

Review of FSD3 Policy Manual Section G - Personnel

2nd Reading of SCSBA recommendation of **NEW Policies** for Section G

- GCEC** 'Posting and Advertising of Professional Vacancies'
- GCG** 'Part-Time and Substitute Professional Staff Employment'
- GCI** 'Professional Staff Development'
- GCNA** 'Supervision of Instructional Staff'
- GCR** 'Non School Employment of Professional Staff'
- GDC** 'Support Staff Leaves and Absences'
- GDD** 'Support Staff Vacation and Holidays'
- GDJ** 'Support Staff Assignments and Transfers'

2nd Reading of SCSBA recommendation of **NEW Policies** for Section G

GBG 'Legal Defense of Staff'

GBGAA 'Service Animals (Staff)'

GBGAB 'Lactation Accommodation'

GBGB 'Staff Personal Security and Safety'

GBGD 'Workers' Compensation'

GBH 'Staff Participation in Community Activities'

GDD 'Support Staff Vacation and Holidays'

GDQC 'Retirement of Support Staff'

GDR 'Non-School Employment of Support Staff'

ACTION Needed

Review of FSD3 Policy Manual Section I - Instruction

SCSBA recommends to **delete** the following policies:

IFABB – this is in the new EGAD policy

IFBD – will be in a new KEC policy

IKF – will be in a new JJE policy

ACTION Needed

SCSBA is recommending the Board's approval for the following **revised policies**:

- **IA 'Instructional Goals and Learning Objectives (Philosophy of Education)'**
This replaces the current policy IA 'Instructional Goals and Objectives'
- **IG 'Curriculum Development, Adoption, and Review'**
This replaces the current policy ICA 'Basic Program'
- **IHA 'Basic Instructional Program'**
This replaces the current policy ICA 'Basic Program'
- **IHAC 'Social Studies Education'**
This replaces the current policy IHAC 'Social Studies Education'
- **IHAL 'Religious Instruction'**
This replaces the current policy IKC 'School and Religion'

Revised policies (cont'd):

- **IHAM 'Health Education'**

This replaces the current policy IJ 'Comprehensive Health Education'

- **IHAN 'Driver Training'**

This replaces the current policies IDDE 'Driver Education'

- **IHAQ 'Career/Transition to Work Education'**

This replaces the current policy IDDG 'Career and Transition-to-Work Education'

- **IHBA 'Special Education/Programs for Students with Disabilities'**

This replaces the current policy IDDF 'Exceptional Children'

- **IHBB 'Gifted and Talented Education'**

This replaces the current policy ID 'Talented and Gifted Programs'

- **IHBC 'Programs for at-Risk/Disadvantaged Students'**

This replaces the current policy IE 'Alternative Education Programs'

Revised policies (cont'd):

- **IHBG 'Home Schooling'**

This replaces the current policy IEK with the same title.

- **IHBIB 'Primary/Pre-Primary Education (Child Development)'**

This replaces the current policy IDDH 'Child Development Program'

- **IHCA 'Summer School'**

This replaces the current policy IDCA 'Summer Program'

- **IHCD 'Advanced College Placement'**

This replaces the current policy IDCE 'Advanced Placement Programs'

- **IHD 'Adult/Community Education'**

This replaces the current policy IHD with the same title.

- **IIB 'Class Size'**

This replaces the current policy IEC with the same title.

Revised policies (cont'd):

- **IJ 'Instructional Resources and Materials'**

This replaces the current policy IFA with the same title.

- **IJJ 'Textbook Selection and Adoption'**

This replaces the current policy IFAA 'Textbook Selection, Adoption, and Administration'

- **IJOB/IJOC 'Resource Persons/School Volunteers'**

This replaces the current policy IFCD 'School Volunteers'

- **IKA 'Grading/Assessment Systems'**

This replaces the current policy IKA 'Grading Assessment Systems'

- **IKAA 'Tests and Examinations'**

This replaces part of the current policy IKA 'Grading Assessment Systems'

Revised policies (cont'd):

- **IKE 'Promotion, Retention, and Acceleration of Students'**
This replaces part of the current policy IHE 'Promotion and Retention'
- **IKF 'Graduation Requirements'**
This replaces the current policy IHE 'Promotion and Retention'
- **IKFC 'Employability Credential'**
This replaces the current policy IKFC 'SC Employability Credential'
- **ILB 'Test/Assessment Administration'**
This replaces parts of the current policy II 'Testing Programs (Testing Security)'
- **ILBB 'State Program Assessments'**
This replaces parts of the current policy II 'Testing Programs (Testing Security)'
- **IMB 'Teaching about Controversial Sensitive Issues'**
This replaces the current policy INB 'Rights and Responsibilities of the Teacher'

Revised policies (cont'd):

- **IMB 'School Ceremonies and Observations'**

This replaces part of the current policy IKD with the same title

- **IMDA 'Patriotic Exercises'**

This replaces the current policy IKE 'Assemblies' and part of IHAC 'Social Studies Education'

- **IMDB 'Flag/Motto Displays'**

This replaces the current policy IKDA 'Flag Displays'

