and the review/approval of these purchases prior to payment. We also determined that the District has a training program for new card holders and liaisons, District employees who have been issued more than one card are considered reasonable, the District had no unassigned cards other than those permitted by the District's Purchasing Card Program Policies and Procedures, and no purchases were made from blocked Merchant Category Codes. In addition, we reviewed all procurement card purchases for potential splitting, all procurement card purchases greater than \$2,500 to ensure that proper competition was solicited, and a sample of 40 procurement card purchases to determine if they were being managed in compliance with the District's Procurement Code and Purchasing Card Program Policies and Procedures.
5. We determined that the District did not issue any blanket purchase orders during the year ended June 30, 2018.

GFHLLP.COM · INFO@GFHLLP.COM

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MAULDIN, SC
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MOUNT PLEASANT, SC
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SPARTANBURG, SC
864.232.5204

ASHEVILLE, NC
828.771.0847

OPEN BY APPOINTMENT ONLY

6. We reviewed a block sample of purchase orders from the numerical purchase order file to check for splitting of vendors, favored vendors, and any questionable procurements.
7. We reviewed and determined that the District did not issue any revenue generating contracts during the year ended June 30, 2018.
8. We reviewed 15 of 29 ratifications of unauthorized procurements to determine if they were properly addressed and authorized in accordance with the District's Procurement Code.
9. We reviewed copies of all sole source and emergency procurement Determinations and Findings and related purchased orders or vouchers for the year ended June 30, 2018 to determine that each procurement transaction was adequately explained, appropriate, properly approved, and accurately reported.
10. We determined that the District did not issue any trade-in procurements during the year ended June 30, 2018.
11. We selected and tested a sample of 40 procurement transactions related to Supplies and Services, Consulting, and IT for compliance with the SCSFAA's standard matrix. The sample of 40 transactions selected for testing included 9 procurements greater than \$50,000, 14 procurements between \$10,000 and \$50,000, 9 procurements between \$2,500 and \$10,000, and 8 procurements less than \$2,500.
12. We selected all disposals and sales of surplus property to determine that they were handled in accordance with the District's Procurement Code.
13. We selected and tested 10 construction procurements for compliance with the SCSFAA's Major Construction and A&E and Related Professional Services Matrices, respectively, and the District's Procurement Code. This sample included 8 procurements greater than \$50,000, 1 procurement between \$10,000 and \$50,000, 1 procurement between \$2,500 and \$10,000, and 0 small purchases less than \$2,500.
14. We inquired of the District concerning the use of Indefinite Delivery Contracts ("IDC") and determined that the District did not have any IDC contracts during the year ended June 30, 2018.
15. We inquired of the District concerning the use of any alternative construction delivery methods (other than design bid build). We noted the District did not use any alternative construction delivery methods (other than design bid build) during the year ended June 30, 2018.
16. We noted the District had one satellite location with procurement authority. The samples selected for the above procedures included transactions from this location.

In our opinion, the District complied, in all material respects, with the District's Procurement Code and its ensuing regulations, for the year ended June 30, 2018. However, the results of our procedures disclosed instances of immaterial noncompliance with those requirements that are described in Attachment A.

This report is intended solely for the information and use of the Board of Trustees and management of the District, the South Carolina State Fiscal Accountability Authority, Division of General Services, Materials Management Office, and their designees and is not intended to be and should not be used by anyone other than these specified parties.

Greene Finney, LLP

Greene Finney, LLP
Mauldin, South Carolina
August 18, 2018

**ROCK HILL SCHOOL DISTRICT THREE
ROCK HILL, SOUTH CAROLINA**

PROCUREMENT EXAMINATION

AUDIT FINDINGS – ATTACHMENT A

YEAR ENDED JUNE 30, 2018

Rock Hill School District Three (the “District”) has policies and procedures in place to reduce material non-compliance. Although the findings noted below represent immaterial non-compliance, this does not necessarily indicate that fraud risk has been reduced.

Our examination of the procurement system of the District produced the following findings and recommendations with regards to the Rock Hill School District Three’s Procurement Code:

Finding 1: We noted three instances where the P-card limits were not reset to \$2,500 after being raised for approved purchases greater than \$2,500.

Recommendation 1: The District should implement policies to ensure that the P-Card limits are reset to \$2,500 after the amount is raised for individual purchases greater than this amount.

District Response 1: The District will ensure that limits are reset on individual P-cards after all usages that required them to be granted a waiver to spend above the \$2,500 maximum.

Finding 2: An employee who was employed by the Facilities Department (not a procurement department employee) had the ability to enter and approve their own purchase orders.

Recommendation 2: We recommend that policies be enacted to ensure that no one person can enter and approve the same purchase order.

District Response 2: The Purchasing Director will ensure this information is added to the update of the Purchasing Manual. This will also be discussed in procurement trainings.

Finding 3: The Minority Business Plan (“MBP”) requires that the MBP be submitted to the Board of Trustees no later than thirty days after the fiscal year has ended. The MBP was dated August 9, 2018 which is after the thirty days.

We also noted that percentages that were presented in the MBP were incorrect. It was reported that the District had 3% of expenditures with minority businesses. The actual percentage was 0.3% of controllable expenditures.

Recommendation 3: Ensure the MBP is submitted timely and is accurate.

District Response 3: The Purchasing Director will ensure that the MBP is accurate and is submitted within the required time frame.



TO: Dr. William Cook

FROM: Luanne Kokolis

CC: Board Members

DATE: April 10, 2019

SUBJECT: A Policy Revisions

Attached are policies AA School District Legal Status; AC Nondiscrimination/Equal Opportunity; ADF District Wellness for review.

The attachment includes the current policy, the model policy, and the recommended revisions for board approval.

Recommended

SCHOOL DISTRICT LEGAL STATUS

Code **AA** Issued **MODEL**

The General Assembly of South Carolina, under mandate by the South Carolina Constitution, has provided for public school districts. A public school district is an area of territory comprising a legal entity whose sole purpose is that of providing education, whose boundary lines are a matter of public record, and the area of which constitutes a complete tax unit in that it can levy and collect taxes.

In York County, the organizational pattern consists of four public school districts, one of which is the Rock Hill School District Three of York County.

The Rock Hill School District Three of York County School is a body politic and corporate. Under its name, it may sue and be sued. It may enter into contracts to the extent of its school funds and may hold such real and personal property as it may come into possession of by an authorized purchase or by will or otherwise. All such property will be used for school purposes.

Adopted ^

Legal References:

A. S.C. Constitution:

1. Article X, Section 5 - Power of a school district to assess and collect taxes.
2. Article XI, Section 3 - Provides for a system of free public schools.

B. S.C. Code of Laws, 1976, as amended:

1. Section 59-1-160 - School district defined.
2. Section 59-17-10 - School districts as bodies politic and corporate.
3. Section 59-73-20 - School districts declared tax districts.
4. Section 59-73-30 - School districts permitted to levy and collect taxes.

SCHOOL DISTRICT LEGAL STATUS

Code **AA** Issued **MODEL**

The General Assembly of South Carolina, under mandate by the South Carolina Constitution, has provided for public school districts. A public school district is an area of territory comprising a legal entity whose sole purpose is that of providing education, whose boundary lines are a matter of public record, and the area of which constitutes a complete tax unit in that it can levy and collect taxes.

In ***** County, the organizational pattern consists of ***** public school districts, one of which is the ***** County School District.

The ***** County School District is a body politic and corporate. Under its name, it may sue and be sued. It may enter into contracts to the extent of its school funds and may hold such real and personal property as it may come into possession of by an authorized purchase or by will or otherwise. All such property will be used for school purposes.

Adopted ^

Legal References:

A. S.C. Constitution:

1. Article X, Section 5 - Power of a school district to assess and collect taxes.
2. Article XI, Section 3 - Provides for a system of free public schools.

B. S.C. Code of Laws, 1976, as amended:

1. Section 59-1-160 - School district defined.
2. Section 59-17-10 - School districts as bodies politic and corporate.
3. Section 59-73-20 - School districts declared tax districts.
4. Section 59-73-30 - School districts permitted to levy and collect taxes.

current

Policy AA School District Legal Status

Issued 7/98

Purpose: To establish the basic structure of public education in the district.

The federal government has delegated the responsibility for public education to the states.

The South Carolina Constitution has provided for a state system of public education. Under South Carolina law, the control of public instruction is vested in the South Carolina State Board of Education which is composed of 17 members, 16 elected by members of the delegations of each judicial circuit and commissioned by the governor and one member appointed by the governor. The state superintendent of education is elected in a partisan election at each general election. The state superintendent is charged with general supervision of education in the state.

The General Assembly of South Carolina has provided for school districts. A school district is an area of territory comprising a legal entity whose sole purpose is that of providing school education, whose boundary lines are a matter of public record and the area of which constitutes a complete tax unit.

In York County the organizational pattern consists of four school districts, one of which is Rock Hill School District Three of York County.

Rock Hill School District Three of York County is a body politic and corporate. Under its name it may sue and be sued. It may enter into contracts to the extent of its school funds and may hold such real and personal property as it may come into possession of by an authorized purchase or by will or otherwise.

Adopted 9/26/88; Revised 11/26/90, 7/98

Legal references:

S. C. Constitution:

Article X, Section 5 - Power of school district to assess and collect taxes.

Article XI, Section 1 - Creation of the state board of education.

Article XI, Section 2 - Creation of the position of state superintendent of education.

Article XI, Section 3 - Provides for a system of free public

schools. S. C. Code, 1976, as amended:

Title 59, Chapters 1 - 73 - Public education, K-12.

Section 59-1-160 - School district defined.

Section 59-3-30 - State superintendent of education; general duties.

Section 59-5-10 - Composition and organization of state board of education.

Section 59-17-10 - School districts as bodies politic and corporate.

Section 59-73-20 - School districts declared tax districts.

NONDISCRIMINATION/EQUAL OPPORTUNITY

Recommended

Code **AC** Issued **MODEL/18**

The board affirms the right of all individuals to be treated with respect and to be protected from intimidation, discrimination, physical harm, and/or harassment. Respect for each individual will be a consideration in the establishment of all policies by the board and in the administration of those policies by district staff.

The district is committed to a policy of nondiscrimination and equal opportunity for all students, parents/legal guardians, staff, visitors, personnel, and community members who participate or seek to participate in its programs or activities. Therefore, the district does not discriminate against any individual on the basis of race, religion, sex (including pregnancy, childbirth, or any related medical conditions), color, disability, age (40 or older), genetic information, national origin, or any other applicable status protected by local, state, or federal law. The district also provides equal access to the Boy Scouts and other designated youth groups as required by law.

Resolution of Discrimination Complaints

The district will use the grievance procedures set forth in policy to process complaints based on alleged violations of Title VI of the Civil Rights Act of 1964; Title VII of the Civil Rights Act of 1964; Title IX of the Education Amendments Act of 1972; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; the Age Discrimination in Employment Act of 1967; the Equal Pay Act of 1963; the Genetic Information Nondiscrimination Act of 2008; the Boy Scouts of America Equal Access Act; and Titles I and II of the Americans with Disabilities Act of 1990.

