



SCHOOL BOARD WORK SESSION

LOC **Comporium Conference Center @ Central Office**

LEADER: Helena Miller

TEAM: Board of Trustees

START: **6:00 p.m.**

SCRIBE: Chris Gammons

DATE: September 14, 2020

FINISH: 8:20 p.m. approximately

| Item | Agenda Topic | Discussion Leader | Time |
|------|--|--|------------|
| | <i>Work Session</i> | | |
| 1 | Call to Order | Chairman Helena Miller | 5 minutes |
| 2 | Recognitions: | Dr. Bill Cook | 20 minutes |
| | *Superstar Teachers | | |
| | *Community Volunteer Awards | | |
| 3 | Policy ADD - <i>Face Coverings/Masks</i> - 1st read | Dr. Keith Wilks / Mrs. Sadie Kirell | 15 minutes |
| 4 | Policy KHB, KHB-R - <i>Revenue Enhancement Contracts</i> - 2nd read | Mrs. Terri Smith | 5 minutes |
| 5 | Section " K " Policies - 1st read | | |
| | * KBB - <i>Parent Rights and Responsibilities</i> | Mr. Keith Wilks/Dr. Nancy Turner | 5 minutes |
| | * KBC, KBC-R - <i>Social Media Communications</i> | Mr. Mychal Frost | 5 minutes |
| | * KHC - <i>Distribution/Posting of Promotional Materials</i> | Mr. Mychal Frost | 5 minutes |
| | * KEC, KEC-R, KEC-E - <i>Public Concerns and Complaints about Instructional Resources</i> | Dr. John Jones | 5 minutes |
| | * KGBA - <i>Student Mentoring Program</i> | Dr. Luanne Kokolis | 5 minutes |
| | * KI, KI-R(2) - <i>Visitors</i> | Mr. James Brown | 5 minutes |
| | * KLG - <i>Relations with Law Enforcement Authorities</i> | Mr. James Brown | 5 minutes |
| 6 | Report of Superintendent: | | |
| | >Summer Programs Update | Dr. Missy Brakefield/Ms. Jen Morrison/Dr. Tonya Belton | 15 minutes |
| | >Cultural Competence | Dr. Tonya Belton / Ms. Gina Jenkins | 10 minutes |
| | >Opening of Schools Update | Dr. Bill Cook | 10 minutes |
| 7 | Board of Trustees' Goals for 2020-2021 | Chairman Helena Miller | 5 minutes |
| 8 | Other and Future Business | Chairman Helena Miller | 5 minutes |
| 9 | Adjourn | | |
| | <i>Business Meeting</i> | | |
| 1 | Call to Order | | |
| 2 | Citizen Participation | | |
| 3 | Action Agenda: | | |
| | >Policy ADD - <i>Face Coverings/Masks</i> - 1st read | Dr. Keith Wilks / Mrs. Sadie Kirell | 5 minutes |

| | | | |
|---|---|--|--|
| 4 | Executive Session(s): | | |
| | > Contractual Matter: <i>Intergovernmental Agreement</i> | | |
| | > Personnel Matter: <i>Hiring</i> | | |
| | > Personnel Matter: <i>Employee Appeal</i> | | |
| 5 | Action as Required from Executive Session | | |
| 6 | Adjournment | | |
| | | | |

WORK SESSION

Call to Order

Chairman Miller



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

Memorandum

TO: Dr. Bill Cook
FROM: Mychal Frost
DATE: September 9, 2020
SUBJECT: Recognitions for September 14 Board Meeting

A. Superstar Teachers

On behalf of the entire district and the Board of Trustees, I would like to thank the allowing teachers for working to provide continued learning opportunities to take place for our students and families over the summer. Thanks to you, Summertime Superstars was a huge success! It is evident that you all were made for the camera! Our families fell in love with you and were engaged throughout the summer. A total of 63 episodes aired during July and August across all district social media platforms and the district's TV channel. All shows continue to air on TV and are available on our YouTube channel for continued at-home learning resource for our students. A special thank you to each of our Superstars! This project was made possible by Aaron Sheffield on our marketing and communications team. Now, let's watch the highlight reel from the Summertime Superstar series.

Choleia Smith-Ray, Oakdale
Kristina Thompson, Old Pointe
Stephanie Flippen, Oakdale
Eryn Price, Rosewood
Christi Hager, Independence
Amanda Bolt, Northside

Dana Burrell, Northside
Standrick Rhodes, Oakdale
Alissa Stripling, Ebinport
Kaleena Gibson, Belleview
Jessica Sanders, Ebenezer
Avenue

Natosha Richardson, Ebinport
Deneen Gresham, Mt. Gallant
Margaret Joiner, CCDC
Maria Bar, Independence
Sondra Campbell, Mt. Holly
Kim Massey, Central Office

B. Community Volunteer Awards

Annually, Rock Hill Schools honors outstanding contributions and quality service of our community partners and volunteers with special public acknowledgement. In celebration of our valued partners and volunteers, we honor those who have demonstrated dedication and commitment through a variety of efforts on behalf of our students and schools. Tonight, we will recognize 31 honorees that have made a significant impact in our district during the 2019-2020 school year. We regret that we are unable to celebrate in-person at this time as we normally would due to space limitations during COVID. Each honoree will receive a gift in the mail as a token of our appreciation of your continued service and support of our students and staff.

| School or Program | Name of Nominee |
|---------------------------|---|
| Adult Education | York Technical College |
| Applied Technology Center | Mark Harden - Yamaha Motor Corporation |
| Belleview | Jenny Provin |
| Belleview | Rack Room Shoes |
| Castle Heights | Alpha Phi Alpha Fraternity, Inc. - Eta Omicron Lambda Chapter |
| Castle Heights | Alpha Phi Alpha Fraternity Inc. |
| Cherry Park | Cherry Park PTO |

| | |
|--|--|
| Dutchman Creek | Dutchman Creek School Improvement Council |
| Ebenezer Avenue | Rock Room Shoes of Indian Land |
| Ebenezer Avenue | Rex Institute at Winthrop University |
| Ebinport | Ebinport Elementary School Improvement Council |
| Ebinport | Kiger Law, PC |
| Independence | Kappa Alpha Chapter of Omega Psi Phi, Inc. |
| Independence | Attorney Montrio Belton |
| India Hook | Emily VanCleaf |
| Mount Gallant | China Grove AME Zion Church |
| Northwestern | Troy Talford |
| Northside School of the Arts | Lee Ayers |
| Mount Holly | Pastor Scott Carroll and the Outbreak Church |
| Oakdale | Oakdale PTO |
| Oakdale | Martin Jackson |
| Old Pointe | Harvest Baptist Church |
| ParentSmart | Caitlin Young |
| Rawlinson Road | The FELLAS Mentoring Group |
| Rawlinson Road | Beth Copley |
| Richmond Drive | Harrison Emerson |
| Rock Hill High | Rock Hill Band Boosters |
| Rosewood | Suzann Schrader |
| Sunset Park Center for Accelerated Studies | Eric and Riley Johnson |
| York Road | Joe Sensing |
| York Road | York Electric Cooperative |



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 10, 2020

SUBJECT: Policy ADD Revisions

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.

Revised Policy **ADD** will be presented for 1st read review at the September 14th work session.

FACE COVERINGS/MASKS

Code **ADD Proposed 9/14/20**

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

PAGE 2 - ADD - FACE COVERINGS/MASKS

- Mask breaks will be permitted at each level as specified below when in class, seated, and maintaining six feet social distance.
 - Elementary school students will be permitted a facemask break for 10 minutes each hour during the school day
 - Middle school students will be permitted a facemask break for 10-minutes during each 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
- 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.

Adopted 8/24/20

PAGE 3 - ADD - FACE COVERINGS/MASKS

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
FROM: Terri Smith
DATE: September 9, 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. There has been one change to the proposed administrative rule KHB-R since the August 24th business meeting. This change is shown in green text. 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 Contracts*.

| 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.

