



**SCHOOL BOARD WORK SESSION**

LOC. [via Zoom](#)

LEADER: Helena Miller

TEAM: Board of Trustees

**START: 5:30 p.m.**

SCRIBE: Chris Gammons

DATE: April 14, 2020

FINISH: 6:45 p.m. approximately

ITEM#	AGENDA TOPIC	DISCUSSION LEADER	TIME
1	<i>Call to Order</i>	<i>Chairman Helena Miller</i>	<i>5 minutes</i>
	<b>Action Item</b>		
2	Emergency Resolution Re: 2019 Novel Coronavirus Response	Chairman Helena Miller	5 minutes
	<b>Work Session</b>		
3	Section "K" Policies - 2nd read	Mr. Mychal Frost	10 minutes
	*KD - Public Information		
	*KDB - Right to Know - FOIA		
	*KDC - School Sponsored Information		
	*KDD - Media Relations		
	*KDDA - Press Release		
	*KDDDB - Sports & Special Events Media Coverage		
	*KE - Public Concerns		
4	2020-2021 Calendar Amendment	Mr. Mychal Frost	10 minutes
5	Textbook Recommendations	Dr. John Jones / Ms. Jen Morrison	5 minutes
6	COVID 19 Update & State of the District Presentation	Mrs. Sadie Kirell / Dr. Bill Cook	20 minutes
7	Bond Referendum	Dr. Bill Cook	15 minutes
8	Other and Future Business	Mrs. Helena Miller	5 minutes
9	<b>Executive Session(s):</b>		
	>Contractual Matters		
	A. Sale of Property		
	B. Succession Planning		
10	<b>Action as Required from Executive Session</b>		
11	Adjournment		

Call to Order

Chairman Miller



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WHEREAS, on March 13, 2020, Governor McMaster issued Executive Order No. 2020-08, declaring a State of Emergency in South Carolina based on a determination that the 2019 Novel Coronavirus poses an actual or imminent public health emergency for the State of South Carolina; and

WHEREAS, on March 15, 2020, Governor McMaster issued Executive Order No. 2020-09, directing the closure of all public schools in the State of South Carolina and authorizing each school district to make any necessary and appropriate decisions or arrangements to account for local needs and other unique circumstances; and

WHEREAS, on March 17, 2020, Governor McMaster issued Executive Order No. 2020-10, authorizing and directing state agencies to waive or suspend provisions of existing regulations prescribing procedures for conduct of state business if strict compliance with the provisions thereof would in any way prevent, hinder, or delay necessary action in coping with the emergency, and further directing that, to the extent possible, state and local government bodies should utilize any available technology or other reasonable procedures to conduct necessary meetings and accommodate public participation via virtual or other remote or alternate means; and

WHEREAS, on March 28, 2020, Governor McMaster issued Executive Order No. 2020-15, directing the provisions of Orders Nos. 2020-08, 2020-09, and 2020-10 remain in full force and effect for the duration of the State of Emergency, and further directing that, to the extent any political subdivision of this State seeks to adopt or enforce a rule, regulation, or other restriction that conflicts with the applicable Executive Orders, the Governor's Executive Orders shall supersede and preempt any such local rule, regulation, or other restriction.

NOW, THEREFORE, the Board hereby adopts the following EMERGENCY RESOLUTION:

For the duration of the State of Emergency in South Carolina, and unless otherwise directed by subsequent action of the Board, the Board waives and/or suspends all policies, administrative procedures, and other rules that conflict with the aforementioned Executive Orders of Governor McMaster and any future applicable Executive Orders, any state and federal emergency laws such as the Families First Coronavirus Response Act (FFCRA) that may have or may be passed during the pandemic, any guidance issued by federal or state agencies, including but not limited to FEMA, the Department of Labor, the IRS, and the South Carolina Department of Education, and further authorizes the Board Chair in consultation with the Superintendent to waive or suspend provisions of existing policies, administrative procedures, and other rules, if compliance with the provisions thereof would in any way prevent, hinder, or delay necessary action by the Board or school district in coping with the emergency or otherwise in carrying out the applicable Executive Orders of the Governor, including making necessary and appropriate arrangements to account for the local needs and unique circumstances of the Board and school district.

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Chairman, Board of Trustees

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Superintendent

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Date

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Date



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

## Memorandum

**TO:** Dr. Bill Cook  
**FROM:** Mychal Frost  
**DATE:** March 30, 2020  
**SUBJECT:** K Policy Updates

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The following policies have been reviewed, revised, and updated, where noted, and are submitted for second reading by the Board of Trustees.

- KD Public Information
- KDB Right to Know – FOIA
- KDC – District-Sponsored Information
- KDD – Media Relations
- KDDA – Press Release
- KDDB – Sports and Sport Events
- KE – Public Concerns

The above policies have been reviewed by:  
Mychal Frost, Director of Marketing and Communications  
Aaron Sheffield, Multimedia Communications Specialist

Additional input and guidance provided by:  
Ozzie Ahl, Principal, Rock Hill High School  
Dr. Tiffany Richardson, General Counsel and Director of Policies Legal Services, SCSBA

**PROPOSED**

*Policy*

## **PUBLIC INFORMATION AND COMMUNICATION**

Code **KD** Issued **MODEL**

The board recognizes the importance of providing full, accurate, and timely information to facilitate the community's understanding of the district's educational program.

The board will make every attempt to do the following:

- Maintain effective communications with the public in order to convey accurate information, whether favorable or unfavorable, about the goals, programs, needs, and accomplishments of the schools and to provide ways for citizens to express their opinions and expectations.
- Disseminate information regarding the policies, administrative operations, and objectives of the district.
- Inform the public of the board's position on issues being considered by state or federal elected representatives that may have an impact on the district.
- Develop and maintain an organizational environment where all district staff members are aware that they share in the responsibility of communicating with parents and the public.

The superintendent will supervise the public information program of the district and will establish procedures and techniques for carrying out these policies. The superintendent will develop guidelines for the district's use of its communications channels, including the district web site, to implement the public information and communication program and to ensure that measures are in place to monitor and control its use and content in a manner that is consistent with the district's mission.

Adopted ^

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Legal References:

A. Federal Cases:

1. *Davison v. Randall*, 912 F.3d 666 (4th Cir. 2019).
2. *Page v. Lexington County School District One*, 531 F.3d 275 (4th Cir. 2008).

## PUBLIC INFORMATION AND COMMUNICATION

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The board will make every attempt to do the following:

- Maintain effective communications with the public in order to convey accurate information, whether favorable or unfavorable, about the goals, programs, needs, and accomplishments of the schools and to provide ways for citizens to express their opinions and expectations.
- Disseminate information regarding the policies, administrative operations, and objectives of the district.
- Inform the public of the board's position on issues being considered by state or federal elected representatives that may have an impact on the district.
- Develop and maintain an organizational environment where all district staff members are aware that they share in the responsibility of communicating with parents and the public.

The superintendent will supervise the public information program of the district and will establish procedures and techniques for carrying out these policies. The superintendent will develop guidelines for the district's use of its communications channels, including the district web site, to implement the public information and communication program and to ensure that measures are in place to monitor and control its use and content in a manner that is consistent with the district's mission.

Adopted ^

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### Legal References:

#### A. Federal Cases:

1. *Davison v. Randall*, 912 F.3d 666 (4th Cir. 2019).
2. *Page v. Lexington County School District One*, 531 F.3d 275 (4th Cir. 2008).

## **Policy KD Public Information and Communication**

Issued 2/05

Purpose: To establish the board's vision for the district's public information and communication program.

It will be the policy of the board to keep the community informed of the objectives, achievements, needs and conditions of the school system.

The board of trustees will seek to keep the citizens of the district regularly and thoroughly informed through all the channels of communication.

The people in this community are interested in their schools as an extension of their homes; an extension which exists to furnish a special form of aid in the development of their children.

Therefore, the board will make every attempt to do the following.

- Keep the public informed regarding the policies, administrative operation, objectives, educational program and successes or failures of the schools and the needs of the school system.
- Provide the means for furnishing full and accurate information, favorable and unfavorable, together with interpretation and explanation of the school plan and programs.

The superintendent will supervise the public information program of the district. The district office will implement and coordinate the program.

Adopted 11/27/89; Revised 2/28/05

**York 3/Rock Hill School District**

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## PROPOSED

### Policy

# PUBLIC'S RIGHT TO KNOW/FREEDOM OF INFORMATION

Code **KDB** Issued **MODEL**

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The public schools belong to the people of the community. The board recognizes that the public has a right to know what is happening in the district. Specifically, the board and district staff have a responsibility to keep the public informed about district programs, services, finances, and policies.

