
Business Meeting of the Board of Trustees

Monday, September 28, 2020

6:00 p.m. – Comporium Conference Center @ Central Office

A G E N D A

- I. Call to Order – **Helena Miller, Board Chair**
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
- III. Citizen Participation
- IV. Consent Action Agenda
 - A. Approval of Minutes
 - 1. August 10, 2020 combined work session/business meeting
 - 2. August 24, 2020 business meeting
 - B. Approval of Personnel Recommendations
- V. Action Agenda
 - 2nd Read Policies**
 - 1. Approval of Policy **ADD** - *Face Coverings/Masks* – 2nd read
 - 2. Approval of Policy **KBB** – *Parent Rights and Responsibilities* – 2nd read
 - 3. Approval of Policy **KHB, KHB-R** – *Revenue Enhancement Contracts* – 2nd read
 - 1st Read Policies**
 - 4. Approval of Policy **KBC, KBC-R** – *Social Media Communications* – 1st read
 - 5. Approval of Policy **KHC** – *Distribution/Posting of Promotional Materials* – 1st read
 - 6. Approval of Policy **KEC, KEC-R, KEC-E** – *Public Concerns & Complaints about Instructional Resources* – 1st read
 - 7. Approval of Policy **KGBA** – *Student Mentoring Program* – 1st read
 - 8. Approval of Policy **KI, KI-R(2)** – *Visitors* – 1st read
 - 9. Approval of Policy **KLK** – *Relations with Law Enforcement Authorities* – 1st read
 - 10. Approval of Board of Trustees' Goals for 2020-20201
- VI. Communications – *Karen Brogdon - parent*
- VII. Report of the Superintendent
 - A. Budget Update
 - B. Announcements & Updates

One Team One Mission One Rock Hill

VIII. Review of School Board Work Session– September 14

IX. Other and Future Business

X. Executive Session

>**Personnel Matter:** *Hiring*

XI. Action as required from Executive Session

XII. Adjournment

One Team One Mission One Rock Hill

Call to Order

Chairman Miller

ROCK HILL SCHOOL DISTRICT THREE BOARD OF TRUSTEES

School Board Combined Work Session/Business Meeting

Monday, August 10, 2020

Comporium Conference Center @ Central Office

The Rock Hill School District Three Board of Trustees met this date at 5:30 p.m. with members present as follows: *Windy Cole, Mildred Douglas, Terry Hutchinson, Helena Miller, Robin Owens, and Ann Reid* and Superintendent *Dr. Bill Cook*. *Brent Faulkenberry participated via Skype*.

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

Chairman Helena Miller stated the local media were notified, in writing, of the agenda for the combined meeting on Friday, August 7, 2020.

Work Session

Call to Order

Chairman Helena Miller called the meeting to order and led in the Pledge of Allegiance.

Recognitions

New Administrator Introductions

The following new administrators were introduced: *Ms. Tennille Wallace*, executive director of technology services; *Ms. Gina B. Jenkins*, director of human resources; *Ms. Bianca Chivers-White*, principal at Old Pointe Elementary School; *Dr. Jamie Benfield Ledsinger*, principal at Saluda Trail Middle School; *Mr. Derek McQuiston*, elementary virtual academy coordinator; *Ms. Brigitte McSheehan*, interim assistant principal at Rock Hill High School; *Ms. Lia McKay*, assistant principal at Northside Elementary School of the Arts; *Ms. Swanetta Hall*, assistant principal at Bellevue Elementary School; and, *Ms. Sara Sconyers*, assistant principal at Old Pointe Elementary School.

SC/NSPRA Awards

The Rock Hill Schools' marketing and communications team has been awarded a total of five (5) awards, including one "Best in Show" award. This marks the second straight year the department has received a "Best in Show" award in the state's annual public relations recognition program. Additionally, Rock Hill High School has received a Reward of Excellence in the branding and image package category.

Policy JBAB – Title IX – Students – 1st read

Dr. Luanne Kokolis, Chief of Strategic Planning, Engagement, and Program Support, presented new Policy **JBAB – Title IX – Students** for 1st read review. New Title IX regulations and policy have been issued by the federal government for public schools across the country. The new policy regulations state that schoolboards need to approve the draft policy by August 14, 2020. This policy will be up for 1st read later in the meeting.

Policy GBAB – Title IX – Staff – 1st read

Dr. Tanya Campbell, Chief of Personnel, presented new Policy **GBAB – Title IX – Staff** for 1st read review. New Title IX regulations and policy have been issued by the federal government for public

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schools across the country. The new policy regulations state that schoolboards need to approve the draft policy by August 14, 2020. This policy will be up for 1st read later in the meeting.

Policy ADD – Face Coverings/Masks – 1st read

Dr. Keith Wilks, Executive Director of Student Services, presented Policy **ADD – Face Coverings/Masks** for 1st read review. After discussion, the administration was asked to provide the answers to several Board Members' questions regarding this policy before the final vote at the August 24 business meeting. *(This policy is meant to be temporary and in place during the COVID19 pandemic.)*

Administrative Rule JE-R (2) – Student Attendance

Dr. Wilks presented new Administrative Rule **JE-R (2) – Student Attendance** for review. *(This administrative rule is meant to be temporary and in place during the COVID19 pandemic.)*

Policy KHB, KHB-R – Revenue Enhancement – 1st read

Mrs. Terri Smith, Chief Finance Officer, presented Policy **KHB, KHB-R – Revenue Enhancement Contracts** for 1st read review. This policy will be on the Action Agenda at the August business meeting for 1st read.

Bond Resolution - 8% SCAGO General Obligation Debt Issuance

Mrs. Terri Smith, Chief Finance Officer, stated this bond resolution is authorizing the issuance and sale of not to exceed \$15,000,000 General Obligation bonds, in one or more series, and will utilize our 8% debt capacity. This bond resolution is for the purpose of providing funds to pay for the acquisition and installation of technology, equipment, capital improvements and upgrades, and the annual 2016 Acquisition, Use and Security Agreement payment. This bond resolution will not require an increase in tax millage. The district's debt service millage will remain at 52 mills. This item will be on the Action Agenda at the August 24 business meeting.

eLearning Days

Dr. John Jones, Chief of Academics and Accountability, provided, as information, an eLearning update.

Board of Trustees' Goals for 2020-2021

The Board discussed the Board of Trustees' Goals for 2020-2021. These goals will be wordsmithed in the coming weeks and will be up for approval at the September business meeting.

Other and Future Business

The Board discussed other and future business.

Adjourn Work Session / Enter Business Meeting

A motion was made by Brent Faulkenberry, seconded by Terry Hutchinson, to adjourn the work session and enter a business meeting. The motion passed unanimously, 7-0.

Business Meeting

Call to Order

Chairman Miller called the business meeting portion of the combined meeting to order, noting that the agenda had been approved at the beginning of the work session.

Policy JBAB – Title IX – Students – 1st read

A motion was made by Windy Cole, seconded by Terry Hutchinson, to approved Policy **JBAB – Title IX – Students** for 1st read. This motion passed unanimously, 7-0.

Policy GBAB – Title IX – Staff – 1st read

A motion was made by Terry Hutchinson, seconded by Windy Cole, to approved Policy **GBAB – Title IX – Staff** for 1st read. This motion passed unanimously, 7-0.

Policy ADD – Face Covering/Mask – 1st read

A motion was made by Terry Hutchinson, seconded by Windy Cole, to approved Policy **ADD – Face Covering/Mask** for 1st read. This motion passed unanimously, 7-0.

The administration will provide answers to the Board's questions regarding this policy before the final vote at the August 24 business meeting.

Executive Session

A motion was made by Brent Faulkenberry, seconded by Windy Cole, to adjourn open session and enter executive session for the following personnel matter: *hiring*. This motion passed unanimously, 7-0.

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

Action as Required from Executive Session

A motion was made by Windy Cole, seconded by Mildred Douglas, to accept the administration's recommendation for assistant principal at Oakdale STEAM Elementary School. This motion passed unanimously, 7-0.

Adjournment

A motion was made by Terry Hutchinson, seconded by Brent Faulkenberry, to adjourn the meeting. This motion passed unanimously, 7-0.

Submitted by:

Chris Gammons
Executive Administrative Assistant to Superintendent
and Board of Trustees



Business Meeting of the Board of Trustees

Monday, August 24, 2020

Comporium Conference Center @ Central Office

6:00 p.m.

I. Call to Order and Approval of Agenda

Chairman Helena Miller called the meeting to order and 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, August 21, 2020.

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 New Administrator

Mr. Christopher Eaton was recognized as the new assistant principal at Oakdale STEAM Elementary School.

B. Recognition of Mrs. Windy Cole – Boardmanship Institute ~ Level 3

Board Member Windy Cole has earned recognition by the South Carolina School Boards Association (SCSBA) for achievement in the association's 2019-2020 Boardmanship Institute. Mrs. Cole has reached Level Three by earning 100 points within two consecutive years or less.

C. Welcome Back to School Board Photo

Board members participated in a coordinated effort by the South Carolina School Boards Association to affirm "we're all in this together." The 79 school boards across the state are taking photographs and sharing on district social media pages to welcome back students and staff.

III. Citizen Participation

IV. Consent Action Agenda

On a motion by Terry Hutchinson, seconded by Brent Faulkenberry, the following topics on the consent action agenda were unanimously approved, 7-0: *the minutes of the July 13 combined work session/business meeting; the minutes of the July 15 strategic planning meeting; the minutes of the July 16 special called meeting; and the personnel recommendations as submitted by the administration.*

V. Action Agenda

A. Approval of 8% SCAGO General Obligation Debt Issuance

A motion was made by Terry Hutchinson, seconded by Mildred Douglas, to approve the 8% SCAGO General Obligation Debt Issuance in a not to exceed amount of \$15,000,000.

This bond resolution will not require an increase in millage. The district's debt service millage will remain at 52 mills.

This motion was unanimously approved, 7-0.

B. Approval of Policy KHB, KHB-R – *Revenue Enhancement & Advertising Contracts* -1st read

A motion was made by Windy Cole, seconded by Ann Reid, to approve Policy **KHB, KHB-R – *Revenue Enhancement & Advertising Contracts*** for 1st read, with one minor edit to the administrative rule.

This motion was unanimously approved, 7-0.

C. Approval of Policy JBAB – *Title IX – Students* – 2nd read

A motion was made by Terry Hutchinson, seconded by Ann Reid, to approve Policy **JBAB – *Title IX*** (Students), for 2nd and final read. This motion was unanimously approved, 7-0.

D. Approval of Policy GBAB – *Title IX – Staff* – 2nd read

A motion was made by Brent Faulkenberry, seconded by Windy Cole, to approve Policy **GBAB – *Title IX*** (Staff) for 2nd and final read. This motion was unanimously approved, 7-0.

E. Approval of Policy ADD – *Face Coverings/Masks* – 2nd read

A motion was made by Robin Owens, seconded by Brent Faulkenberry, to “approve Policy **ADD**, a temporary policy for *Face Coverings/Masks*, amended to remove the sentence, ‘*Mask breaks will be scheduled by school-level administration using guidance provided by district-level administration following CDC and SCDHEC recommendations.*’”

This approval is for 2nd and final read. The motion was approved, 6-1, with Mrs. Reid voting against the motion. Mrs. Owens, Mr. Faulkenberry, Mrs. Miller, Mr. Hutchinson, Mrs. Cole and Mrs. Douglas voted in favor of the motion.