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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

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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.

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Adopted 1/22/07

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 9, 2020

SUBJECT: Policy KBB—Parent Rights and Responsibilities and Policy IHBA—Special Education/Programs for Disabled Students – Considerations for Recommendations

Policy KBB—Parent Rights and Responsibilities had not been updated to include current language, amendments of IDEA, and the identification of other subgroups since January 2005. Regarding the concerns raised reflecting the changes to Policy KBB and the rights of parents of students with disabilities, the school district’s legal counsel, John Reagle, suggest that Policy KBB would not single out certain rights of a sub-set of parents. The rights of parents of students with disabilities are already and appropriately addressed in Policy IHBA—Special Education/Programs for Disabled Students which is attached to this memo. Policy IHBA states “the district will provide special programs in accordance with the provisions of state and federal laws and regulations.” Attorney Reagle also suggests with a statement in Policy IHBA, this provision would encompass the various notice and placement appeal rights provided to parents of students with disabilities under the IDEA. As required by the IDEA, parents are routinely notified of these rights through the district’s special education parents’ rights handbook.

Policy KBB: Attorney Reagle suggests one recommendation is to clarify and assure parents that the changes to Policy KBB will not remove or diminish their rights to be informed of special education programs in the district and/or their rights to appeal decisions to place students in special education programs.

Policy IHBA: Attorney Reagle also recommended amending Policy IHBA’s final sentence to state: “The district will provide special education programs in accordance with the provisions in special education and to appeal the placement, in accordance with federal laws and regulations, of their child receiving a special education service.” The last sentence currently states: “The district will provide special programs in accordance with the provisions of the state and federal laws and regulations.”

Policy KBB Parent Rights and Responsibilities

Issued 1/05 **PROPOSED 8-18-20**

~~Purpose: To establish the board's vision for the rights and responsibilities of the parents of the district's students.~~

The board has adopted the following statement on the rights and responsibilities of parents/ **legal guardian** to describe the role of the parent/ **legal guardians** and the role of the school in supporting a successful school experience for each child.

For purposes of this policy, the term "parent" refers to custodial and noncustodial parents.

Generally, it is the intent of the board to recognize all the rights, duties, powers, responsibilities, and authority that, by law, a parent/legal guardian has in relation to his/her child. For example, every parent/legal guardian has the following rights:

Every parent has the following rights.

- to be treated with courtesy by all members of the school staff
- to be respected as an individual regardless of race, creed, national origin, economic status, sex, ~~or~~ age, national origin, immigration status, religion, disability, sexual orientation, spousal affiliation, genetic information, any other applicable status, protected trait or characteristics, or protections by local, state, or federal law
- to secure as much help as is available from the school district to further the progress and improvement of his/her child
- to receive reasonable protection for his/her child from physical harm while under school authority
- to organize and participate in organizations for parents
- to participate in his/her child's school activities (unless prohibited by court order)

Special education

- ~~• to be informed of all programs in special education~~
- ~~• to appeal the placement, in accordance with established guidelines, of his/her child in a special education class~~

Receiving information

- to be informed of academic requirements of any school program
- to be informed of school policies and administrative decisions
- to be informed of procedures of seeking changes in school policies and for appealing administrative decisions
- to expect that school staff will make **reasonable** attempts to ensure that parents/**legal guardians** receive important school news and messages
- to be informed of education and cultural programs available to public school children

Conferences

- to participate in meaningful parent-teacher conferences to discuss his/her child's school progress and welfare

Records

- to inspect his/her child's cumulative record in conformity with current guidelines established by state and federal governments

Additionally, every parent/**legal guardian** has the following responsibilities:

- to make reasonable efforts to provide for the physical needs of the child
- to prepare the child emotionally and socially to make the child receptive to learning and discipline
- to hold high expectations for academic achievement
- to expect and communicate expectations for success
- to ensure that their children are read to in the home from an early age
- to recognize that parental involvement in middle and high school is equally as critical as in elementary school
- to ensure attendance and punctuality
- to attend parent-teacher conferences
- to monitor and check homework
- to communicate with the child's teachers
- to build partnerships with teachers to promote successful school experiences
- to attend, when possible, school events
- to model desirable behaviors
- to use encouraging words
- to stimulate thought and curiosity
- to show support for school expectations and efforts to increase student learning
- to **expect** appropriate behavior at school and during school-sponsored events

Adopted 7/22/85; Revised 11/27/89, 1/24/05, 02-05-20

Proposed

Legal references:

United States Code, Annotated:

~~Section 438 of the General Education Provisions Act, as amended—The Family Education Rights and Privacy Act~~ [[20 U.S.C. 1232\(g\)](#)].

South Carolina Code of Laws, 1976, as amended:

~~[Section 20-7-100](#) - Parental right to participate in child's school activities unless prohibited by court order.~~

Legal References:

A. United States Code of Laws, as amended:

1. The Family Education Rights and Privacy Act of 1974, 20 U.S.C.A. Section 1232g.

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

1. Section 63-5-30 - Parental right to participate in child's school activities unless prohibited by court order.
2. Section 59-28-100, *et seq.* - Parental Involvement in Their Children's Education Act.
3. Section 59-59-160 - South Carolina Education and Economic Development Act; parenting counseling conferences.

York 3/Rock Hill School District

PARENT RIGHTS AND RESPONSIBILITIES

Code **KBB** Issued **MODEL**

The board has adopted the following statement on the rights and responsibilities of parents/legal guardians to describe the role of the parent/legal guardian and the role of the school in supporting a successful educational experience for each student as well as establishing and maintaining a parent-friendly school setting.

For purposes of this policy, the term *parent* refers to custodial and noncustodial parents.

Generally, it is the intent of the board to recognize all the rights, duties, powers, responsibilities, and authority that, by law, a parent/legal guardian has in relation to his/her child. For example, every parent/legal guardian has the following rights:

- to be treated with courtesy by all members of the school staff
- to be respected as an individual regardless of race, religion, sex, color, disability, age, national origin, immigration status, or any other applicable status protected by local, state, or federal law
- to secure as much help as is available from the school district to further the progress and improvement of his/her child
- to receive reasonable protection for his/her child from physical harm while under school authority
- to organize and participate in organizations for parents
- to participate in his/her child's school activities (unless prohibited by court order)

Receiving information

- to be informed of academic requirements of any school program
- to be informed of school policies and administrative decisions
- to be informed of procedures for seeking changes in school policies and for appealing administrative decisions
- to expect that school staff will make reasonable attempts to ensure that parents/legal guardians receive important school news and messages
- to be informed of education and cultural programs available to students in the district

Conferences

- to participate in meaningful parent-teacher conferences to discuss his/her child's school progress and welfare

Records

- to inspect his/her child's education record in conformity with current guidelines established by state and federal law

PAGE 2 - KBB - PARENT RIGHTS AND RESPONSIBILITIES

Additionally, every parent/legal guardian has the following responsibilities:

- to make reasonable efforts to provide for the physical needs of the child
- to prepare the child emotionally and socially to make the child receptive to learning and discipline
- to hold high expectations for academic achievement
- to expect and communicate expectations for success
- to recognize that parental involvement in middle and high school is equally as critical as in elementary school
- to ensure attendance and punctuality
- to attend parent-teacher conferences
- to monitor and check homework
- to communicate with the child's teachers
- to build partnerships with teachers to promote successful school experiences
- to attend, when possible, school events
- to model desirable behaviors
- to use encouraging words
- to stimulate thought and curiosity
- to show support for school expectations and efforts to increase student learning
- to encourage appropriate behavior at school and during school-sponsored events

Cf. KB

Adopted ^

Legal References:

- A. United States Code of Laws, as amended:
 - 1. The Family Education Rights and Privacy Act of 1974, 20 U.S.C.A. Section 1232g.
- B. S.C. Code of Laws, 1976, as amended:
 - 1. Section 63-5-30 - Parental right to participate in child's school activities unless prohibited by court order.
 - 2. Section 59-28-100, *et seq.* - Parental Involvement in Their Children's Education Act.
 - 3. Section 59-59-160 - South Carolina Education and Economic Development Act; parenting counseling conferences.