As a public body, the board's meetings and records are a matter of public information, subject to such restrictions set by federal law or regulations, state law, or pertinent court rulings.

The official minutes of the board, its written policies, and its financial records will be open for inspection at the superintendent's **office and on the district's website**. Any citizen may examine these documents during the hours when the office of the superintendent is open. However, no district staff member will release or provide for inspection any records protected from disclosure by law, including records pertaining to individual students or staff members.

### Information Requests

When an individual makes an information request to the district as provided by the South Carolina Freedom of Information Act (FOIA), the district will adhere to established procedures for processing, responding to, and fulfilling the request. All such requests must be made in writing to **the Marketing and Communications Office**. Certain records will be exempted from disclosure and/or redacted as permitted under state and federal law.

The schedule of fees for fulfilling requests will be posted on the district's website. A deposit of up to twenty-five percent (25%) of the reasonably anticipated costs for **search, retrieval, redaction, and** reproduction of any associated records may be required prior to processing the request. The full and actual costs of the response to an information request must be paid at the time the records are produced.

Adopted ^

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### Legal References:

- A. S.C. Code of Laws, 1976, as amended:
  - 1. Section 30-4-10, *et seq.* - South Carolina Freedom of Information Act.



## MODEL

### *Policy*

# PUBLIC'S RIGHT TO KNOW/FREEDOM OF INFORMATION

Code **KDB** Issued **MODEL**

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The public schools belong to the people of the community. The board recognizes that the public has a right to know what is happening in the district. Specifically, the board and district staff have a responsibility to keep the public informed about district programs, services, finances, and policies.

As a public body, the board's meetings and records are a matter of public information, subject to such restrictions set by federal law or regulations, state law, or pertinent court rulings.

The official minutes of the board, its written policies, and its financial records will be open for inspection at the superintendent's office. Any citizen may examine these documents during the hours when the office of the superintendent is open. However, no district staff member will release or provide for inspection any records protected from disclosure by law, including records pertaining to individual students or staff members.

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The schedule of fees for fulfilling requests will be posted on the district's website. A deposit of up to twenty-five percent (25%) of the reasonably anticipated costs for reproduction of any associated records may be required prior to processing the request. The full and actual costs of the response to an information request must be paid at the time the records are produced.

Adopted ^

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### Legal References:

- A. S.C. Code of Laws, 1976, as amended:
  - 1. Section 30-4-10, *et seq.* - South Carolina Freedom of Information Act.

## Policy KDB Public's Right to Know/Freedom of Information

Issued 2/07

Purpose: To establish the board's vision for the public's right to know about board operations.

The board is a public servant and its meetings and records are a matter of public information except as such meetings and records pertain to individual personnel and other classified matters as provided by law.

The official minutes and other written policies will be open for inspection at the superintendent's office and on the district's website. Any citizen may examine these documents during the hours when the office of the superintendent is open. However, no district employee will release records pertaining to individual students or staff members for inspection by the public or any unauthorized persons.

It is the policy of the Rock Hill School District Three to periodically report progress being made in achieving Board objectives and instructional standards. Such reports shall be made available to the public.

Adopted 6/13/89; Revised 2/28/05, 2/26/07

Legal references:

S. C. Code, 1976, as amended:

[Section 30-4-10 et seq.](#) - Freedom of Information Act.

**York 3/Rock Hill School District**

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## PROPOSED

*Note: Much more comprehensive than current and expands to address new forms of media, social media “rules of engagement”, and more accurately reflects the diverse communication practices of 2020. Once approved, the “social media comments policy” will be reflected on our website and, where possible, linked on our official social media platforms.*

Policy

## DISTRICT-SPONSORED INFORMATION MEDIA

Code **KDC** Issued **MODEL**

*[DRAFTER’S NOTE: Due to the sensitive nature of the rights implicated by this policy, please consult legal counsel prior to adoption so that the district may properly assess its litigation risk. It is recommended that all district staff who will be implementing this policy be provided training by district legal counsel on the First Amendment and the nature of a limited public forum.]*

The district website **and other publications, both written and electronic, are** is intended to provide a means of sharing information with stakeholders and the public about the district’s educational program and district-sponsored activities.

Official district websites and social media accounts include only those created by the superintendent or his/her designee; those hosted and maintained on the district’s computer networks with the full knowledge and approval of the superintendent or his/her designee; and those designated as official websites and social media accounts by the superintendent or his/her designee. Any websites or social media accounts that otherwise contain references to the district or its operations or educational program are not considered official, and the district will not be responsible for their content.

Building-level principals are responsible for content and maintenance of individual school websites, ~~and~~ social media accounts, **and publications, both written and electronic**. All information published on these ~~websites and social media accounts~~ **channels** must be approved by these individuals or their designees. The superintendent acts as the final authority when issues arise concerning these platforms and their content.

### Social Media Comments Policy

The district’s official social media platforms are one way the district elects to provide information to parents/legal guardians and other members of the public. Such platforms are administered by staff designated by the superintendent. The district reserves the right to remove comments that contain:

- conduct or encouragement of illegal activity
- content that violates federal or state law
- content that promotes, fosters, or perpetuates discrimination against protected classes
- content that violates legal ownership interest of any other party, such as copyright or trademark infringement
- information that may tend to compromise the safety or security of the district or its technology systems
- profane language or content
- promotions of particular for-profit services, products, or political candidates or organizations
- sexual harassment content
- solicitations of commerce or advertisements, including promotion or endorsement
- spam or comments that include links to external online sites

## PAGE 2 - KDC - DISTRICT-SPONSORED INFORMATION MEDIA

Violators of this policy may have their comments removed. Continued or egregious violations of this policy may prompt the district to further restrict an individual's commenting on official social media platforms.

### *Comment review process*

When a comment that is regarded as violating the social media comments policy is reported, the superintendent or his/her designee will review the comment and authorize removal, as appropriate. If possible and appropriate, the commenter will be contacted regarding a violation of this policy and to request voluntary removal of the comment. Appeals regarding the district's decision to remove a comment may be submitted by contacting [communications@rhmail.org](mailto:communications@rhmail.org) or 803-981-1000. Such appeals will be addressed within ~~three (3)~~ five (5) business days. The superintendent's determination as to violations of the social media comments policy, and removal of comments, are final.

Adopted ^

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### Legal References:

- A. S.C. Code of Laws, 1976, as amended:
  - 1. Section 30-4-10, *et seq.* - South Carolina Freedom of Information Act.
- B. Federal Cases:
  - 1. *Davison v. Randall*, 912 F. 3d 666 (4th Cir. 2019).

## Model

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The district website is intended to provide a means of sharing information with stakeholders and the public about the district’s educational program and district-sponsored activities.

Official district websites and social media accounts include only those created by the superintendent or his/her designee; those hosted and maintained on the district’s computer networks with the full knowledge and approval of the superintendent or his/her designee; and those designated as official websites and social media accounts by the superintendent or his/her designee. Any websites or social media accounts that otherwise contain references to the district or its operations or educational program are not considered official, and the district will not be responsible for their content.

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- conduct or encouragement of illegal activity
- content that violates federal or state law
- content that promotes, fosters, or perpetuates discrimination against protected classes
- content that violates legal ownership interest of any other party, such as copyright or trademark infringement
- information that may tend to compromise the safety or security of the district or its technology systems
- profane language or content
- promotions of particular for-profit services, products, or political candidates or organizations
- sexual harassment content
- solicitations of commerce or advertisements, including promotion or endorsement
- spam or comments that include links to external online sites

Violators of this policy may have their comments removed. Continued or egregious violations of this policy may prompt the district to further restrict an individual’s commenting on official social media platforms.

## **PAGE 2 - KDC - DISTRICT-SPONSORED INFORMATION MEDIA**

### *Comment review process*

When a comment that is regarded as violating the social media comments policy is reported, the superintendent or his/her designee will review the comment and authorize removal, as appropriate. If possible and appropriate, the commenter will be contacted regarding a violation of this policy and to request voluntary removal of the comment. Appeals regarding the district's decision to remove a comment may be submitted by contacting (insert phone number). Such appeals will be addressed within three business days. The superintendent's determination as to violations of the social media comments policy, and removal of comments, are final.

Adopted ^

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### Legal References:

- A. S.C. Code of Laws, 1976, as amended:
  - 1. Section 30-4-10, *et seq.* - South Carolina Freedom of Information Act.
- B. Federal Cases:
  - 1. *Davison v. Randall*, 912 F. 3d 666 (4th Cir. 2019).