VI. Communications - None

VII. Report of the Superintendent

A. Announcements

Superintendent Cook made the following announcements:

- Over the past few days, school administrators have worked closely with our human resources and instruction teams to coordinate student assignments while accounting for social distancing classroom capacities and the number of teachers remaining in each brick and mortar school. Schools are contacting families through mail to provide A or B day assignments. While efforts have been taken to align multi-child family schedules so each child will attend school on campus on the same day, we acknowledge adjustments may

need to be made. After receiving your placement, please work directly with your child's principal to discuss any accommodation needed.

- Registration for the Virtual Academy has closed, and our team continues to work diligently to prepare for the 6,664 students participating in the program. Since our last update to the Board, we have secured curriculum platforms for elementary and secondary students that will allow the district to offer an extensive list of courses across all grade levels. Parents will receive information on these curriculum resources as well as access to Canvas (Grades 3-12) and See Saw (Grades K5-Grade 2) learning management system training modules for the start of the school year. We are finalizing the assignment of teachers, and the Virtual Academy leadership will begin communication of teacher assignments with parents once this is completed. Dual credit and advanced courses have been organized and are being finalized with parents. To ensure optimal communication between the brick and mortar school and Virtual Academy, each school has designated contacts for students and parents. Further, we continue to partner with Comporium to bridge the Internet gap for eligible low-income families in our community. Our work with Comporium as well as on-hand resources assures us we will sustain our goal of 100 percent Internet access by our families. Parents with questions or concerns regarding the Virtual Academy are encouraged to contact Dr. Walter Wolff or Mr. Derek McQuiston.
- Breakfast and lunch meals will be available for students attending Rock Hill Schools' Virtual Academy. Parents will be able to preorder meals through the district's food service website at rockhill.nutrislice.com. Orders may be picked up at one of seven designated locations throughout the district. The pickup locations are Belleview Elementary, Finley Road Elementary, Oakdale Elementary, Rosewood Elementary, Castle Heights Middle, Dutchman Creek Middle, and Northwestern High School.
- Program coordination is currently underway for the start of the school year. This year, Back-the-Pack will be partially funded through CARES Act. We have received the first food order from our partner at Second Harvest, and we will pack bags for distribution to students. We continue the delivery of food packs from the distribution classroom at the Applied Technology Center to each of our schools.
- Rock Hill Schools is one of 70 South Carolina school districts that will receive personal protective equipment (PPE) and supplies from the state of South Carolina. The state will purchase and distribute \$10 million worth of PPE and supplies to the 70 school districts which will be funded by the state's COVID-19 relief fund. Our portion of the PPE and supplies totaled more than \$560,000 and included the following items: face masks (disposable/reusable); clear panel face masks; N95 face masks; face shields; disposable gowns; scrubs; gloves; forehead thermometers; desk shields/table shields/office area shields; signage; floor decals; disinfecting products; electrostatic sprayers; pump sprayers; and, hand sanitizer.
- Rock Hill Schools received approval from South Carolina Department of Education for its CARES Act Elementary and Secondary School Emergency Relief (ESSER) grant application. A portion of these funds have been allocated for the purchase of consumable school supplies for student use during the upcoming school year. These funds made it possible for schools to reduce the items requested on school supply lists.
- Next week begins "LEAP Week" for our elementary and middle school students and teachers. Information has been shared with families about the schedule and activities to be completed during the day. As a reminder, LEAP days have been added to the school schedule for all elementary and middle school students and are required by the South

Carolina Department of Education. Activities on these days will include *parent orientation meetings; assistance with access to technology devices and internet access; students participating in beginning of the year assessments; and, communication with parents on instructional curriculum platforms.*

- We are looking forward to the new beginning that will come with the start of the 2020-2021 school year and invite families in our community to register for four-year-old kindergarten and kindergarten on our website. We have space for additional students in our four-year-old program offered at the Central Child Development Center. We also request families with students who are returning to the district this year complete the registration gateway to ensure all student information is correct, especially medical/health information and contact information. Please visit www.rock-hill.k12.sc.us/enroll to get started.
- As conditions change and COVID-19 disease data is provided from SCDHEC, the district has committed to updating pertinent information in the Return to School Plan each Tuesday. The published file on the district website is updated once per week, and the document is easily accessible from the district homepage.
- We are tentatively planning for the staggered start of middle school fall athletics beginning Monday, August 31. Rock Hill Middle School athletic departments are following the SC High School League Guidelines for the Return to Sports. The start days and times for volleyball, football, and cheer will depend upon the number of available facilities at each middle school. Middle school athletic directors will schedule groups of students to come on to campus at specific times and days. To participate, students will need a parent/guardian to complete an athletic waiver. Copies of the waiver are available on the athletics website or from the athletic office at each middle school. When on campus participating in a practice, all coaches and students will be required to wear face masks and will follow a screening protocol including a temperature check and answering questions related to COVID-19 exposure. Parents with questions are encouraged to contact the athletic director at their child's school.
- Our Transportation Department team is working diligently on populating our bus routes. We encourage our parents to utilize the MyStop app that will allow our parents to have real time bus information, including bus number information, bus routes and times that our buses will be at their students' bus stop. The MyStop app information can be found on the district's webpage under Transportation. As a reminder, the State Department of Education has allowed districts to utilize 67% of bus capacity for routes. Seats will be labeled for non-use and students will have assigned seats. Buses will be cleaned after the completion of the morning and afternoon routes and will be cleaned and disinfected twice a day using an electrostatic handheld sprayer with an EPA approved disinfectant. While on the bus, masks are mandated for all students and drivers.
- Our custodial teams are working with principals to develop daily schedules for playgrounds and outdoor learning spaces. Facilities Services has sent aerial photos to all principals showing their campuses to help their team evaluate areas that can be utilized as outdoor learning spaces. These areas will be sanitized after each class use. Classrooms will be disinfected daily by our custodial staff and disinfectant bottles will be available in each classroom for teacher use.
- The School Board will next meet on Monday, September 14th. The meeting will be streamed on our website and available for viewing on-demand immediately following the broadcast. We invite our community to watch meetings and remain connected with our board processes during this time.

B. The Palmetto School at the Children's Attention Home - Update

Director Chantell Tarver provided, as information, the annual update for the Palmetto School at the Children's Attention Home.

VIII. Review of School Board Work Session(s)

Chairman Miller reviewed, for the viewing audience, the topics discussed at the July 13 and August 10 work sessions.

IX. Other and Future Business

The Board discussed the Board of Trustees' Goals for 2020-2021 and changing the start time for future work sessions.

X. Executive Session - None

XI. Action as Required from Executive Session - None

XII. Adjournment

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

Secretary

APPROVED: _____
Chairman

Submitted by:

Chris Gammons
Executive Administrative Assistant to Superintendent
and Board of Trustees

Consent Action Agenda

IV. B. Approval of Personnel Recommendations

*Personnel Recommendations are submitted to the Board of Trustees confidentially.



Office of Student Services
803-981-1041

Memo

TO: Dr. Bill Cook, Superintendent

FROM: Dr. V. Keith Wilks, Executive Director of Student Services

Cc: Dr. Luanne Kokolis, Chief of Strategic Planning, Engagement and
Program Support
Mrs. Sadie Kirell, District Lead Nurse

DATE: September 23, 2020

SUBJECT: Policy ADD Revisions for Second Read

Policy **ADD** - *Face Coverings/Masks* has been revised to include provisions for practical purposes when face coverings/masks may be removed on a limited basis. As well, the policy has been revised to provide the superintendent discretion to lessen the number and/or duration of mask breaks or to eliminate mask breaks as he deems necessary for the best interest of segments or whole group population of the school district.

FACE COVERINGS/MASKS

Code **ADD Proposed 9/28/20**

To reduce the spread of the coronavirus disease 2019 (COVID-19), the Centers for Disease Control and Prevention (CDC) recommends that a face covering/mask be worn in public settings when other social distancing measures are difficult to maintain.

~~In consideration of this guidance and in pursuance of the ultimate goal of returning to and maintaining a full five-day face to face instruction, Rock Hill Schools will require all persons to wear a face covering/mask at all times while inside district buildings or on district transportation.~~

In consideration of this guidance and in pursuance of the ultimate goal of returning to and maintaining a full five-day face to face instruction, Rock Hill Schools' Board of Trustees expresses its intent that all persons wear a face covering/mask at all times while on district property or on district transportation. However, for practical purposes face coverings/masks may be removed on a limited basis outlined below.

Definitions

A *face covering/mask* is a piece of fabric, cloth, or other material that covers the wearer's nose, mouth, and chin simultaneously and is secured to the wearer's face by elastic, ties, or other means. Acceptable face coverings/masks may be homemade, and they may be reusable or disposable.

Masks with one-way valves or vents will not be allowed based on CDC recommendations.

Students and Staff Members

Staff members will wear a face covering/mask while on district property or conducting business on behalf of the district (e.g. driving a bus, conducting a home visit, supervising athletic events, etc.). Staff members include, but are not limited to, salaried and hourly employees, ~~school volunteers~~, student teachers, and interns. The district will provide masks to staff members and expects that reusable masks will be washed regularly to ensure maximum protection.

All students in Pre-K through 12th grade will wear face coverings/masks while on district property, on district transportation, or while attending a school-related activity (e.g. athletic events, etc.). The district will provide masks to students who are not able to provide their own and expects that reusable masks will be washed regularly to ensure maximum protection.

However, for practical purposes, face coverings/masks may be removed on a limited basis for the following:

- Mealtimes
- Outdoor recess of less than 15 minutes
- Administration of medication
- Children younger than two years old
- Anyone who has trouble breathing due to a medical emergency
- Anyone who is unconscious, incapacitated, or otherwise unable to remove the mask without assistance
- Pre-K students during naptime

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- Mask breaks will be permitted at each level as specified below when in class or a space that allows for being seated, and maintaining six feet social distance.
 - Elementary school students will be permitted a facemask break for up to 10 minutes each hour during the school day
 - Middle and high school students will be permitted a facemask break for up to 10-minutes during each period/block ~~academic core course and a 5-minute facemask break for each elective course.~~
 - ~~High school students will be permitted a facemask break for 10 minutes during each block.~~
- During physical education classes ~~held outdoors~~ while maintaining six feet social distance
- During band class where instruments require the use of a mouthpiece, and
- When faculty and staff are in their office/classroom alone

Visitors

Visitors to ~~district buildings~~ **district property** will be limited in accordance with administrative rule KI-R - *Visitors* and the recommendations provided by the South Carolina Department of Health and Environmental Control (SCDHEC) and the CDC. Visitors include, but are not limited to, parents/legal guardians, **school volunteers**, contract service providers, and delivery persons. Visitors will wear a face covering/mask while on district property. Visitors will be asked to leave district property if they refuse to wear a face covering/mask. All efforts will be made to keep necessary visitors to a minimum, including the use of virtual or telephone meetings with families and guests. Parents/Legal guardians meeting on-site with school staff must follow social-distancing guidelines and wear masks when appropriate.