Policy KBB Parent Rights and Responsibilities

Issued 1/05--**CURRENT**

Purpose: To establish the board's vision for the rights and responsibilities of the parents of the district's students.

The board has adopted the following statement on the rights and responsibilities of parents to describe the role of the parent and the role of the school in supporting a successful school experience for each child.

For purposes of this policy, the term "parent" refers to custodial and noncustodial parents.

Every parent has the following rights.

- to be treated with courtesy by all members of the school staff
- to be respected as an individual regardless of race, creed, national origin, economic status, sex or age
- to secure as much help as is available from the school district to further the progress and improvement of his/her child
- to receive reasonable protection for his/her child from physical harm while under school authority
- to organize and participate in organizations for parents
- to participate in his/her child's school activities (unless prohibited by court order)

Special education

- to be informed of all programs in special education
- to appeal the placement, in accordance with established guidelines, of his/her child in a special education class

Receiving information

- to be informed of academic requirements of any school program
- to be informed of school policies and administrative decisions
- to be informed of procedures of seeking changes in school policies and for appealing administrative decisions
- to expect that school personnel will make every attempt to ensure that parents receive important school news and messages
- to be informed of education and cultural programs available to public school children

Conferences

- to participate in meaningful parent-teacher conferences to discuss his/her child's school progress and welfare

Records

- to inspect his/her child's cumulative record in conformity with current guidelines established by state and federal governments

Every parent has the following responsibilities.

- to make every effort to provide for the physical needs of the child
- to strive to prepare the child emotionally and socially to make the child receptive to learning and discipline
- to strive to have the child attend school regularly and on time
- to encourage and lead the child to develop proper study habits at home
- to know the school requirements and procedures
- to speak up to prevent misunderstandings
- to discuss problems with appropriate persons
- to work for the success and improvement of the school program

Adopted 7/22/85; Revised 11/27/89, 1/24/05

Legal references:

United States Code, Annotated:

Section 438 of the General Education Provisions Act, as amended - The Family Education Rights and Privacy Act
[\[20 U.S.C. 1232\(g\)\]](#).

South Carolina Code of Laws, 1976, as amended:

[Section 20-7](#)-100 - Parental right to participate in child's school activities unless prohibited by court order.

York 3/Rock Hill School District

Policy IHBA Special Education/Programs for Disabled Students

Issued 5/15

Purpose: To establish the board's vision for educating children with exceptional educational needs.

In keeping with its responsibilities to educate all children in the district, the board will provide special education programs for those children with various disabilities.

The board believes that students with exceptional educational needs should be served in regular classrooms whenever possible. To this extent, the board views special education as an integral part of the general education program offered to all students.

Every child has a right to an appropriate educational program in which he/she can experience success. If a child has a disabling condition, this success may be contingent upon an adjustment of the techniques and materials of instruction to meet his/her individual needs.

The district will provide special programs in accordance with the provisions of the state and federal laws and regulations.

Adopted 7/23/79; Revised 8/27/90, 10/25/93, 5/27/02, 5/25/15

Legal references:

Federal Law:

Individuals with Disabilities Education Act of 1975 (IDEA), [20 U.S.C.A. Section 1400](#).

McKinney-Vento Homeless Education Improvements Act of 2001, [P.L. 107-110](#), [42 U.S.C.A Sections 11431-11435](#).

S.C. Code, 1976, as amended:

[Section 59-21](#)-510, *et seq.* - Education of physically and mentally disabled children.

[Section 59-33](#)-10, *et seq.* - Special education for disabled children.

State Board of Education Regulations:

[R43-80](#) - Transportation.

[R43-243](#) - Special education; education of students with disabilities; discipline.

[R43-243.1](#) - Criteria for entry into programs of special education for students with disabilities.

York 3/Rock Hill School District



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

Memorandum

TO: Dr. Bill Cook
FROM: Mychal Frost
DATE: September 9, 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

KBC-R – Social Media Communications Administrative Rule

- Remove KBC-R in its entirety as its intent has been added to KBC

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

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.

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.~~

~~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.

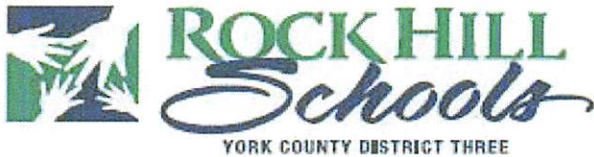
Adopted 8/26/85; Revised 11/27/89, 3/29/05, 3/27/06, 6/28/10, 10/28/13

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



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Memorandum

To: Dr. Bill Cook

From: Dr. John Jones

RE: **BOARD REVIEW OF POLICIES**

Date: September 6, 2020

The following policies are being presented for board review at the September 14, 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. Randye 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 Weeks, 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?

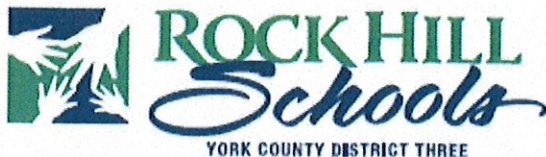
_____ Do not assign it to my child.

_____ 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 9, 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



Safety & Security Office
Telephone: 981-1176

MEMORANDUM

TO: Dr. Bill Cook

FROM: James E. Brown, Jr.

DATE: September 9, 2020

SUBJ: Proposed KI - Visitors

Attached please find 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 revised Policy **KI** - *Visitors* for 1st read review at the September 14th Work Session.

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.

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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 9, 2020

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

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 rule 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 1st read review at the September 14th Work Session.

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 ^

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.

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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 9, 2020

SUBJ: Proposed KLG-Relations with Law Enforcement Agencies

A stakeholder team has been gathered through electronic methods to update 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 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 1st read review at the September 14th Work Session.

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 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.

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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

Report of Superintendent

>Summer Programs Update ~ Dr. Brakefield/Mrs. Morrison/Dr. Tonya Belton

>Cultural Competence ~ Dr. Belton / Ms. Jenkins

>Opening of Schools Update ~ Dr. Bill Cook

Memo

TO: Dr. Bill Cook, Superintendent

FROM: Dr. Missy Brakefield, Ed.D.
Executive Director of Elementary Education

Ms. Jennifer Morrison
Executive Director of Secondary Education

Dr. Tonya Belton, Ed.D.
Director of Federal Programs

CC: Dr. John Jones
Chief of Academics and Accountability

DATE: September 9, 2020

SUBJECT: RHS Summer 2020 Program Update

Slides for the Rock Hill Schools Summer 2020 Program Update are attached. The presentation provides information related to three programs which were instituted during Summer 2020.

Elementary Summer Academic Camp

The slides provide overview information and outcome data for the elementary summer academic camp conducted during Summer 2020. A detailed presentation will be shared by Ms. Jaime Cochrane, Summer Academic Camp Lead Director.

Middle and High School Summer School

An overview of information and perceptions data collected from secondary students and teachers collected during the middle and high school summer school programs is included. Presentation of this portion of the Update will be shared by Ms. Jennifer Morrison, Executive Director of Secondary Education.

Title I Summer Enrichment Camp

An overview of the 2020 Title I Summer Camp is included in the attached presentation. Mr. Derek McQuiston, the 2020 Title I Summer Camp Director, will provide details.