## **Policy KDC School Sponsored Information Media**

Issued 2/05

Purpose: To establish the basic structure for school sponsored information media.

In order for the public to be informed of the programs and progress of the schools and of the district, the board endorses the publication of newsletters and news articles about education in the district.

Information from the district to the local news media will be disseminated through available channels of communication under the supervision of the superintendent and the director of information services.

Adopted 4/27/78; Issued 11/27/89, 2/28/05

**York 3/Rock Hill School District**

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## PROPOSED

*Note: Current addresses the district's position on providing exclusivity to a media outlet, which is now addressed in model/proposed KDDA. Proposed KDD does not address exclusivity as it is covered in a separate policy. This proposed KDD eliminates duplication.*

*Policy*

## MEDIA RELATIONS

Code **KDD** Issued **MODEL**

The district will make every **reasonable** effort ~~practical~~ to assist the press and other communications media in obtaining complete and adequate coverage of the programs, issues, planning, and activities of the district while complying with state and federal statutes regarding freedom of information.

The board recognizes the need of the news media to occasionally have access to district staff and records in order to cover district-related activities and issues effectively. Representatives of the media are requested to follow the same procedures as other visitors to the schools, when applicable. District staff members are encouraged to cooperate with the news media and to only limit access when necessary to protect the safety or welfare of students or staff, to prevent interruption of the educational process, or to protect the confidentiality of records.

To facilitate media access and prevent misunderstandings, the superintendent **or his/her designee,** will establish procedures that ensure adequate media access while causing minimal interruption to students, staff, and the district's educational program.

Adopted ^



## PROPOSED

*Note: Current addresses the district's position on providing exclusivity to a media outlet, which is now addressed in model/proposed KDDA. Proposed KDD does not address exclusivity as it is covered in a separate policy. This proposed KDD eliminates duplication.*

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## MEDIA RELATIONS

Code **KDD** Issued **MODEL**

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The board recognizes the need of the news media to occasionally have access to district staff and records in order to cover district-related activities and issues effectively. Representatives of the media are requested to follow the same procedures as other visitors to the schools, when applicable. District staff members are encouraged to cooperate with the news media and to only limit access when necessary to protect the safety or welfare of students or staff, to prevent interruption of the educational process, or to protect the confidentiality of records.

To facilitate media access and prevent misunderstandings, the superintendent will establish procedures that ensure adequate media access while causing minimal interruption to students, staff, and the district's educational program.

Adopted ^

## **Policy KDD Media Relations**

Issued 2/05

Purpose: To establish the board's vision for relations with the media.

The district will make every effort practical to assist the press and other communications media to obtain complete and adequate coverage of the programs, problems, planning and activities of the district.

The district will give all representatives of the media equal access to information about the schools. The district will make general releases of interest to the entire district available to all the media simultaneously. There will be no exclusive releases except as media representatives request information on particular programs, plans or problems.

Adopted 4/27/78; Revised 11/27/89, 2/28/05

**York 3/Rock Hill School District**

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## PROPOSED

Note: Reframes how we should interact with media into a positive posture.

### *Policy*

## PRESS RELEASES, CONFERENCES, AND INTERVIEWS

Code **KDDA** Issued **MODEL**

In keeping with its interest in promoting public awareness of what is occurring in the district, the board authorizes and encourages the release of prepared information to the media. The district will give all representatives of the media equal access to information about the schools. The district will make general releases of interest to the entire district available to all the media simultaneously. There will be no exclusive releases except as media representatives request information on particular programs, plans, or issues.

In order that district and school events and information be given accurate and complete press coverage, the board desires that the release of official news from the district and schools be coordinated as follows:

- The board chair will be the official spokesman for the board, except as this duty is designated to the superintendent or another member of the board.
- The superintendent or his/her designee has the responsibility for news releases that are of a district-wide nature or pertain to established district policy.
- The principal of the individual school has the responsibility for news releases that are of concern to only one school or to any organization of one school. However, the superintendent or his/her designee must clear all news releases issued by any individual school. All formal statements made to the press by other staff members of the particular school must first be cleared with the principal who will obtain further guidance from the superintendent or his/her designee as appropriate.

Cf. BEDI

Adopted ^

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Legal References:

- A. S.C. Code of Laws, 1976, as amended:
1. Section 30-4-10, *et seq.* - South Carolina Freedom of Information Act.

Note: Reframes how we should interact with media into a positive posture.

## Model

# PRESS RELEASES, CONFERENCES, AND INTERVIEWS

Code **KDDA** Issued **MODEL**

In keeping with its interest in promoting public awareness of what is occurring in the district, the board authorizes and encourages the release of prepared information to the media. The district will give all representatives of the media equal access to information about the schools. The district will make general releases of interest to the entire district available to all the media simultaneously. There will be no exclusive releases except as media representatives request information on particular programs, plans, or issues.

In order that district and school events and information be given accurate and complete press coverage, the board desires that the release of official news from the district and schools be coordinated as follows:

- The board chair will be the official spokesman for the board, except as this duty is designated to the superintendent or another member of the board.
- The superintendent or his/her designee has the responsibility for news releases that are of a district-wide nature or pertain to established district policy.
- The principal of the individual school has the responsibility for news releases that are of concern to only one school or to any organization of one school. However, the superintendent or his/her designee must clear all news releases issued by any individual school. All formal statements made to the press by other staff members of the particular school must first be cleared with the principal who will obtain further guidance from the superintendent or his/her designee as appropriate.

Cf. BEDI

Adopted ^

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Legal References:

- A. S.C. Code of Laws, 1976, as amended:
1. Section 30-4-10, *et seq.* - South Carolina Freedom of Information Act.

## Policy KDDA Press Releases, Conferences and Interviews

Issued 2/05

Purpose: To establish the board's vision for press releases, conferences and interviews.

Because the schools are public institutions endeavoring to serve the educational needs of the community, it is important that information be disseminated concerning their activities and problems. In order that district and school news be given the best press coverage, with a minimum of inaccuracies reported, the board desires that the release of official news from the district and school be coordinated as follows.

- The board chairman will be the official spokesperson for the board, except as this duty is designated to the superintendent or another member of the board.
- The superintendent or his/her designee has the responsibility for news releases that are of a district-wide nature or pertain to established district policy.
- The principal of the individual school has the responsibility for news releases that are of concern to only one school or to any organization of one school. However, the superintendent or his/her designee must clear all news releases issued by any individual school. All statements made to the press by other staff members of the particular school must first be cleared with the principal and then the superintendent/designee.

Adopted 4/27/78; Revised 11/27/89, 2/28/05

Legal references:

S. C. Code, 1976, as amended:

[Section 30-4-5](#) *et seq.* - Freedom of Information Act.

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**York 3/Rock Hill School District**

## **PROPOSED**

*Note: there is not a model policy KDBB*

### *Policy*

## **Sports and Special Events Media Coverage**

Code KDBB

Issued February 2005

~~Purpose: To establish the basic structure for the coverage of sports and special events by the media.~~

All rights for broadcasting of any school-sponsored events are inherent in and the property of the board. School authorities have both legal and implied obligations that are inherent in the loco parentis relationship toward students while they are under the jurisdiction ~~of the board.~~ **of the school official.**

**Local, regional and national media** and/or television stations may make requests to the principal of each high school for permission to broadcast athletic events. A written contract will be developed jointly by the principals. A copy of any contract will be submitted to the superintendent who will share it with the board as information.

- Broadcasting of events will be arranged and conducted without cost to the district or to individual schools within the district.
- There will be no advertisements of tobacco, beer or other alcoholic beverages in connection with any broadcast of events originating in and involving teams representing district schools.
- A rights fee, amount to be decided in each instance, may be charged each station broadcasting an event originating in district school facilities.
- The producer must agree not to sell or re-use the recording without written permission of the board.
- The producer must agree to the free use of recordings by Rock Hill School District Three of York County and agree to submit a copy of the recording to the school principal and/or office of the superintendent or his/her designee upon request.
- School officials reserve the right to veto any proposed taping or rebroadcast; any advertiser or commercial (e.g., for alcoholic beverages or tobacco); any commentator, broadcaster or other representative of the producer who would appear in the broadcast or narrate a rebroadcast.
- Failure by a station to comply with the terms of this policy and its procedures will be considered due cause for the termination of all contracts between the station and the board.

Exclusive of regularly scheduled newscasts, all telecasting of athletic games and contests sponsored by schools in the district will be prohibited unless arranged and conducted in accordance with official policies of the board.