Accommodations

Students (or parents/legal guardians) who request to be exempted from wearing a face covering/mask may be offered Remote Learning* or Virtual Learning for the period that face coverings/masks are required on district property. Students (or parents/legal guardians) must petition the school's principal in writing for this exemption and provide supporting rationale for this request. Requests will be reviewed on a case-by-case basis.

Harassment and Bullying

The district will not tolerate harassment of anyone wearing face coverings/masks or those with recognized exemptions to the face covering/mask requirement and will appropriately discipline students, staff members, or visitors who engage in behavior that interferes with any student or staff member's ability to comply with this policy.

Discipline

Failure or refusal to wear a face covering/mask by a staff member or student may result in discipline in accordance with district policy and codes of conduct, as applicable.

This policy is intended to be effective until further notice and to align with district policies including, but not limited to, student and staff dress codes. To the extent this policy does not align, it will supersede others in accordance with applicable laws and regulations in effect at the time. For clarification on potential conflicts between policies, the interpretation of the superintendent or his/her designee is final.

The board authorizes the superintendent ~~or his/her designee~~ to amend these requirements as necessary to meet health and safety guidelines. **The superintendent has discretion to lessen the number and duration of mask breaks or to eliminate mask breaks entirely on a district-wide, school**

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or classroom level. Such decisions may be made for a number of reasons, including but not limited to the absence of desk shields in a classroom, an increase in the number of students in a classroom, an increase in community virus spread, or emerging hotspots in specific schools or classrooms.

Adopted 8/24/20

References

CDC Vents and Valves:

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html>

Guidance for K-12 School Administrators on the Use of Cloth Face Coverings in Schools:

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/cloth-face-cover.html#:~:text=CDC%20recommends%20that%20people%2C%20including,measures%20are%20difficult%20to%20maintain.>

SCDHEC COVID-19 Interim Guidance for School Operations:

https://www.scdhec.gov/sites/default/files/media/document/School_Operations_COVID-19_Interim%20Guidance-5.18.20.pdf

SCDHEC Use of Cloth Face Coverings (COVID-19):

<https://www.scdhec.gov/infectious-diseases/viruses/coronavirus-disease-2019-covid-19/use-cloth-face-coverings-covid-19>

*Remote Learning- means educational or instructional programming that mostly occurs away from the physical school building and is delivered in a student-focused manner that addresses a student's educational needs. This includes both non-technology-based learning (e.g., paper packets, in-person tutoring) and "distance education" as defined in ESEA section 8101(14)

Memo

TO: Dr. Bill Cook, Superintendent

FROM: Dr. V. Keith Wilks, Executive Director of Student Services

Cc: Dr. Luanne Kokolis, Chief of Strategic Planning, Engagement and Program Support
Dr. Nancy Turner, Director of Exceptional Student Education Services

DATE: September 23, 2020

SUBJECT: Request to postpone Policy KBB—Parent Rights and Responsibilities for Second Read before the School Board

Policy **KBB**—*Parent Rights and Responsibilities* was presented to the Board of Trustees at the work session on September 14, 2020 for second read consideration. During the discussion, board members expressed concern with approving the revisions to Policy **KBB** without having Policy **IHBA**—*Special Education/Programs for Disabled Students* accompany Policy **KBB**. For this reason, we are asking to postpone the second read vote for Policy **KBB** until Policy **IHBA** can matriculate through the Board's approval process and both policies can be presented simultaneously for approval.

Preparation has been made to present Policy **IHBA** at the work session on October 12, 2020. If everything moves without delay with the approval process, both policies will be presented at the November 2020 work session and business meeting for second read approval.

This scenario should provide the assurances the Board desires to provide continuous coverage for the exceptional student population.

Memo

TO: Dr. Bill Cook
FROM: Terri Smith
DATE: September 23, 2020
SUBJECT: **Revision of KHB, *Revenue Enhancement and Advertising Contracts* and KHB-R, *Revenue Enhancement and Advertising Contracts* – 2nd Read**

A stakeholder team comprised of the following individuals has been developed to review and revise policy KHB, *Revenue Enhancement and Advertising Contracts* and administrative rule KHB-R, *Revenue Enhancement and Advertising Contracts*.

Terri Smith, Central Office Business Services
LaWana Robinson-Lee, Central Office Procurement Services
Brian Vaughan, Facilities Services
Mychal Frost, Central Office Marketing & Communications
Bobby Barnes, Central Office Business Services
Beth Lifsey, Central Office Business Services
Dr. Marty Conner, South Pointe High School
Dr. Juan Roldan, Sullivan Middle School
Jacob Moree, Mount Gallant Elementary School
Bill Warren, Rock Hill High School
Mark Yost, Northwestern High School
Gary Black, Food Service
Glenette Neal, Facilities Services
Jeanie Faris, Facilities Services

This policy and rule was presented at the August 10th board work session and approved for 1st read at the August 24th business meeting. This policy and rule was presented at the September 14th board work session for 2nd read. There has been no changes to the policy or rule since the September 14th board work session. A copy of the proposed and current version of the policy and rule are attached. S.C. School Boards Association does not have a model policy or rule for KHB, *Revenue Enhancement and Advertising Contracts*.

Administration requests approval of policy KHB, *Revenue Enhancement and Advertising Contracts* and administrative rule KHB-R, *Revenue Enhancement and Advertising Contracts* for 2nd read.

Policy	Recommendation
KHB, <i>Revenue Enhancement and Advertising Contracts</i>	No model policy available. Recommend changing title to <i>Revenue Enhancement and Advertising Contracts</i> . Recommend adding the following: sponsoring to the advertising definition; include reference to board policy FF, <i>Naming Facilities</i> ; additional information for guidelines; advertising of food and/or beverages; and student marketing survey and protection of student privacy. One minor change since the August 10, 2020 board work session. This change was to add the letter s after the word student in the Student Marketing Survey and Protection of Student Privacy section.
KHB-R, <i>Revenue Enhancement and Advertising Contracts</i>	No model administrative rule available. Recommend changing title to <i>Revenue Enhancement and Advertising Contracts</i> . Recommend adding the following: types of revenue enhancement activities; contract(s) to conform to the district's consolidated procurement code; and limit contract period allowable. One change since August 24, 2020 business meeting. This change was to clarify who would approve a contract if the contract cycle exceeded five years.

REVENUE ENHANCEMENT **AND ADVERTISING** CONTRACTS

Code **KHB** Issued **12/10** **PROPOSED**

~~Purpose: To establish the basic structure for~~ The Board of Trustees acknowledges the need to ~~identify~~ identifying and ~~pursue~~ pursuing opportunities to enhance the generation of revenue for Rock Hill School District Three co-curricular and extra-curricular programs. Advertising ~~and corporate sponsorship~~ provides a source for corporate and local businesses to promote goodwill, support district programs, and market a product or service.

Advertising **and Sponsoring** Definition

Advertisements are defined as visual signs and other notices intended to call the attention to products or services that are erected and temporarily affixed to district property. **Advertisements may also be in the form of announcements in printed materials or electronic formats.**

Sponsors are any person or organization that pays for or carries out a project or activity in return for advertising.

Such advertising activities will seek to model and promote positive values for the students of the district, including messages that encourages student's achievement and the establishment of high standards of personal conduct.

Advertising at District Facilities

As required, advertising contracts shall comply with the procurement **thresholds for purchasing process**. In awarding the contracts, the Superintendent or his/her designee shall consider not only the amount of revenue generated by the contract, including sales incentives such as, **but not limited to**, athletic department support and other extra-curricular **or educational** program enhancements; but also student interest and employee, parents, and local community support. Advertisements shall not be permanently affixed to building structures and must meet uniform district standards established by the Superintendent. **Advertisements viewable outdoors must also comply with city or county ordinances.**

Naming of district facilities or special areas within a new or existing facility or campus in which the district would receive revenue shall comply with board policy FF, Naming Facilities, and shall comply with the procurement thresholds for purchasing.

Guidelines

The Superintendent or his/her designee must approve all revenue generating contracts and will retain the authority and right to final approval of any and all agreements established with corporate and local business entities.

Advertisement and promotional material cannot undermine or detract from the district's education mission. Advertisements may be placed in athletic facilities, performing arts facilities, and extracurricular program areas. Placement of advertisements should be limited to areas open to the general public, **such as gymnasiums, cafeterias, on athletic fields, district website, within school-sponsored television and radio broadcasts, or within school/district level publications.** Advertisements may also be placed on the exterior of district-owned vehicles, as allowed by state statute or regulation.

Corporate involvement in the district's affairs must support and enhance the educational goals of the district.

The Superintendent will retain the authority at all times to review and evaluate any material, agreement, program or relationship with a corporate entity to ensure that they are consistent with the district's educational goals.

~~The Superintendent or his/her designee must approve all revenue generating contracts and will retain the authority and right to final approval of any and all agreements established with corporate and local business entities.~~

Advertising of Food and/or Beverages

Any advertising of food and/or beverages must comply with USDA Food and Nutrition Services regulations. Advertising of non-compliant food and/or beverage items are prohibited. Brand name marketing of corporations that only produce and/or sell non-compliant food is prohibited.

Student Marketing Survey and Protection of Student Privacy

Students shall not be required under any circumstances to fill out surveys to provide marketing information about their interests and preferences for particular vendors, businesses, or products. Personal information includes the students' names, addresses, and telephone numbers and may not be released by the district for purpose of advertising brand name product to students. Similarly, participation in any venture that provides a vendor with the information necessary to generate a list is prohibited. The district shall not enter into any contract for electronic media services, where the providers of the services in question will collect personal information from the students.

Adopted 1/22/07, Revised 12/13/10

REVENUE ENHANCEMENT CONTRACTS

Code **KHB** Issued **12/10**

Purpose: To establish the basic structure for identifying and pursuing opportunities to enhance the generation of revenue for Rock Hill School District Three co-curricular and extra-curricular programs. Advertising provides a source for corporate and local businesses to promote goodwill, support district programs, and market a product or service.

Advertising Definition

Advertisements are defined as visual signs and other notices intended to call the attention to products or services that are erected and temporarily affixed to district property.

Sponsors are any person or organization that pays for or carries out a project or activity in return for advertising.

Advertising at District Facilities

As required, advertising contracts shall comply with the procurement process. In awarding the contracts, the Superintendent or his/her designee shall consider not only the amount of revenue generated by the contract, including sales incentives such as athletic department support and other extra-curricular program enhancements; but also student interest and employee, parents, and local community support. Advertisements shall not be permanently affixed to building structures and must meet uniform district standards established by the Superintendent.

Guidelines

Advertisement and promotional material cannot undermine or detract from the district's education mission. Advertisements may be placed in athletic facilities, performing arts facilities, and extracurricular program areas. Placement of advertisements should be limited to areas open to the general public. Advertisements may also be placed on the exterior of district-owned vehicles, as allowed by state statute or regulation.

Corporate involvement in the district's affairs must support and enhance the educational goals of the district.

The Superintendent will retain the authority at all times to review and evaluate any material, agreement, program or relationship with a corporate entity to ensure that they are consistent with the district's educational goals.

The Superintendent or his/her designee must approve all revenue generating contracts and will retain the authority and right to final approval of any and all agreements established with corporate and local business entities.

