

**Minutes of  
Regular Meeting of Board of Trustees  
York School District One  
1475 East Liberty Street  
York, South Carolina 29745  
Tuesday, February 8, 2022**

In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80 (d) as amended, *The Herald, Charlotte Observer, WRHI Radio, and Cable News Two* were properly notified of the date, place, time, conference call number, and ID for the meeting. The regularly scheduled meeting of the York School District One Board of Trustees was held on Tuesday, February 8, 2022 and began at 6:30 PM. The public was notified through the news media mentioned. An agenda for the meeting was posted on BoardDocs and the district's website; both provided the conference call information.

Chair Revels called the meeting to order. He welcomed all those in attendance via conference call, TEAMS, and in person. There was no one present from the media on the call or in person. Reverend Jon Bell, Eastview Baptist Church, York, gave the invocation. Everyone stood for the Pledge of Allegiance to the USA flag, led virtually by students from Jefferson Elementary School. Chair Revels noted that no one submitted paperwork to speak during the public forum. A quorum was established with the following Board members present:

Christopher Revels, Chair  
Tracy Miskelly, Secretary  
Scott Childers  
David McSwain

Betty F. Johnson, Vice-Chair  
Wade Anderson  
Diane Howell

Mrs. Kelly Coxe, District Superintendent

**Action:        Consent Agenda**

**Motion**        Scott Childers made a motion to approve the consent agenda as presented. Diane Howell seconded the motion. The motion passed by unanimous consent of the Board.

***Reports***

- *Professional Collaboration Day Update*  
Mrs. Elissa Cox, Director of Secondary & Virtual Programs and Dr. Latoya Dixon, Director of Elementary & Gifted Programs provided an update on the activities that took place during the most recent professional collaboration day.

A copy of the PowerPoint shared is listed as **ATTACHMENT1** of these minutes.

***Assistant Superintendent for Finance & Operations ..... Mrs. Amy Hagner***

- *Results of Food Service On-Site Reviews*  
Mrs. Hagner shared that the district is required to conduct, at least annually, food service on-site reviews at all cafeterias for lunch and fifty percent of the cafeterias for breakfast. Mrs. Hagner noted that she completed the federally required reviews, and there were "no" findings of meal counting issues at any locations. She stated that the managers and cafeteria staff do an outstanding job each day to provide quality meals to the district's students in a safe and clean environment.

**Action:**      **I Policies – 1<sup>st</sup> Reading**

**Motion**      Betty F. Johnson made a motion to approve the "I Policies" (listed below) for 1<sup>st</sup> reading. Wade Anderson seconded the motion. The motion passed by unanimous consent of the Board.

Policies

Policy IHBEA Instruction of Multilingual Learners  
Policy IHBFB Medical Homebound Instruction  
Policy IHBG Home Schooling  
Policy IHBH Charter Schools  
Policy IHBIB Primary/Pre-Primary Education (Child Development)  
Policy IHCA Summer School  
Policy IHCD Advanced College Placement  
Policy IHCF Child Care Programs  
Policy IHD Adult/Community Education  
Policy IIA Grouping for Instruction  
Policy IJ Instructional Resources and Materials  
Policy IJJ Textbook/Instructional Materials Selection and Adoption  
Policy IJK Supplementary Materials Selection and Adoption  
Policy IJKA Technology Resource Selection and Adoption  
Policy IJNDAA\* Distance/Online/Virtual Education  
Policy IJNDB Use of Technology Resources In Instruction  
Policy IJOA Field Trips

Exhibits

File IJ-E Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)  
File IJKA-E(1) Software Request  
File IJKA-E(2) Hardware Device Request  
File IJNDB-E(1) Acceptable Use Policy for Technology Resources Staff User Policy  
Acknowledgment/Agreement  
File IJNDB-E(2) Acceptable Use Policy for Technology Resources Student Policy  
Acknowledgement  
File IJOA-E(1) Field Trip Application  
File IJOA-E(2) Parent Permission Form for Field Trips  
File IJOA-E(3) Right to Cancel Field Trip  
File IJOA-E(4) Checklist for YSD1-Approved International Travel  
File IJOA-E(5) Non-District Sponsored Field Trips  
File IJOA-E(6) International Field Trip Guidelines  
File IJOA-E(7) Emergency Crisis Response Plan (ECRP)  
File IJOA-E(8) Permission Form to Drive a Private Vehicle on Field Trip

Administrative Rules - For Your Awareness

AR IHBG-R Home Schooling  
AR IHBIB-R Primary/Pre-Primary Education (Child Development)  
AR IHCD-R Advanced College Placement  
AR IJJ-R Textbook/Instructional Materials Selection and Adoption  
AR IJKA-R Technology Resource Selection and Adoption (Procurement)

AR IJNDAA-R\* Distance/Online/Virtual Education

AR IJNDB-R Use of Technology Resources in Instruction

AR IJOA-R Field Trips

- *Enrollment Projections & Impact Fee Update*

Mrs. Hagner provided an enrollment projections & impact fee update. During the update, she provided the Board with the following timeline information:

- July 2020: The district contracted with Cumming to conduct a comprehensive Facility & Enrollment Study
- October 2020: Dale Holden, Demographer, presented to the Board the Enrollment Study results. In the report he:
  - Identified Program Capacity of each school, and
  - Projected enrollment for next ten (10) years based on Census data, permit activity, and approved developments, to date.
- December 2020: The Facility Assessment results were presented to the Board by Cumming. The results:
  - Identified facility needs of each district location (i.e. HVAC, roof, flooring, etc.) totaling \$37.6 million.
- February 2021: Analysis of Facility Needs & Projected Enrollment was presented to the Board.
- May 2021: The Board voted to contract with Tischler Bise to conduct an Impact Fee Study.
- November 2021: Amy Hagner provided Board an update on York County Developments within YSD1 attendance zones.
- November 2021: City Manager, Seth Duncan, provided YSD1 Board with an updated on developments within the City of York.
- January/February 2022: The Board received the Impact Fee Study results.