Arrangements for broadcasting (live or delayed) school-sponsored events other than athletic games and contests, exclusive of regularly scheduled newscasts, will be prohibited unless presented to and approved by the superintendent/designee. Each event will be considered individually and in accordance with the authority and responsibilities of the board.

There will be no live telecasting of football and basketball games at which district schools are individually or jointly the "host" school or schools unless authorized by the superintendent/designee.

Any and all out-of-town radio and/or television stations wishing to broadcast any event sponsored by the district must comply with the same policies, rules and regulations of those governing local stations. Such requests from out-of-town stations are subject to the approval of the principal of the high school, rules of the South Carolina High School League and availability of space in the press box facilities. Such agreements will be contingent upon similar rights being granted to Rock Hill broadcasting companies when games are played at the school site of the requesting station(s).

Adopted 1/22/90; Revised 2/28/05

## Policy KDDDB Sports and Special Events Media Coverage

Issued 2/05

Purpose: To establish the basic structure for the coverage of sports and special events by the media.

All rights for broadcasting of any school-sponsored events are inherent in and the property of the board. School authorities have both legal and implied obligations that are inherent in the loco parentis relationship toward students while they are under the jurisdiction of the board.

Local radio and/or television stations may make requests to the principal of each high school for permission to broadcast athletic events. A written contract will be developed jointly by the principals. A copy of any contract will be submitted to the superintendent who will share it with the board as information.

- Broadcasting of events will be arranged and conducted without cost to the district or to individual schools within the district.
- There will be no advertisements of tobacco, beer or other alcoholic beverages in connection with any broadcast of events originating in and involving teams representing district schools.
- A rights fee, amount to be decided in each instance, may be charged each station broadcasting an event originating in district school facilities.
- The producer must agree not to sell or re-use the recording without written permission of the board.
- The producer must agree to the free use of recordings by Rock Hill School District Three of York County and agree to submit a copy of the recording to the school principal and/or office of the superintendent or his/her designee upon request.
- School officials reserve the right to veto any proposed taping or rebroadcast; any advertiser or commercial (e.g., for alcoholic beverages or tobacco); any commentator, broadcaster or other representative of the producer who would appear in the broadcast or narrate a rebroadcast.
- Failure by a station to comply with the terms of this policy and its procedures will be considered due cause for the termination of all contracts between the station and the board.

Exclusive of regularly scheduled newscasts, all telecasting of athletic games and contests sponsored by schools in the district will be prohibited unless arranged and conducted in accordance with official policies of the board.

Arrangements for broadcasting (live or delayed) school-sponsored events other than athletic games and contests, exclusive of regularly scheduled newscasts, will be prohibited unless presented to and approved by the superintendent/designee. Each event will be considered individually and in accordance with the authority and responsibilities of the board.

There will be no live telecasting of football and basketball games at which district schools are individually or jointly the "host" school or schools unless authorized by the superintendent/designee.

Any and all out-of-town radio and/or television stations wishing to broadcast any event sponsored by the district must comply with the same policies, rules and regulations of those governing local stations. Such requests from out-of-town stations are subject to the approval of the principal of the high school, rules of the South Carolina High School League and availability of space in the press box facilities. Such agreements will be contingent upon similar rights being granted to Rock Hill broadcasting companies when games are played at the school site of the requesting station(s).

Adopted 1/22/90; Revised 2/28/05

**York 3/Rock Hill School District**

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## **PUBLIC CONCERNS AND COMPLAINTS**

Code **KE** Issued **MODEL**

---

The board trusts and values its staff and wishes to support their actions so that they are free from unnecessary, malicious, or destructive complaints and criticism. However, the board welcomes constructive criticism whenever it is motivated by a sincere desire to improve the quality of the district's educational program.

The board relies on its staff and administrators to resolve the concerns of patrons in as informal a manner as possible. All district employees are expected to answer questions, receive input, and professionally address concerns and complaints of parents/legal guardians, students, and other members of the public. If a complaint cannot be resolved directly, a process will be made available for review at progressively higher levels, as follows:

- teacher or staff member
- principal or supervisor
- relevant district-level staff member
- superintendent
- board

The administration will develop such guidelines for assuring a courteous, fair, orderly, and timely response to complainants. Complaints regarding discrimination, harassment, or retaliation will be processed according to policy AC, *Nondiscrimination/Equal Opportunity*. Staff member grievances will be processed in accordance with policy GBK, *Staff Concerns/Complaints/Grievances*, or as otherwise required by law.

Anyone who defames a district staff member and damages a person's professional reputation, whether before students or any third party, may be subject to legal action brought by the staff member.

### **Board Review of Concerns and Complaints**

The board is not obligated to address a complaint. If the board decides to hear the issue, the board's decision is final. Otherwise, the superintendent's decision on the issue is final. The board will not hear complaints which have not been resolved through appropriate administrative channels.

Adopted ^



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- board

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Adopted ^

## **Policy KE Public Concerns and Complaints**

Issued 3/05

Purpose: To establish the board's vision for receiving and handling public complaints.

Complaints to one or more board members against any action of any employee of the district or against any administrative rule or board policy, which in the judgment of the board members hearing the complaint requires investigation or action, will be referred to the superintendent for investigation, appropriate action or recommendations as the situation might justify.

If the matter cannot be resolved satisfactorily by the superintendent, the complainant will register the complaint in writing with the chairperson of the board, setting forth the facts on which the complaint is based.

The board, at its next regular meeting or at a special meeting, will then consider the grievance of the complainant and dispose of the matter according to its best judgment.

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

**York 3/Rock Hill School District**

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## Memorandum

**TO:** Dr. Bill Cook  
**FROM:** Mychal Frost  
**DATE:** March 30, 2020  
**SUBJECT:** 2020-2021 Calendar Adjustments

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The 2020-2021 calendar needs to be adjusted to reflect the correct date for Memorial Day and to reduce the school year to 180 days. The calendar approved in December 2018 included 182 days and incorrectly listed Memorial Day as May 24. A summary of adjustments is included below, and a revised calendar is enclosed for approval.

- Change of January 4 to a winter holiday day for students and all staff
- Change of January 5 to a Teacher Professional Development Day
- Change of January 6 to a Teacher Work Day
- Change of February 15 to a holiday for students and all staff without a designation as a possible make-up day
- Change of April 12 to be a holiday for students and all staff with a designation as a possible make-up day
- Change the May 21 possible make-up day to May 28
- Correct the placement of Memorial Day to May 31

Three recent surveys provide favorable support for the implementation of “early release” days to be included in the 2020-2021 calendar. As a means to provide additional professional learning opportunities for our teachers and staff, we have made three additional adjustments to include “early release” days for 2020-2021.

- September 24, 2020
- November 12, 2020
- February 4, 2021

For information, the following data is provided in reference to the need and rationale for including “early release” days in the adjusted 2020-2021 calendar.

### Spring 2018 Professional Development Needs Assessment

- 74% prefer PD offerings “during the school day with release time and coverage provided”
- 41% prefer PD offerings during “teacher workdays”
- 25% prefer PD offerings during the “summer”

**Fall 2018 Calendar Survey**

- 46% (441 respondents) including teachers and parents, indicate they're in favor of early release
- 21% (201) were in favor of late starts
- 30% (286) were not in favor of late starts

**November 2019 Employee Satisfaction Survey**

*Early Release*

- 85% (898 employees) were in favor of early release
- 15% (167) were not in favor of early release

*Late Start*

- 69% (708) were not in favor of late start
- 31% (324) were in favor of late start

Approved December 17, 2018. Revised April \_\_\_\_, 2020.

**July 3**  
 -Independence Day-  
 (Observed)  
 \*District Closed\*

July 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**January 1 and 4**  
 -Winter Holidays-  
 \*District Closed\*

**January 5**  
 Teacher PD Day  
 \*No Students\*

**January 6**  
 Teacher Work Day  
 \*No Students\*

**January 7**  
 Students Return

**January 18**  
 -MLK Jr. Day-  
 \*District Closed\*

**February 4**  
 Early Release Day

**February 15**  
 -President's Day-  
 \*District Closed\*

**March 11**  
 End of 3rd 9 Weeks

**March 12**  
 Teacher PD Day  
 \*No Students\*

**April 5 - 9**  
 -Spring Break-  
 \*District Closed\*

**April 12**  
 Possible Make-Up Day  
 \*District will be closed  
 if day is not needed\*

**May 28**  
 Possible Make-Up Day  
 \*District will be closed  
 if day is not needed\*

**May 31**  
 -Memorial Day-  
 \*District Closed\*

**June 2**  
 Half Day for Students

**June 3**  
 Half Day for Students  
 Last Day of Second  
 Semester

**June 4**  
 Teacher Work Day  
 \*No Students\*

**June 5**  
 Graduation Day  
 Northwestern - 10 am  
 South Pointe - 2 pm  
 Rock Hill - 6 pm

Purple = New Teachers Only Green = Teacher PD Day Blue = Teacher Work Day  
 Red = First/Last Day of Semester Orange = School Closed Teal = Early Release Day  
 □ = Possible Make-Up Day ○ = End of Grading Periods

ONE TEAM. ONE MISSION. ONE ROCK HILL.



