

*Education and Cultural Affairs Subcommittee Meeting
with the Department of Education*
Monday, December 9, 2019

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AGENDA

South Carolina House of Representatives



Legislative Oversight Committee

EDUCATION AND CULTURAL SUBCOMMITTEE

Chairman Joseph H. Jefferson, Jr.

The Honorable Neal A. Collins

The Honorable Patricia Moore "Pat" Henegan

The Honorable Tommy M. Stringer

Monday, December 9, 2019

10:30 a.m. in Blatt Room 410

Department of Education

Pursuant to Committee Rule 6.8, S.C. ETV shall be allowed access for internet streaming whenever technologically feasible.

AGENDA

- I. Approval of Minutes**
- II. Discussion of the Study of the Department of Education**
- III. Adjournment**

MEETING MINUTES

Chair Wm. Weston J. Newton

*First Vice-Chair:
Laurie Slade Funderburk*

Legislative Oversight Committee

*Micajah P. (Micah) Caskey, IV
Neal A. Collins
Patricia Moore (Pat) Henegan
William M. (Bill) Hixon
Jeffrey E. (Jeff) Johnson
Marvin R. Pendarvis
Tommy M. Stringer
Bill Taylor
Robert Q. Williams*



South Carolina House of Representatives

*Gary E. Clary
Chandra E. Dillard
Lee Hewitt
Joseph H. Jefferson, Jr.
Mandy Powers Norrell
Robert L. Ridgeway, III
Edward R. Tallon, Sr.
John Taliaferro (Jay) West, IV
Chris Wooten*

*Jennifer L. Dobson
Research Director*

*Cathy A. Greer
Administration Coordinator*

**Post Office Box 11867
Columbia, South Carolina 29211
Telephone: (803) 212-6810 • Fax: (803) 212-6811
Room 228 Blatt Building**

*Charles L. Appleby, IV
Legal Counsel*

*Lewis Carter
Auditor/Research Analyst*

*Kendra H. Wilkerson
Fiscal/Research Analyst*

Education and Cultural Subcommittee

**Tuesday, November 26, 2019
Room 321 Blatt Building**

Archived Video Available

- I. Pursuant to House Legislative Oversight Committee Rule 6.8, South Carolina ETV was allowed access for streaming the meeting. You may access an archived video of this meeting by visiting the South Carolina General Assembly's website (<http://www.scstatehouse.gov>) and clicking on *Committee Postings and Reports*, then under *House Standing Committees* click on *Legislative Oversight*. Then, click on *Video Archives* for a listing of archived videos for the Committee.

Attendance

- I. The Education and Cultural Subcommittee meeting was called to order by Chairman Joseph H. Jefferson, Jr., on Tuesday, November 26, 2019, in Room 321 of the Blatt Building. All members were present for the meeting.

Minutes

- I. House Rule 4.5 requires standing committees to prepare and make available to the public the minutes of committee meetings, but the minutes do not have to be verbatim accounts of meetings. It is the practice of the Legislative Oversight Committee to provide minutes for its subcommittee meetings.

- II. Representative Stringer moves to approve the minutes from the Subcommittee's prior meeting on November 4, 2019. A roll call vote is held, and the motion passes.

Representative's motion to approve the minutes from the November 4, 2019 meeting:	Yea	Nay	Not Voting: Present	Not Voting: Absent
Neal A Collins			✓	
Patricia Moore Henegan	✓			
Joseph H. Jefferson, Jr.	✓			
Tommy Stringer	✓			

- III. Representative Stringer noted at the last meeting in response to his questioning of representatives with the Office of Finance: (1) local school districts can apply for grants from the federal government that are not administered by the Department of Education, and (2) the department does not track this income. While aggregate data may be available from the department about federal income school districts receive, he believes knowing the amount by category would be helpful. He moves that the study include a recommendation that the Department of Education develop and implement a procedure to track by category all sources of federal funds school districts receive. A roll call vote is held, and the motion passes.

