

ORANGEBURG COUNTY SCHOOL DISTRICT

For Your Information

May 31, 2019

INTERIM SUPERINTENDENT

The Orangeburg County School Board is pleased to announce the selection of Dr. Darrell Johnson as the Interim Superintendent for the 2019-2020 school year. Dr. Johnson will begin his term as Interim Superintendent on or before July 1, 2019 and the position will conclude on June 30, 2020.

Dr. Johnson follows Dr. Zona Jefferson who has served as the District's Interim Superintendent on short notice. "Dr. Jefferson began her term with only one other staff person but has met our objectives of providing appropriate staffing for the new district, preparing a budget, and offering guidance to the Board on the structuring of the district," said Board Chair, Mrs. Peggy Tyler. Tyler said, "she is sorry to see Dr. Jefferson leave, but is excited that Dr. Johnson has decided to delay his retirement to assist the district in its inaugural year."

Dr. Johnson is a graduate of Winthrop and South Carolina State universities and is no stranger to the Orangeburg area. We look forward to his leadership during his transition period.

The Board is working on Policy Section G, which is up for second reading. The second and final reading will be on June 11, 2019.

Board meeting – The next Board meeting is a special call meeting to establish the financial institution for banking service. It will be held 6:30PM at the Nix Center of Excellence cafeteria.

The dates for the June Board meetings are:

June 4, 2019 – Nix Center of Excellence

June 11, 2019 – Slab Landing Road

June 25, 2019 – Slab Landing Road

INSTRUCTION

The Office of Curriculum and Instruction is preparing for the merger of the three PowerSchool databases. Ensuring that the data and all information are clean and up to date is essential in to a smooth transition into our one county school district. We are tasked with getting PowerSchool ready for the Orangeburg County School District merger as well as ending the current school year, therefore, we will all be on a tight schedule as it relates to inputting final grades, transcripts, and schedules for the 2019-2020 school year. Data must be transmitted to the State Department of Education which includes the CATE, WBL, grades, discipline, Chronic Absenteeism, 4K and 5K data and test scores.

The current staff is working on the following timeline for completion of items.

1. Grades entered into PowerSchool by [June 15, 2019](#). This includes grades transferred to the historical file once all grades are entered into the system.
2. Transcripts for all grade levels should be printed and saved before [June 15, 2019](#). All current staff members are asked to print report cards and store copies electronically. Print transcripts and store copies electronically (high school and middle schools only), and

print all labels for grades or attendance that are needed. Staff should run all reports that are needed, and correctly enter diplomas earned and graduation dates in PowerSchool on the SC Student Information Screen for all Graduating Seniors.

Scheduling for [2019-2020](#)

Now that PowerSchool is being merged and must be completed by [June 30, 2019](#), it creates a tight schedule for schedules and End of Year processes. Therefore, all effort is being made to have all schedules complete as possible by [June 14, 2019](#). Scheduling using Power Scheduler may be continued after the End of Year (EOY) process is completed in PowerSchool.

[June 19, 2019](#) is our targeted date to complete the EOY process and submit end of the year data to the SDE. The 180-day data must be submitted before the EOY process is completed therefore all data must be correctly entered in PowerSchool by this time. The merging of the three PowerSchool databases cannot be delayed, therefore, it is imperative that the process is handled quickly and efficiently.

It is understood that there is a lot to be completed to make sure that everything is prepared for this merger. Therefore, we are working diligently with all three districts current personnel to make this transition as smooth as possible.

The department is presently a group of five individuals, but we will continue to work on establishing processes and procedures for next year until other team members are in place. Everyone understands that instruction is the heart of the school system, and everyone will have to work extra hard to pull all three districts together. As the Instruction Division's staffing continues, we will continue to be flexible to the needs of our teachers and students. Input from all stakeholders continues to be the goal, and we solicit any input that will assist in making sure that teaching and learning become the heart of the new district.

The Special Services Department is working hard to be prepared for staff and students at the beginning of the school year in the new Orangeburg County School District. The Department is in the process of making certain that all students will receive appropriate instruction, support, and services. Staff members will have opportunities to participate in professional learning opportunities during the school year.

See attached information from OCtech.

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

FINANCE

IVisions continue to work with Finance and HR Divisions in getting employees deductions, salaries loaded in preparation for June 7, 2019 internal deadline.

Three financial institution offered proposals for consideration. Banking RFP Selection Committee evaluation period is ongoing. A recommendation for banking services will be made to the Board at the special call meeting on June 7, 2019. The purpose for the special meeting is to select a financial institution to provide banking services for OCSD. Accounts must be established by the June 7, 2019 internal deadline established by IVisions.

HUMAN RESOURCES

The employees of the Orangeburg County School District make up the most important resource for providing a quality educational program for the students of the community. It is the goal of the Human Resources Division to recruit and select the very best available candidates for all open positions in the district. The hiring process continues at all levels; administrative, certified and support staff and the members of the Human Resources

Division are available to assist individuals seeking employment, and current employees with any matters related to the employment process or their current employment status.

The Human Resources Division has begun the following:

- Drafting and implementing the district Expanded ADEPT Plan
- Finalizing the student enrollment and staffing allocations per school
- Planning professional development opportunities for certified and classified staff
- Reviewing Orangeburg County School Board Policies related to Section G “Personnel” and making recommendations for continuous improvement
- Researching past practices and procedures, and building a county wide personnel handbook.

The administrative and support staff salary schedules have been approved. Work will now begin to confirm work experience associated with the current positions administrators and support staff hold in an effort to align years with compensation. The schedule for work days will be posted on each of the current school district’s websites.

AUXILIARY SERVICES

Maintenance and Facilities

The Director of Maintenance and Facilities continues to meet with the current directors from OCSD3 and OCSD5 to discuss the maintenance personnel. On Friday May 24, the director did a tour Emergency Management and DHEC of the Lake Marion and Orangeburg-Wilkinson facility for additional shelters in the event of a severe weather event.

Transportation

In anticipation of providing transportation services for the miles and miles that is the new Orangeburg County School District, efforts have been intensified in the training of current bus drivers to become State Department certified Physical Performance Testers, Behind the Wheel Trainers and DOT certified Third Party Testers to ensure that 170 school buses have drivers in every seat at the beginning of the school year.

Food Service

Food Service awarded the Food/Supply Bid to Sysco and Produce Bid to Carolina Produce, both of whom are on the State Approved Vendor list. Food service staff members are analyzing breakfast and lunch menus for their nutritional content and making sure all menus meet the USDA requirements.

PUBLIC INFORMATION SERVICES

Public relations is working with Splash Media for the marketing plan. Currently, surveys are completed and are distributed across Orangeburg County. There is another meeting scheduled for Monday, June 3, 2019.

The Technology area has identified needs in personnel to support the district county wide. Technology is working on email conversion, connectivity across the county, web presence and securing switches.