Adopted 1/22/07, Revised 12/13/10

REVENUE ENHANCEMENT **AND ADVERTISING** CONTRACTS

Code **KHB-R** Issued **01/07** **PROPOSED**

Revenue enhancement activities may include (but are not limited to):

- Fixed signage
- Banners
- District level publications
- Individual school publications
- Television and/or radio broadcasts
- District level projects
- Posting of participating sponsors on district or school webpages
- Marquees- electronic or non-electronic
- Name of Facilities, subject to board policy FF, *Naming Facilities*

Advertising/Promotional material shall not do the following.

- Promote tobacco, firearms or alcohol usage
- Discriminate, demean, harass or ridicule any person or group of persons on the basis of gender, ethnicity and religious affiliation
- Override the school/district identity
- Promote bond or budget issues listed on an election ballot
- Be obscene or pornographic
- Promote any religious or political organization
- Use any district school logo without prior permission
- Interfere with other existing contracts, except as determined to be in the best interest of the schools and the district
- Be libelous
- Promote hostility, disorder or violence
- Harm student welfare
- Promote individual player/student

Promotional material/s is/are defined as pamphlets, flyers, mini-footballs and other items containing descriptions or advertising that is distributed.

All agreements must be in writing. These agreements must identify the parties involved and include a description of any advertising and/or promotional material.

Expenditure of funds

The revenue derived may be used for but not limited to:

- Supplement programs (~~Travel expenses not limited to bus drivers, student athlete meals, gasoline needed for athletic sport competition~~)
- Provide professional development opportunities
- Supplement annual cost of upkeep and/or replacement equipment and programs
- Purchase of awards
- Purchase of additional supplies
- **Signage or plaque to recognize sponsor**

Contract terms:

Contract executed under this policy will conform to standard terms and conditions established by the Superintendent or his/her designee and the Rock Hill School District Consolidated Procurement Code. The cycle for contracts shall run for a minimum of one year and shall not exceed five years without appropriate approval(s) by the Superintendent or his/her designee.

Adopted 1/22/07

REVENUE ENHANCEMENT CONTRACTS

Code **KHB-R** Issued **01/07**

Advertising/Promotional material shall not do the following.

- Promote tobacco, firearms or alcohol usage
- Discriminate, demean, harass or ridicule any person or group of persons on the basis of gender, ethnicity and religious affiliation
- Override the school/district identity
- Promote bond or budget issues listed on an election ballot
- Be obscene or pornographic
- Promote any religious or political organization
- Use any district school logo without prior permission
- Interfere with other existing contracts, except as determined to be in the best interest of the schools and the district
- Be libelous
- Promote hostility, disorder or violence
- Harm student welfare
- Promote individual player/student

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- Supplement annual cost of upkeep and/or replacement equipment and programs
- Purchase of awards
- Purchase of additional supplies

Contract terms:

Contract executed under this policy will conform to standard terms and conditions established by the Superintendent or his/her designee. The cycle for contracts shall run for a minimum of one year.

Adopted 1/22/07

Memorandum

TO: Dr. Bill Cook
FROM: Mychal Frost
DATE: September 24, 2020
SUBJECT: KBC, KBC-R, and KHC Policy Revisions

The Marketing and Communications team has reviewed the following policies and recommends the proposed changes:

KBC – Social Media Communications

- Include definition of “social media” and “social media content”
- Further define how the district and schools should use social media
- Outlines reasons for blocking users and removing content
- Affirms no racial or ethnic slur, profanity, personal insult or similar language will be used
- Includes statement about FERPA

Following first reading, “publish personal opinions, beliefs or testimony” was added to the expectations of what school and district staff responsible for managing accounts should not do.

KBC-R – Social Media Communications Administrative Rule

Following first reading, KBC-R was reworked to provide guidelines and definitions of what is considered to be inappropriate and subject to removal.

KHC – Distribution/Posting of Promotional Materials

- Broadens the scope of use from “teachers in the classroom” to the “school community”
- Maintains that promotional materials are not in direct competition with district programs or events

No changes following first reading.

Policy Review Committee:

Mychal Frost, Director of Marketing and Communications
Aaron Sheffield, Multimedia Communications Specialist

PROPOSED

Policy KBC Social Media Communications

Issued 3/12

~~Purpose: To establish the board's vision for appropriate use of social media.~~

~~The Board believes a 21st century organization must utilize multiple communication channels~~

The Board recognizes the importance of incorporating current technology tools, including new methods of electronic communication and social media to keep our stakeholders informed on the works of the district. Frequent and two-way conversations, using the latest in communication technology is important. For purpose of this policy, “social media” is defined as any internet-based technology or website that facilitates or promotes interactive communication, participation or collaboration. “Social media content” includes any materials, documents, photographs, graphics and other information that is created, posted, or transmitted using social media.

The Board directs the Administration to develop procedures for utilizing all available channels in the communication of district and school news, including but not limited to: ~~successes; events, emergency information and; statements to manage public relations.~~

- ~~Good news/~~What's happening at your school/site;
- Picture of the Day or other school-related pictures;
- Event reminders;
- Congratulations on student and staff achievements;
- Notifications related to school bus operations; or
- Emergency notifications (weather or otherwise).

District and school staff responsible for the management of any official district or school social media account may:

- 1) Block users (i.e. subscribers, followers, likes, and connections) who post abusive or inappropriate content; or
- 2) Delete comments that contain inappropriate content.

District and school staff responsible for the management of any official district or school social media account shall not:

- 1) Publish or re-publish any racial or ethnic slur, profanity, personal insult, or similar language; ~~or~~
- 2) Discloses any information in violation of FERPA; or
- 3) Publish personal opinions, beliefs, or testimony.

The Administration should monitor comments about the district and remain proactive with a timely response.

Adopted _____

York 3/Rock Hill School District

Policy KBC Social Media Communications

Issued 3/12

Purpose: To establish the board's vision for appropriate use of social media.

The Board believes a 21st century organization must utilize multiple communication channels to keep our stakeholders informed on the works of the district. Frequent and two-way conversations, using the latest in communication technology is important. The Board directs the Administration to develop procedures for utilizing all available channels in the communication of district news, including; successes; events, emergency information and; statements to manage public relations. The Administration should monitor comments about the district and remain proactive with a timely response.

Adopted 3/26/12

York 3/Rock Hill School District

PROPOSED

AR KBC-R Social Media Communications

Issued 3/12

The superintendent or his/her designee will ensure that any website or social media page maintained by the district or any of its schools includes only appropriate material concerning the district's business and complies with any applicable terms of use and the district's acceptable use guidelines regarding Internet access and practices.

~~The principal of each school or his/her designee will be responsible for maintaining control of any website or social media page maintained by the school.~~

~~School officials must be mindful that all postings on the district or school websites or social media pages reflect on the school and district. For this reason, all such communications must be related to the education and related activities of our students and staff.~~

District and school staff responsible for the management of any official district or school social media account may block or delete users and comments that are considered to be inappropriate or abusive. We welcome your thoughts and comments and look forward to what you have to say; however, we will not leave postings that violate the following guidelines. The intent of these guidelines is not to keep any negative or critical information from being posted, but to protect the privacy and rights of Rock Hill School District staff and students.

Please do:

- Ask questions and post appropriate comments on items of interest.
- Be respectful. Personal attacks or offensive comments directed toward students, employees, or community members will not be tolerated. Inappropriate remarks and profanity will be removed.
- Keep in mind that our mission is education, and comments made here should be appropriate for all ages.
- Be factual. False/inaccurate information posted to district or school pages and accounts will be removed and/or replaced with accurate information.

Please do not:

- Attack, demean, or belittle other students, employees or community members.
- Use social media as a way of circumventing the proper channels for resolving personal and professional issues. Comments regarding a personal issue with the district, a school or staff member will be removed.
- Use district or school pages or accounts to sell, promote or market services or products.
- Break the law or encourage others to do so. This includes respecting copyright and fair use laws.

Adopted 3/26/12

York 3/Rock Hill School District

AR KBC-R Social Media Communications

Issued 3/12

The superintendent or his/her designee will ensure that any website or social media page maintained by the district or any of its schools includes only appropriate material concerning the district's business and complies with any applicable terms of use and the district's acceptable use guidelines regarding Internet access and practices.

The principal of each school or his/her designee will be responsible for maintaining control of any website or social media page maintained by the school.

School officials must be mindful that all postings on the district or school websites or social media pages reflect on the school and district. For this reason, all such communications must be related to the education and related activities of our students and staff.

Adopted 3/26/12

York 3/Rock Hill School District

DISTRIBUTION/POSTING OF PROMOTIONAL MATERIALS

Code **KHC** Issued **PROPOSED**

Commercial organizations offer many materials for use by ~~the school community teachers in the classroom~~. Some of these materials are of high educational value with little or no advertising emphasis. Other materials are primarily advertising and have only limited educational value.

The superintendent or his/her designee must approve supplementary printed or electronic materials from commercial, political, religious, or other non-school sources before they are ~~used~~ **distributed** in the schools. The superintendent ~~or his/her designee~~ may approve materials which are of obvious educational quality, which supplement and enrich instructional materials ~~and opportunities for definite school courses, and which are timely and up to date~~. **Materials must provide information on programs or events that are not in competition with district programs or events.**

Schools will not display or distribute advertising materials of commercial, political, or religious nature in the schools or on the school grounds. Schools may not use students as the agents for distributing non-school materials to homes without the approval of the superintendent or his/her designee.

Teachers must preview printed and electronic instructional materials prior to student viewing to ensure their educational value.

Adopted ^

Legal References:

A. Federal Cases:

1. *Child Evangelism Fellowship of Maryland, Inc. v. Montgomery County Public Schools*, 457 F.3d 376 (4th Cir. 2006).

DISTRIBUTION/POSTING OF PROMOTIONAL MATERIALS

Code **KHC** Issued **MODEL/19**

Commercial organizations offer many materials for use by teachers in the classroom. Some of these materials are of high educational value with little or no advertising emphasis. Other materials are primarily advertising and have only limited educational value.

The superintendent or his/her designee must approve supplementary printed or electronic materials from commercial, political, religious, or other non-school sources before they are used in the schools. The superintendent may approve materials which are of obvious educational quality, which supplement and enrich instructional materials for definite school courses, and which are timely and up to date.

Schools will not display or distribute advertising materials of commercial, political, or religious nature in the schools or on the school grounds. Schools may not use students as the agents for distributing non-school materials to homes without the approval of the superintendent or his/her designee.

Teachers must preview printed and electronic instructional materials prior to student viewing to ensure their educational value.

Adopted ^

Legal References:

A. Federal Cases:

1. *Child Evangelism Fellowship of Maryland, Inc. v. Montgomery County Public Schools*, 457 F.3d 376 (4th Cir. 2006).

Policy KHC Distribution/Posting of Promotional Materials

Issued 10/13

Purpose: To establish the basic structure for the distribution/posting of promotional materials in the schools.

Commercial organizations offer many materials for use by teachers in the classroom. Some of these materials are of high educational value with little or no advertising emphasis. Other materials are primarily advertising and have only limited educational value.