Representative Stringer's motion that the Department of Education develop and implement a procedure to track by category all sources of federal funds school districts receive	Yea	Nay	Not Voting: Present	Not Voting: Absent
Neal A Collins	✓			
Patricia Moore Henegan	✓			
Joseph H. Jefferson, Jr.	✓			
Tommy Stringer	✓			

- IV. Representative Jefferson notes that salaries for state officers are provided for in S.C. Code § 1-1-1210, a statute that was last revised in 1989. The salary for our state superintendent of education is \$92,007. From a review of a 2017 article in Education Week noted in one of the Department of Education's responses to the Subcommittee's questions, it appears that South Carolina's superintendent of education is the second lowest paid state chief education officer in the nation. Only Arizona pay its chief education officer less, and only three other states pay their chief education officer less than \$100,000. The average pay for a chief state education officer is \$174,000. As another comparison, the average South Carolina school district superintendent salary at the end of the 2017-2018 school year was \$161,686. Representative Jefferson moves that the General Assembly continue as a priority the review of educator salaries, in particular our teachers, and as

part of a comprehensive review examine the superintendent of education's salary which is among the lowest in the nation. A roll call vote is held, and the motion passes.

Representative Jefferson's motion that the General Assembly continue as a priority the review of educator salaries, in particular our teachers, and as part of a comprehensive review examine the superintendent of education's salary which is among the lowest in the nation.	Yea	Nay	Not Voting: Present	Not Voting: Absent
Neal A Collins	✓			
Patricia Moore Henegan	✓			
Joseph H. Jefferson, Jr.	✓			
Tommy Stringer	✓			

Discussion of the Department of Education

- I. Chairman Jefferson provides opening comments and states that this is the subcommittee's third meeting with the Department of Education. Further, he explains the purpose of the meeting is to continue the discussion of the Department of Education.
- II. Chairman Jefferson places the following Department of Education staff members under oath:
 - Dr. John Payne, Deputy of the Division of Federal Programs, Accountability, and School Improvement;
 - Dr. Latoya Dixon, Director of the Office of School Transformation;
 - Liz Jones, Director of the Office of Assessment;
 - Sarah Longshore, Director of the Office of Federal and State Accountability;
 - Rebecca Davis, Director of Special Education Services; and
 - Stephanie DiStasio, Director of the Office of Personalized Learning.

Superintendent Molly Spearman is present for the latter portion of the meeting. Chairman Jefferson then reminds all individuals sworn in during prior Committee meetings they remain under oath.

- III. John Payne; Sarah Longshore; Liz Jones; Rebecca Davis; and Latoya Dixon provide testimony about the Division of Federal Programs. Sarah Longshore testifies about the Office of Federal and State Accountability: mission, vision, turnover rates, and deliverables. Liz Jones testifies about the Office of Assessment: mission, turnover rates, and deliverables. Rebecca Davis testifies about the Office of Special Education Services: purpose from the federal Individuals with Disabilities Act (IDEA); demographics of students with disabilities; 2019 Annual Federal IDEA grant; state performance plan; focus areas based on data, turnover rates, deliverables; and programs and initiatives. Latoya Dixon testifies about the Office of School Transformation: vision, mission, turnover rates, deliverables, comprehensives support and improvement schools,

priority schools, additional targeted support and improvement schools, school improvement network, monitoring impact, charter school planning and implementation grant program, return on investment, and statewide professional learning.

- IV. Stephanie DiSasio testifies about the Office of Personalized Learning including turnover rates and deliverables.
- V. Agency staff respond to Subcommittee member questions about various topics, including, but not limited to:
 - Divisional lever for success;
 - Minimum student grade policy that some school districts may have;
 - Student college and career readiness;
 - School district accreditation;
 - Student testing including those required by the federal government and multiple tests that may be required in the eighth grade;
 - State spending for pupil; and
 - Student Individualized Education Programs (IEP).

Adjournment

- I. There being no further business, the meeting is adjourned.

STUDY TIMELINE

The House Legislative Oversight Committee's (Committee) process for studying the Department of Education (agency) includes actions by the full Committee; Education and Cultural Subcommittee (Subcommittee); the agency; and the public. Key dates and actions are listed below.