The following person has been designated to handle inquiries, questions, and grievances regarding the district's nondiscrimination policy:

Chief Personnel Officer
386 E. Black Street
803-981-1000

In the event that the *Chief Personnel Officer* is unavailable or is the subject of a grievance that would otherwise be made to the *Chief of Strategic Planning, Engagement and Program Support*, reports should instead be directed to:

Chief of Strategic Planning, Engagement and Program Support
386 E. Black Street
803-981-1000

Complaints or grievances related to Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and the Age Discrimination Act should be directed to:

Executive Director of Exceptional Education
386 E. Black Street
803-981-1000

Any person who is unable to resolve a problem or grievance arising under any of the laws and regulations cited above may contact:

PAGE 2 - AC - NONDISCRIMINATION/EQUAL OPPORTUNITY

United States Department of Education
Office for Civil Rights, Washington DC (Metro)
400 Maryland Avenue, SW
Washington, DC 20202-1475
Telephone (202) 453-6020; Fax (202) 453-6021; TDD 800-877-8339
Email: OCR.DC@ed.gov

Cf. GBA, GBAA, GBK, JB, JIAA, JII

Adopted ^

Legal References:

A. United States Code of Laws, as amended:

1. Age Discrimination Act of 1975, 42 U.S.C.A. Section 6101, *et seq.*
2. Age Discrimination in Employment Act of 1967, 29 U.S.C.A. Section 621, *et seq.*
3. Americans with Disabilities Act of 1990, 42 U.S.C.A. Section 12101, *et seq.*
4. Boy Scouts of America Equal Access Act, 20 U.S.C.A. Section 7905.
5. Equal Pay Act of 1963, 29 U.S.C.A. Section 206d.
6. Genetic Information Nondiscrimination Act of 2008, Section 42 U.S.C.A. 2000ff, *et seq.*
7. Section 504 of the Rehabilitation Act of 1973, 29 U.S.C.A. Section 701, *et seq.*
8. Title IV of the Civil Rights Act of 1964, 42 U.S.C.A. Section 2000c, *et seq.*
9. Title VI of the Civil Rights Act of 1964, 42 U.S.C.A. Section 2000d, *et seq.*
10. Title VII of the Civil Rights Act of 1964, 42 U.S.C.A. Section 2000e, *et seq.*
11. Title IX of the Education Amendments of 1972, 20 U.S.C.A. Section 1681, *et seq.*
12. Uniformed Services Employment and Reemployment Rights Act, 38 U.S.C.A. Section 4301, *et seq.*

B. S.C. Code of Laws, 1976, as amended:

1. Section 1-13-80 - Prohibits discrimination in hiring and other employment practices on the basis of race, color, religion, sex (including pregnancy, childbirth, or related medical conditions), age, national origin, or disability.

C. Federal Cases:

1. *Plyler v. Doe*, 457 U.S. 202 (1982).

NONDISCRIMINATION/EQUAL OPPORTUNITY

Code **AC** Issued **MODEL/18**

The board affirms the right of all individuals to be treated with respect and to be protected from intimidation, discrimination, physical harm, and/or harassment. Respect for each individual will be a consideration in the establishment of all policies by the board and in the administration of those policies by district staff.

The district is committed to a policy of nondiscrimination and equal opportunity for all students, parents/legal guardians, staff, visitors, personnel, and community members who participate or seek to participate in its programs or activities. Therefore, the district does not discriminate against any individual on the basis of race, religion, sex (including pregnancy, childbirth, or any related medical conditions), color, disability, age (40 or older), genetic information, national origin, or any other applicable status protected by local, state, or federal law. The district also provides equal access to the Boy Scouts and other designated youth groups as required by law.

Resolution of Discrimination Complaints

The district will use the grievance procedures set forth in policy to process complaints based on alleged violations of Title VI of the Civil Rights Act of 1964; Title VII of the Civil Rights Act of 1964; Title IX of the Education Amendments Act of 1972; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; the Age Discrimination in Employment Act of 1967; the Equal Pay Act of 1963; the Genetic Information Nondiscrimination Act of 2008; the Boy Scouts of America Equal Access Act; and Titles I and II of the Americans with Disabilities Act of 1990.

The following person has been designated to handle inquiries, questions, and grievances regarding the district's nondiscrimination policy:

[Job Title Only]

Address:

Telephone:

Email:

In the event that the *[Job Title]* is unavailable or is the subject of a grievance that would otherwise be made to the *[Job Title]*, reports should instead be directed to:

[Job Title Only]

Address:

Telephone:

Email:

[Option: If the district has additional coordinators for the following programs, the job title and contact information for each position should be listed individually above: Title IX, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and the Age Discrimination Act.]

Any person who is unable to resolve a problem or grievance arising under any of the laws and regulations cited above may contact:

United States Department of Education
Office for Civil Rights, Washington DC (Metro)
400 Maryland Avenue, SW

SCSBA

(see next page)

PAGE 2 - AC - NONDISCRIMINATION/EQUAL OPPORTUNITY

Washington, DC 20202-1475

Telephone (202) 453-6020; Fax (202) 453-6021; TDD 800-877-8339

Email: OCR.DC@ed.gov

Cf. GBA, GBAA, GBK, JB, JIAA, JII

Adopted ^

Legal References:

A. United States Code of Laws, as amended:

1. Age Discrimination Act of 1975, 42 U.S.C.A. Section 6101, *et seq.*
2. Age Discrimination in Employment Act of 1967, 29 U.S.C.A. Section 621, *et seq.*
3. Americans with Disabilities Act of 1990, 42 U.S.C.A. Section 12101, *et seq.*
4. Boy Scouts of America Equal Access Act, 20 U.S.C.A. Section 7905.
5. Equal Pay Act of 1963, 29 U.S.C.A. Section 206d.
6. Genetic Information Nondiscrimination Act of 2008, Section 42 U.S.C.A. 2000ff, *et seq.*
7. Section 504 of the Rehabilitation Act of 1973, 29 U.S.C.A. Section 701, *et seq.*
8. Title IV of the Civil Rights Act of 1964, 42 U.S.C.A. Section 2000c, *et seq.*
9. Title VI of the Civil Rights Act of 1964, 42 U.S.C.A. Section 2000d, *et seq.*
10. Title VII of the Civil Rights Act of 1964, 42 U.S.C.A. Section 2000e, *et seq.*
11. Title IX of the Education Amendments of 1972, 20 U.S.C.A. Section 1681, *et seq.*
12. Uniformed Services Employment and Reemployment Rights Act, 38 U.S.C.A. Section 4301, *et seq.*

B. S.C. Code of Laws, 1976, as amended:

1. Section 1-13-80 - Prohibits discrimination in hiring and other employment practices on the basis of race, color, religion, sex (including pregnancy, childbirth, or related medical conditions), age, national origin, or disability.

C. Federal Cases:

1. *Plyler v. Doe*, 457 U.S. 202 (1982).

current

Policy AC Nondiscrimination/Equal Opportunity

Issued 3/15

Purpose: To establish the basic structure for conduct of district programs in compliance with applicable laws.

The district is required by federal and state laws, executive orders, rules and regulations not to illegally discriminate on the basis of race, religion, color, disability, gender, age, alienage, immigrant status, English-speaking status, national origin or marital status. The district, therefore, commits itself to nondiscrimination in all its education and employment activities.

Further the board affirms the right of all students and staff to be treated with respect and to be protected from intimidation, discrimination, physical harm and/or harassment.

Adopted 7/24/85; Revised 2/26/90, 7/27/98, 2/25/08, 3/23/15

Legal references:

Federal Law:

Age Discrimination in Employment Act of 1975, 29 U.S.C.A. Section 623, *et seq.* - Nondiscrimination on the basis of age in employment.

American with Disabilities Act of 1990, 42 U.S.C.A. Section 12101, *et seq.* - Prohibits discrimination on the basis of disability by public entities.

Equal Pay Act of 1963, 29 U.S.C.A. Section 206(d) - Nondiscrimination as to wages on basis of sex.

Rehabilitation Act of 1973, Section 504, 29 U.S.C.A. Section 794 - Protects qualified individuals from discrimination based on disability.

Title IV of the Civil Rights Act of 1964, 42 U.S.C. Sec. 2000c-6 - Prohibits discrimination on the basis of race, color or national origin, among other factors, by public elementary and secondary schools.

Title VI of the Civil Rights Act of 1964, 42 U.S.C.A. Section 2000d - Prohibits discrimination on the basis of race, color, national origin, religion or sex.

Title VII of the Civil Rights Act of 1964, 42 U.S.C.A Section 2000e, *et seq.* - Prohibits discrimination in hiring based on race, color, national origin, religion or sex.

Title IX of the Education Amendments of 1972, 20 U.S.C.A. Sections 1681-86 - Prohibits discrimination on the basis of sex.

S.C. Code, 1976, as amended:

Section 1-13-80 - Unlawful employment practices.

Federal Cases:

Plyler vs. Doe, 457 U.S. 202 (1982) - Prohibits denial of immigrant students' access to public education on the basis of immigrant status or English-speaking status, race, color, national origin, religion or sex.

Policy ADF District Wellness

Issued 6/17

Revised/Recommended

The district recognizes that student wellness and proper nutrition are related to students' physical well-being, growth, development, and readiness to learn. The district is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education, and regular and physical activity as part of the total learning experience. In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices.

Food and Beverage Availability

The district is committed to serving healthy meals to students, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; that are moderate in sodium, low in saturated fat, and have zero grams trans fat per serving (nutrition label or manufacturer's specification); and to meeting the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs.

All schools within the district participate in USDA child nutrition programs through the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) and are committed to offering school meals that:

- are accessible to all students
- are appealing and attractive to children
- are served in clean and pleasant settings
- promote healthy food and beverage choices using Smarter Lunchroom techniques as recommended by the USDA where appropriate
- meet or exceed current nutrition requirements established by local, state, and federal statutes and regulations

~~Final Rule Nutrition Standards in the National School Lunch and School Breakfast Programs~~
~~Jan. 2012~~

	Breakfast Meal Pattern			Lunch Meal Pattern		
	Grades K-5 a			Grades 6-8 a		
	Grades 9-12 a			Grades K-5		
	Grades 6-8			Grades 9-12		
Meal Pattern	Amount of Food b Per Week (Minimum Per Day)					
Fruits (cups) c, d	5 (1) e	5 (1) e	5 (1) e	2½ (½)	2½ (½)	5 (1)
Vegetables (cups) c, d	0	0	0	3¾ (¾)	3¾ (¾)	5 (1)
Dark green f	0	0	0	½	½	½
Red/Orange f	0	0	0	¾	¾	1¼
Beans/Peas (Legumes) f	0	0	0	½	½	½

Starchy f	0	0	0	1/2	1/2	1/2
Other f, g	0	0	0	1/2	1/2	3/4
Additional Veg-to-Reach Total h	0	0	0	1	1	1 1/2
Grains (oz eq) i	7-10 (1) j	8-10 (1) j	9-10 (1) j	8-9 (1)	8-10 (1)	10-12 (2)
Meats/Meat Alternates (oz eq) k	0 k	0 k	0 k	8-10 (1)	9-10 (1)	10-12 (2)
Fluid milk (cups) l	5 (1)	5 (1)	5 (1)	5 (1)	5 (1)	5 (1)

Other Specifications: Daily Amount Based on the Average for a 5-Day Week

Min-max calories (kcal) m, n, o	350-500	400-550	450-600	550-650	600-700	750-850
Saturated-fat (% of total calories) n, o	< 10	< 10	< 10	< 10	< 10	< 10
Sodium (mg) n, p	< 430	< 470	< 500	< 640	< 710	< 740
Trans-fat n, o	Nutrition label or manufacturer specifications must indicate zero grams of trans-fat per serving.					

a In the SBP, the above age-grade groups are required beginning July 1, 2013 (SY 2013-14). In SY 2012-2013 only, schools may continue to use the meal pattern for grades K-12 (see §220.23). b Food items included in each food group and subgroup and amount equivalents. Minimum creditable serving is cup.

c One quarter cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100% full-strength.

d For breakfast, vegetables may be substituted for fruits, but the first two cups per week of any such substitution must be from the dark green, red/orange, beans and peas (legumes) or "Other vegetables" subgroups as defined in §210.10(c)(2)(iii).

e The fruit quantity requirement for the SBP (5 cups/week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015). f Larger amounts of these vegetables may be served.

g This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purposes of the NSLP, "Other vegetables" requirement may be met with any additional amounts from the dark green, red/orange, and beans/peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii). h Any vegetable subgroup may be offered to meet the total weekly vegetable requirement.

i At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013), and in the SBP beginning July 1, 2013 (SY 2013-2014). All grains must be whole grain-rich in both the NSLP and the SBP beginning July 1, 2014 (SY 2014-15).

j In the SBP, the grain ranges must be offered beginning July 1, 2013 (SY 2013-2014).

k There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013 (SY 2013-2014), schools may substitute 1 oz. eq. of meat/meat alternate for 1 oz. eq. of grains after the minimum daily grains

~~requirement is met. If fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat-free (unflavored or flavored).~~

~~m The average daily amount of calories for a 5-day school week must be within the range (at least the minimum and no more than the maximum values).~~

~~n Discretionary sources of calories (solid fats and added sugars) may be added to the meal pattern if within the specifications for calories, saturated fat, trans fat, and sodium. Foods of minimal nutritional value and fluid milk with fat content greater than 1 percent milk fat are not allowed. o In the SBP, calories and trans fat specifications take effect beginning July 1, 2013 (SY 2013-2014).~~

~~p Final sodium specifications are to be reached by SY 2022-2023 or July 1, 2022. Intermediate sodium specifications are established for SY 2014-2015 and 2017-2018. See required intermediate specifications in [§210.10\(f\)\(3\)](#) for lunches and [§220.8\(f\)\(3\)](#) for breakfast~~

Students in grades Pre-K to fifth grade will be provided a minimum of 20 minutes to consume lunch after they have received their food.