# Updated 2020-2021 Calendar

*April 14, 2020*

Mychal Frost  
Director of Marketing and Communications

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# Adjustments Include

- Corrected number of student days from 182 to 180
- Corrected placement of Memorial Day holiday
- Classification of other days due to “ripple effect” of necessary adjustments
  - Modifications will be highlighted on following month-by-month review
- Addition of three early release days

## July 2020

3: observe July 4<sup>th</sup> holiday

July 2020						
<i>S</i>	<i>M</i>	<i>T</i>	<i>W</i>	<i>T</i>	<i>F</i>	<i>S</i>
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	



## August 2020

4-7: “Learning To Rock”

10-11: Teacher Professional Development

12-14: Teacher Work Day

17: First day of School

August 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## September 2020

7: Labor Day – District Closed

24: Early Release Day

September 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

## October 2020

15: End of 1<sup>st</sup> Quarter

16: District Closed UNLESS a make-up day is needed

19: Teacher Professional Development Day

October 2020						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

# November 2020

3: Election Day – District Closed

12: Early Release Day

25-27: Thanksgiving Break – District Closed

November 2020						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## December 2020

22: End of 1<sup>st</sup> Semester

23-31: Winter Break – District  
Closed

December 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## January 2021

1-4: Winter Break District Closed

5: Teacher Professional Development Day

6: Teacher Work Day

7: Students Return, 2<sup>nd</sup> Semester Begins

18: MLK, Jr. Day – District Closed

*4-7 were adjusted from original calendar*

January 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## February 2021

4: Early Release Day

15: President's Day – District Closed

*This was previously set as a possible make-up day.*

February 2021						
<i>S</i>	<i>M</i>	<i>T</i>	<i>W</i>	<i>T</i>	<i>F</i>	<i>S</i>
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

## March 2021

11: End of Quarter 3

12: Teacher Professional  
Development Day

March 2021						
<i>S</i>	<i>M</i>	<i>T</i>	<i>W</i>	<i>T</i>	<i>F</i>	<i>S</i>
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			



## April 2021

5-9: Spring Break – District Closed

12: District Closed UNLESS needed as Make-Up Day

12: *This was previously set as a regular school day.*

April 2021						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

## May 2021

28: District Closed UNLESS  
needed as Make-Up Day

31: Memorial Day – District  
Closed

*On the original approved calendar, 21  
was a make-up day and 24 was shown  
as Memorial Day.*

May 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## June 2021

3: End of 2<sup>nd</sup> Semester - Last Day for Students

4: Teacher Work Day

5: High School Graduation

June 2021						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

# Recommendation

- Approve adjusted 2020-2021 calendar



# Memo

**TO:** Dr. Bill Cook

**FROM:** Dr. John Jones  
Chief of Academics and Accountability

Mr. Lukas Hopper  
Secondary Mathematics Curriculum Specialist  
Instructional Materials Liaison

**DATE:** April 1, 2020

**SUBJECT:** **Instructional Resource Adoptions 2020**

---

The district received notice that state funds were available to purchase resources for the programs listed below. When there was more than one resource to review, each school received information about the available resources to share with the teachers in the departments. A copy of the materials selection process is included in this memo. This process follows Rock Hill Schools Board policy for textbook selection.

The resources listed below are submitted for approval.

## **Social Studies**

Grade 3 (World Geography)

- Geography Studies Weekly-World Regions, 1<sup>st</sup> Edition (Studies Weekly)

Grades 4 and 5 (SC Studies)

- SC myWorld Interactive Activity Pack, 1<sup>st</sup> Edition (Pearson K12 Learning LLC)

Grade 7

- myWorld Interactive World Geography (South Carolina), 1<sup>st</sup> Edition (Pearson K12 Learning LLC)

## **Math**

Grades K-5

- enVision Mathematics South Carolina, 2<sup>nd</sup> Edition (Pearson K12 Learning LLC)

Grades 6-8

- HMH 2020 South Carolina Into Math (Houghton Mifflin Harcourt Publishing Company)

### **Career and Technical Education**

Automotive Collision Repair Technology 1, 2, 3, 4

- I-CAR's PDP-Education Edition Curriculum (I-CAR)

### **Rock Hill Schools Selection of Instructional Materials Procedures**

A. After the State Department of Education releases the subject areas list of materials for selection, the district's instructional materials liaison contacts the school level administrators and asks them to choose representatives to attend the caravan.

B. When resources are sent to the district office, the district's instructional materials liaison distributes the resources to the schools for the department members to begin previewing the resources before attending the caravan.

C. The school level representatives and the district's instructional materials liaison will attend the caravan.

D. Each school level representative is asked to share the information learned at the caravan with other members of his/her department.

E. The district's instructional materials liaison or the appropriate instructional specialist schedules a meeting for the district to choose its selection(s). Each school receives one vote during the meeting. The district's instructional materials liaison and the instructional specialist do not participate in the vote.

F. All selections are given/emailed to the district's instructional materials liaison. The liaison then submits the list in memo format to the Associate Superintendent of Instruction and Accountability.

G. The Associate Superintendent then submits the list to the Superintendent.

H. The School Board receives the list to review and approve. The School Board requires a month (1 work session and 1 business meeting) to ask questions. The district's instructional materials liaison and when appropriate an instructional specialist attend the school board meetings to be available to answer questions.

I. After the School Board's approval, the district's instructional materials liaison submits the approved list to the State Department in April.

# Memo

**TO:** Dr. Bill Cook  
**FROM:** Sadie Kirell  
**CC:** Board Members  
**DATE:** April 1, 2020  
**SUBJECT: COVID-19**

---

COVID-19, more commonly known as the Coronavirus, continues to spread throughout the United States and South Carolina. Rock Hill Schools continues to work closely with the South Carolina Department of Health and Environmental Control (SC DHEC) and South Carolina Department of Education to stay informed of any developments of confirmed cases in South Carolina and York County. The district has implemented recommendations and guidelines provided by CDC and SC DHEC as they are determined. On March 24<sup>th</sup>, Governor Henry McMaster extended school closures until April 30, 2020. The Rock Hill Schools team has been working to ensure the learning process through e-Learning opportunities continues throughout this closure.

\*Slides containing COVID-19 data and meal numbers will be updated prior to Board meeting on April 14, 2020.