Legislative Oversight Committee Actions

- December 5, 2018 - Holds Meeting #1 to schedule the agency for study
- January 1, 2019 - Provides the agency notice about the oversight process
- February 27 - April 1, 2019 - Solicits input about the agency in the form of an online public survey
- July 26, 2019 - Solicits testimony about the agency
- August 13, 2019 - Holds Meeting #2 to obtain public input about the agency

Education and Cultural Subcommittee Actions

- October 9, 2019 - Holds Meeting #3 to discuss the agency's governing body; history; mission; purpose; overview of divisions; employee overview; counterparts (federal and local); compliance (records and policies); successes; challenges; and emerging issues
- November 4, 2019 - Holds Meeting #4 to discuss the agency's Division of College and Career Readiness (Career and Technology; Early Learning and Literacy; Standards and Learning; and Virtual Education and to receive a presentation from the agency's Chief Finance Officer
- November 26, 2019 - Holds Meeting #5 to discuss the agency's Division of Federal Programs, Accountability, and School Improvement (Assessment; Federal and State Accountability; School Transformation; and Special Education Services) and to discuss the remaining office within the agency's Division of College and Career Services (Office of Personalized Learning)
- Today - December 9, 2019 – Holds Meeting #6 to discuss the agency's Division of Legal Affairs (Office of General Council; Grants Program; Office of Governmental Affairs; and Office of Procurement)

Department of Education

- May 2015 - Submits its Annual Restructuring and Seven-Year Plan Report
- April 2016 - Submits its 2016 Annual Restructuring Report
- September 2016 - Submits its 2015-16 Accountability Report
- September 2017 - Submits its 2016-17 Accountability Report
- September 2018 - Submits its 2017-18 Accountability Report
- August 2019 - Submits its Program Evaluation Report

Public's Actions

- February 27 – April 1, 2019 - Provides input about the agency via an online public survey
- August 13, 2019 - Opportunity to testify during full committee meeting
- Ongoing - Submits written comments on the Committee's webpage on the General Assembly's website (www.scstatehouse.gov)

Figure 1. Key dates in the study process, December 2018 to present.