ACTION Needed

SCSBA is recommending approval for the following **NEW policies**
(This will be 1st reading for these policies):

IB 'Academic Freedom'

IC 'School Year'

ID 'School Day'

IE 'Organization of Instruction'

IGCA 'Service Learning'

IHAA 'English/Reading/Writing/Language Arts Education'

IHAB 'Mathematics Education'

IHAD 'Science Education'

SCSBA is recommending approval for the following **NEW policies**
(This will be 1st reading for these policies):

IHAE 'Physical Education'

IHAF 'Arts Education'

IHAG 'Music Education'

IHAH 'World Language Education'

IHAJ 'Computer/Technology Literacy'

IHAK 'Character Education'

IHAO 'Environmental Education'

IHAP 'Consumer Education'

SCSBA is recommending approval for the following **NEW policies**
(This will be 1st reading for these policies):

IHBH 'Charter Schools'

IHC 'Proficiency-Based Credit Courses'

IHCF 'Childcare Programs'

IIA 'Grouping for Instruction'

IJA 'Comparability of Services'

IJK 'Supplementary Materials Selection and Adoption'

IJKA 'Technology Resource Selection and Adoption'

IKAB 'Report Cards/Progress Reports'

SCSBA is recommending approval for the following **NEW policies**

(This will be 1st reading for these policies):

IKACA 'Parent Conferences'

IKAD 'Grade Adjustments'

IL 'Evaluation of Instructional Programs'

IMG 'Animals in Schools'

ACTION Needed



PROFESSIONAL STAFF VACATIONS AND HOLIDAYS

Code **GCD** Issued **8/1991** Latest Revision **2/20/2024** Latest Review **2/20/2024**

School-Year Personnel

The school calendar, as adopted by the board, establishes the school recess periods and holidays for instructional staff members employed on a school-year basis.

Vacation Leave

Each full-time, 12-month staff member is entitled to 10 days of vacation leave with pay. An individual must be employed with the district 12 consecutive months to be eligible to use earned vacation leave. Vacation leave will be awarded on the anniversary date of the staff member's initial employment. This leave will be prorated based on the fiscal year.

Vacation leave will be awarded on July 1st but prorated if a staff member does not complete their contractual obligation to the district for that fiscal year. Leave taken in excess of the accrued pro rata rate will be deducted from the staff member's paycheck

~~Administrators and Year-Round Personnel~~

~~Regular full-time administrators employed on a full-year basis (52 weeks) and year-round instructional staff will receive vacations and holidays as follows~~

~~Vacations~~

~~Staff employed on a 240-day basis are entitled to two weeks, 10 working days, of vacation exclusive of school holidays. Vacation accrual for service in the district of full-time staff will be as follows:~~

- ~~• after three years — 12 days~~
- ~~• after five years — 13 days~~
- ~~• after seven years — 14 days~~
- ~~• after ten years — 15 days~~

~~Vacation days may be taken as accumulated, subject to the approval of the immediate supervisor. **Any accrued vacation must be taken within the fiscal year, unless a formal request is submitted to the Superintendent for possible approval.** Vacation days may not be accumulated beyond 45 days (state maximum for carryover). When a staff member wishes to take vacation, he/she must secure the approval of his/her supervisor at least ~~45~~ **10** days in advance. Vacation should be arranged as far in advance as possible so as not to disrupt the continuity of the educational process.~~

~~Any accumulated vacation will be lost at the termination of employment unless other specific arrangements are agreed upon in writing **unless a formal request is submitted to the Superintendent for possible approval.** Upon retirement from the district, a staff member will be compensated up to 45 days of accrued vacation.~~

~~Holidays~~

- ~~New Year's Day (January 1st)~~
- ~~Martin Luther King Day~~
- ~~Independence Day (July 4th)~~
- ~~Labor Day~~
- ~~General Election Day (even-numbered years) (first Tuesday in November)~~
- ~~Thanksgiving Day (fourth Thursday in November)~~
- ~~Christmas (two days — December 24th and 25th)~~

~~Administrative staff and district office staff who are 12-month employees will observe the school calendar holidays.~~

ACTION Needed

BOARD MEMBER COMPENSATION AND EXPENSES

Code: **BID** Adopted: **2/7/1985** Latest Revision: **7/20/2023** Latest Review: **7/20/2023**

Board members receive no compensation for their services but are paid \$150 **400.00** per month as a per diem for attendance at meetings.

The board may attend any meeting or conference at their discretion within the limits of the budget and with the approval of the board.

The district will reimburse board members for all reasonable and necessary expenses incurred in attending any meeting or conference when on official business of the board or the district. Travel expense vouchers for board members must be reviewed and signed by the vice-chair as authorization for the finance department to make payment. Expense vouchers turned in by the vice-chair must be reviewed and signed by the chair.
Cf. DKC

Adopted 2/7/85; Revised 11/20/86, 3/21/91, 12/19/01, 3/15/12, 2/28/19, 2/11/20, 3/10/22,
4/6/2023, 7/20/2023

Legal References:

- S.C. Code of Laws, 1976, as amended:
- Section 8-15-10 - Compensation of public officials.
- Section 59-1-350 - Compensation of board members.

ACTION Needed