# COVID-19 Update

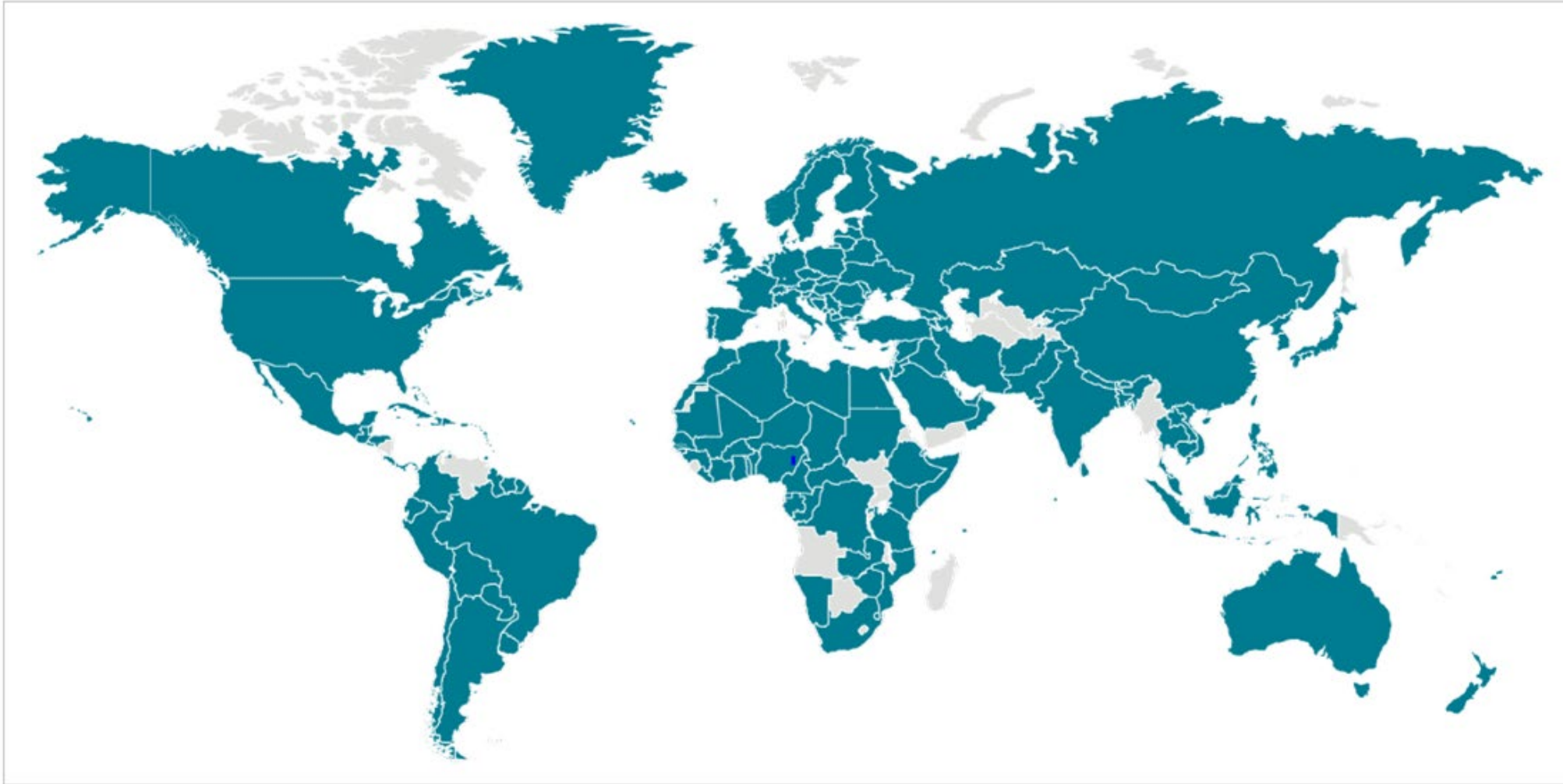
April 14, 2020

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# Global Impact

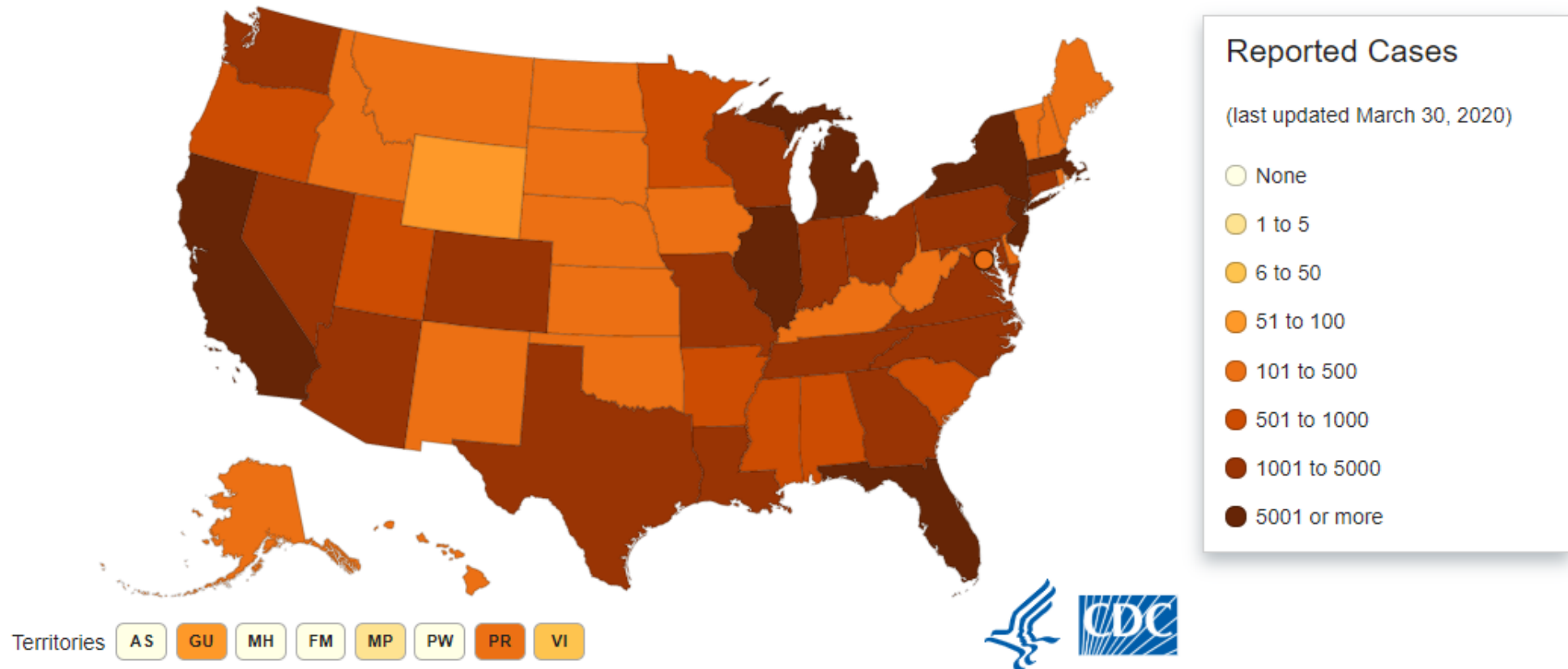
*As of 12:00 p.m. ET March 31, 2020*



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

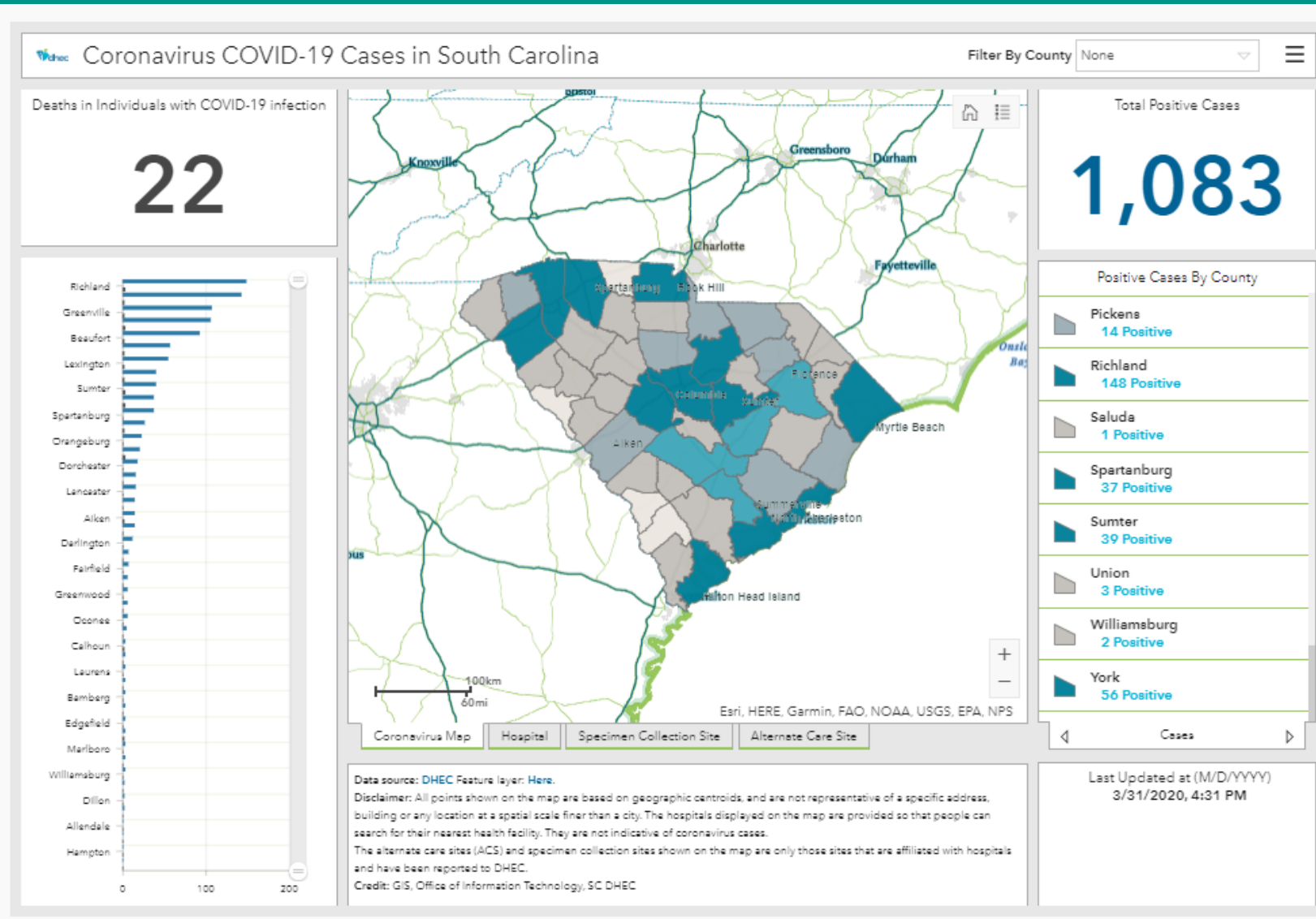
# US COVID-19 SURVEILLANCE

States Reporting Cases of COVID-19 to CDC\*



One Team. One Mission. One Rock Hill.

# Impact in South Carolina



One Team. One Mission. One Rock Hill.

- Our internal team meets frequently and will provide updates as necessary to our employees and district families. Our core team monitoring this situation is:

- Mrs. Sadie Kirell, RN, District Clinical Lead Nurse
- Mr. Mychal Frost, Director of Marketing and Communications
- Mr. Aaron Sheffield, Multimedia Communications Specialist
- Dr. John Jones, Chief of Academics and Accountability
- Dr. Keith Wilks, Executive Director of Student Services
- Mr. Michael Cox, Director of Custodial Services
- Mr. James Brown, Director of Safety and Security
- Mr. Bernard Gill, Director of Transportation

## Additional Cabinet team members:

- Dr. Bill Cook, Superintendent
- Mrs. Luanne Kokolis, Chief of Strategic Planning, Engagement and Program Support
- Mr. Tony Cox, Chief of Operations
- Mr. Brian Vaughan, Executive Director of Facilities
- Dr. Missy Brakefield, Executive Director of Elementary Education
- Ms. Jennifer Morrison, Executive Director of Secondary Education
- Dr. Nancy Turner, Director Exceptional Student Education
- Mrs. Terri Smith, Chief Finance Officer
- Dr. Tanya Campbell, Chief Personnel Officer
- Mr. John James, Executive Director of Technology
- Dr. Joya Holmes, Executive Director of Professional Learning and Choice Programs

# Communication/Updates



February 27, 2020

- Email to all parents, update placed on website and sent out via RH Schools app
- Email to all administrators and nurses with update on COVID-19 with DHEC update

March 5, 2020

- Sadie provided update at Elementary principals meeting

March 6, 2020

- Update staff via Superintendents weekly update
- Sadie and Michael met with Interstate Supply to discuss disinfecting
- Sadie provided update at Athletic Director meeting

March 10, 2020

- Sadie provided update at Middle/High principals meeting
- Email to all parents/staff, update placed on website and sent out via RH Schools app
- Email to all administrators and nurses with update
- DHEC flyer sent to all district families through Peachjar
- Scripts and FAQs related to COVID-19 provided to front office staff/Central office and challenger after school staff

March 11, 2020

- Michael Cox/Interstate Supply/Sadie Kirell met with all custodians to review disinfecting process and products
- Response Team convened first meeting
- FAQ page added to Rock Hill Schools website

March 12, 2020

- Sadie Kirell presented to Elementary/MS/HS Assistant Principals
- Memo sent via Hotline to update School Board Members
- Phone call with York County Superintendents
- Phone conference with York County Emergency Management

March 13, 2020

- Nurses provided update at Professional Development meeting
- Phone conference with York County Emergency Management
- Communication with families i.e. field trips

# Communication/Updates



## March 15, 2020

- Nurses provided update at Professional Development meeting
- EOC team meeting
- Conference call with Molly Spearman/SC Superintendents
- Governor Press Conference
- Principal Conference Call

## March 16, 2020

- Command Center set up in Conference Rooms to be staffed 0700 - 1700
- Principal conference call
- Response Team updated Cabinet

## March 17, 2020

- Command Center set up in Conference Rooms to be staffed 0700 - 1700
- Conference call with Molly Spearman/SC Superintendents
- Principal conference call 12:00 pm and 2:00pm

## March 18, 2020

- EOC team meeting
- Command Center set up in Conference Rooms to be staffed 0700 - 1700
- Conference call with Molly Spearman/SC Superintendents
- Governor Press Conference