DEPARTMENT OF EDUCATION - AGENCY SNAPSHOT

Department of Education

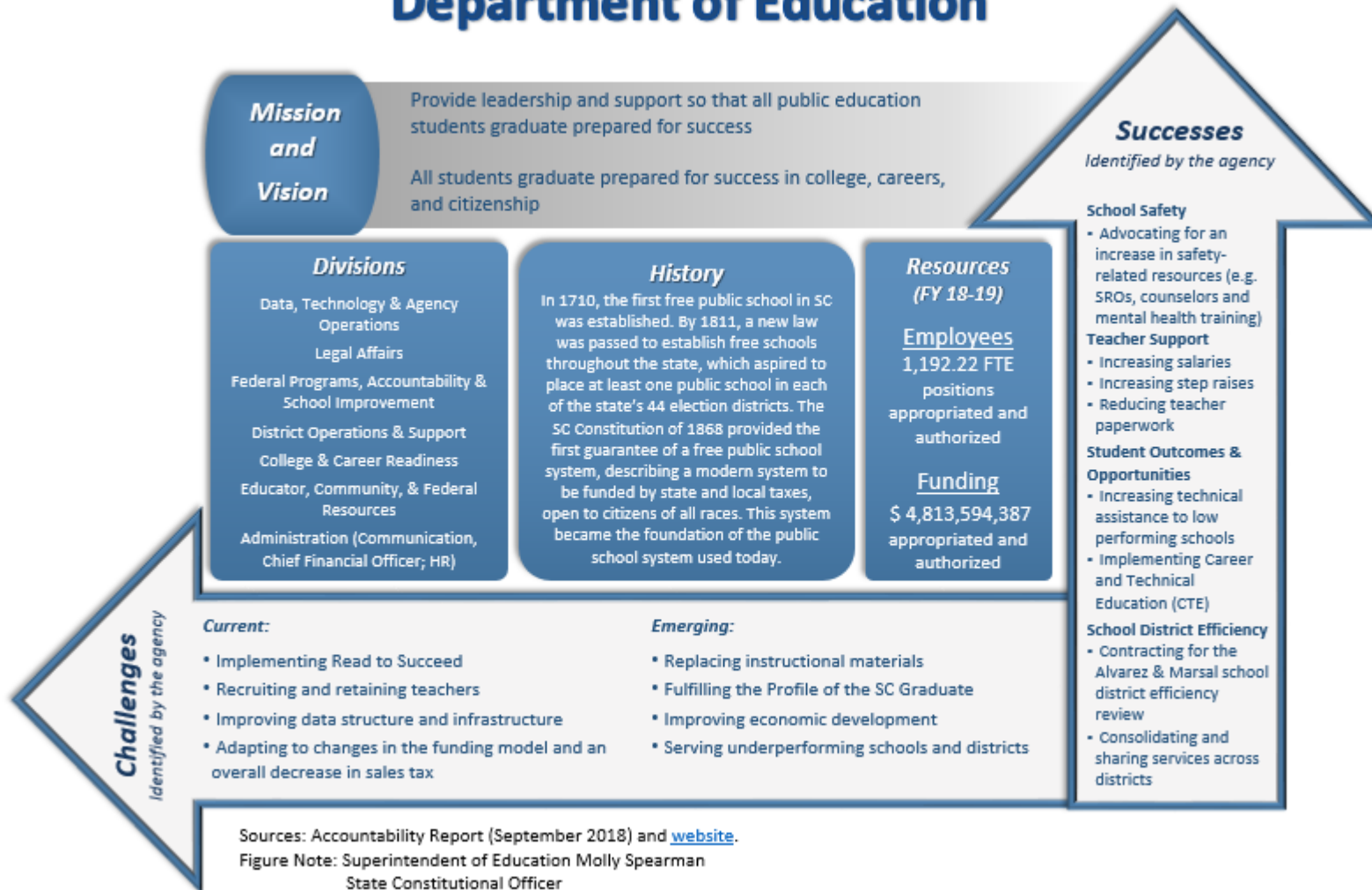


Figure 2. Snapshot of the agency's history, mission, vision, major divisions, fiscal year 2018-19 resources (employees and funding), successes, and current and emerging challenges.¹



SOUTH CAROLINA DEPARTMENT OF EDUCATION Overview



VISION

All students graduate prepared for success in college, careers, and citizenship. By 2022, districts will have available a system of personalized and digital learning that supports students in a safe learning environment to meet the **Profile of the South Carolina Graduate.**

SOUTH CAROLINA GRADUATE *Profile*



World-Class Knowledge

Rigorous standards in language arts and math for career and college readiness

Multiple languages, science, technology, engineering, mathematics (STEM), arts and social sciences

World-Class Skills

Creativity and innovation

Critical thinking and problem solving

Collaboration and teamwork

Communication, information, media and technology

Knowing how to learn

Life + Career Characteristics

Integrity

Self-direction

Global perspective

Perseverance

Work ethic

Interpersonal skills

MISSION STATEMENT

The mission of the South Carolina Department of Education is to provide leadership and support so that all public education students graduate prepared for success.



SOUTH CAROLINA STATE SUPERINTENDENT OF EDUCATION **Molly Mitchell Spearman**

Molly Mitchell Spearman was elected as the 18th South Carolina State Superintendent of Education on November 4, 2014 and re-elected to a second term on November 6, 2018. Native to Saluda County, Mrs. Spearman's childhood laid the foundations of family, faith, and hard work that transcended into her professional career as an educator and civil servant.

Superintendent Spearman's career has spanned 18 years as a public school music teacher and an assistant principal. In addition to teaching and administration, she has served four terms as a member of the South Carolina House of Representatives, six years as Deputy Superintendent of the South Carolina Department of Education, and ten years as the Executive Director of the South Carolina Association of School Administrators. She holds a B.A. Degree in music education from Lander University, a Master's Degree in education supervision from George Washington University, and an Education Specialist degree from the University of South Carolina.

As the South Carolina Superintendent of Education, Mrs. Spearman has the experience and relationships needed to move South Carolina's education system forward. Superintendent Spearman strongly believes the foundation for student success lies in effective classroom teachers and principals who facilitate personalized learning for every student, every day. Her vision is for every South Carolina graduate to be prepared for the next step after graduation.

Superintendent Spearman is excited to keep a positive and forward thinking approach to South Carolina education to promote better schools and brighter futures.