The superintendent/designee must approve supplementary printed materials that are to be distributed to parents by students or posted in the schools. Approved materials should be from partners invested with the district, such as the City of Rock Hill, the York County Library, educational institutions or organizations with a 501c3 non-profit status. Materials must be of obvious educational value, promote American democratic ideals and moral value, and provide information on programs or events that are not in competition with district programs or events.

Teachers may use special aids (non-printed materials) such as models, films, slides, pictures, charts and exhibits for educational purposes with the approval of the principal, although such materials may bear the name of a commercial business firm which may have provided the aid.

Teachers must preview educational films secured from or through commercial sources prior to student viewing to assure their educational value.

Adopted 8/26/85; Revised 11/27/89, 3/29/05, 3/27/06, 6/28/10, 10/28/13

Legal references:

Court cases:

Child Evangelism Fellowship of Maryland, Inc. v. Montgomery County Public Schools, 373 F. 3d 589 (4th Cir. 2004).

York 3/Rock Hill School District

Memorandum

To: Dr. Bill Cook

From: Dr. John Jones

RE: **BOARD REVIEW OF POLICIES**

Date: September 24, 2020

The following policies are being presented for first reading at the September 28, 2020, Rock Hill Schools Board of Trustees meeting.

- Policy KEC – Public Concerns and Complaints about Instructional Resources
- Administrative Rule KEC-R – Public Concerns and Complaints about Instructional Resources
- Policy KEC-E – Public Complaint About Instructional Materials

The packet is arranged in proposed policies, model policies, and current policies. Proposed changes are indicated in red.

The following staff members of Rock Hill Schools were asked to provide input and feedback on the proposed changes to the policy:

Ms. Elizabeth Bridges, Elementary Literacy Coach/Teacher
Mr. Chris Chandler, Secondary Assistant Principal
Ms. Charlotte Evans, Elementary School Librarian
Dr. Joya Holmes, Executive Director of Professional Learning and Choice Programs
Mr. Joshua Hope, Secondary Teacher
Dr. Luanne Kokolis, Chief of Strategic Planning, Engagement, and Program Support
Mr. Clayton Moton, Secondary Principal
Ms. Melisa Smith, Elementary School Librarian
Ms. Randy Polk, Secondary School Librarian
Ms. Patti Tate, Secondary Teacher
Ms. Tennille Wallace, Executive Director of Technology Services
Mr. Damon Ward, Director of Central Child Development Center
Dr. Adrine Weaks, Secondary School Librarian
Ms. Theresa Westphal, Elementary Teacher

Proposed Board Policy

KEC

KEC-R

KEC-E

Policy KEC Public Concerns and Complaints about Instructional Resources

Issued 3/05

Purpose: To establish the basic structure for receiving and handling public concerns and complaints about instructional resources.

The board of trustees recognizes its responsibility in the matter of selection and provision of instructional materials. Any parent/**legal guardian** or citizen may lodge a complaint against any book(s) or instructional materials being used in the school system.

The complainant must submit criticism of book(s) or other instructional materials in writing to the **superintendent or designee** using the "Citizens Request for Review of Educational Materials" form (KEC-E). Committees will review all complaints (building level and district level) in accordance with approved administrative rules **accompanying this policy** (KEC-R).

The board directs that any challenged materials remain in the school pending final action upon the complaint. However, the school may observe the request of a parent that his/her own child not be assigned a specific book, **resource, or material. When such a request is presented, the teacher and/or principal should resolve the situation, perhaps by arranging for use of alternative resources meeting essentially the same instructional purpose. This does not apply, however, to basic program texts and resources that the board has adopted.**

The superintendent will inform the board of all complaints about instructional materials.

Adopted 7/23/79; Revised 11/27/89, 3/29/05

Legal references:

S. C. Code, 1976, as amended:

Section 59-19-90(7) - The board of trustees shall control the educational interests of the district.

Case Law:

Board of Education v. Pico, 457 U.S. 853 (1982).

York 3/Rock Hill School District

AR KEC-R Public Concerns and Complaints about Instructional Resources

Issued 3/05

Two committees will review all complaints about instructional materials. **Annually**, the principal will name a school level committee. The superintendent will name a district level committee. **Each committee should include persons knowledgeable in the subject area being reviewed. Appointment of a citizen representative as well as a school librarian/media specialist on each committee should be considered.**

The superintendent will submit the written complaint to the appropriate building principal for review by a school level committee. This three-member school level review committee will consist of a classroom teacher, an administrator and the media specialist/librarian. The school level review committee will meet within ten **(10) school** days of the receipt of a **request for review of education materials form** to consider the complaint. The committee will review the complaint, **review the disputed material**, and formulate a recommendation. The principal will send the recommendation to the district level review committee.

The superintendent will appoint the district level review committee annually. This committee will be composed of two secondary school teachers, one middle school teacher, two elementary school teachers, a representative from one school's advisory committee and a district level administrator. The district level review committee will meet to consider all school level review committee recommendations within **ten (10) school** days of their receipt of the school committee's recommendation. As a part of the review process, the committee will invite the complainant to appear before it to discuss the nature of the complaints. Following their review, the district committee will forward a recommendation to the superintendent for review and transmittal to the complainant.

The complainant may appeal the committee's decisions in writing through the superintendent to the board.

Instructions to evaluating committees

The board, though it is ultimately responsible for all curriculum and instructional resources including library books, recognizes the need and right of students to free access to many different types of books and resources. It also recognizes the right of the professional staff to select books and other resources supportive of the district's educational philosophy and goals.

The board directs the evaluating committees to bear in mind the principles of the freedom to learn and to read. The committees must base their decisions on these principles rather than on defense of individual materials. Freedom of inquiry is vital to education in a democracy.

The committee **will** study all materials thoroughly and read available reviews. The committee should check the general acceptance of the materials by consulting standard evaluation aids and local holdings in other schools.

In its deliberations, the review committee will consider the educational philosophy of the district, the professional opinions of other teachers of the same subject and of other competent authorities, reviews of the materials by reputable bodies, the teacher's own stated objectives in using the materials, and the objections of the complainant. The value of any book or other material will be judged as a whole, taking into account the purpose of the material, rather than individual, isolated expressions or incidents in the work. The committee must not pull passages or parts out of context. The committee must weigh values and faults against each other and base its opinions on the material as a whole.

Should a committee recommend the removal of a book or **material**, the committee's final report must demonstrate that its decision was not intended to remove books to deny students' access to ideas which committee members find to be repugnant. Such an intention would violate Constitutional standards. The committee must further demonstrate that the books **or material** in question are not educationally suitable.

The committee report, reflecting the majority opinion, will be given to the complainant at the conclusion of the committee's discussion on the questioned materials.

Suggested format or outline for report from evaluating committee

- list of committee members and their positions
- statement ensuring that each committee member **read and/or reviewed** the material in its entirety
- list of review source(s) consulted
- statement of majority opinion
- committee's final decision

Procedures for reconsideration of blocked websites

In accordance with the Children's Internet Protection Act (CIPA) (Title XVII, United States Code), the school system provides Internet filtering to protect students from harmful and/or inappropriate content on the Internet. Board Policy makes clear that technology resources of Rock Hill Schools are to be used only for purposes of work or curriculum. As such, websites not meeting the criteria of federal law and/or local Board policy may be blocked from use. Examples of such sites include:

- Content specifically described in Title XVII, United States Code (CIPA): that which is obscene, pornographic, and/or harmful to minors. This definition explicitly lists those which lack serious literary, artistic, political or scientific value to minors.
- Email providers other than Rock Hill Schools. Technology staff is unable to monitor these email providers to ensure adequate virus protection, thus offering access to them is an unacceptable risk for district networks.
- Sites which school personnel request to have blocked for inappropriate content. These most often include images and/or language not suitable for minors.
- Sites without uses directly related to work or curriculum, such as online auction pages.
- Sites which require unacceptable use of bandwidth, such as Internet radio and video. These rob users engaged in legitimate use of bandwidth needed for their purposes.

If a staff member feels that a site with legitimate educational purposes has been blocked in error, a request to reconsider the decision should be made via help desk ticket. The Executive Director of Technology Services will review the request and make a determination. If satisfactory resolution is not achieved, the System Level Resources Review Committee will proceed as described above.

York 3/Rock Hill School District

PUBLIC COMPLAINT ABOUT INSTRUCTIONAL MATERIALS

Citizen's Request for Review of Instructional Materials

School in which the material is being used: _____

Your Name (please print): _____

Telephone #: _____ Address: _____

Complainant represents: Self _____ Organization/Group _____ (Name of group) _____

Do you have a student who attends the school listed above? ☐ Yes ☐ No

Please check the type of material in question:

☐

Book

☐

Magazine

☐

Pamphlet

☐

Video

☐

Audio

☐

Software

☐

Kit

☐

Website

Other: _____

Title of material: _____

Author/Distributor: _____ Copyright Year: _____

The following questions are to be answered after the complainant has read, viewed, or listened to the material. If sufficient space is not provided, attach additional sheets. (Please sign your name to each additional attachment.)

1. Did you read, view, or listen to the material in its entirety? If not, why? _____

2. Where is the material being used? Classroom _____ Library _____

3. If it is being used in a classroom, please provide the following information:

Grade _____ Name of class or subject _____

Teacher _____

4. Are students required to use the material? ☐ Yes ☐ No ☐ I don't know

5. Have you read reviews of this material by reputable sources? If so, please list sources.

6. To what do you object? (Please be specific. Cite pages, **websites**, or particular sequences of material.)

7. What do you believe is the theme or purpose of this material?

8. What do you feel might be the result of a student using this material?

9. Would you recommend this material for a different age group?

10. What other materials of the same subject and format would you recommend?

11. What is your request in regard to this material?

- | | |
|---|---|
| <input type="checkbox"/> Do not assign it to students at this grade level | <input type="checkbox"/> Withdraw it from use at the school |
| <input type="checkbox"/> Require parental permission for use | |
| <input type="checkbox"/> Unblock access to website | <input type="checkbox"/> Refer it to an official committee for evaluation |

Signature of complainant

Date

*Please return completed form to the **superintendent or designee***

Model Board Policy

KEC

KEC-R

KEC-E

PUBLIC CONCERNS AND COMPLAINTS ABOUT INSTRUCTIONAL RESOURCES

Code **KEC** Issued **MODEL**

The board recognizes its responsibility in the selection and provision of instructional materials. Any parent/legal guardian or citizen may lodge a complaint against any books or instructional materials being used in the school system.

The complainant must submit criticism of books or other instructional materials in writing to the superintendent using form KEC-E, *Citizens Request for Review of Educational Materials*. Committees will review all complaints (school-level and district-level) in accordance with the administrative rule accompanying this policy.

The board directs that any challenged materials remain in the school pending final action upon the complaint. However, the school may observe the request of a parent/legal guardian that his/her own child not be assigned a specific book. When such a request is presented, the teacher and/or principal should resolve the situation, perhaps by arranging for use of alternative resources meeting essentially the same instructional purpose. This does not apply, however, to basic program texts and resources that the board has adopted.

The superintendent will inform the board of all complaints about instructional materials.

Adopted ^ _____

Legal References:

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

1. Section 59-19-90(7) - The board of trustees shall control the educational interests of the district.

B. Federal Cases:

1. *Board of Education v. Pico*, 457 U.S. 853 (1982).