Summer 2020 Program Update

RHS Board of Trustees Work Session

September 14, 2020

Elementary Summer Academic Camp 2020

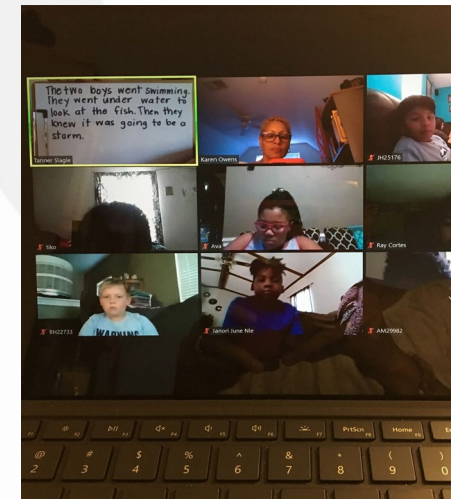
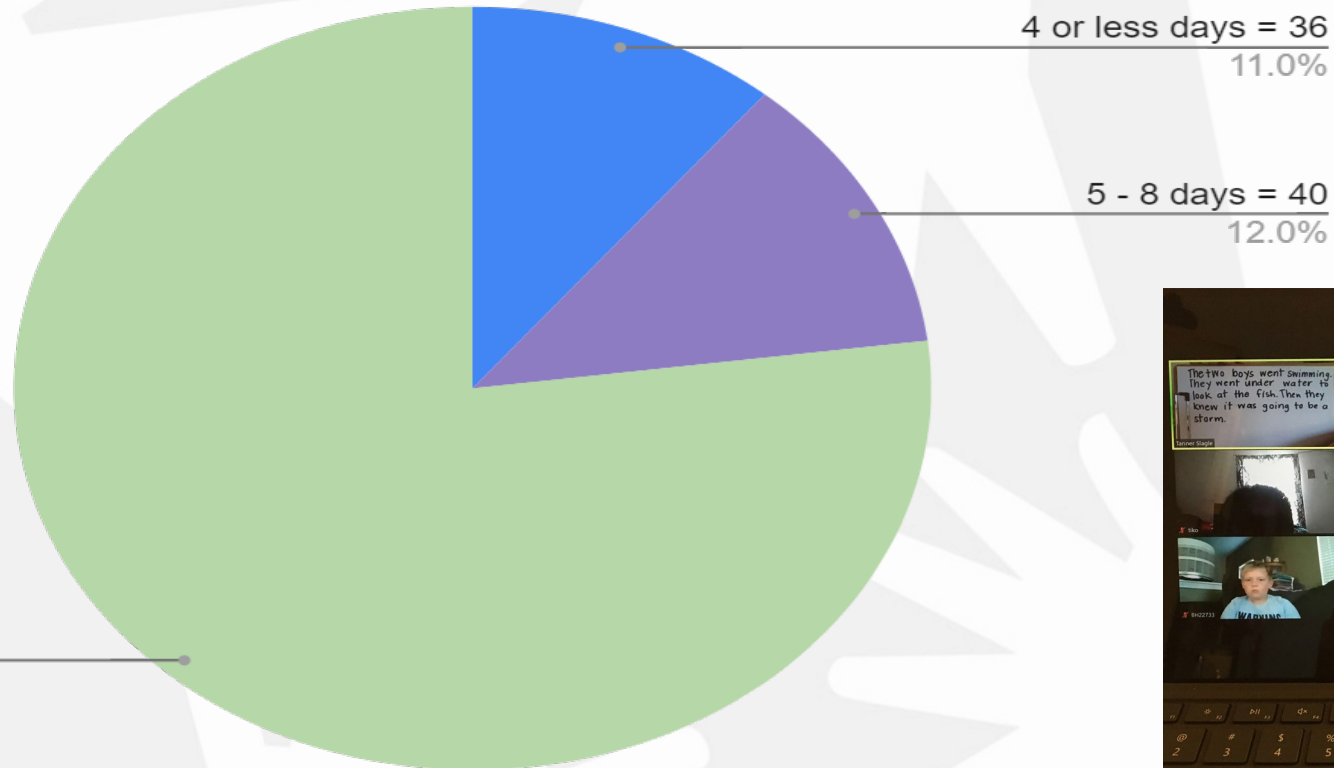
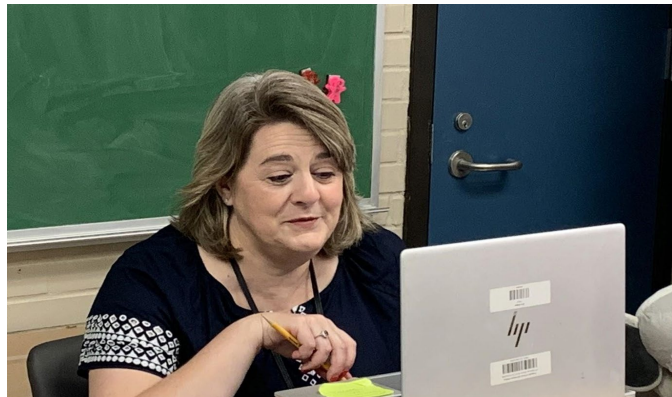
Overview

- **648 students committed to attend Summer Academic Camp (SAC) in grades 1, 2, and 3 in a face-to-face setting**
- **326 Students from 17 elementary schools attended Virtual SAC**
 - Five host school sites across the district
- **16 Total Days**
 - The first week (4 days) - parent orientations
 - Three weeks (12 days) - daily instruction
- **71 Certified and Non-Certified Faculty and Staff**



Elementary Summer Academic Camp 2020

Student Attendance



Elementary Summer Academic Camp 2020

Instructional Reading Level Data

Grew 3+ reading levels = 16 students

5.0%

Grew 2 reading levels = 40 students

12.0%

Not tested = 39 students

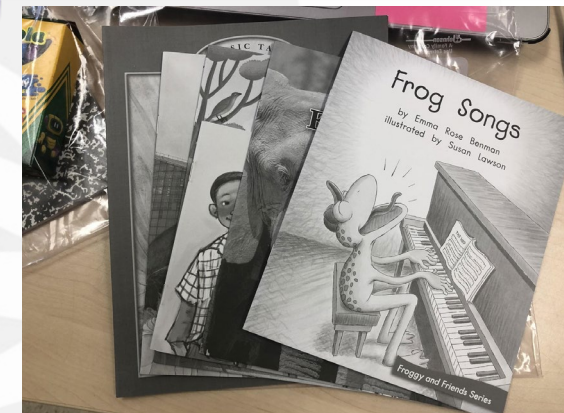
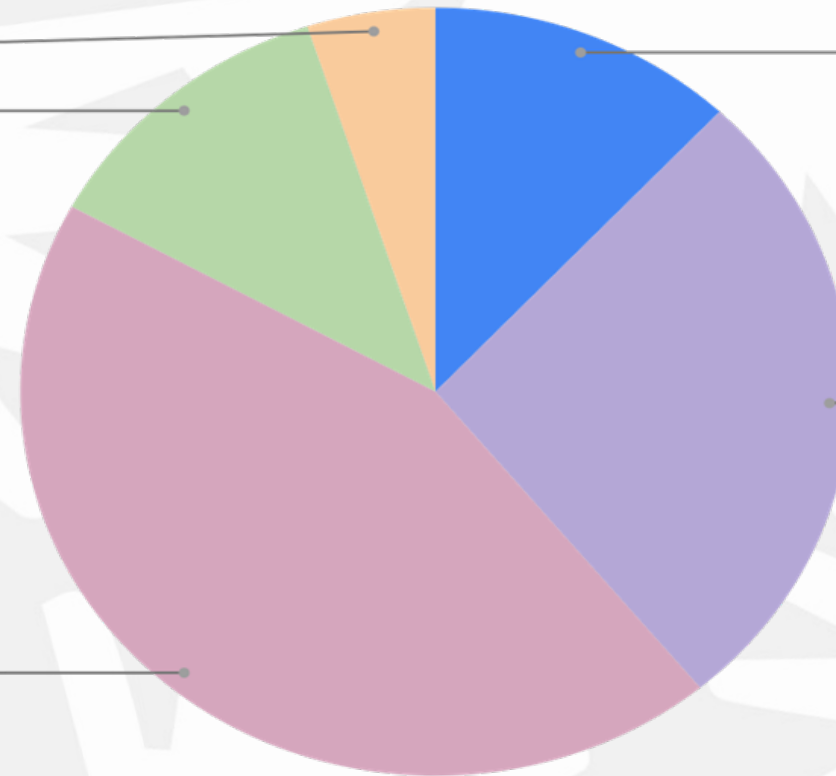
12.0%