- Principal Conference Call
- Emergency Management Call

## March 20, 2020

- Conference all with Molly Spearman/SC Superintendents
- EOC/Cabinet Zoom conference call

## March 23, 2020

- EOC/Cabinet Zoom call
- Emergency Management Call
- Conference call with Molly Spearman/SC Superintendents
- Presentation to School Board



## March 24, 2020

- EOC/Cabinet Zoom call
- Emergency Management conference call
- Molly Spearman/SC Superintendents conference call
- Additional Specific Department virtual meetings
- Principal Conference Call

## March 25, 2020

- SC DHEC conference call
- EOC/Cabinet Zoom call
- Emergency Management conference call
- Molly Spearman/SC Superintendents conference call
- Additional Specific Department virtual meetings

## March 26, 2020

- EOC developed District Wide Reentry into Building Process
- EOC/Cabinet Zoom call
- Emergency Management conference call
- Molly Spearman/SC Superintendents conference call
- Additional Specific Department virtual meetings
- Principal Conference Call

## March 27, 2020

- EOC/Cabinet Zoom call
- Emergency Management conference call
- Molly Spearman/SC Superintendents conference call
- Additional Specific Department virtual meetings
- Teachers/Staff allowed into buildings to work on e-Learning

## March 30, 2020

- EOC/Cabinet Zoom call
- Emergency Management conference call
- Molly Spearman/SC Superintendents conference call
- Additional Specific Department virtual meetings
- Teachers/staff allowed into buildings to work on e-Learning

## March 31, 2020

- EOC/Cabinet Zoom call
- Emergency Management conference call
- Molly Spearman/SC Superintendents conference call
- Additional Specific Department virtual meetings
- Principal Conference Call
- Teachers/Staff allowed into buildings
- All e-Learning packets mailed to students
- Report card printing and mailing ongoing through 4/2

## Scheduled Meetings - April

### Monday

- Cabinet/EOC Zoom Meeting
- Molly Spearman/SC Superintendents conference call
- Emergency Management conference call
- Specific Department virtual meetings

### Tuesday

- Elementary Principals Zoom Meeting
- Secondary Principals Zoom Meeting
- SC DHEC York County Conference Call (as scheduled)
- Molly Spearman/SC Superintendents conference call
- Emergency Management conference call
- Specific Department virtual meetings

### Wednesday

- Cabinet/EOC Zoom Meeting
- Molly Spearman/SC Superintendents conference call
- Emergency Management conference call
- Specific Department virtual meetings

### Thursday

- All Principals Zoom Meeting
- Molly Spearman/SC Superintendents conference call
- Emergency Management conference call
- Specific Department virtual meetings

### Friday

- Cabinet/EOC Zoom Meeting
- Molly Spearman/SC Superintendents conference call
- Emergency Management conference call
- Specific Department virtual meetings



# Support Hotline Information



- The hotline opened on 3/18/20, since that time we have received 1,296 calls
- District Hotline Staffing :  
Ana Glossan, Planning Department  
Tracy Beckham, Instruction Department  
Nina Cullinan, Student Services
- Calls are received daily and on the weekends, calls are rolled on to Dr. Kokolis' email for a response
- Each request for item/s from the schools has been logged into a daily spreadsheet  
We have received 401 requests for items to be mailed or delivered
- Principals received their school's spreadsheet on Saturday 3/28 so school staff could make contact with parent, retrieve item(s) for mailing or for larger items (band instrument, laptop), label for delivery to take place on Thursday, April 2.
- Courtesy calls began on Monday, March 30. All requests on the school spreadsheets, (401) will be receiving a courtesy call to see if request has been addressed or informing parent of the mailing and delivery this week. Calls are being placed by our district receptionist, Wendy Cope and Sandra Craven from Instruction Dept. So far, those that have received the follow-up call have been very appreciative.