Schools will not use foods or beverages as rewards for academic performance or good behavior. Additionally, schools will not withhold food or beverages as punishment. Principals will be provided with a list of alternative ideas for behavior management to share with teachers.

Water

To promote hydration, the district will make available free, safe, unflavored drinking water to all students throughout the school day and throughout every school campus. The district will make drinking water available where school meals are served during mealtimes.

Competitive foods and beverages

The district is committed to ensuring that all foods and beverages available to students on school campuses during the school day support healthy eating. The foods and beverages sold outside of the school meal programs (e.g., "competitive" foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum. See administrative rule EFE-R, Competitive Foods Sales/Vending Machines, for more information. The district will establish standards for foods made available, but not sold, during the school day on school campuses. Valentine's Day parties will be excluded from these standards.

All foods that meet the competitive food standards may be sold at fundraisers on the school campus during school hours. The number of fundraisers exempt from the nutrition requirements will be determined by the South Carolina State Board of Education (see administrative rule EFE-R).

District Goals for Health and Wellness

Nutrition promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff, teachers, parents/legal guardians, students, and the community.

The district will promote healthy food and beverage choices for all students throughout the school campus and will encourage participation in school meal programs. This promotion will occur through the use of evidence-based healthy food promotion techniques through the school meal programs using Smarter Lunchroom techniques and through adherence to a policy of 100% of foods and beverages promoted to students meeting the USDA Smart Snacks in School nutrition standards. Nutrition information for school meals (e.g., calories, saturated fat, sodium, and sugar) will be made available to students and parents.

Nutrition education

The district will teach, model, encourage, and support healthy eating by all students. Schools will provide nutrition education and engage in nutrition promotion that fulfills the following criteria:

- fosters the adoption and maintenance of healthy eating behaviors such as acquiring skills for reading food labels and menu planning

- is part of a sequential comprehensive standards-based health education program K5-12 designed to provide students with the knowledge and skills necessary to promote and protect their health
- promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products, and healthy food preparation methods
- emphasizes caloric balance between food intake and energy expenditure (promotes physical activity/exercise)
- links with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, and other school foods and nutrition-related community services
- teaches media literacy with an emphasis on food and beverage marketing
- includes nutrition education training for teachers and other staff

See policy IHAM, Health Education, for more information.

Physical activity

The district is committed to providing physical activity opportunities, and schools will ensure that these varied physical activity opportunities are in addition to, and not as a substitute for, physical education. Schools may promote opportunities for physical activity via in school announcements, newsletters, posters, etc.

The district encourages the use of physical activity as a reward when feasible. Schools shall not deny a student participation in recess or other physical activity as a form of discipline or for classroom make up time. Schools shall not use physical activity (e.g., running/walking laps, pushups) as a form of punishment. Physical activity during the school day (including but not limited to recess, classroom physical activity breaks, or physical education) will not be withheld as punishment for any reason. This does not include participation on sports teams or with other sports-related after school activities, nor does it include participation on sports teams with specific academic requirements.

Physical education

The district's physical education curriculum for grades K-12 shall be aligned with established state physical education standards, the Students Health and Fitness Act, and the defined minimum program. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits and incorporate essential health education concepts. The curriculum will support the essential components of physical education. See policy IHAЕ, Physical Education, for more information.

All students will be provided equal opportunity to participate in physical education classes. The district will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

Other activities that promote student wellness

The district will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues, and physical activity facilities. The district will coordinate and integrate other initiatives related to physical activity, physical education, nutrition, and other wellness components so all efforts are complementary and work towards the same set of goals and objectives promoting student well-being, optimal development, and strong educational outcomes. Schools in the district, where appropriate, will coordinate content across curricular areas that promote student health, such as teaching nutrition concepts in mathematics, with consultation provided by either the school or the district's curriculum specialists.

In partnership with the Alliance for a Healthier Generation, school awards, grants, and recognition will be pursued by the individual schools.

All school-sponsored events will adhere to the wellness policy guidelines. All school-sponsored wellness events will include physical activity and healthy eating opportunities when appropriate.

Community partnerships

The district will develop and enhance relationships with community partners (e.g., hospitals, universities/colleges, local businesses, and local government agencies) in support of this wellness policy's implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

Community health promotion and family engagement

The schools will promote to parents/caregivers, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school-sponsored activities (e.g., fun run, Girls on the Run, Let Me Run, family wellness night, etc.) and will receive information about health promotion efforts. The schools and district will use electronic mechanisms (e.g., email or displaying notices on the district's website), as well as non-electronic mechanisms, (e.g., newsletters, presentations to parents or sending information home to parents), to ensure that all families are actively notified of opportunities to participate in school-sponsored activities and receive information about health promotion efforts.

Staff wellness and health promotion

The district wellness committee may have a staff wellness subcommittee that focuses on staff wellness issues, identifies and disseminates wellness resources, and performs other functions that support staff wellness in coordination with human resources staff. Schools in the district will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors.

Professional learning

The district follows the USDA Professional Standards for State and Local Nutrition Programs to ensure professional development in the area of food and nutrition is provided for all food service employees, including directors, managers, and staff through the district's contracted food service provider.

When feasible, the district will offer annual professional learning opportunities and resources for non-food services staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school (e.g., increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons into math class). Professional learning will help district staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing district reform or academic improvement plans/efforts.

District Wellness Committee/Coordinated District Health Advisory Council

The district will convene a wellness committee that meets quarterly throughout the school year to establish district wellness goals for and to oversee school health and safety policies and programs including development, implementation, and periodic review and update of the wellness policy. Wellness committee members will include, to the extent possible, parents/legal guardians, students, representatives of district nutrition services, physical education teachers, school health professionals, the school board, school administrators, and the general public. The designated officer for ensuring district compliance with the wellness policy and oversight of the committee will be the clinical lead nurse.

Annually, the district will notify the public about the content and implementation of the wellness policy and share any updates to the policy. The district will also publicize the name and contact information of the clinical lead nurse with information on how the public can become involved with the wellness committee or obtain additional information on the wellness policy. The information for this annual review can be gathered through and utilized in the district's strategic planning process.

Every three years, the district will assess its compliance with the policy, how it compares to model wellness policies published by state and federal agencies, and the district's progress in attaining the goals of the policy. The district will use the assessment tool provided by the Alliance for a Healthier Generation. The results of this assessment will be made available to the public to showcase the wellness efforts being made by the district and how each school is in compliance with the wellness policy. Following this assessment, the district will update or modify the policy as necessary and share these changes with the public.

Recordkeeping

The district will retain records to document compliance with the requirements of the wellness policy. Documentation maintained by the district will include but will not be limited to:

- the written wellness policy
- documentation demonstrating that the policy has been made available to the public
- documentation of efforts to review and update the policy, including an indication of who is involved in the update and methods the district uses to make stakeholders aware of their ability to participate on the district wellness committee (e.g., copy of meeting notice posted on the district website)
- documentation to demonstrate compliance with the annual public notification requirements

- the most recent assessment on the implementation of the wellness policy
- documentation demonstrating the most recent assessment on the implementation of the wellness policy has been made available to the public

Food and Beverage Marketing

The district is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The district strives to teach students how to make informed choices about nutrition, health, and physical activity. These efforts will be weakened if students are subjected to advertising on district property that contains messages inconsistent with the health information the district is imparting through nutrition education and health promotion efforts. It is the intent of the district to protect and promote students' health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus, consistent with the district's wellness policy.

Any foods and beverages marketed or promoted to students on school campuses during the school day will meet or exceed the USDA Smart Snacks in School nutrition standards such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students. These standards do not apply to marketing that occurs at events outside of school hours such as after school sporting events or any other events, including school fundraisers.

Contracts for goods or services that include a food and beverage marketing component executed after June 30, 2017, must conform to federal nutrition standards. No exceptions will be granted.

Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing includes any oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller, or any other entity with a commercial interest in the product. This term includes, but is not limited to the following:

- brand names, trademarks, logos, or tags, except when placed on a physically present food or beverage product or its container
- displays, such as on vending machine exteriors
- corporate brand, logo, name, or trademark on school equipment that is displayed during the school day, such as marquees, message boards, scoreboards, or backboards (*Note: Immediate replacement of these items is not required; however, the district will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that is in financially possible over time so that items are in compliance with this policy.*)
- corporate brand, logo, name, or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans, and other food service equipment; as well as on posters, book covers, pupil assignment books, or school supplies displayed, distributed, offered, or sold by the district
- advertisements in school publications or school mailings
- free product samples, taste tests, or coupons of a product, or free samples displaying advertising of a product

Adopted 4/23/12; Revised 6/22/17; **Revised 4/2019**

Legal References:

Federal Law:

Healthy, Hunger-Free Kids Act of 2010, Pub. L. No. 111-296, 124 Stat. 3183.

Federal Regulations:

National School Lunch Program and School Breakfast Program: Nutrition Standards for All Foods Sold in School, 7 C.F.R. Parts 210 and 220 (2016).

Local School Wellness Policy Implementation, 7 C.F.R. Parts 210 and 220

(2016). S.C. Code, 1976, as amended:

Section 59-10-10, et seq. - Physical education, school health services, and nutritional standards.

Section 59-10-330 - Coordinated School Health Advisory Council (CSHAC).

Section 59-10-350 - Length of elementary school lunch period.

Section 59-32-30(A)(1)-(3) - Comprehensive health education program; guidelines and restrictions.

State Board of Education Regulations:

R43-168 - Nutrition standards for elementary (K-5) school food service meals and competitive foods.

R43-238 - Health education requirements.

State Board of Education Academic Standards:

2009 Academic Standards for Health and Safety Education.

2014SC Academic Standards for Physical Education.

2015SC "Smart Snacks" and Exempt Fundraisers Memorandum.

Other References:

National Standards for Physical Education, NASPE (National Association for Sport and Physical Education).

National Health Education Standards, Joint Committee on National Health Education Standards.

USDA Dietary Guidelines for Americans.

USDA Guide to Smart Snacks in School (2016).

USDA Professional Standards for State and Local School Nutrition Programs (2015).