Grew 1 reading level = 143 students

44.0%

Maintained reading level = 88 students

27.0%



Elementary Summer Academic Camp Highlights

Embed Summer Academic Camp Video

Middle and High School Summer School

Overview

- **Students:** 194 middle school, 346 high school
- **16 days of daily virtual instruction and support**
- **Free**
- **Coordinators**
 - High School: Allison Jordan, Northwestern High School
 - Middle School: James Berry, Flexible Learning Center
- **Data collected on student and teacher perception of virtual environment to support virtual and remote support in Fall 2020**

Middle and High School Summer School

Student Satisfaction

Highest rates of satisfaction with:

- the ability to set your own pace for learning in summer school (77% Satisfied or Very satisfied),
- the ease of using Canvas and Grad Point (67%), and
- the helpfulness of the daily goal-setting activity (65%).

Student Dissatisfaction

Highest rates of dissatisfaction were with:

- Your own level of motivation to learn (22% Dissatisfied or Very Dissatisfied),
- Rock Hill Schools' support for your emotional and social needs during summer school (15%), and
- Rock Hill Schools' technical support for your device (6%).

Middle and High School Summer School

Teacher Satisfaction

Highest rates of satisfaction with:

- Rock Hill Schools' technical support for your device (91%),
- Summer school teacher and staff morale (90%), and
- The ease of using Canvas/GradPoint (85%).

Teacher Dissatisfaction

Highest rates of dissatisfaction were with:

- Your students' ability to set their own pace for learning in summer school (32%),
- The helpfulness of the daily goal-setting activity to students (26%),
- Your students' level of engagement with virtual instruction/activities during summer school (21%), and
- Your students' motivation to learn (21%).