SOUTH CAROLINA DEPARTMENT OF EDUCATION

Organizational Chart

State Superintendent
Molly Spearman

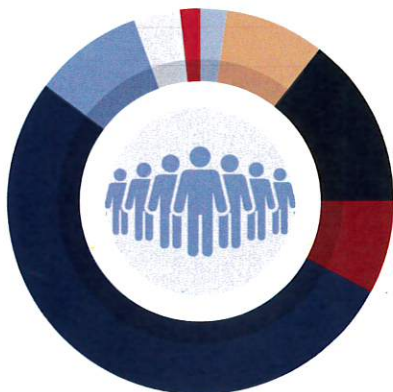
Communications Chief Financial Officer Human Resources



TOTAL EMPLOYEES

Total FTEs: 854

As of end of Fiscal Year 17-18



Division of Legal Affairs 20

Division of Educator, Community, and Federal Resources 72

Division of College and Career Readiness 122

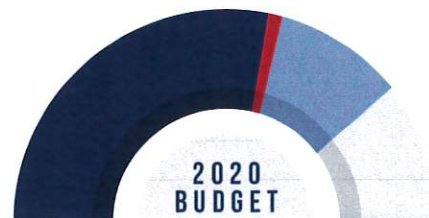
Division of Data, Technology, and Agency Operations 66

Division of District Operations and Support 449

Division of Federal Programs, Accountability, and School Improvement 78

Chief Finance Office 33

Office of Superintendent 14



General Fund \$3,251,710,492

Earmarked \$38,575,638

Restricted \$831,898,773

Federal \$874,838,744

STATE BOARD OF EDUCATION

The State Board of Education is the governing body responsible for public elementary and secondary education in the state.

The board is composed of 17 members: 16 are appointed from each of the state's judicial circuits by their respective legislative delegations and one is appointed directly by the governor. Members serve four-year terms.

Meetings are held the second Tuesday of every month with no meeting held in July.



SOUTH CAROLINA
Bus Shops

TOTAL NUMBERS

Based off the 2018-2019 Report Cards

Students: 778,047

Teachers: 52,733

Schools: 1,272

Districts: 79 Traditional School Districts,
2 Charter Districts

SOUTH CAROLINA DEPARTMENT OF EDUCATION

Rutledge Building

1429 Senate Street
Columbia, SC 29201

803-734-8500
info@ed.sc.gov

Office of Special Education Services

1919 Blanding Street
Columbia, SC 29201

803-734-8224
info@ed.sc.gov

Office of Educator Services

8301 Parklane Road
Columbia, SC 29223

803-896-9325
certification@ed.sc.gov

PORTIONS OF THE AGENCY'S PROGRAM EVALUATION REPORT

Agency Organizational Units - All are included
but the following division is presenting:

Division of Legal Affairs

Agency Deliverables 20-32

Associated Performance Measures

AGENCY ORGANIZATIONAL UNITS

Organizational Unit Details

Agency: South Carolina Department of Education

Accurate as of 8/12/19

Name of organizational unit	Office of the Superintendent	Chief of Staff	Chief Finance Office	Communications
Purpose of organizational unit	To carry out the duties of the State Superintendent of Education established in Article XI, Section 2 of the South Carolina Constitution which includes providing support and advocating on behalf of students, educators, and parents in South Carolina.	During fiscal year 2018-2019, the SCDE did a reorganization and the Chief of Staff Office was dissolved.	The Office of Finance is dedicated to ensuring that we service school districts, vendors and other state entities' financial needs and to support education for the benefit of the citizens of South Carolina.	Respond to and engage students, parents, educators, education stakeholders, news media, and South Carolina Citizens regarding education issues and agency
Exit interviews or surveys performed?				
2017-18	Yes	Yes	Yes	Yes
2016-17	Yes	Yes	Yes	Yes
2015-16	Yes	Yes	Yes	Yes
Employee satisfaction tracked?				
2017-18	No	No	No	No
2016-17	No	No	No	No
2015-16	No	No	No	No
Anonymous employee feedback allowed?				
2017-18	Yes	Yes	Yes	Yes
2016-17	Yes	Yes	Yes	Yes
2015-16	Yes	Yes	Yes	Yes
Number of employees (all types) in the unit				
<u>Start of fiscal year</u>				
2017-18	3	4	33	11
2016-17	3	5	31	5
2015-16	4	3	31	7
<u>End of fiscal year</u>				
2017-18	3	5	35	3
2016-17	3	4	33	11
2015-16	4	5	31	5
<u>Leave the unit during fiscal year</u>				
2017-18	0	0	11	5
2016-17	0	1	10	1
2015-16	0	1	7	5
Turnover rate				
2017-18	0.00%	0.00%	32.35%	71.43%
2016-17	0.00%	22.22%	31.25%	12.50%
2015-16	0.00%	25.00%	22.58%	83.33%
Agency Comments (Optional)				
<div style="border: 1px solid black; padding: 5px;"> Agency Wide Has the agency ever conducted an employee engagement, climate, or similar survey? Training and Development Needs Survey - sent out agency wide to assess training needs of employees. If yes, when was last one and who conducted it? 2015 Does the agency conduct employee engagement, climate, or similar surveys on a regular basis? No If yes, what is the frequency? N/A </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> Note: While exit interviews and surveys are performed, they are not mandatory for employees to complete. Therefore, although they are offered, many choose not to complete them when leaving. Anonymous feedback is allowed through a comment box housed at the agency. This box is checked on a regular basis and concerns are addressed accordingly. </div>	During fiscal year 2018-2019, the SCDE did a reorganization and the Chief of Staff Office was dissolved. These employees were relocated to various offices.			