York 3/Rock Hill School District

DISTRICT WELLNESS

Code **ADF** Issued **MODEL/17**

The district recognizes that student wellness and proper nutrition are related to students' physical well-being, growth, development, and readiness to learn. The district is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education, and regular physical activity as part of the total learning experience. In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices.

Food and Beverage Availability

The district is committed to serving healthy meals to students, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk that are moderate in sodium, low in saturated fat, and have zero grams trans fat per serving (nutrition label or manufacturer's specification). The district is also committed to meeting the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs.

All schools within the district participate in USDA child nutrition programs through the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) and are committed to offering school meals that:

- are accessible to all students
- are appealing and attractive to children
- are served in clean and pleasant settings
- meet or exceed current nutrition requirements established by local, state, and federal statutes and regulations
- *(option: promote healthy food and beverage choices using Smarter Lunchroom techniques as recommended by the USDA where appropriate)*

Students in grades Pre-K through fifth grade will be provided a minimum of 20 minutes to consume lunch after they have received their food.

Schools will not use foods or beverages as rewards for academic performance or good behavior. Additionally, schools will not withhold food or beverages as punishment. Teachers are provided with a list of alternative ideas for behavior management.

Water

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day and throughout every school campus. The district will make drinking water available where school meals are served during mealtimes.

Competitive foods and beverages

The district is committed to ensuring that all foods and beverages available to students on school campuses during the school day support healthy eating. The foods and beverages sold outside of the school meal programs (i.e. competitive foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum. The district will establish standards for foods made available, but not sold, during the school day on school campuses.

SCSBA

(see next page)

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All foods that meet the competitive food standards may be sold at fundraisers on the school campus during school hours. The number of fundraisers exempt from the nutrition requirements will be determined by the South Carolina Department of Education.

See administrative rule EFE-R, *Competitive Food Sales/Vending Machines*, for additional information on competitive foods and fundraisers.

District Goals for Health and Wellness

Nutrition promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques, nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff, teachers, parents/legal guardians, students, and the community.

The district will promote healthy food and beverage choices for all students throughout the school campus and will encourage participation in school meal programs. This promotion will occur through the use of evidence-based healthy food promotion techniques through the school meal programs using Smarter Lunchroom techniques and through adherence to a policy of 100 percent of foods and beverages promoted to students meeting the USDA Smart Snacks in School nutrition standards.

Nutrition education

The district will teach, model, encourage, and support healthy eating by all students. Schools will provide nutrition education and engage in nutrition promotion that fulfills the following criteria:

- fosters the adoption and maintenance of healthy eating behaviors such as acquiring skills for reading food labels and menu planning
- is part of a sequential comprehensive standards-based health education program designed to provide students with the knowledge and skills necessary to promote and protect their health
- promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products, and healthy food preparation methods
- emphasizes caloric balance between food intake and energy expenditure (promotes physical activity/exercise)
- links with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, and other school food and nutrition-related community services
- teaches media literacy with an emphasis on food and beverage marketing
- includes nutrition education training for teachers and other staff

See policy IHAM, *Health Education*, for more information.

Physical activity

Children and adolescents should participate in at least 60 minutes of physical activity every day. A substantial percentage of students' physical activity can be provided through a comprehensive school physical activity program which includes quality physical education as the foundation; physical activity before, during, and after school; staff involvement; and family and community engagement. Schools may promote opportunities for physical activity via in-school

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announcements, newsletters, posters, etc. The district is committed to providing these opportunities, and schools will ensure that these varied physical activity opportunities are in addition to, and not as a substitute for, physical education.

The district encourages the use of physical activity as a reward when feasible. Physical activity during the school day (including, but not limited to, recess, classroom physical activity breaks, or physical education) will not be withheld as punishment for any reason. **This does not include participation on sports teams or with other sports-related after school activities, nor does it include participation on sports teams with specific academic requirements.**

Physical education

The district will provide students with physical education using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits and incorporate essential health education concepts. The curriculum will support the essential components of physical education.

See policy IHAE, *Physical Education*, for more information.

All students will be provided equal opportunities to participate in physical education classes. The district will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

(Note: Other than nutrition promotion and education and physical activity and education, which are required components of the wellness policy, the district is required to develop measurable goals for other school-based activities that promote student wellness. In developing these goals, the district must review and consider evidence-based strategies and techniques.

The district may include the following sample goals that have been approved by the United States Department of Agriculture (USDA). Districts may edit these goals as needed based upon their individual district needs.)

Option: Other activities that promote student wellness

The district will integrate wellness activities across the entire school setting, other food and beverage venues, and physical activity facilities. The district will coordinate and integrate other initiatives related to physical activity, physical education, nutrition, and other wellness components so all efforts are complementary and work towards the same set of goals and objectives promoting student well-being, optimal development, and strong educational outcomes. Schools in the district will coordinate content across curricular areas that promote student health, such as teaching nutrition concepts in mathematics, with consultation provided by either the school or the district's curriculum specialists.

All efforts related to obtaining federal, state, or association recognition for efforts or grants/funding opportunities for healthy school environments will be coordinated with and complementary of the wellness policy including, but not limited to, ensuring the involvement of the district wellness committee.

All school-sponsored events will adhere to the wellness policy guidelines. All school-sponsored wellness events will include physical activity and healthy eating opportunities when appropriate.

Option: Community partnerships

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The district will develop and enhance relationships with community partners (e.g. hospitals, universities/colleges, local businesses, SNAP-Ed providers and coordinators, etc.) in support of this wellness policy's implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

Option: Community health promotion and family engagement

The district will promote to parents/legal guardians, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts. The district will use electronic mechanisms (e.g. email or displaying notices on the district's website), as well as non-electronic mechanisms, (e.g. newsletters, presentations to parents/legal guardians, or sending information home to parents/legal guardians), to ensure that all families are actively notified of opportunities to participate in school-sponsored activities and receive information about health promotion efforts.

Option: Staff wellness and health promotion

The district wellness committee may have a staff wellness subcommittee that focuses on staff wellness issues, identifies and disseminates wellness resources, and performs other functions that support staff wellness in coordination with human resources staff. Schools in the district will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors.

Option: Professional learning

The district follows the USDA Professional Standards for State and Local Nutrition Programs to ensure professional development in the area of food and nutrition is provided for all food service staff, including directors, managers, and staff.

When feasible, the district will offer annual professional learning opportunities and resources for non-food services staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school (e.g. increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons into math class). Professional learning will help district staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing district reform or academic improvement plans/efforts.

District Wellness Committee/Coordinated District Health Advisory Council

The district will convene a wellness committee that meets at least once per year to establish district wellness goals and to oversee school health and safety policies and programs including development, implementation, and periodic review and update of the wellness policy. Wellness committee members will include, to the extent possible, parents/legal guardians, students, representatives of district nutrition services, physical education teachers, school health professionals, the board, school administrators, and the general public. The designated officer for ensuring district compliance with the wellness policy and oversight of the committee will be (job title and contact information).

Annually, the district will notify the public about the content and implementation of the wellness policy and share any updates to the policy. The district will also publicize the name and contact information of the (job title used above) with information on how the public can become involved with the wellness committee or obtain additional information on the wellness policy.

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The information for this annual review can be gathered through and utilized in the district's strategic planning process.

Every three (3) years, the district will assess its compliance with the policy, how it compares to model wellness policies published by state and federal agencies, and the district's progress in attaining the goals of the policy. The results of this assessment will be made available to the public to showcase the wellness efforts being made by the district and how each school is in compliance with the wellness policy. Following this assessment, the district will update or modify the policy as necessary and share these changes with the public.

Recordkeeping

The district will retain records to document compliance with the requirements of the wellness policy. Documentation maintained by the district will include, but will not be limited to:

- the written wellness policy
- documentation demonstrating that the policy has been made available to the public
- documentation of efforts to review and update the policy, including an indication of who is involved in the update and methods the district uses to make stakeholders aware of their ability to participate on the district wellness committee (e.g. copy of meeting notice posted on the district website)
- documentation to demonstrate compliance with the annual public notification requirements
- the most recent assessment on the implementation of the wellness policy
- documentation demonstrating the most recent assessment on the implementation of the wellness policy has been made available to the public

Food and Beverage Marketing

The district is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The district strives to teach students how to make informed choices about nutrition, health, and physical activity. These efforts will be weakened if students are subjected to advertising on district property that contains messages inconsistent with the health information the district is imparting through nutrition education and health promotion efforts. It is the intent of the district to protect and promote students' health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus, consistent with the district's wellness policy.

Any foods and beverages marketed or promoted to students on school campuses during the school day will meet or exceed the USDA Smart Snacks in School nutrition standards such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students. These standards do not apply to marketing that occurs at events outside of school hours, such as after school sporting events or any other events, including school fundraisers.

Contracts for goods or services that include a food and beverage marketing component executed after June 30, 2017, must conform to federal nutrition standards. No exceptions will be granted.

Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing includes any oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller, or any other entity with a commercial interest in the product. This term includes, but is not limited to the following:

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- brand names, trademarks, logos, or tags, except when placed on a physically present food or beverage product or its container
- displays, such as on vending machine exteriors
- corporate brand, logo, name, or trademark on school equipment that is displayed during the school day, such as marquees, message boards, scoreboards, or backboards (*Note: Immediate replacement of these items is not required; however, the district will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that it is financially feasible over time so that items are in compliance with this policy.*)
- corporate brand, logo, name, or trademark on food service materials and equipment (e.g. cups used for beverage dispensing, menu boards, coolers, trash cans, etc.) or on posters, book covers, pupil assignment books, or school supplies displayed, distributed, offered, or sold by the district
- advertisements in school publications or school mailings
- free product samples, taste tests, or coupons of a product, or free samples displaying advertising of a product

Adopted ^

Legal References:

- A. United States Code of Laws, as amended:
 - 1. Healthy, Hunger-Free Kids Act of 2010, Pub. L. No. 111-296, 124 Stat. 3183.
- B. S.C. Code of Laws, 1976, as amended:
 - 1. Section 59-10-10, *et seq.* - Physical education, school health services, and nutritional standards.
 - 2. Section 59-10-330 - Coordinated School Health Advisory Council (CSHAC).
 - 3. Section 59-10-350 - Length of elementary school lunch period.
 - 4. Section 59-32-30 - Comprehensive health education program; guidelines and restrictions.
- C. Code of Federal Regulations, as amended:
 - 1. National School Lunch Program and School Breakfast Program: Nutrition Standards for All Goods Sold in School, 7 C.F.R. § 210 and 220.
 - 2. Local School Wellness Policy Implementation, 7 C.F.R. § 210 and 220.
- D. S.C. State Board of Education Regulations:
 - 1. R43-168 - Nutrition standards for elementary (K-5) school food service meals and competitive foods.
 - 2. R43-238 - Health education requirements.
- E. S.C. State Board of Education Academic Standards:
 - 1. 2009 Academic Standards for Health and Safety Education.
 - 2. 2014 SC Academic Standards for Physical Education.
- F. Other:
 - 1. National Standards for Physical Education, NASPE (National Association for Sport and Physical Education).
 - 2. National Health Education Standards, Joint Committee on National Health Education Standards.
 - 3. USDA Dietary Guidelines for Americans.
 - 4. USDA *Guide to Smart Snacks in School* (2016).
 - 5. USDA Professional Standards for State and Local School Nutrition Programs (2015).

Policy ADF District Wellness

Issued 6/17

The district recognizes that student wellness and proper nutrition are related to students' physical well-being, growth, development, and readiness to learn. The district is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education, and regular and physical activity as part of the total learning experience. In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices.

