

ORANGEBURG COUNTY SCHOOL DISTRICT

For Your Information

May 3, 2019

INTERIM SUPERINTENDENT

The following were added to the administrative team for the 2019-2020 school year:

Dr. Cassandra Jenkins	Director of Elementary Schools
Kevin Lemon	Director of Secondary Schools
Dr. Liana Calloway	Director of Special Services
Dr. Wanda McMichael	Director of Testing and Accountability
Gail Sanders	Internal Auditor
Rebecca Grubbs	Director of Finance
David Hess	Director of Maintenance and Facilities
James Howard	Director of Transportation
Eric Ham	Director of Technology

Additional administrators will be added at the next Board meeting.

The Board completed and approved the first reading of Section G (Personnel).

The next Board meeting will be May 14, 2019, at Nix Professional Development Center, Cafeteria, 770 Stilton Road, Orangeburg, SC.

INSTRUCTION

The Instruction Team is assessing the curricula needs for students at all levels. Currently they are:

- Analyzing textbooks needs, technology programs implementation, support resources distribution.
- Determining the commonality of professional learning communities, with particular interest strategy standards, pacing guides (team development for pacing guides)
- Reviewing the CATE offerings for each of the high schools.
- Confirming partnerships with colleges.

Child Early Reading Development Education Program registration is in progress and ends on June 30, 2019.

FINANCE

Finance

The Finance Department has accomplished the following tasks:

The finance employees have undergone two weeks of training on iVisions Software to include setting up employee profiles, vendor profiles, chart of accounts, special programs, and revised iVisions calendar. The goal is to have general ledger and payroll operations on the new platform beginning July 1, 2019.

The schedule for adoption of the 2019-2020 budget is as follows:

OCSD May 14 - 1st Reading (draft) – The administrative salary schedule will be recommended for adoption.

OCSD May 28 - 2nd Reading – Public input session

OCSD June 11 - 3rd Reading

HUMAN RESOURCES

The process of adding to the administrative team continues. Several employees were given teacher contracts as reasonable assurance of employment until the administrative team staffing process is completed. Other employees were issued contracts with fewer contractual days than the current school year. That, too, will be modified as the staffing process continues. Every effort is being made to complete this process as quickly as possible.

Please direct questions or concerns in writing to the Interim Superintendent jeffersonz@obg3.k12.sc.us or your HR personnel.

Contracts for certified staff members were issued this week and are due to the HR departments by 4:00PM on May 10, 2019. Letters of Intent to Employ will be distributed on May 14, 2019.

There are still a number of teacher and administrative positions to be filled. Those interested in these positions should continue to monitor the websites for the three current districts for posting of administrative positions.

AUXILIARY SERVICES

Transportation Update - No matter the size of our district, school bus routing will always be at the core of transportation operations. The State Department has partnered with the current 3 OCSD transportation departments and for 19-20, the Orangeburg County School District, to pilot the implementation of a routing program using a revolutionary routing software called Traversa by Tyler Technologies. The State Department recognized that the overall scope of transportation today involves so much more than just routing buses, but also planning extra-curricular field trips, managing GPS data, and fleet maintenance which at one time was collected with different interfaces, data sources, and requirements for training and installation; but the Traversa software offers a program that is all inclusive and integrated functionally for student management. The GPS function of Traversa gives us a real-time location of the buses which is vital in the case of mechanical breakdowns and being able to re-route others buses to assist in getting students off of the road and home in a timely manner. As we continue to implement this program, it will prove to be an asset in the efficient, and effective day-to-day operations of Orangeburg County School District's transportation program.

Fixed Assets Update – District 3 currently keeps their fixed assets database (items purchased for greater than \$250) in iVisions. Districts 4 and 5 keep their databases in CSI, with plans to convert these into iVisions. We anticipate that there will be greater than 20,000 fixed assets items in the new iVisions database after all of these items are transferred. Items include everything from student computers to maintenance vehicles to teaching materials.

PUBLIC INFORMATION SERVICES

The request for proposals for marketing specialist will be posted on the website this upcoming week. Board members and select employees, students and community members will be asked to participate in a survey to help establish the motto for OCSD.