PUBLIC CONCERNS AND COMPLAINTS ABOUT INSTRUCTIONAL RESOURCES

Code **KEC-R** Issued **MODEL**

Two committees will review all complaints about instructional materials. Annually, the principal will name a school-level committee, and the superintendent will name a district-level committee. Each committee should include persons knowledgeable in the subject area being reviewed. Appointment of a citizen representative on each committee should be considered.

The superintendent will submit the written complaint to the appropriate building principal for review by a school-level committee. The school-level review committee will meet within ten school (10) days of the receipt of a request for review of education materials form to consider the complaint. The committee will review the complaint, review the disputed material, and formulate a recommendation. The principal will send the recommendation to the district-level review committee.

The district-level review committee will meet to consider all school-level review committee recommendations within ten school (10) days of receipt of the school committee's recommendation. As a part of the review process, the committee may invite the complainant to appear before it to discuss the nature of the complaints. Following their review, the district committee will forward a recommendation to the superintendent for review and transmittal to the complainant.

The complainant may appeal the committee's decision in writing through the superintendent to the board.

Instructions to Evaluating Committees

The board, though it is ultimately responsible for all curriculum and instructional resources including library books, recognizes the need and right of students to free access to many different types of books and resources. It also recognizes the right of the professional staff to select books and other resources supportive of the district's educational philosophy and goals.

The committee will study all materials thoroughly and read available reviews. In its deliberations, the review committee will consider the educational philosophy of the district, the professional opinions of other teachers of the same subject and of other competent authorities, review of the materials by reputable bodies, the teacher's own stated objectives in using the materials, and the objections of the complainant. The value of any book or other material will be judged as a whole, taking into account the purpose of the material, rather than individual, isolated expressions or incidents in the work.

Should a committee recommend the removal of a book, the committee's final report must demonstrate that its decision was not motivated by a desire to deny students' access to ideas which committee members personally find to be repugnant. Such an intention would violate Constitutional standards.

The committee report, reflecting the majority opinion, will be given to the complainant at the conclusion of the committee's discussion on the questioned materials.

PAGE 2 - KEC-R - PUBLIC CONCERNS AND COMPLAINTS ABOUT INSTRUCTIONAL RESOURCES

Suggested Format or Outline for Report from Evaluating Committee

- list of committee members and their positions
- statement ensuring that each committee member read the material in its entirety
- list of review source(s) consulted
- statement of majority opinion
- committee's final decision

Issued ^

PUBLIC COMPLAINT ABOUT INSTRUCTIONAL MATERIALS
Citizen's Request for Review of Instructional Materials

School in which the material is being used: _____

Your Name (*please print*): _____

Telephone #: _____ Address: _____

Complainant represents: Self _____ Organization/Group _____ (Name of group) _____

Do you have a student who attends the school listed above? ☐ Yes ☐ No

Please check the type of material in question:

- | | | |
|-----------------------------------|-----------------------------------|--------------------------------------|
| <input type="checkbox"/> Book | <input type="checkbox"/> Video | <input type="checkbox"/> Kit |
| <input type="checkbox"/> Magazine | <input type="checkbox"/> Audio | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Pamphlet | <input type="checkbox"/> Software | _____ |

Title of material: _____

Author/Distributor: _____ Copyright Year: _____

The following questions are to be answered after the complainant has read, viewed, or listened to the material. If sufficient space is not provided, attach additional sheets. (Please sign your name to each additional attachment.)

1. Did you read, view, or listen to the material in its entirety? If not, why? _____

2. Where is the material being used? Classroom _____ Library _____

3. If it is being used in a classroom, please provide the following information:

Grade _____ Name of class or subject _____

Teacher _____

4. Are students required to use the material? ☐ Yes ☐ No ☐ I don't know

5. Have you read reviews of this material by reputable sources? If so, please list sources.

6. To what do you object? (Please be specific. Cite pages or particular sequences of material.)

7. What do you believe is the theme or purpose of this material? _____

8. What do you feel might be the result of a student using this material? _____

9. Would you recommend this material for a different age group? _____

10. What other materials of the same subject and format would you recommend?

11. What is your request in regard to this material?

☐ Do not assign it to students at this grade level

☐ Withdraw it from use at the school

☐ Require parental permission for use

☐ Refer it to an official committee for evaluation

Signature of complainant

Date

Please return completed form to the school principal.

Current Board Policy

KEC

KEC-R

KEC-E

Policy KEC Public Concerns and Complaints about Instructional Resources

Issued 3/05

Purpose: To establish the basic structure for receiving and handling public concerns and complaints about instructional resources.

The board of trustees recognizes its responsibility in the matter of selection and provision of instructional materials. Any parent or citizen may lodge a complaint against any books or instructional materials being used in the school system.

The complainant must submit criticism of books or other instructional materials in writing to the building principal using the "Citizens Request for Review of Educational Materials" form (KEC-E). Committees will review all complaints (building level and district level) in accordance with approved administrative rules (KEC-R).

The board directs that any challenged materials remain in the school pending final action upon the complaint. However, the school may observe the request of a parent that his/her own child not be assigned a specific book.

The superintendent will inform the board of all complaints about instructional materials.

Adopted 7/23/79; Revised 11/27/89, 3/29/05

Legal references:

S. C. Code, 1976, as amended:

Section 59-19-90(7) - The board of trustees shall control the educational interests of the district.

Case Law:

Board of Education v. Pico, 457 U.S. 853 (1982).

York 3/Rock Hill School District

AR KEC-R Public Concerns and Complaints about Instructional Resources

Issued 3/05

Two committees will review all complaints about instructional materials. The principal will name a school level committee. The superintendent will name a district level committee.

The superintendent will submit the written complaint to the appropriate building principal for review by a school level committee. This three-member school level review committee will consist of a classroom teacher, an administrator and the media specialist/librarian. The school level review committee will meet within 10 days of the receipt of a completed book action request form to consider the complaint. The committee will review the complaint and formulate a recommendation. The principal will send the recommendation to the district level review committee.

The superintendent will appoint the district level review committee annually. This committee will be composed of two secondary school teachers, one middle school teacher, two elementary school teachers, a representative from one school's advisory committee and a district level administrator. The district level review committee will meet to consider all school level review committee recommendations within 10 days of their receipt of the school committee's recommendation. As a part of the review process, the committee will invite the complainant to appear before it to discuss the nature of the complaints. Following their review, the district committee will forward a recommendation to the superintendent for review and transmittal to the complainant.

The complainant may appeal the committee's decisions in writing through the superintendent to the board.

Instructions to evaluating committees

The board directs the evaluating committees to bear in mind the principles of the freedom to learn and to read. The committees must base their decisions on these principles rather than on defense of individual materials. Freedom of inquiry is vital to education in a democracy.

The committee should study all materials thoroughly and read available reviews. The committee should check the general acceptance of the materials by consulting standard evaluation aids and local holdings in other schools.

The committee must not pull passages or parts out of context. The committee must weigh values and faults against each other and base its opinions on the material as a whole.

Should a committee recommend the removal of a book, the committee's final report must demonstrate that its decision was not intended to remove books to deny students' access to ideas which committee members find to be repugnant. Such an intention would violate Constitutional standards. The committee must further demonstrate that the books in question are not educationally suitable.

The committee report, reflecting the majority opinion, will be given to the complainant at the conclusion of the committee's discussion on the questioned materials.

Suggested format or outline for report from evaluating committee

- list of committee members and their positions
- statement ensuring that each committee member read the material in its entirety
- list of review source(s) consulted
- statement of majority opinion
- committee's final decision

Issued 7/23/79; Revised 11/27/89, 3/29/05

**REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL OR
LIBRARY MATERIALS**

Type of Material (Book, Video, etc.) _____

Author _____

Title _____

Publisher _____

Request initiated by _____

Address _____

Telephone _____

Challenger represents:

_____ Individual

_____ Organization (Please specify) _____

Where in the school is the material/book located? _____

1. Did you read or view the entire material/book? _____

If no, what parts? _____

2. Have you read or obtained any reviews from professional journals or organizations that support your challenged of this material? _____

If yes, please attach copies.

3. To what in the material/book do you object? Please be specific. Cite pages.

4. What do you feel might be the result of reading/viewing the material?

5. For what age group would you recommend this material/book? _____

6. What valuable/positive points are in this material? _____

7. What do you believe is/are the theme(s) of this material/book?

8. What would you like done about this material/book?

_____ Do not assign it to my child.

_____ Withdraw it from all students.

9. In its place, what book/material would you recommend?

Signature of Challenger

Date



Planning Department
Telephone: 981-1045

Memorandum

TO: Dr. Bill Cook

FROM: L. Kokolis

DATE: September 23, 2020

SUBJECT: KGBA – Student Mentoring Program – First Read

Attached is the current board policy KGBA Student Mentoring that was last approved in March of 2008. At that time the district had a position entitled “Mentoring Coordinator”. During the downturn of the economy 2008-09, that position was eliminated. However, informal mentoring has occurred annually through our volunteer program.

Through the efforts of Ms. Serena Williams, Coordinator of Community Services, we have entered into a partnership agreement with the Big Brothers Big Sisters to offer one on one mentoring in one of our elementary schools. In addition, following the protocols of the Big Brothers Big Sisters, we can now offer mentoring training and assistance to enhance our mentor program. The program will be supervised by Ms. Williams. A revised draft policy KGBA is attached for first read.

Student Mentoring Program

Code **KGBA** Issued **Proposed**

The board supports and encourages a vibrant and productive district wide mentoring program. Such a program provides students with an opportunity to connect with **another adult during their school day that can result in higher academic achievement, improve discipline and enhance social skills. Mentoring programs provide caring adults to students facing adversity in Rock Hill Schools.**

Rock Hill Schools community members and employees are encouraged to support this program by volunteering to serve as mentors. **Mentors play a key role in advising and guiding students in achieving educational goals.**

Recruitment of mentors will be targeted to recruit appropriate volunteers for the specific needs of students. Thorough assessments will be conducted of volunteers to include criminal background and reference checks. Approved volunteers will be matched with eligible students in a one on one relationship or in a group setting.

Categories of mentoring will include one on one mentoring relationships, group mentoring, lunch buddies, reading buddies, math buddies, and others. Prior to initiating a mentor/mentee relationship, parent/guardian permission will be obtained.

All approved mentors will be required to attend an initial training session prior to being matched with students. Mentors will be provided with training specific to the guidelines and policies of Rock Hill Schools mentoring program. The training agenda will cover program guidelines, confidentiality, safety issues, mandatory reporting, and communication/relationship building skills.

To provide mentors for students who would benefit from the relationships, the board encourages district employees to participate in the district wide mentoring program. Since most mentoring activities occur during the work day, the board endorses a ~~flex-time~~ **work-day schedule (of up to one hour per week) to allow employees time during the day to meet with their mentee. Such a schedule must be approved by each employee's supervisor and must not interfere with or inhibit the work of the employee. ~~Time missed should be made up on the same day if possible, by arriving early, staying late or foregoing a lunch hour.~~**

Adopted [^]**Draft**

Policy KGBA Student Mentoring Program

Issued 3/08

The board supports and encourages a vibrant and productive district-wide mentoring program. Such a program provides students with another adult in their academic lives and can result in higher academic achievement, better discipline and improved social skills.