Food and Beverage Availability

The district is committed to serving healthy meals to students, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; that are moderate in sodium, low in saturated fat, and have zero grams trans fat per serving (nutrition label or manufacturer's specification); and to meeting the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs.

All schools within the district participate in USDA child nutrition programs through the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) and are committed to offering school meals that:

- are accessible to all students
 - are appealing and attractive to children
 - are served in clean and pleasant settings
 - promote healthy food and beverage choices using Smarter Lunchroom techniques as recommended by the USDA where appropriate
 - meet or exceed current nutrition requirements established by local, state, and federal statutes and regulations
- Final Rule Nutrition Standards in the National School Lunch and School Breakfast Programs - Jan. 2012**

Breakfast Meal Pattern

Lunch Meal Pattern

Grades K-5 a Grades 6-8 a Grades 9-12 a Grades K-5 Grades 6-8 Grades 9-12

Meal Pattern	Amount of Food b Per Week (Minimum Per Day)					
Fruits (cups) c, d	5 (1) e	5 (1) e	5 (1) e	2½ (½)	2½ (½)	5 (1)
Vegetables (cups) c, d	0	0	0	3¾ (¾)	3¾ (¾)	5 (1)
Dark green f	0	0	0	½	½	½
Red/Orange f	0	0	0	¾	¾	1¾
Beans/Peas (Legumes) f	0	0	0	½	½	½

Starchy f	0	0	0	$\frac{1}{2}$	$\frac{1}{2}$	$\frac{1}{2}$
Other f, g	0	0	0	$\frac{1}{2}$	$\frac{1}{2}$	$\frac{3}{4}$
Additional Veg to Reach Total h		0	0 0	1	1	1 $\frac{1}{2}$
Grains (oz eq) i	7-10 (1) j	8-10 (1) j	9-10 (1) j	8-9 (1)	8-10 (1)	10-12 (2)
Meats/Meat Alternates (oz eq) 0 k		0 k	0 k	8-10 (1)	9-10 (1)	10-12 (2)
Fluid milk (cups) l	5 (1)	5 (1)	5 (1)	5 (1)	5 (1)	5 (1)

Other Specifications: Daily Amount Based on the Average for a 5-Day Week

Min-max calories (kcal) m, n, o	350-500	400-550	450-600	550-650	600-700	750-850
Saturated fat (% of total calories) n, o	< 10	< 10	< 10	< 10	< 10	< 10
Sodium (mg) n, p	< 430	< 470	< 500	< 640	< 710	< 740
Trans fat n, o	Nutrition label or manufacturer specifications must indicate zero grams of trans fat per serving.					

a In the SBP, the above age-grade groups are required beginning July 1, 2013 (SY 2013-14). In SY 2012-2013 only, schools may continue to use the meal pattern for grades K-12 (see [§220.23](#)). b Food items included in each food group and subgroup and amount equivalents. Minimum creditable serving is cup.

c One quarter-cup of dried fruit counts as $\frac{1}{2}$ cup of fruit; 1 cup of leafy greens counts as $\frac{1}{2}$ cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100% full-strength.

d For breakfast, vegetables may be substituted for fruits, but the first two cups per week of any such substitution must be from the dark green, red/orange, beans and peas (legumes) or "Other vegetables" subgroups as defined in [§210.10\(c\)\(2\)\(iii\)](#).

e The fruit quantity requirement for the SBP (5 cups/week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015). f Larger amounts of these vegetables may be served.

g This category consists of "Other vegetables" as defined in [§210.10\(c\)\(2\)\(iii\)\(E\)](#). For the purposes of the NSLP, "Other vegetables" requirement may be met with any additional amounts from the dark green, red/orange, and beans/peas (legumes) vegetable subgroups as defined in [§210.10\(c\)\(2\)\(iii\)](#). h Any vegetable subgroup may be offered to meet the total weekly vegetable requirement.

i At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013), and in the SBP beginning July 1, 2013 (SY 2013-2014). All grains must be whole grain-rich in both the NSLP and the SBP beginning July 1, 2014 (SY 2014-15).

j In the SBP, the grain ranges must be offered beginning July 1, 2013 (SY 2013-2014).

k There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013 (SY 2013-2014), schools may substitute 1 oz. eq. of meat/meat alternate for 1 oz. eq. of grains after the minimum daily grains

requirement is met. If fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat-free (unflavored or flavored).

m The average daily amount of calories for a 5-day school week must be within the range (at least the minimum and no more than the maximum values).

n Discretionary sources of calories (solid fats and added sugars) may be added to the meal pattern if within the specifications for calories, saturated fat, trans fat, and sodium. Foods of minimal nutritional value and fluid milk with fat content greater than 1 percent milk fat are not allowed. o In the SBP, calories and trans fat specifications take effect beginning July 1, 2013 (SY 2013-2014).

p Final sodium specifications are to be reached by SY 2022-2023 or July 1, 2022. Intermediate sodium specifications are established for SY 2014-2015 and 2017-2018. See required intermediate specifications in [§210.10\(f\)\(3\)](#) for lunches and [§220.8\(f\)\(3\)](#) for breakfast

Students in grades Pre-K to fifth grade will be provided a minimum of 20 minutes to consume lunch after they have received their food.

Schools will not use foods or beverages as rewards for academic performance or good behavior. Additionally, schools will not withhold food or beverages as punishment. Principals will be provided with a list of alternative ideas for behavior management to share with teachers.

Water

To promote hydration, the district will make available free, safe, unflavored drinking water to all students throughout the school day and throughout every school campus. The district will make drinking water available where school meals are served during mealtimes.

Competitive foods and beverages

The district is committed to ensuring that all foods and beverages available to students on school campuses during the school day support healthy eating. The foods and beverages sold outside of the school meal programs (e.g., "competitive" foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum. See administrative rule EFE-R, Competitive Foods Sales/Vending Machines, for more information. The district will establish standards for foods made available, but not sold, during the school day on school campuses. Valentine's Day parties will be excluded from these standards.

All foods that meet the competitive food standards may be sold at fundraisers on the school campus during school hours. The number of fundraisers exempt from the nutrition requirements will be determined by the South Carolina State Board of Education (see administrative rule EFE-R).

District Goals for Health and Wellness

Nutrition promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff, teachers, parents/legal guardians, students, and the community.

The district will promote healthy food and beverage choices for all students throughout the school campus and will encourage participation in school meal programs. This promotion will occur through the use of evidence-based healthy food promotion techniques through the school meal programs using Smarter Lunchroom techniques and through adherence to a policy of 100% of foods and beverages promoted to students meeting the USDA Smart Snacks in School nutrition standards. Nutrition information for school meals (e.g., calories, saturated fat, sodium, and sugar) will be made available to students and parents.

Nutrition education

The district will teach, model, encourage, and support healthy eating by all students. Schools will provide nutrition education and engage in nutrition promotion that fulfills the following criteria:

- fosters the adoption and maintenance of healthy eating behaviors such as acquiring skills for reading food labels and menu planning

- is part of a sequential comprehensive standards-based health education program K5-12 designed to provide students with the knowledge and skills necessary to promote and protect their health
- promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products, and healthy food preparation methods
- emphasizes caloric balance between food intake and energy expenditure (promotes physical activity/exercise)
- links with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, and other school foods and nutrition-related community services
- teaches media literacy with an emphasis on food and beverage marketing
- includes nutrition education training for teachers and other staff

See policy IHAM, Health Education, for more information.

Physical activity

The district is committed to providing physical activity opportunities, and schools will ensure that these varied physical activity opportunities are in addition to, and not as a substitute for, physical education. Schools may promote opportunities for physical activity via in school announcements, newsletters, posters, etc.

The district encourages the use of physical activity as a reward when feasible. Schools shall not deny a student participation in recess or other physical activity as a form of discipline or for classroom make up time. Schools shall not use physical activity (e.g., running/walking laps, pushups) as a form of punishment. Physical activity during the school day (including but not limited to recess, classroom physical activity breaks, or physical education) will not be withheld as punishment for any reason. This does not include participation on sports teams or with other sports-related after school activities, nor does it include participation on sports teams with specific academic requirements.

Physical education

The district's physical education curriculum for grades K-12 shall be aligned with established state physical education standards, the Students Health and Fitness Act, and the defined minimum program. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits and incorporate essential health education concepts. The curriculum will support the essential components of physical education. See policy IHAE, Physical Education, for more information.

All students will be provided equal opportunity to participate in physical education classes. The district will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

Other activities that promote student wellness

The district will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues, and physical activity facilities. The district will coordinate and integrate other initiatives related to physical activity, physical education, nutrition, and other wellness components so all efforts are complementary and work towards the same set of goals and objectives promoting student well-being, optimal development, and strong educational outcomes. Schools in the district, where appropriate, will coordinate content across curricular areas that promote student health, such as teaching nutrition concepts in mathematics, with consultation provided by either the school or the district's curriculum specialists.

In partnership with the Alliance for a Healthier Generation, school awards, grants, and recognition will be pursued by the individual schools.

All school-sponsored events will adhere to the wellness policy guidelines. All school-sponsored wellness events will include physical activity and healthy eating opportunities when appropriate.

Community partnerships

The district will develop and enhance relationships with community partners (e.g., hospitals, universities/colleges, local businesses, and local government agencies) in support of this wellness policy's implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

Community health promotion and family engagement

The schools will promote to parents/caregivers, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school-sponsored activities (e.g., fun run, Girls on the Run, Let Me Run, family wellness night, etc.) and will receive information about health promotion efforts. The schools and district will use electronic mechanisms (e.g., email or displaying notices on the district's website), as well as non-electronic mechanisms, (e.g., newsletters, presentations to parents or sending information home to parents), to ensure that all families are actively notified of opportunities to participate in school-sponsored activities and receive information about health promotion efforts.

Staff wellness and health promotion

The district wellness committee may have a staff wellness subcommittee that focuses on staff wellness issues, identifies and disseminates wellness resources, and performs other functions that support staff wellness in coordination with human resources staff. Schools in the district will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors.

Professional learning

The district follows the USDA Professional Standards for State and Local Nutrition Programs to ensure professional development in the area of food and nutrition is provided for all food service employees, including directors, managers, and staff through the district's contracted food service provider.

When feasible, the district will offer annual professional learning opportunities and resources for non-food services staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school (e.g., increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons into math class). Professional learning will help district staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing district reform or academic improvement plans/efforts.

District Wellness Committee/Coordinated District Health Advisory Council

The district will convene a wellness committee that meets quarterly throughout the school year to establish district wellness goals for and to oversee school health and safety policies and programs including development, implementation, and periodic review and update of the wellness policy. Wellness committee members will include, to the extent possible, parents/legal guardians, students, representatives of district nutrition services, physical education teachers, school health professionals, the school board, school administrators, and the general public. The designated officer for ensuring district compliance with the wellness policy and oversight of the committee will be the clinical lead nurse.

Annually, the district will notify the public about the content and implementation of the wellness policy and share any updates to the policy. The district will also publicize the name and contact information of the clinical lead nurse with information on how the public can become involved with the wellness committee or obtain additional information on the wellness policy. The information for this annual review can be gathered through and utilized in the district's strategic planning process.

Every three years, the district will assess its compliance with the policy, how it compares to model wellness policies published by state and federal agencies, and the district's progress in attaining the goals of the policy. The district will use the assessment tool provided by the Alliance for a Healthier Generation. The results of this assessment will be made available to the public to showcase the wellness efforts being made by the district and how each school is in compliance with the wellness policy. Following this assessment, the district will update or modify the policy as necessary and share these changes with the public.