# Rock Hill Schools Feeding Sites



Our free “grab and go” meal service will continue Monday through Friday at five school locations and seven community locations throughout this closure. Breakfast will be available between 8 a.m. - 10 a.m. and lunch will be available between 11 a.m. - 1 p.m. at school locations and 11 a.m. - 12:30 p.m. at community locations. Meals will be available to all children under the age of 18. Meals will be distributed from a Wi-Fi equipped school bus at each community location. Students at each site will be able to connect to Wi-Fi hotspots as needed to work on e-Learning assignments.

## SCHOOL LOCATIONS

- Belleview Elementary, 501 Belleview Road
- Finley Road Elementary, 1089 Finley Road
- Richmond Drive Elementary, 1162 Richmond Drive
- Rosewood Elementary, 2240 Rosewood Drive
- Oakdale Elementary, 1129 Oakdale Road

## COMMUNITY LOCATIONS

- College Downs Park/Emmett Scott Center, 801 Crawford Road
- Boyd Hill Apartments, 1307 Constitution Boulevard
- The Glens Apartments, 1041 Glenarden Drive
- Confederate Park
- Workman Street Apartments, 302 Workman Street
- Catawba Indian Reservations Long House/Cedar Valley
- Children’s Attention Home
- Trexler Lane Mobile Home Park/Rock Pointe Apartments

# Student Meals Served as of March 30, 2020



Location	Meals Served Breakfast	Meals Served Lunch
Bellevue	2,212	2,601
Oakdale	1,270	1,373
Richmond Drive	2,485	2,923
Rosewood	1,694	2,078
Castle Heights /Back the Pack	1,232	1,232
Cumulative Total	10,754	12,219

One Team. One Mission. One Rock Hill.

# Instruction Department Update

## March 26, 2020

- April 1-17 student work packets were finalized and mailed Wednesday, April 1.
- Recommended time limits for total minutes per day were provided to principals and teachers (PK-2 = up to 60 minutes, 3-5 = up to 90 minutes, 6-8 = up to 130 minutes, 9-12 = up to 190 minutes).
- Students and families are asked to submit work either via Canvas or through photos emailed to the school. Schools were asked to provide directions for this in student work packets.
- Expectations for online content, design, and delivery were provided, as well as an option professional development session to support teachers' development and implementation of online work.
- Quarter 3 report cards for all grade levels were mailed home by April 3.
- Teachers were asked to focus on formative assessment and giving every assignment submitted high quality feedback. More specific grading guidelines – based on state guidance – are being developed and will be shared with principals by April 3.

# Student Assessment

## Assessments cancelled for Spring 2020

- SC READY: 3 – 8 in ELA and Math
- SCPASS: grades 4 – 6 in science
- End of Course (EOC): English, Algebra, Biology & USHC
- SC-Alternate Assessment
- 4K Readiness (PALS)
- IB (Pending - the International Baccalaureate Organization stated they are not offering spring 2020 IB tests.)
- HS Civics Assessment - cancellation pending Legislative approval

## Assessments pending for Spring 2020

- Grade 10 PSAT (completed in the Fall 2019)
- The ACT and SAT (Completed initial testing)
- AP  
(College Board has announced AP exams will be given in an online, open-book format and will exclude fourth-quarter content.)
- WIN Ready to Work

# Grading Guidelines

- The SC Department of Education provided written grading guidance on March 31, 2020. Guidance was based on input from a state-wide committee under the direction of Dr. David Mathis, SCDE Deputy Superintendent.
- States guidance provided relates to seniors, high school credit-bearing courses, non-credit bearing courses, identification of students for summer reading camps. The State Board of Education has waived almost all provisions related to seat time and/or minute requirements.
- State guidance and local considerations were presented to all Rock Hill Schools principals on March 31.
- Following the presentation, meetings were held with elementary, middle, and high school principals to determine questions and resources.
- The Instruction Department used this input to develop district grading guidelines for the fourth quarter. These were provided to principals on April 3 with the request to share with teachers after Spring Break.

# 3rd Quarter Report Cards



The following steps have taken place in order to prepare grade reports for the 3rd Quarter of the 2019-2020 School Year:

**Thursday, March 12<sup>th</sup>:** 3<sup>rd</sup> grading period ended.

**Friday, March 13<sup>th</sup> – Friday, March 27<sup>th</sup>:** Teachers were allowed this period of time to finalize all grades and enter them into PowerSchool. Teachers and school staff members also verified current addresses in PowerSchool with parents/guardians.

**Friday, March 27<sup>th</sup>** – Grade verification review was offered to all teachers.

**Tuesday, March 31<sup>st</sup>** - All grades were “rolled over” into the historical files in PowerSchool; thus, report cards could be processed.

**Wednesday, April 1<sup>st</sup> – Thursday, April 2<sup>nd</sup>** – Report cards are printed for all schools, utilizing our district PowerSchool coordinators and Rock Hill Schools Print Center, and a paper copy is mailed to the homes of all students for notification by the conclusion of the week.

Parents have received communication through your informational video and telephone messages from Mr. Frost regarding notification that report cards will be sent home prior to spring break.



# Choice Programs



The window to submit an online application for Rock Hill Schools Choice programs for the 2020-21 school year closed Friday, February 28<sup>th</sup>. Applications are being processed and applicants will be notified via email on or before Monday, April 13<sup>th</sup>.

## **Communication of Choice Offer**

Applicants who are offered slots will be asked to accept or decline the offer using a link provided in the email within eight (8) business days. Submission of the accept/decline form will be followed with a confirmation email.

## **Communication of Placement on Waiting List**

Applicants who are not offered a slot in their first choice program will be placed on the waiting list for their first and second choice programs. Waiting list applicants will be asked to confirm receipt of the notification email using a link provided. Follow-up phone calls will be made to all applicants who do not acknowledge receipt of the email. Following the eight (8) day confirmation period, offers will be extended to waiting list applicants for the remaining slots based on the applicants' first or second choice preference.

## **Additional Placement**

On June 1<sup>st</sup>, a 'Choice Interest Form' along with a list of programs and grade levels with available slots will be posted on the Choice Programs website for applicants who were not offered their first or second choice as well as non-applicants who have interest in the available programs to express their interest. Slots will be filled from this form on a first come, first served basis.



# Spring Events

- Prom - rescheduled for May 30, 2020
- Athletics - At this time, all athletics and spring sports have been suspended
- Graduation - No change in date at this time
- K5 Enrollment Party - Postponed. New date TBD

# Guidance for Schools

## CDC

- [Interim Guidance for Administrators of US K-12 Schools and Childcare Programs 3/12/20](#)
- [Considerations for School Closure](#)

## SC DHEC

[School Guidance on Novel Coronavirus or COVID-19](#)

THE PRESIDENT'S CORONAVIRUS GUIDELINES FOR AMERICA

# DO YOUR PART TO SLOW THE SPREAD OF THE CORONAVIRUS

Even if you are young, or otherwise healthy, you are at risk and your activities can increase the risk for others. It is critical that you do your part to slow the spread of the coronavirus.

Work or engage in schooling **FROM HOME** whenever possible.

**IF YOU WORK IN A CRITICAL INFRASTRUCTURE INDUSTRY**, as defined by the Department of Homeland Security, such as healthcare services and pharmaceutical and food supply, you have a special responsibility to maintain your normal work schedule. You and your employers should follow CDC guidance to protect your health at work.

**AVOID SOCIAL GATHERINGS** in groups of more than 10 people.

Avoid eating or drinking at bars, restaurants, and food courts — **USE DRIVE-THRU, PICKUP, OR DELIVERY OPTIONS.**

**AVOID DISCRETIONARY TRAVEL**, shopping trips, and social visits.

**DO NOT VISIT** nursing homes or retirement or long-term care facilities unless to provide critical assistance.

## **PRACTICE GOOD HYGIENE:**

- *Wash your hands, especially after touching any frequently used item or surface.*
- *Avoid touching your face.*
- *Sneeze or cough into a tissue, or the inside of your elbow.*
- *Disinfect frequently used items and surfaces as much as possible.*

# Resources and Communication

- [www.rock-hill.k12.sc.us/coronavirus](http://www.rock-hill.k12.sc.us/coronavirus)
- CDC
- SCDHEC
- [The President's Coronavirus Guidelines for America](#)

Bond Referendum

Dr. Bill Cook

Other and Future Business

Chairman Miller

## Executive Session

### Contractual Matters:

*>Sale of Property*

*>Succession Planning*

## Action as Required from Executive Session

## Adjournment