The entire Rock Hill Schools community, individuals, and businesses are encouraged to support this program by volunteering to be mentors.

Flex-time policy

In an effort to provide more mentors to students who need them, the board encourages employees to participate in the district mentoring program.

Since most mentoring activities occur during the work day, the board endorses a flex-time schedule to allow employees time during the day to meet with their mentee. Such a schedule must be approved by each employee's supervisor and must not interfere with or inhibit the work of the employee. Time missed should be made up on the same day if possible, by arriving early, staying late or foregoing a lunch hour.

Adopted 3/24/08

York 3/Rock Hill School District

MEMORANDUM

TO: Dr. Bill Cook

FROM: James E. Brown, Jr.

DATE: September 22, 2020

SUBJ: Proposed KI – Visitors – 2nd Read

Attached please find the proposed Policy KI-*Visitors* in addition to the current policy and SCSBA model policy as proposed by the 2019 SCSBA legislative update.

Our proposed policy includes these recently received updates and incorporates our own district's relations with visitors.

We will present the revised Policy KI - *Visitors* for 2nd read approval at the September 28th Business Meeting.

Policy

VISITORS

Code **KI** Issued **Proposed (9-14-2020)**

The board encourages parents/legal guardians and other citizens of the district to visit classrooms at any time to observe the work of the school.

The board requires that all visitors, including parents/legal guardians, report to the school office and receive the principal's authorization **and guest name badge to be displayed at all times while on the premises** before visiting elsewhere in the building. **At the discretion of the principal, when parents are invited to school for an assembly program, stopping by the main office may not be required.** Students may not bring siblings or other family members to school with them without prior authorization.

Principals will not permit unauthorized persons in school buildings or on school grounds. Both state law and board policy authorize principals to take appropriate action to prevent unauthorized persons from entering buildings and from loitering on grounds.

Further, state law allows school administrators to conduct reasonable searches of the person and property of visitors on school premises.

It is against the law for school administrators or officials to conduct a strip search.

Schools will post notice of the search law at all regular school entrances and any other access point to the school grounds.

Adopted ^

Legal References:

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

1. Section 16-17-420 - Disturbing school and penalties, therefore.
2. Section 59-19-90(5) - Board in control of property of district.
3. Section 59-19-120 - Board may issue regulations governing use of school buildings for other than normal school activity.
4. Section 59-63-110, *et seq.* - Search of persons and effects on school property.

VISITORS

Code **KI** Issued **MODEL**

The board encourages parents/legal guardians and other citizens of the district to visit classrooms at any time to observe the work of the school.

The board requires that all visitors, including parents/legal guardians, report to the school office and receive the principal's authorization before visiting elsewhere in the building. Students may not bring siblings or other family members to school with them without prior authorization.

Principals will not permit unauthorized persons in school buildings or on school grounds. Both state law and board policy authorize principals to take appropriate action to prevent unauthorized persons from entering buildings and from loitering on grounds.

Further, state law allows school administrators to conduct reasonable searches of the person and property of visitors on school premises.

It is against the law for school administrators or officials to conduct a strip search.

Schools will post notice of the search law at all regular school entrances and any other access point to the school grounds.

Adopted ^

Legal References:

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

1. Section 16-17-420 - Disturbing school and penalties therefore.
2. Section 59-19-90(5) - Board in control of property of district.
3. Section 59-19-120 - Board may issue regulations governing use of school buildings for other than normal school activity.
4. Section 59-63-110, *et seq.* - Search of persons and effects on school property.

Policy KI Visitors

Issued 3/05

Purpose: To establish the basic structure for public visits to the school.

The board encourages parents and other citizens of the district to visit classrooms at any time to observe the work of the school.

The board requires that all visitors report to the school office and receive the principal's authorization and guest name badge to be displayed at all times while on the premises before visiting elsewhere in the building. At the discretion of the principal, when parents are invited to school for an assembly program, stopping by the main office may not be required. Students may not bring sisters, brothers, cousins, etc., to school with them.

Principals will not permit unauthorized persons in school buildings or on school grounds. Both state law and the school board authorize principals to take appropriate action to prevent unauthorized persons from entering buildings and from loitering on grounds.

Further, state law allows school administrators to conduct reasonable searches of the person and property of visitors on school premises.

It is against the law for school administrators or officials to conduct a strip search.

Schools must post notice of the search law at all regular school entrances and any other access point to the school grounds.

Adopted 7/23/79; Revised 11/27/89, 3/29/05

Legal references:

S. C. Code, 1976, as amended:

[Section 16-17](#)-420 - Disturbing school and penalties therefore.

[Section 59-19](#)-90(5) - Board in control of property of district.

[Section 59-19](#)-120 - Board may issue regulations governing use of school buildings for other than normal school activity.

[Section 59-63](#)-110 *et. seq.* - Search of persons and effects on school property.

York 3/Rock Hill School District

MEMORANDUM

TO: Dr. Bill Cook

FROM: James E. Brown, Jr.

DATE: September 22, 2020

SUBJ: **KI-R (2) - Visitors To District Properties – 2nd Read**

A stakeholder team has been gathered through electronic methods to create a temporary administrative rule, KI-R (2) - *Visitors to District Properties*. The stakeholder team included: Mrs. Sadie Kirell, Dr. Keith Wilks, and Mr. James E. Brown, Jr.

Attached please find the proposed temporary administrative rule in addition to the SCSBA model temporary administrative as proposed by the 2019 SCSBA Legislative update.

Our proposed rule includes these recently received updates and incorporates our own district's relations with visitors.

The team presents Administrative Rule KI-R (2) - *Visitors to District Properties* for 2nd read approval at the September 28th Business Meeting.

Temporary Administrative Rule

VISITORS TO DISTRICT PROPERTIES

Code **KI-R (2)** Issued **Proposed 9-14-20**

In order to secure the health and safety of students and staff during the coronavirus disease 2019 (COVID-19), nonessential visitors will not be allowed access to school buildings before, during, or after the school day.

This restriction will not apply to ~~authorized volunteers or~~ visitors who need access to facilities to process paperwork, to attend meetings with school officials, or to attend a meeting of the board or other public event.

Visitors

Visitors to district property will be limited according to recommendations provided by the South Carolina Department of Health and Environmental Control (SCDHEC) and the CDC. Visitors include, but are not limited to, parents/legal guardians, school volunteers, contract service providers, and delivery persons. Visitors will wear a face covering/mask while on district property. Visitors will be asked to leave district property if they refuse to wear a face covering/mask. All efforts will be made to keep necessary visitors to a minimum, including the use of virtual or telephone meetings with families and guests. Parents/Legal guardians meeting on-site with school staff must follow social-distancing guidelines and wear masks when appropriate.

~~Parents/Legal guardians~~ Visitors will enter the main entrance of a school facility and access the lobby and/or front office in order to sign a student in or out or to drop off items such as medication, class projects, etc.

To the greatest extent possible, staff are encouraged to arrange conference calls or use other electronic means to conduct conferences and meetings about a student's educational program. However, parents/legal guardians may have access to designated locations within a school facility, as needed, to attend scheduled conferences and meetings.

Symptoms of Illness

Visitors who are ill or otherwise demonstrating symptoms of illness should not be present at a district facility for any reason including, but not limited to, meetings, conferences, events, or to drop off or pick up students.

~~(Option: Staff will conduct symptom screening of any person entering a school district building, including parents/legal guardians.)~~

Physical Distancing

Visitors will maintain a six-foot distance from other individuals in the school facility in accordance with safety measures established by state health officials.

Masks/Face Coverings (Personal Protective Equipment)

Visitors ~~(option: may/will)~~ wear face coverings/masks ~~masks/face coverings~~ for the protection of students and staff in the facility unless a written exemption has been granted. ~~from doing so for medical or religious reasons.~~ Reasonable accommodations will be made under such circumstances.

PAGE 2 - KI-R - VISITORS

Healthy Hygiene

All visitors will engage in hand hygiene which includes, but is not limited to, washing hands with soap and water for at least twenty (20) seconds. Alcohol-based hand sanitizers with at least 60 percent alcohol can be used if soap and water are not readily available.

Facilities Use Agreements

The board suspends community use of district facilities. Unless an event is specifically identified as necessary by the board or administration, facilities use agreements and other similar requests will not be considered during the public health emergency.

These temporary restrictions will remain in effect for the duration of the public health emergency or until repealed by the district.

Issued ^

Temporary Administrative Rule

VISITORS

Code **KI-R** Issued **MODEL/20**

In order to secure the health and safety of students and staff during the coronavirus disease 2019 (COVID-19), nonessential visitors will not be allowed access to school buildings before, during, or after the school day.

This restriction will not apply to authorized volunteers or visitors who need access to facilities to process paperwork, to attend meetings with school officials, or to attend a meeting of the board or other public event.

Parents/Legal guardians will enter the main entrance of a school facility and access the lobby and/or front office in order to sign a student in or out or to drop off items such as medication, class projects, etc.

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PAGE 2 - KI-R - VISITORS

These temporary restrictions will remain in effect for the duration of the public health emergency or until repealed by the district.

Issued ^

MEMORANDUM

TO: Dr. Bill Cook

FROM: James E. Brown, Jr.

DATE: September 22, 2020

SUBJ: Proposed KLG-Relations with Law Enforcement Agencies – 2nd Read

A stakeholder team has been gathered through electronic methods to update the policy, *KLG - Relations with Law Enforcement Agencies*. The stakeholder team included: Lt. Timothy Ayers (RHPD); Sgt. Timothy Lee (Supervisor, YCSD); Ms. Cynthia Robinson (Principal, Castle Heights); and Mr. James E. Brown, Jr.

Attached please find the team's proposed policy in addition to the current policy and the SCSBA model policy as proposed by the 2019 SCSBA legislative update.

Our proposed policy includes these recently received updates and incorporates our own district's relations with Law Enforcement Agencies.

The team presents revised Policy *KLG - Relations with Law Enforcement Authorities* for 2nd read approval at the September 28th Business Meeting.

RELATIONS WITH LAW ENFORCEMENT AGENCIES

Code **KLG** Issued **PROPOSED (9-14-2020)**

The board recognizes the importance of district cooperation with law enforcement agencies in the interest of the welfare of all students and the community at large. Such agencies work with the district to protect students, to maintain a safe educational environment, to minimize disruption, and to safeguard all school personnel and property.

School administrators will contact law enforcement authorities immediately upon notice that a person is engaging in or has engaged in certain activities on school property or at a school sanctioned or sponsored activity. Those activities are ones that may result, or do in fact result, in injury, or serious threat of injury to the person or to another person or his/her property.

Student Interviews

Law enforcement agencies should make every effort to interview students outside of school hours and outside of the school setting. The officer will first report to the principal's office to notify him or her of the probable cause to investigate on school grounds.

Should it become necessary to conduct formal police interviews with students, the School Resource Officer (SRO), will inform the principal or his/her designee, and adhere to law enforcement policy, as well as legal requirements regarding such interviews.

Prior to a student interview, school officials will call the student's parent/legal guardian to inform them unless there is a legal reason to prevent such contact. The principal or his/her designee will be present during the interview absent exceptional circumstances. **Principal or designee must not interfere with investigation.** Any such interview will take place in a location and manner that maintains confidentiality.