Recordkeeping

The district will retain records to document compliance with the requirements of the wellness policy. Documentation maintained by the district will include but will not be limited to:

- the written wellness policy
- documentation demonstrating that the policy has been made available to the public
- documentation of efforts to review and update the policy, including an indication of who is involved in the update and methods the district uses to make stakeholders aware of their ability to participate on the district wellness committee (e.g., copy of meeting notice posted on the district website)
- documentation to demonstrate compliance with the annual public notification requirements

- the most recent assessment on the implementation of the wellness policy
- documentation demonstrating the most recent assessment on the implementation of the wellness policy has been made available to the public

Food and Beverage Marketing

The district is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The district strives to teach students how to make informed choices about nutrition, health, and physical activity. These efforts will be weakened if students are subjected to advertising on district property that contains messages inconsistent with the health information the district is imparting through nutrition education and health promotion efforts. It is the intent of the district to protect and promote students' health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus, consistent with the district's wellness policy.

Any foods and beverages marketed or promoted to students on school campuses during the school day will meet or exceed the USDA Smart Snacks in School nutrition standards such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students. These standards do not apply to marketing that occurs at events outside of school hours such as after school sporting events or any other events, including school fundraisers.

Contracts for goods or services that include a food and beverage marketing component executed after June 30, 2017, must conform to federal nutrition standards. No exceptions will be granted.

Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing includes any oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller, or any other entity with a commercial interest in the product. This term includes, but is not limited to the following:

- brand names, trademarks, logos, or tags, except when placed on a physically present food or beverage product or its container
- displays, such as on vending machine exteriors
- corporate brand, logo, name, or trademark on school equipment that is displayed during the school day, such as marquees, message boards, scoreboards, or backboards (*Note: Immediate replacement of these items is not required; however, the district will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that is financially possible over time so that items are in compliance with this policy.*)
- corporate brand, logo, name, or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans, and other food service equipment; as well as on posters, book covers, pupil assignment books, or school supplies displayed, distributed, offered, or sold by the district
- advertisements in school publications or school mailings
- free product samples, taste tests, or coupons of a product, or free samples displaying advertising of a product

Adopted 4/23/12; Revised 6/22/17

Legal References:

Federal Law:

Healthy, Hunger-Free Kids Act of 2010, [Pub. L. No. 111-296](#), 124 Stat. 3183.

Federal Regulations:

National School Lunch Program and School Breakfast Program: Nutrition Standards for All Goods Sold in School, [7 C.F.R. Parts 210](#) and [220](#) (2016).

Local School Wellness Policy Implementation, [7 C.F.R. Parts 210](#) and [220](#)

(2016). S.C. Code, 1976, as amended:

[Section 59-10-10](#), *et seq.* - Physical education, school health services, and nutritional standards.

Section 59-10-330 - Coordinated School Health Advisory Council (CSHAC).

Section 59-10-350 - Length of elementary school lunch period.

Section 59-32-30(A)(1)-(3) - Comprehensive health education program; guidelines and restrictions.

State Board of Education Regulations:

R43-168 - Nutrition standards for elementary (K-5) school food service meals and competitive foods.

R43-238 - Health education requirements.

State Board of Education Academic Standards:

2009 Academic Standards for Health and Safety Education.

2014SC Academic Standards for Physical Education.

2015SC "Smart Snacks" and Exempt Fundraisers Memorandum.

Other References:

National Standards for Physical Education, NASPE (National Association for Sport and Physical Education).

National Health Education Standards, Joint Committee on National Health Education Standards.

USDA Dietary Guidelines for Americans.

USDA Guide to Smart Snacks in School (2016).

USDA Professional Standards for State and Local School Nutrition Programs (2015).

York 3/Rock Hill School District

Memo

TO: Dr. Bill Cook
FROM: Anthony Cox, P.E.
DATE: April 10, 2019
SUBJECT: Revisions to Policy FB, Facilities Planning
CC: Pathfinders Master Planning Team

The revisions for the subject policy supports our long range efforts. It has been revised based on the latest state model and our district's specific master planning system.

The Board of Trustees approved the attached revised policy for first read at the Business Meeting on March 25th, 2019 and successfully reviewed the policy at the Board's Work Session on April 8th, 2019.

This policy is presented for second read approval at the April 22nd, 2019 Business meeting.

FACILITIES PLANNING

Code **FB** Issued **PROPOSED**

The board may initiate long-range needs determination surveys on the recommendation of the superintendent or by the board's own appreciation of need.

The board will determine needs based upon the following criteria:

- the extent of use of existing facilities
- the students to be accommodated at a particular time and projected into the future
- the educational goals of the district
- the extent of nonschool or shared use of the facilities
- the demographic projections for birth rates, population growth, and economic conditions

The board directs the superintendent to establish and maintain a facilities master planning system using a minimum future focus of five years. The master plan shall:

- Be a living document, monitored and updated at least biennially, and accessed by the School Board and local and state government agencies as required.
- Guide and control the authorization and approval of specific planning actions, projects development and capital and certain operational expenditures.
- Meet all State Department of Education requirements for long range planning documentation
- Support, and be governed by, the overall strategic plan of Rock Hill Schools
- Be developed by a permanent Facilities Master Planning Team, comprised of school administrators, teachers, and parents; representatives of local government and the community; district and facilities staff.

The superintendent, with the full participation of the professional staff, will develop educational specifications for new school facilities or renovations of existing ones. The superintendent may use consultants when he/she deems it necessary.

Additionally, the board may employ the assistance of professional persons to help the district conduct a needs determination survey. The administration and/or specialist will present findings to the board for action.

Beyond the master planning team, the board may seek input from the community **at large** in determining long-range needs.

All construction, improvement, and renovation of district property will comply with standards and specifications set forth in the South Carolina Department of Education's *South Carolina School Facilities Planning and Construction Guide*.

Adopted 4/27/88; Revised 10/24/88, 2/28/00, 10/25/10

Legal References:

SCSBA

A. S. C. Code of Laws, 1976, as amended:

1. Section 59-23-210 - Construction, improvement, and renovation of public schools.

FACILITIES PLANNING

Code **FB** Issued **MODEL**

The board may initiate long-range needs determination surveys on the recommendation of the superintendent or by the board's own appreciation of need.

The board will determine needs based upon the following criteria:

- the extent of use of existing facilities
- the students to be accommodated at a particular time and projected into the future
- the educational goals of the district
- the extent of nonschool or shared use of the facilities
- the demographic projections for birth rates, population growth, and economic conditions

The superintendent, with the full participation of the professional staff, will develop educational specifications for new school facilities or renovations of existing ones. The superintendent may use consultants when he/she deems it necessary.

Additionally, the board may employ the assistance of professional persons to help the district conduct a needs determination survey. The administration and/or specialist will present findings to the board for action.

The board may seek input from the community in determining long-range needs.

All construction, improvement, and renovation of district property will comply with standards and specifications set forth in the South Carolina Department of Education's *South Carolina School Facilities Planning and Construction Guide*.

Adopted ^

Legal References:

- A. S. C. Code of Laws, 1976, as amended:
1. Section 59-23-210 - Construction, improvement, and renovation of public schools.



Memorandum

TO: Board of Trustees

FROM: Dr. Bill Cook

DATE: April 11, 2019

SUBJECT: Policy BE – School Board Meetings

Attached is Policy **BE** – *School Board Meetings* for second read consideration. We are asking the Board to approve the updating of the policy to change the address listed to our new street address.

Policy BE School Board Meetings

Issued 11/14, **3/19**

Purpose: To establish the basic structure for the conduct of board meetings.

All board meetings will be conducted in accordance with the South Carolina Freedom of Information Act. All board meetings, except for periods in which the board is in executive sessions, are open to the public.

Biennial organizational meeting

The board holds its biennial organizational meeting within one week following the certification of the election results or as soon as practical following the election of board members. The board swears in new members, elects officers and swears in those officers at the biennial meeting. The board also sets the date and time of regular board meetings for the ensuing period between organizational meetings.

Regular board meetings

The board holds its regular meeting of the board at the ~~board room of the administration building~~ **Central Office** at ~~660 North Anderson Road~~ **386 E. Black Street** unless otherwise designated on the fourth Monday of each month. The board may reschedule the meeting when a holiday falls on the fourth Monday. The regularly scheduled time will be 6:00 p.m. There is no meeting held in December.

In unusual circumstances, the board may change the time and place of the regular meeting, or any regular meeting, upon a majority vote of the board.

Work sessions

Each month (unless exception is made by the board), the board will meet in work sessions. The purpose of these sessions will be for the board to have opportunities for planning and discussion without formal action. Topics for discussion should be announced publicly, in advance, and sessions will be conducted in accordance with state law. A majority vote of the board is required for an item to be added to the agenda at the time of the meeting.

Special meetings

The chairman of the board or a majority of members of the board may call a special meeting of the full board. The superintendent should give at least 24 hours notice to all members of the board and the public except when emergency conditions make such notice impossible. The board will not transact any business other than that which is stated in the notice.

Public hearings

The board may conduct public hearings from time to time in order for the public to express their views regarding a specific issue. The board will conduct such meetings in an orderly manner in accordance with board policy and regulation.

Parliamentary procedure

The latest edition of Robert's Rules of Order will govern all matters not covered by the rules of the board.

Adopted 4/27/78; Revised 10/24/88, 7/22/91, 4/22/96, 10/21/98, 8/27/12, 11/24/14, **2019**

Legal references:

S.C. Code, 1976, as amended:

Sections 30-4-10 through 30-4-110 - South Carolina Freedom of Information Act.

Section 59-1-340 - Meetings of boards of trustees and boards of education.

Section 59-19-90(4) - Calling meetings of electors for consultations.

Section 59-19-110 - Board rule-making power includes right to conduct any hearing.

Memo

TO: Dr. Bill Cook
FROM: Brian Vaughan
DATE: April 10, 2019
SUBJECT: Revisions to Policy KF – Community Use of School Facilities

The policy and rule are revised to provide updated guidance on in-kind services with specific user groups, and additional guidance on rentals for certain uses and services. The policy and rule were reviewed at the March work session, approved for first read at the March business meeting, and reviewed again at the April work session.

COMMUNITY USE OF ~~SCHOOL~~DISTRICT FACILITIES

Code **KF** Issued

Purpose: To establish the basic structure for community use of Rock Hill School District Three school (“District”) facilities.

A. General Principles.

The District board of trustees views District property as a community asset and promotes community use of such property for purposes that are consistent with and contribute to the District’s programs and promote the health and welfare of the children, youth, and adults in our District.

~~The Rock Hill School District Three Board of Trustees (the “Board”) views school property as a community asset and promotes community use of such property for purposes that contribute to the school program and promote the health and welfare of the children, youth and adults in our school district.~~

The Board authorizes the Superintendent to prescribe and publish separate administrative procedures required for the implementation of this policy in an orderly and equitable manner.

B. Facilities Available For Use.

The following types of facilities are available for use: auditoriums, galleries, media centers, gymnasiums, dining areas, designated classrooms, meeting rooms, athletic fields and stadiums.

Permission to use District facilities may be granted by the superintendent or designee when such use will not, in the sole discretion of the superintendent:

~~Permission to use school facilities may be granted by the Superintendent or designee when such use will not:~~

1. interfere, conflict or compete in any way with the programs, activities, and schedule of the schools or the District;~~interfere in any way with the regular programs, activities and schedule of the schools;~~
2. compete with commercial organizations or businesses in providing services to the public;
3. utilize equipment, staging, decoration, and the like which could cause damage to the facilities;
4. be contrary to the best interests of the District.~~be considered or perceived as in conflict with the best interests of the district.~~

C. Eligible Users, Priority of Use and Fees Required.

Eligibility and priority in the use of ~~school~~District facilities shall be in accordance with the general categories listed below. Within a category, specific types of groups will be given priority, as listed. Collection of fees is required to cover the expenditure of utilities, custodial and building operation expenses associated with each group’s use of the ~~school~~District facilities. All fees collected pursuant to this policy shall be deposited in the appropriate district fund for recovery of expenditures and as directed by the Superintendent.