Middle and High School Summer School



Image: <https://www.hotelmanagement.net/nyu-lessons-learned>

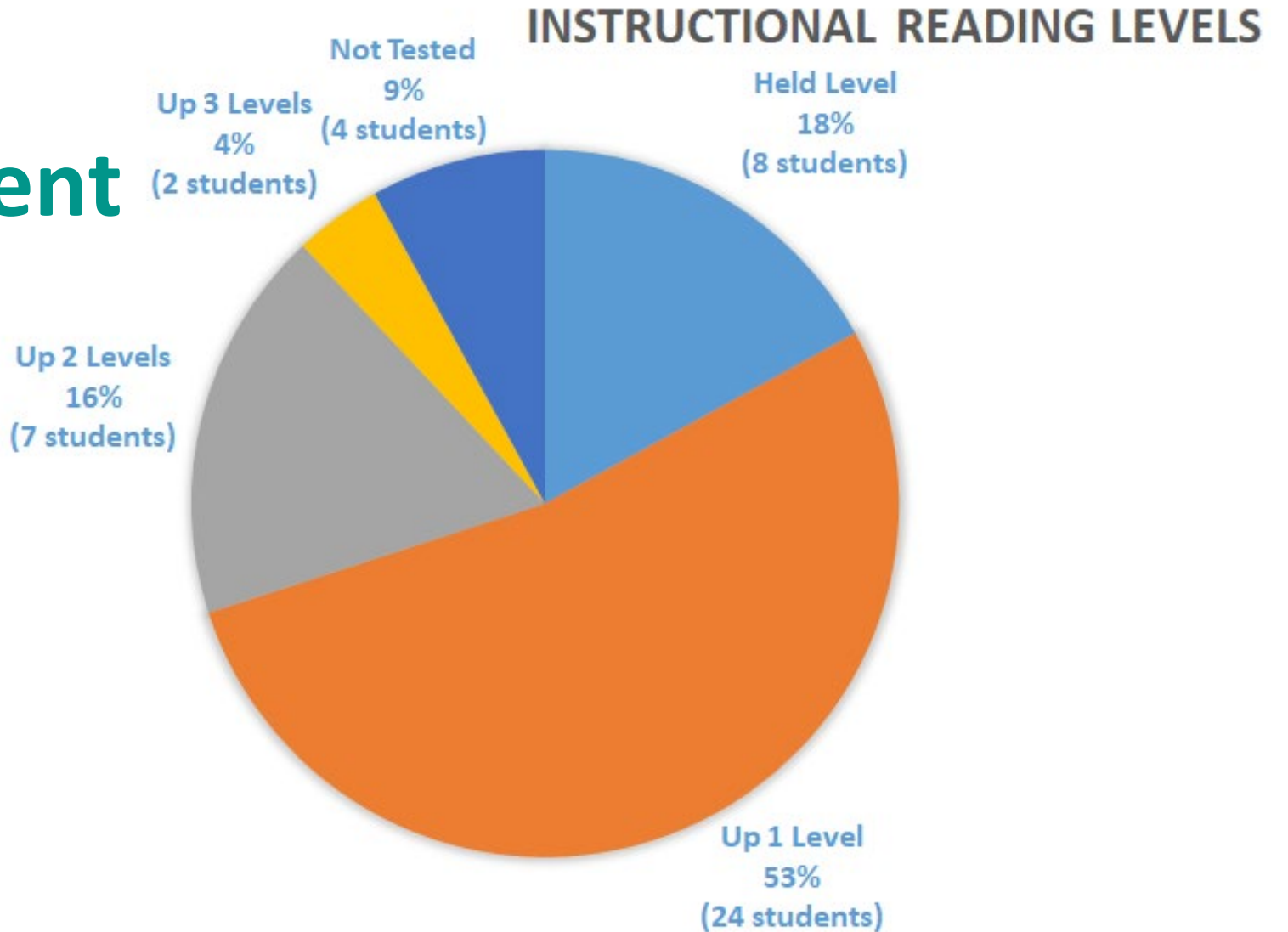
Title I Summer Enrichment Camp 2020

Overview

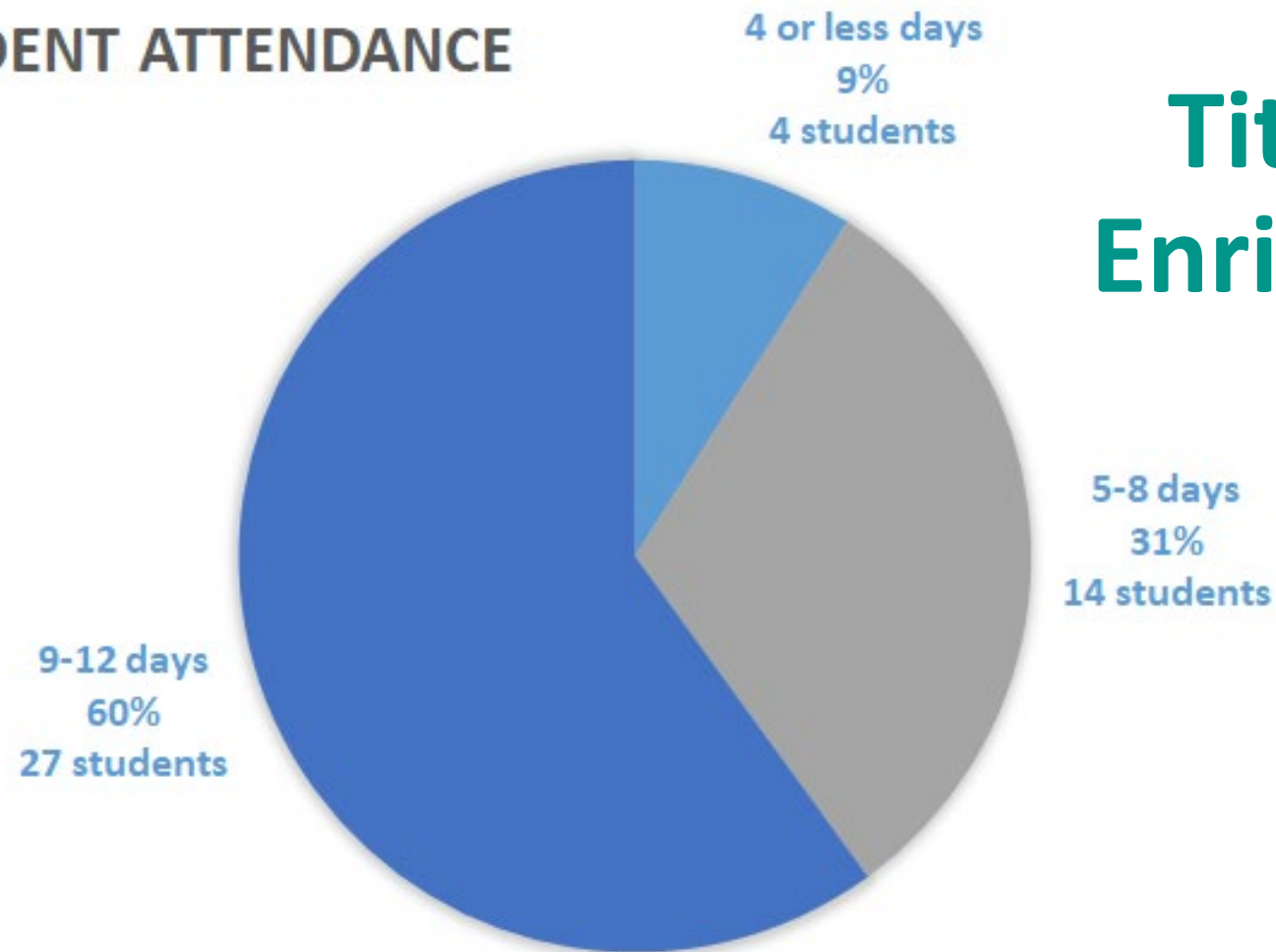
- 45 students committed to attend Title I Summer Enrichment Camp in grades 2 and 3 in a virtual setting
- Students at Title I Summer Enrichment Camp came from our Title I schools
 - Oakdale Elementary hosted the virtual camp
- **16 Total Days**
 - The first week (4 days) - parent orientations
 - Three weeks (12 days) - daily instruction
- **10 Certified Staff Members**



Title I Summer Enrichment Camp 2020



STUDENT ATTENDANCE



Title I Summer Enrichment Camp 2020



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

386 E. Black Street T: (803) 981-1000
Rock Hill, SC 29730 F: (803) 981-1094
www.rock-hill.k12.sc.us

Memo

TO: Dr. Bill Cook, Superintendent

FROM: Gina Jenkins
Director of Human Resources

Tonya Belton, Ed.D.
Director of Federal Programs

DATE: September 9, 2020

SUBJECT: Cultural Competence Committee

The Cultural Competence Committee will deliver a presentation Monday, September 14, 2020 on diversity, equity, and inclusion initiatives for the district. This presentation will provide a brief overview of the connection between our district mission and the principles of inclusive practices. During this time, we will examine steps taken in the district to promote diversity, equity, and inclusion as well as next steps for the committee.



Focus on Cultural Competence

Board Work Session

September 14, 2020

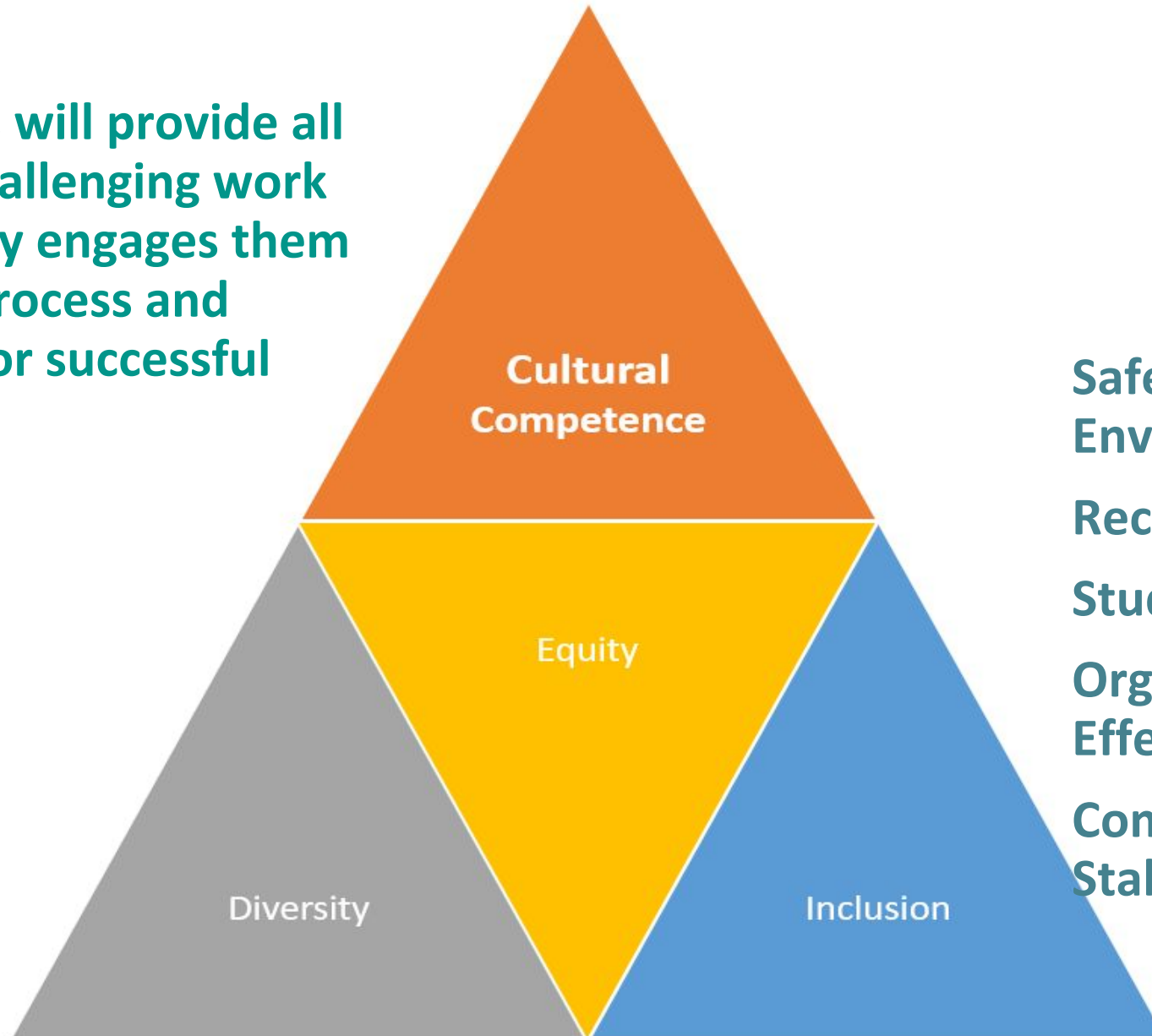
Charting Our Course

- One Team- Exploring Diversity
- One Mission- Structuring Equity
- One Rock Hill- Normalizing Inclusion



Cultural Competence Drivers

Rock Hill Schools will provide all students with challenging work that authentically engages them in the learning process and prepares them for successful futures.