Custody/Arrest

If custody and/or arrest is involved, the principal will assist the law enforcement agency in assuring that all procedural safeguards as prescribed by law are observed.

~~School officials will attempt to notify parents/legal guardians if their child is taken into custody.~~ Unless articulable facts can be relayed to the Principal where the safety of a victim, or the integrity of an investigation could be compromised, the principal or designee will notify parents/legal guardians.

FERPA

The SROs are designated by the School District as the law enforcement unit under the Family Educational Rights and Privacy Act ("FERPA"). The School District further designates the SROs as school officials with a legitimate educational interest with respect to personally identifiable information from a student's education records disclosed to them in order to perform duties under the Agreement. The SROs are under the control of the School District with respect to the use and maintenance of such education records. Nothing contained in this paragraph shall be construed to govern and control records and information outside of FERPA, including law enforcement records.

Adopted ^

Legal References:

SCSBA

- A. United States Code of Laws, as amended:
 - 1. Family Education Rights and Privacy Act of 1974, 20 U.S.C.A. Section 1232(g).
- B. S.C. Code of Laws, 1976, as amended:
 - 1. Section 59-24-60 - Requires administrators to contact law enforcement.

RELATIONS WITH LAW ENFORCEMENT AGENCIES

Code **KLG** Issued **MODEL**

The board recognizes the importance of district cooperation with law enforcement agencies in the interest of the welfare of all students and the community at large. Such agencies work with the district to protect students, to maintain a safe educational environment, to minimize disruption, and to safeguard all school personnel and property.

School administrators will contact law enforcement authorities immediately upon notice that a person is engaging in or has engaged in certain activities on school property or at a school sanctioned or sponsored activity. Those activities are ones that may result, or do in fact result, in injury, or serious threat of injury to the person or to another person or his/her property.

Student Interviews

Law enforcement agencies should make every effort to interview students outside of school hours and outside of the school setting. The officer will first report to the principal's office to notify him or her of the probable cause to investigate on school grounds.

Prior to a student interview, school officials will call the student's parent/legal guardian to inform them unless there is a legal reason to prevent such contact. The principal or his/her designee will be present during the interview absent exceptional circumstances. Any such interview will take place in a location and manner that maintains confidentiality.

Custody/Arrest

If custody and/or arrest is involved, the principal will assist the law enforcement agency in assuring that all procedural safeguards as prescribed by law are observed.

School officials will attempt to notify parents/legal guardians if their child is taken into custody.

Adopted ^

Legal References:

- A. United States Code of Laws, as amended:
 - 1. Family Education Rights and Privacy Act of 1974, 20 U.S.C.A. Section 1232(g).
- B. S.C. Code of Laws, 1976, as amended:
 - 1. Section 59-24-60 - Requires administrators to contact law enforcement.

Policy KLG Relations with Law Enforcement Authorities

Issued 3/05

Purpose: To establish the basic structure for the district's relations with law enforcement authorities.

The school administration may call police to the schools. If the police wish to come to a school for official business, they must first contact the school principal or his/her designee.

When a police officer wishes to question a student on a police matter, the school administrator will first inform the parents or guardian of such a request and the parent will be asked to attend the interview. The police must present proper authorization for questioning. The police will not use schools for conducting routine interrogations.

If the parent can not be reached or does not wish to be present, the principal or his/her designee will be present during the questioning and parents will be notified as soon as possible.

If custody and/or arrest is involved and an official warrant has been issued, the principal will assist the law enforcement officer in assuring that all procedural safeguards as prescribed by law are observed.

School officials will make every effort to notify parents if their child is taken into police custody.

School administrators will contact law enforcement authorities immediately upon notice that a person is engaging in or has engaged in certain activities on school property or at a school sanctioned or sponsored activity and parents will be notified as soon as possible. Those activities are ones that may result, or do in fact result, in injury or serious threat of injury to the person or to another person or his/her property.

Adopted 7/23/79; Revised 11/27/89, 3/29/05

Legal references:

S.C. Code, 1976, as amended:

[59-24](#)-60 - Requires administrators to contact law enforcement.

York 3/Rock Hill School District

Goals adopted by the RH Schools Board July 15, 2020

Goal #1: Safe and Secure Environment

Providing a safe and secure environment for students, teachers, staff and volunteers is an ongoing concern, and the COVID-19 pandemic has brought an entirely new layer of concern. The Board will expect the Superintendent to develop comprehensive policies and procedures to assure the utmost in safety and security for all stakeholders. This goal will include measures and metrics to assure compliance, corrective measures for non-compliance, and regular reporting to the board.

Goals #2: Student Achievement and Success

Student achievement and successful outcomes for students is our foremost responsibility. This includes every segment of the student population, not just the top academic performers. With or without standardized testing, this is a challenge to measure. The Board will expect the Superintendent to develop reasonable methods and metrics to measure student achievement and the board will see reports on progressing trends.

Goal #3: Retention and Recruitment

The rate of teacher turnover has been excessively high for a multitude of reasons. Some of these may be outside the control of the Superintendent and our staff. Creating a highly desirable work culture with high levels of teacher participation and opportunities to have input and be heard is within the control of the district leadership. The Board will expect new measures to assure a work culture that emphasizes the high value of teachers, and we want to see a measurable decline in teachers leaving the district due to job dissatisfaction.

Communications

Karen Brogdon ~parent

Memo

TO: Dr. Bill Cook
FROM: Terri Smith
DATE: September 23, 2020
SUBJECT: Budget Update

An update on the 2020 SC Legislative Session will be presented at the September 28, 2020 Board of Trustees business meeting.



2020 SC Legislative Session Update

Board of Trustees Business Meeting
September 28, 2020

One Team. One Mission. One Rock Hill.

FY 2020-2021 Appropriations Act

House Version of Budget (March 11, 2020)

State Aid to Classrooms

- Base Student Cost (BSC)\$2,500
 - Estimated BSC should be \$3,164 per law
- \$3,000 per teacher salary increase for teachers paid on the teacher salary scale
- Bus driver salary increase 2.0%
- Employer retirement increase 1.0%
- Employer retirement surcharge increase estimated 0.5%
- Employer health insurance premiums increase 6.73%; no employee premium increase

Senate Version of Budget (September 16, 2020)

State Aid to Classrooms

- Base Student Cost (BSC) \$2,540
 - Estimated BSC should be \$3,164 per law
- Step increase for eligible employees paid on teacher salary schedule
- Frozen – employer retirement increase 1%
- No increase for employer retirement surcharge
- Employer health insurance premiums increase 6.73%; no employee premium increase
- \$500 million of non-recurring funds to offset full impact of a possible mid-year budget cut
 - 1% state budget cut = 42% revenue reduction from education funding

FY 2020-2021 Appropriations Act

- House did not approve Senate version of budget
 - Concerned with COVID-19 impact on SC
- Bill assigned to the House Ways & Means Committee
- General Assembly will reconvene in January 2021
- State to continue operating under continuing resolution
 - Frozen – teacher step increases
 - Frozen - employer retirement increase 1%



Questions

One Team. One Mission. One Rock Hill.



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

Memorandum

TO: Dr. Bill Cook
FROM: Mychal Frost
DATE: September 24, 2020
SUBJECT: Announcements for September 28th School Board Meeting

College Planning Webinars for High School Students and Parents

Access College America, a national provider for guidance with college planning, is offering two sessions this week exclusively for Rock Hill Schools families. Beat the college competition by registering for the "Applying for Financial Aid" or "College Planning101" webinars featuring financial aid and merit scholarship advice. Sessions are available on Wednesday, September 30 at 12 p.m. and 6:30 p.m. For more information and to register, please visit rockhillschools.com. Also, thank you to RHHS counselor Kristen Starcher for organizing this opportunity for families at each of our high schools.

Free Meals for Students this Fall

All students are able to eat breakfast and lunch at school for free through the end of the calendar year. We recognize the hardships many in our community continue to face, and this opportunity to provide free meals for all students is made possible by the United States Department of Agriculture and Rock Hill Schools. This free meal program extends to students enrolled in our Virtual Academy as well. For students in the Virtual Academy, parents are able to preorder meals through the district's food service website at rockhill.nutrislice.com. Orders may be picked up at one of seven designated locations throughout the district. The pickup locations are Belleview Elementary, Finley Road Elementary, Oakdale Elementary, Rosewood Elementary, Castle Heights Middle, Dutchman Creek Middle, and Northwestern High School. All orders will be delivered curbside by a dedicated food service team member to the parent or guardian's car at the designated time. Once the USDA free meals program exhausts all funding, the district will return to its normal operation and participation in the National School Lunch Program in which students pay for meals based on pay status. For families who have endured financial hardships, we encourage you to contact our food services team at 803-981-1003 to complete a free and reduced meal application.

Back the Pack to Continue Service this Fall

Program coordination is currently underway for the start of the school year. This year, Back the Pack will be partially funded through CARES Act. We have received the first food order from our partner at Second Harvest, and we will pack bags for distribution to students. We continue the delivery of food packs from the distribution classroom at the Applied Technology Center to each of our schools. This year, there are limited volunteer opportunities to assist in preparing packs for delivery. If you or a group you are a member of is interested in volunteering, please contact Serena Williams, coordinator of community services, at 803-981-1000.

Return to School Plan Updating Process

As conditions change and COVID-19 disease data is provided from SC DHEC, the district has committed to updating pertinent information in the Return to School Plan each Tuesday. The published file on the district website is updated once per week, and the document is easily accessible from the district homepage. Additionally, we update our district dashboard each weekday with new reported data including the number of students and staff who have tested positive for COVID-19 or who have been

placed in isolation or in quarantine. A review of DHEC trend data and our school-level information are two ingredients in our effort to return to full five-day-a-week in-person instruction. An internal working group is actively exploring options and determining when a full-time return may be possible for our students.

Transportation Update

We encourage our parents to utilize the MyStop app that will allow our parents to have real time bus information, including bus number information, bus routes and times that our buses will be at their students' bus stop. The MyStop app information can be found on the district's webpage under Transportation. As a reminder, the State Department of Education has allowed districts to utilize 67% of the buses capacity for routes. Seats will be labeled for non-use and students will have assigned seats. Buses will be cleaned after the completion of morning and afternoon routes and will be cleaned and disinfected twice a day using an electrostatic handheld sprayer with an EPA approved disinfectant. While on the bus, masks are mandated for all students and drivers.

Upcoming Board Meetings

The School Board will next meet on Monday, October 12. The meeting will be streamed on our website and available for viewing on-demand immediately following the broadcast. We invite our community to watch meetings and remain connected with our board processes during this time.

At its work session on September 14, 2020, held in the Comporium Conference Center at the Central Office, the Board:

- recognized Superstar Teachers and Community Volunteer Awards;
- reviewed policy **ADD** – *Face Coverings/Masks*;
- reviewed Section “**K**” policies;
- received a Summer Programs update;
- heard a Cultural Competence presentation:
- received an Opening of Schools update;
- reviewed Board of Trustees’ Goals for 2020-2021; and,
- discussed other and future business.

Other and Future Business

Chairman Miller

Executive Session

>Personnel Matter: Hiring

Action as Required from Executive Session

Adjournment