PAGE 2 - KF - COMMUNITY USE OF SCHOOL FACILITIES

In Kind: Only government and not-profit community organizations may use the following in-kind credit process: The in-kind credit proposal will identify the service(s), material(s) or combination thereof that will be donated to the school.

1. Proof of value, invoices or receipts, where possible should be attached to the proposal. If it is not possible to provide invoices or receipts as proof of value, then an estimated value should be placed on the contribution and the basis for calculating such an estimated value.
2. The administration will confirm the accuracy of the identified value and establish a Community Use credit balance which the government or non-profit agency may draw against to offset the established facility use fees at the school of donation.

Category and Description	Fees Charged
Category A – SchoolDistrict Affiliated Groups:	
1. SchoolDistrict-sponsored Groups including teachers and students in the <u>District's</u> regular K-12 curricular program and established co-curricular educational and extra-curricular activities, school clubs and student organizations.	No fees are charged, and no facility use agreement is required, unless such groups are using facilities for a profit-making endeavor where 100% of the total profits are not deposited back into a school district fund.
2. SchoolDistrict-related Groups that conduct activities that enhance and support the <u>District's</u> regular K-12 curricular program and extra-curricular activities directly, such as PTO, academic, music and athletic booster clubs, and administrators' organizations.	
Category and Description	Fees Charged
Category B – Not-For-Profit or Tax ExemptTax-Exempt Groups:	
1. Federal, State and Local Government Agencies, other educational institutions and chartered community service agencies.	Fees will be charged for these groups based on a fee schedule approved by the Board to recover costs of rent, utilities and custodial services required by this policy.
2. <u>Organized Non-Profit Community and Civic Groups</u> , supervised non-profit youth and adult athletic and character-building groups, church and non-profit faith-based groups and other non-profit groups.	
<u>Category C – For-Profit Groups, Private Groups and Individuals of the General Public:</u>	
Persons, organizations or associations that request use of school District facilities for a commercial enterprise or to engage in a business for profit.	Fees will be charged for these groups based on a fee schedule approved by the Board.

D. Terms and Acceptance of Agreements.

PAGE 3 - KF - COMMUNITY USE OF SCHOOL FACILITIES

The Superintendent or designee is authorized to enter into facility use agreements with eligible users for the use of ~~school~~District property for terms up to one calendar year. Specific conditions and types of agreements up to one calendar year shall be described in the administrative procedures.

An agreement for more than one calendar year shall be deemed a long-term license and must be approved in advance, by the Board.

Terms, conditions and fee charges for all long-term licenses shall be as negotiated with the Superintendent or designee.

E. Damages and Liability Insurance.

User groups executing a facility use agreement are responsible for:

1. the proper conduct of all persons attending the event;
2. compliance with all state and federal laws;
3. immediate (within thirty days of incident) repair and restoration of all damages to ~~school~~District facilities, property or equipment that occurs while the facility is being used by the group and all individuals therein;
4. loss, damage, or expense caused or arising from the use or operation, as a means of inflicting harm of any computer system, software program, malicious code, computer virus or process of any other electronic system; and
5. all liabilities of any persons in attendance.

All user groups, except category A groups, must furnish a Certificate of Insurance for general liability coverage of \$1,000,000 per occurrence. The Facility (school or site) being used must be listed as additional insured on the Certificate.

F. Rules Governing the Use of ~~School~~District Facilities.

In addition to other provisions of this policy and to any specific administrative procedures established by the Superintendent, all users of ~~school~~District facilities must comply with the following rules:

1. Groups and individuals that use ~~school~~District facilities must comply with all federal, state and local laws and any additional rules required by the Board, Superintendent or designee, or principal.
2. No organization shall be eligible to use ~~school~~District facilities if such organization advocates governmental change by ~~violence, or violence or~~ advocates any doctrine of theories subversive to the law or constitutions of the State of South Carolina or the United States of America.
3. No group or organization characterized as a gang or secret society, pursuant to Board Policy JICF, shall be eligible to use ~~school~~District facilities.
4. User groups and all individuals therein shall not consume or possess prohibited substances and items, complying in all terms and conditions with board policies including but not limited to:

PAGE 4 - KF - COMMUNITY USE OF SCHOOL FACILITIES

- a. Tobacco-Free Schools / Use of Tobacco (Policy ADC)
- b. Drug-Free and Alcohol-Free Schools, Workplace (Policy ADB)
- c. Weapons in School (Policy JICI)

~~5. The use of school facilities by the City of Rock Hill or York County and their divisions or departments shall be as provided in this policy except as specified under a Master Facilities Use Agreement to be drawn with each government body.~~

5. The use of ~~school~~District facilities as election polling stations, for meetings of registered political parties or the State Election Commission shall be without charge (SC Code 7-9-110)

6. ~~District facilities are not available and cannot be used for funerals, memorial services or celebrations of life. or similar gatherings or events.~~

7. Any violation by a user group or associated individual of the provisions of this policy or any applicable administrative procedure will be deemed grounds for the suspension of the user group's privilege to use ~~school~~District facilities for such period of time considered appropriate by the District, subject to the review of the Superintendent and the Board of Trustees.

8. The Board, through the Superintendent or designee, reserves the right to cancel a permit to use ~~school~~District property or facilities and will refund payment of fees whenever it deems such action advisable and in the best interest of the ~~school~~District-system. The Board further reserves the right to modify or change its rules at any time with or without cause. In the event of such revocation or cancellation, there shall be no claim or right whatsoever to damages or reimbursement on account of loss, damage or expenses.

G. Review of Decisions Concerning Use of ~~School~~District Facilities.

Any person or organization may request a review of any decision made by staff pursuant to this policy. The review shall be conducted by the ~~Associate Superintendent of Administrative Services~~Executive Director of Facilities. Subsequent reviews shall follow Board Policy KE.

H. Implementation of Policy.

All existing ~~rental agreements and leases~~ Facility Use Agreements in force on the date of adoption of this policy shall remain in effect for the duration of the current term of ~~the such~~ rental agreement.

APPENDICES TO THIS POLICY:

1. KF-E1 Request for Use of ~~School~~District Facilities
- KF-E2 Fee Schedule for Facility Use

Adopted 11/27/89; Revised 2/24/92, 04/25/05, 5/22/06, 1/26/09, 4/22/13, 9/25/2017, / /19

COMMUNITY USE OF ~~SCHOOL~~DISTRICT FACILITIES

Code **KF-R** Issued

Under Policy KF, the Board authorizes the Superintendent to prescribe and publish these separate administrative procedures required for the Community Use of ~~School~~District Facilities in an orderly and equitable manner.

As a service to the community, the Board may allow the use of public school property by individuals, organizations, institutions and businesses for such educational, recreational, social, civic, and philanthropic and like purposes as the ~~B~~board deems in the best interest of the community.

I. Authorized Users.

- A. Designation of groups authorized to use ~~school~~District facilities and applicability of fees to be charged to these groups shall be in accordance with Policy KF Section C, Eligible Users, Priority of Use and Fees Required.
- B. Unless otherwise specified by policy or elsewhere in these administrative procedures, all general and special rules, terms and processes described below shall be applicable to all categories of user groups (A, B, and C) defined in Policy KF.
- C. Category B and C user groups executing a Facility Use Agreement are responsible for all damages to ~~school~~District facilities, property or equipment that occurs while the facility is being used by the group, and must furnish a Certificate of Insurance for general liability coverage of \$1,000,000 (per occurrence) at the time a request is made for use of the facility. The Certificate of Insurance must show that coverage is current during the requested date(s) of use. ~~Alternatively, T~~ the Superintendent or designee may require the group to execute a Waiver of Liability that states that no liability shall attach to the Rock Hill School Board of Trustees, individually or collectively, for personal injury or personal property damage by reason of use of the ~~school~~District property.
- D. The Rock Hill School District reserves the right to prohibit use of its facilities by any individual, group or organization not in good standing with the district or its divisions (schools, departments or programs). An individual, group or organization which has acted with negligence, disrespect or disregard for federal, state or local statutes or regulations, school ~~B~~board policies and procedures, or the rules and bylaws of the leagues, consortia, groups or other organizations to which the district or its divisions subscribes, which has resulted in adverse impact to the district's resources, risk management or reputation shall be considered not in good standing. As described in policy, a party not in good standing shall be considered or perceived as in conflict with the best interests of the district.

II. General Rules on Use of ~~School~~District Facilities.

- A. The ~~Executive Director of Facilities~~Deputy Superintendent is responsible to the Superintendent and the Board for administration of the Community Use of ~~School~~District Facilities policy and

procedures.

B. Permission to use ~~school~~District facilities can be granted by the school principal or designee and the ~~Deputy~~-Superintendent or designee when in the Superintendent's sole discretion, such use will not interfere, conflict or compete in any way with the regular programs and activities of the ~~school~~Districts. Such permission shall be documented by a written facility use agreement, as further outlined in Section III.

~~C. The designee for the Deputy Superintendent is the Facilities Use Coordinator.~~

~~D.C.~~ The principal or designee ~~the designated administrator assigned by the principal to be~~ in charge of the facility~~building~~ shall be present and visible at the event whenever buildings are assigned or scheduled for public use and shall be responsible to the Board of Trustees.

~~E.D.~~ All activities must be conducted under appropriate adult supervision by the user group (organization granted the agreement for use) ~~which is~~ using the facility. An adult is defined as being 21 years of age or older. The adult supervisor(s) must be (a) be identified by the user group in advance in writing to the principal or designee, (b) be in attendance at all times, and (c) accept the responsibility for the care of the ~~school~~District facility and equipment, the conduct of their group while using the facility, confining the activities of the group only to the area specified in the written agreement, using only equipment listed in the agreement, and leaving the premises at the time specified in the agreement.

~~F.E.~~ For Category B and C user group events, adequate custodial employee(s) shall be provided by the ~~district, and district and~~ charged to the user group. The number of custodians for each event shall be jointly determined by the principal and the Coordinator of Custodial Services.

~~G.F.~~ For all user group events, the user group assigned use of the facility is responsible for providing and paying for adequate security provided by uniformed law enforcement officers of the City of Rock Hill Police Department or the York County Sheriff, in accordance with agency recommendations for the particular use.~~the group assigned use of the facility is responsible for adequate security, defined as uniformed police or security service presence.~~ The ~~assigned administrator principal or designee~~ shall assure and report presence of adequate security to the ~~Executive Director of Facilities~~Facility Use Coordinator, but shall have neither the responsibility nor authority to provide security to the user group or to any person who shall be on school premises with regard to such use. Additionally,

1. Certain events may be deemed "extraordinary" by the ~~Deputy~~-Superintendent or designee due to forecast attendance, the nature of the event and other variables. For such events police protection will be required, and the school principal and an authorized law enforcement official ~~of the police force~~ having jurisdiction over the site, shall determine the number of officers necessary. A copy of the Extra-Duty Police Agreement between the user group and the applicable policy force shall be provided with the Certificate of Insurance prior to execution of the Facility Use Agreement.
2. Failure to provide security for any event, may result in cancellation of the event, as reserved in Board Policy. Whether or not an event is canceled, the Superintendent or designee may assess a \$500 security deposit as a requirement for future rentals by the user ~~group, or group or~~ may suspend the user group of eligibility for future rentals.

3. The Facility Use Agreement shall have a provision wherein the user group shall indemnify and hold harmless the school district against any claim for failure to provide security.