Safe and Secure
Environments

Recruitment and Retention

Student Achievement

Organizational Culture and
Effectiveness

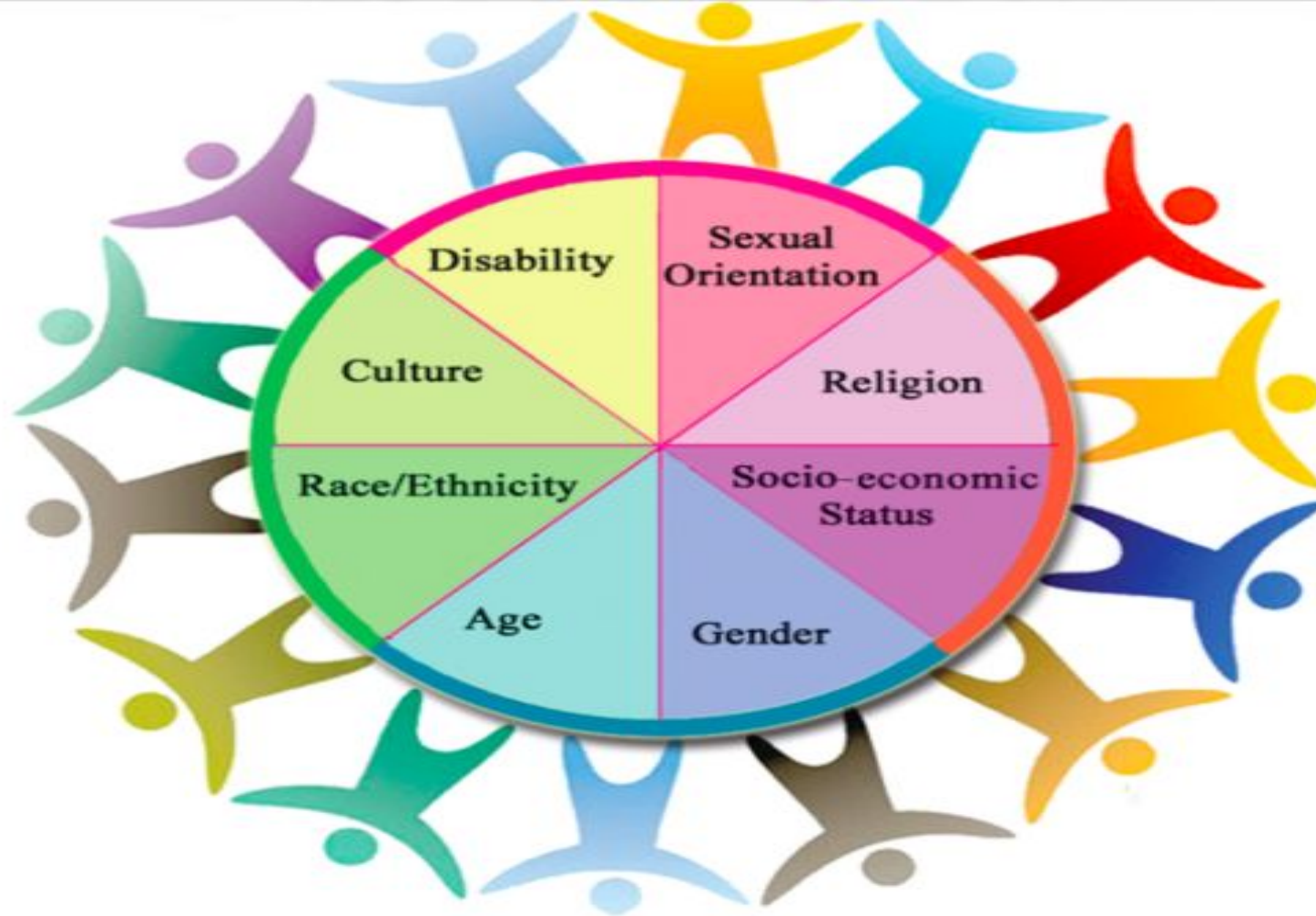
Communication with All
Stakeholders

ONE TEAM Exploring Diversity



One Team. One Mission. One Rock Hill.

Social Identity Groups



An appreciation of diversity enhances our **knowledge about individuals and groups of people**

United By Purpose

Today, education is perhaps the most important function of state and local governments. Compulsory school attendance laws and the great expenditures for education both demonstrate our recognition of the importance of education to our democratic society. It is required in the performance of our most basic public responsibilities, even service in the armed forces. **It is the very foundation of good citizenship...**



Warren, E. & Supreme Court Of The United States. (1953) U.S. Reports: **Brown v. Board** of Education, 347 U.S. 483 .

ONE MISSION

Structuring Equity
through standards,
policies, practices, and
attitudes



We are now faced with the fact that tomorrow is today. We are confronted with the fierce urgency of now. In this unfolding conundrum of life and history, there "is" such a thing as being too late. This is no time for apathy or complacency. This is a time for vigorous and postive action.

— *Martin Luther King* —

AZ QUOTES

Equity

The quality of being fair and impartial.



Equality vs. Equity

Provides everyone with the same rights, opportunities, and resources.

Provides people with resources that fit their circumstances.



EQUALITY VERSUS EQUITY



In the first image, it is assumed that everyone will benefit from the same supports. They are being treated equally.



In the second image, individuals are given different supports to make it possible for them to have equal access to the game. They are being treated equitably.



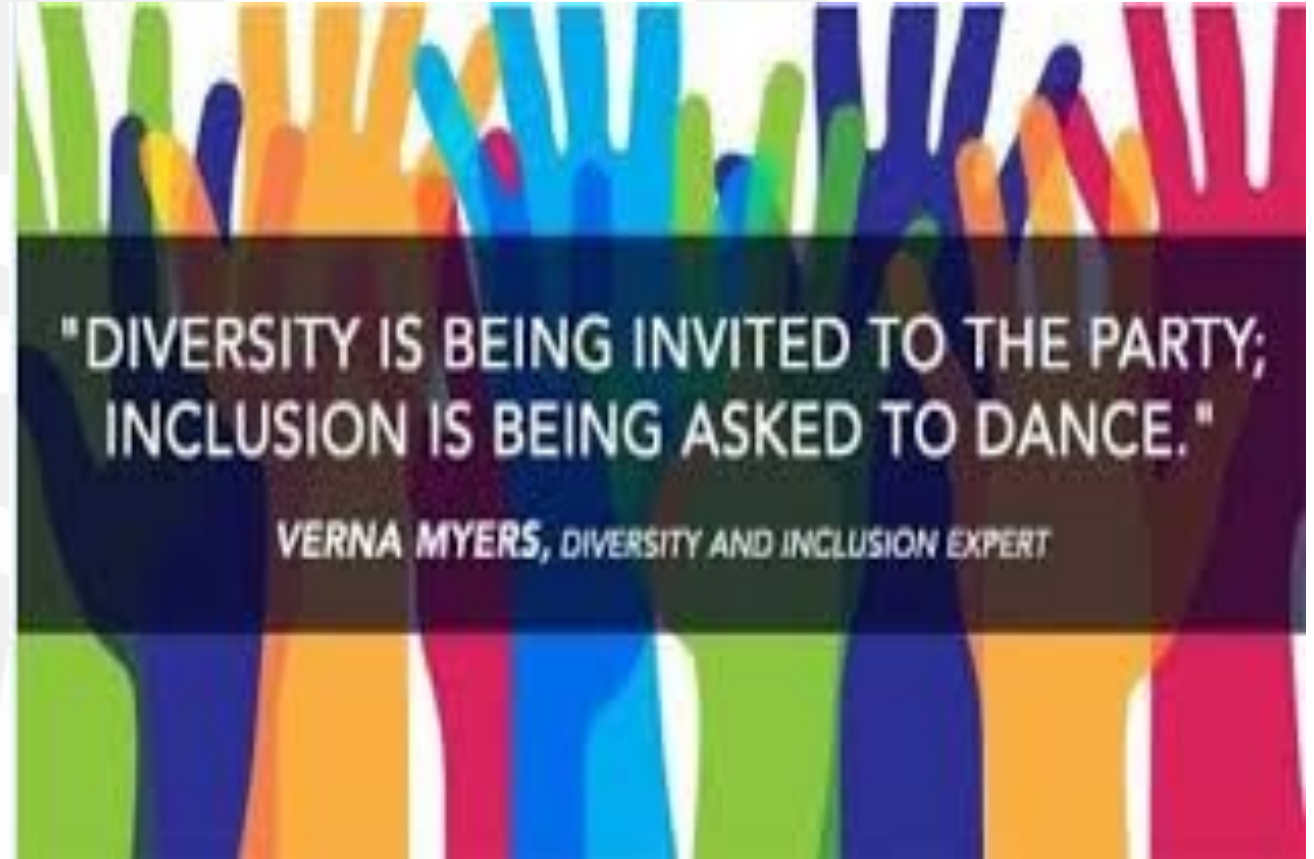
In the third image, all three can see the game without any supports or accommodations because the cause of the inequity was addressed. The systemic barrier has been removed.