***Coordinator of Instructional Technology K-6 / Public Information Officer ..... Mr. Tim Cooper***

- *2022-2023 Academic Calendar*

Mr. Tim Cooper, Coordinator of Instructional Technology K-6 / Public Information Officer, shared that after collaborating with the other school districts in York County, as well as discussing calendar priorities with district administrators, Teacher Forum, Student and Parent Advisory Councils, the District asks approval for first reading the draft calendar "B" for the 2022-2023 Academic year.

**Action:**      **2022-2023 Academic Calendar**

**Motion**      Betty F. Johnson made a motion to approve calendar "B" for 1<sup>st</sup> reading. Tracy Miskelly seconded the motion. The motion passed by unanimous consent of the Board.

A copy of Calendar "B" is listed as **ATTACHMENT 2** of these minutes.

***Director of Human Resources ..... Mr. Oliver Love***

- *Recruitment & Retention Overview*

Mr. Love provided the Board with a recruitment & retention overview.

A copy of the PowerPoint shared is listed as **ATTACHMENT 3** of these minutes.

**Action: Certified Resignation (End of 2021-2022 School Year)**

**Motion** Tracy Miskelly made a motion to accept the resignation of a certified employee at the end of the 2021-2022 school year. Betty F. Johnson seconded the motion. Motion passed by unanimous consent of the Board.

**Action: Certified Retirements (End of 2021-2022 School Year)**

**Motion** Diane Howell made a motion to accept the certified retirements at the end of the 2021-2022 school year. Betty F. Johnson seconded the motion. Motion passed by unanimous consent of the Board.

**Action: Certified Recommendations 2021-2022**

**Motion** Diane Howell made a motion to approve the certified recommendation, as presented, for the remainder of the 2021-2022 school year. Betty F. Johnson seconded the motion. Motion passed by unanimous consent of the Board.

**Action: Certified Recommendations 2022-2023**

**Motion** Tracy Miskelly made a motion to approve the certified recommendations, as presented, for the 2022-2023 school year. Betty F. Johnson seconded the motion. Motion passed by unanimous consent of the Board.

**Superintendent .....** *Mrs. Kelly Coxe*

- *Covid Update & 2021-2022 In-Person Operational Plan*  
Mrs. Coxe provided Board members with an update on data related to COVID.

After her update, the following action was taken by the Board.

**Action: Letter to Governor & Director of DEHC**

**Motion:** A motion was made by Scott Childers to send a letter to the SC Governor and the Director of DEHC sharing the district's concerns surrounding the current quarantine guidelines for close contacts to COVID-19 published in the DEHC Exclusionary List. Wade Anderson seconded the motion. Motion passed by unanimous consent of the Board.

A copy of the letter sent is listed as **ATTACHMENT 4** of these minutes.

- *Upcoming Dates*

Mrs. Coxe highlighted some of the upcoming dates listed below.

- February 8, 2022 @ 6:30 PM, Regularly Scheduled Meeting
- February 17-20, 2022 - Annual Convention, Hilton Head, SC (15 Boardmanship Points)
- February 17, 2022 - Board Chair Workshop, Hilton Head, SC (10 Boardmanship Points)
- February 18, 2022 - Regular School Day (Originally a Professional Development Day, but day was moved to January 18, 2022)
- February 21, 2022 - Bad Weather Make-Up Day (Make Up Day from January 19, 2022)
- February 22, 2022 @ 6:00 PM, Board Budget / Work Session
- March 2, 2022 - Professional Collaboration Day - Student Early Dismissal
- March 8, 2022 @ 6:30 PM, Regularly Scheduled Meeting
- March 14, 2022 - Professional Development Day - No school for students
- March 21, 2022 - District administrators to meet with Schools/Departments on Personnel/Capital Requests (All Day) - PE Classroom Room (YCHS)
- March 22, 2022 @ 6:00 PM, Board Budget / Work Session
- April 5, 2022 @ 6:30 PM, Regularly Scheduled Meeting
- April 11-15, 2022 - Spring Break
- April 26, 2022 @ 6:00 PM, Board Budget / Work Session
- April 28, 2022 @ 6:00 PM, Stakeholder Input on Budget - Location to be Determined

## **Executive Session**

Chair Revels noted that the Board did not need an executive session.

## **Adjourn**

**Motion:** A motion was made by Scott Childers to adjourn for the evening (7:31 PM). Betty F. Johnson seconded the motion. Motion passed by unanimous consent of the Board.

Meeting adjourned.

Respectfully submitted,

Tracy Miskelly, Board Secretary

Renee Webb, Recorder