III. Terms, Conditions and Acceptance of Agreements.

The Superintendent or designee is authorized to enter into agreements with groups for the use of ~~school~~District property for terms and conditions as follows:

~~A. — Types of Facility Use Agreements.~~ Unless specifically granted as part of the Terms and Conditions of a Purchase Order or Contract under the district Procurement Code or other policy, all Community Use of ~~School~~District Facilities granted under Policy KF for Category B and C user groups shall be documented by a Facility Use Agreement providing for use by a single user group for a single event or a recurring event for a period of less than one year. one of the following instruments: All charges will be due and payable 10 days prior to the event.

~~B. —~~

~~C. — Rental Agreement: An agreement for a specific event. Such use may occur during a single day or over a period of several days within a given month. All charges will be due and payable 10 days prior to the event.~~

~~D. —~~

~~E.A. Facility Use Agreement: An agreement with a single user group for recurring use over a period of longer than one month but less than one year. Such use is generally expected to be the same number of hours each month and to occur over more than two consecutive months within a year. All charges for hours used will be due and payable by the fourth day of each month for that month of use. Failure to remit payment by the 15th day of the month for that month's use shall be grounds to terminate the Facility Use Agreement in whole.~~

~~1. Facility Long-Term License: An agreement for one calendar year or more shall be deemed a license and must be approved in advance by the Board of Trustees at terms and conditions stated.~~

F.B. Fee Schedule for Facility Use. Category B and C users granted rental and facility use agreements up to one calendar year will be charged fees according to the KF-E2, Fee Schedule for Facility Use. Charges for each of these agreements will be based on:

1. A Rental Fee per hour of use for the area(s) of the ~~school~~facility to be used.
2. A Personnel Fee for the assigned school administrator. Additional personnel charges for custodial worker(s) and event technician(s) will be added on an individual agreement basis, as determined through the process for requesting use, described below. Personnel fees are per person per hour, as described in the Fee Schedule for Facility Use.
3. Equipment Rental Fees for District-owned items desired by the user group, requiring set-up and/or support by the district. Certain items of school furniture and specialized portable school equipment may be used only with the approval of the ~~principal, and principal and~~ specified on the Facility User Agreement.

4. An Application Fee of \$50 shall be collected and credited to the school or site granting use. The application fee shall be collected at the time of the application and is required for the application to be approved.

If an event and/or its permitting agreement is canceled by the requesting user group more than 72 hours before the start of the event, or by the District at any time prior to the start of the event, a refund of any fees above which have been collected shall be made.

In Kind: Only government and not-profit community organizations may use the following in-kind credit process: The in-kind credit proposal will identify the service(s), material(s) or combination thereof that will be donated to the school.

1. Proof of value, invoices or receipts, where possible should be attached to the proposal. If it is not possible to provide invoices or receipts as proof of value, then an estimated value should be placed on the contribution and the basis for calculating such an estimated value.
2. The administration will confirm the accuracy of the identified value and establish a Community Use credit balance which the government or non-profit agency may draw against to offset the established facility use fees at the school of donation.

~~Long term licenses shall be granted and approved at specific terms, conditions and fees as negotiated. Fees collected may reflect in-kind services or benefits received by the district but shall otherwise recover costs for support provided consistent with Board policy.~~

IV. Process for Requesting Use (Category B and C User Groups).

A. Process Description / Steps Required.

1. Groups or persons interested in using ~~school~~District facilities must submit form KF-E1, Request for Use of ~~School~~District Facilities (the "Fform") with the Executive Director of Facilities~~Facilities Use Coordinator~~.
2. All sections of the Fform shall be filled in as completely and legibly as possible and according to the instructions listed on the form.
3. The principal or designee shall determine if the area of the ~~school~~facility requested for use is available, and that the time and area requested will not interfere with normal school functions and curricula and is in the best interest of the ~~school~~District and community. The principal shall approve the area of the ~~school~~facility requested for use or designate an alternative area as ~~required, and required and~~ shall note the area assigned on the Fform. To the maximum extent possible, the principal or designee should ensure all questions have been resolved and noted on the contract concerning the use of the ~~school~~District facility.
4. The principal or designee shall provide written verification to the Executive Director of Facilities~~Facilities Use Coordinator~~ that the event has been approved and will not conflict with any other use at the ~~school~~facility.

5. The Executive Director of Facilities ~~Facilities Use Coordinator~~ shall receive the Fform and ensure a Certificate of Insurance for liability coverage is provided. Applicable fee charges shall be calculated and noted on the Fform. All arrangements, terms of use and schedules shall be confirmed with the principal or designee and the requesting group.
6. The Executive Director of Facilities ~~Facilities Use Coordinator~~ shall issue the approved and signed agreement and an invoice for any applicable fees. Payment must be received 10 days prior to the day of the event.
7. Prior to the event or first use of the area, the assigned administrator-principal or designee is responsible for inspecting the facility to ensure that the area is clean and ready for use. The assigned administrator-principal or designee should welcome and support the user group in a professional manner. Following the ~~event~~event, the assigned administrator-principal or designee shall examine the area to ensure it has been left in the condition found. Any discrepancies must be documented and reported to the principal or designee. The principal or designee shall report the damage to the Executive Director of Facilities ~~Facilities Use Coordinator~~ immediately. The Executive Director of Facilities ~~Facilities Use Coordinator~~ is responsible for collecting damages assessed from the user group.

B. Special Rules Concerning the Process for Requesting Use.

1. Should a conflict occur over the use of a schoolDistrict facility, schoolDistrict programs shall always have first priority up to 6 days prior to the day of the event. For District stadiums, schoolDistrict programs shall always have first priority. In general, priority for use of schoolDistrict facilities, including athletic facilities, shall be as prescribed in policy KF, Section C. Eligible Users, Priority of Use and Fees Required.
2. Rock Hill Schools shall not be liable for damages, in the event the facility is not able to be used pursuant to the facility use agreement except for the refund of any facility use fee which may have been paid in advance.
3. The assigned administrator is to provide responsible, courteous service to the group using the facility and has the authority to close the facility, if there is evidence of misuse or misconduct present.

V. Special Rules for Certain Facilities and Equipment.

- A. **Use of Food Service Facilities.** Use of school kitchens is not permitted.
- B. **Use of Technology Facilities.** Use of Rock Hill Schools technology equipment (computerized and telecommunication systems, Wi-Fi and other networks) by user groups is not permitted unless otherwise specified in selected facility use agreement.
- C. **Use of School Furniture.** Only school furniture provided for a particular facility may be used. Any rearrangement of the furniture must be done by the user group and with the specific permission of the principal beforehand. The user group must return the furniture to the original configuration before leaving the facility.

- D. **Use of ~~School~~District Specialized Equipment.** In the event certain specialized lighting, sound or other electronics equipment is needed, such use must be approved in advance by the as determined by the Executive Director of Facilities, principal or designee, and a District event technician must be hired for the event and paid for by the user group.~~a school-district event technician must be hired, as determined by the Deputy Superintendent or designee.~~
- E. **Use of District Stadiums.** Due to specialized playing surfaces, lighting and other electrical and electronic equipment for mass assembly, at least one qualified event technician from the Facilities Services Department will be required to be on site at district stadiums throughout the rental period of use. Concession Stands and equipment shall not be available for rental or use by any group except as expressly authorized by the Executive Director of Facilities~~and Fleet Services~~, or designee.
- F. **Use of Playgrounds.** School playgrounds are used informally by the children and families of the community and by organized community groups during non-school hours. There is no charge for the use of these facilities on an informal (non-event) basis. Although the playgrounds are open and accessible, Rock Hill Schools assumes no liability in connection with their use by these groups or individuals during non-school hours, and any unauthorized person(s) causing damage to these school facilities is subject to prosecution.
- G. **Use of Equipment Restricted on Grounds.** Motorized devices, skateboards, and similar conveyances are not to be operated on ~~school~~District property at any time.
- H. **Flying of Flags.** Flag poles on ~~school~~District campuses-facilities will be used solely to display the American flag, the South Carolina state flag, and optionally a school-related or school-designed flag. Commemorative flags, celebratory flags, flags of other nations, entities or organizations and other flags will not be displayed on ~~school~~District flagpoles.
- I. **Signage and Promotional Materials.** The use of promotional materials and signage on the day of or during the event shall be coordinated with and approved by the principal or assigned administrator.

VI. Fees Assignment and Collection.

- A. The assignment of fees shall be the responsibility of the Facility Use Coordinator and shall be in accordance with Policy KF.
- B. Other modifications, waivers or exceptions to these administrative procedures not otherwise contained in the Board Policy may be entered into between the user group and the Superintendent or designee.
- C. Fees collected from user groups shall be deposited with specific credit applied to the Operation of Plant (254) function to assure recovery of costs expended. Portions of fee amounts collected, including the Application Fee may be credited to the particular school/department account or other functions of the general fund as approved by the ~~Deputy~~ Superintendent.

July Board Meeting Date

Helena Miller

- Monday, July 15th or Monday, July 22
- Combined Work Session / Business Meeting
- Start Time 8:30 or 9am
- 30 minutes – business meeting
- 2 hours – work session
 - Mission/Vision
 - Update on Goals for 2018-19
 - Final Demographic Study & Master Plan



Marketing & Communications Department
Telephone: 981-1008 - Fax: 981-1094

Memorandum

TO: Dr. Bill Cook
FROM: Mychal Frost
DATE: April 10, 2019
SUBJECT: Announcements for April 22nd School Board Meeting

Teacher Listen & Learn

District leaders hosted the eighth and final Teacher Listen and Learn informational session for teachers from across the district on April 12. This series of informational sessions has provided an opportunity to engage in rich, meaningful dialogue with teachers about celebrations, issues and concerns for our school district. To view detailed responses to questions and concerns from past Teacher Listen and Learn sessions, you are invited to visit www.rock-hill.k12.sc.us/tll.

First-ever District Career Signing Day

On Wednesday, May 8 at 6:00 p.m. at the Central Office, our district will host the first-ever district-wide Career Signing Day. This event will recognize our graduating seniors who entering into the workforce in a position they prepared for during their high school pathway of study. Similar to an athletic signing day, we will invite the student and their future employer for a ceremony recognizing the commitment made between the student and the employer. We look forward to you sharing in this exciting event with us.

Follow Capital Program Update

You are encouraged to visit the district's capital building program, "Build on the Rock," website – www.rock-hill.k12.sc.us/BuildOnTheRock -- for more information on capital projects. The website provides status updates on active and planned construction projects in the district. On the page, viewers can see project descriptions, before and after photographs, and construction timelines.

Upcoming Board Meetings

The School Board will next meet on Monday, May 13th for a work session. The meeting will begin at 4 p.m. Our next business meeting will be **Tuesday**, May 28th at 6 p.m. in the Central Office. This meeting will be on Tuesday due to the Memorial Day holiday on Monday, May 27th. Meetings are streamed on our website and available for viewing on-demand immediately following each broadcast. We invite our community to watch meetings live on our Facebook broadcasts at Facebook.com/RockHillSchools.

At its work session on April 8, 2019, held at the Central Office, the board:

- held a Board Professional Development session;
- recognized numerous students;
- reviewed Policy **FB** – *Facilities Planning* for 2nd read;
- reviewed Policy **BE** – *School Board Meetings* for 2nd read;
- reviewed Policy **KF, KF-R** – *Community Use of District Facilities*;
- reviewed 1st set of Section “A” Policies
- reviewed a field study request (outside of continental U.S.)
- received new textbook acquisition information;
- heard an ESE update;
- heard a general fund budget update;
- heard a construction update;
- received information from District Athletic Advisory Committee;
- discussed July board meeting dates;
- discussed other and future business; and,
- held an executive session for personnel matters.

Other and Future Business

Helena Miller

Executive Session

- Contractual Matters
 - *Intergovernmental Agreement*

Action as Required from Executive Session

Adjournment