Rock Hill Schools will provide all students with challenging work that authentically engages them in the learning process and prepares them for successful futures.

Structuring Equity in Pursuit of our Mission

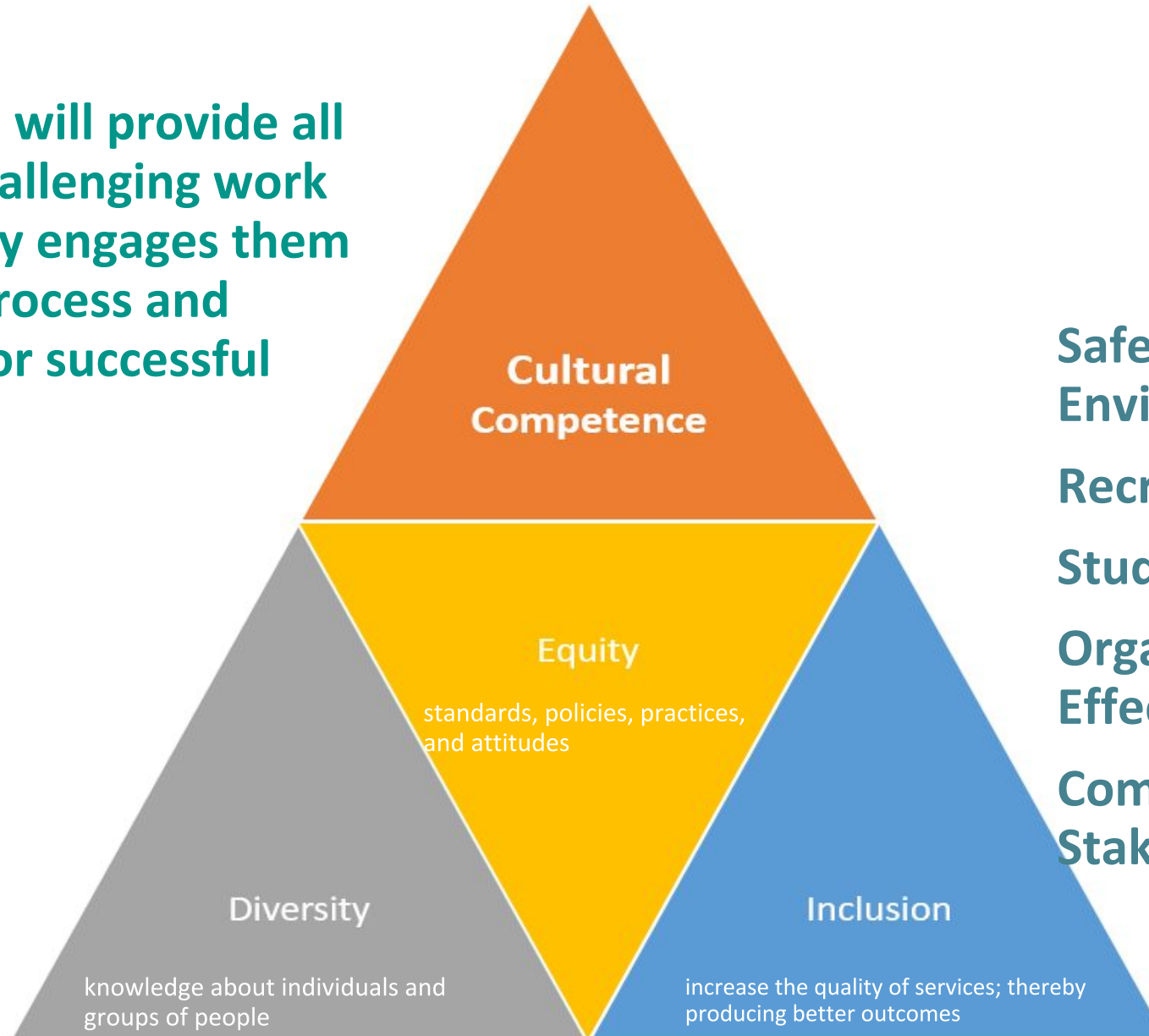
ONE ROCK HILL Normalizing Inclusion

to increase the quality of
services; thereby
producing better
outcomes



Cultural Competence Drivers

Rock Hill Schools will provide all students with challenging work that authentically engages them in the learning process and prepares them for successful futures.



Safe and Secure Environments

Recruitment and Retention

Student Achievement

Organizational Culture and Effectiveness

Communication with All Stakeholders

3 Spheres of Inclusion



The purpose of the Rock Hill Schools Cultural Competence Steering Committee is to assess, implement, and evaluate practices ensuring each stakeholder is valued for their distinctive skills, experiences, and perspectives.

Rock Hill Schools Cultural Competence Steering Committee

Committee Members

- Dr. Bill Cook
- Dr. Tanya Campbell
- Dr. John Jones
- Dr. Tonya Belton
- Dr. Joya Holmes
- Dr. Nancy Turner
- Mrs. Serena Williams
- Mr. James Brown
- Mrs. Gina Jenkins



Next Steps

One Team. One Mission. One Rock Hill.

How will the committee assess, implement, and evaluate inclusion efforts?

- Engage in and provide professional learning opportunities surrounding cultural competence
- Build consensus around district beliefs on DEI
- Communicate best practices in DEI
- Review policies and practices for alignment with culturally competent behaviors
- Support schools and department leaders in implementing culturally competent supervision and support of employees
- Ensure recruitment and retention efforts include culturally competent practices
- **Establish, implement, and assess DEI objectives through the lens of the Focused Five**

Focused Five

Safe and Secure Environments

Recruitment and Retention

Student Achievement

Organizational Culture and Effectiveness

Communication with All Stakeholders

Each committee member is asked to go back to his/her respective groups and identify specific topics and policies that could drive committee DEI objectives.

Opening of Schools Update

Dr. Cook

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.

Other and Future Business

Chairman Miller

BUSINESS MEETING

Call to Order

Chairman Miller

Citizen Participation – if any

Chairman Miller



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 10, 2020

SUBJECT: Policy ADD Revisions

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.

Revised Policy **ADD** will be presented for 1st read review at the September 14th work session.

FACE COVERINGS/MASKS

Code **ADD Proposed 9/14/20**

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

PAGE 2 - ADD - FACE COVERINGS/MASKS

- Mask breaks will be permitted at each level as specified below when in class, seated, and maintaining six feet social distance.
 - Elementary school students will be permitted a facemask break for 10 minutes each hour during the school day
 - Middle school students will be permitted a facemask break for 10-minutes during each 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
- 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.

Adopted 8/24/20

PAGE 3 - ADD - FACE COVERINGS/MASKS

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)

Executive Session(s)

>Contractual Matter: *Intergovernmental Agreement*

>Personnel Matter: *Hiring*

>Personnel Matter: *Employee Appeal*

Action as Required from Executive Session

Adjournment