Organizational Unit Details

Agency: South Carolina Department of Education

Accurate as of 8/12/19

Name of organizational unit	Human Resources	Grants Program (Division of Legal Affairs)	Governmental Affairs (Division of Legal Affairs)
Purpose of organizational unit	The mission of the Office of Human Resources is to provide leadership in human resources issues. Services of the Office of Human Resources include: Recruitment and Staffing Classification and Compensation/Operations Benefits Employee Relations/Staff	The mission of the Grants Program is to provide specialized technical assistance and resources to help the SCDE and school districts address their grant-related needs as we support the profile of the South Carolina	The Governmental Affairs division acts as the primary liaison between the Department of Education and the legislature.
Exit interviews or surveys performed?			
2017-18	Yes	Yes	Yes
2016-17	Yes	Yes	Yes
2015-16	Yes	Yes	Yes
Employee satisfaction tracked?			
2017-18	No	No	No
2016-17	No	No	No
2015-16	No	No	No
Anonymous employee feedback allowed?			
2017-18	Yes	Yes	Yes
2016-17	Yes	Yes	Yes
2015-16	Yes	Yes	Yes
Number of employees (all types) in the unit			
<u>Start of fiscal year</u>			
2017-18	10	3	0
2016-17	10	3	0
2015-16	10	3	0
<u>End of fiscal year</u>			
2017-18	9	4	3
2016-17	10	3	0
2015-16	10	3	0
<u>Leave the unit during fiscal year</u>			
2017-18	1	1	0
2016-17	3	0	0
2015-16	1	0	0
Turnover rate			
2017-18	10.53%	28.57%	0.00%
2016-17	30.00%	0.00%	Agency did not have
2015-16	10.00%	0.00%	Agency did not have
Agency Comments (Optional)			This office was previously combined with the Office of Communications in FY16 & FY17

Agency Wide

Has the agency ever conducted an employee engagement, climate, or similar survey?

Training and Development Needs Survey - sent out agency wide to assess training needs of employees.

If yes, when was last one and who conducted it?

2015

Does the agency conduct employee engagement, climate, or similar surveys on a regular basis?

No

If yes, what is the frequency?

N/A

Note:
While exit interviews and surveys are performed, they are not mandatory for employees to complete. Therefore, although they are offered, many choose not to complete them when leaving.

Anonymous feedback is allowed through a comment box housed at the agency. This box is checked on a regular basis and concerns are addressed accordingly.

Organizational Unit Details

Agency: South Carolina Department of Education

Accurate as of 8/12/19

Name of organizational unit	Office of General Counsel (Division of Legal Affairs)	Procurement (Division of Legal Affairs)
Purpose of organizational unit	The attorneys in the Office of General Counsel provide legal advice to the State Superintendent of Education, the State Board of Education, and the staff of the State Department of Education.	The mission of the Office of Procurement is to support the educational goals of the State Department of Education by providing an efficient and cost effective acquisition of quality goods, services, and management of internal services.
Exit interviews or surveys performed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Employee satisfaction tracked?		
2017-18	No	No
2016-17	No	No
2015-16	No	No
Anonymous employee feedback allowed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Number of employees (all types) in the unit		
<u>Start of fiscal year</u>		
2017-18	14	3
2016-17	15	4
2015-16	12	5
<u>End of fiscal year</u>		
2017-18	17	4
2016-17	14	3
2015-16	15	4
<u>Leave the unit during fiscal year</u>		
2017-18	4	1
2016-17	7	1
2015-16	1	1
Turnover rate		
2017-18	25.81%	28.57%
2016-17	48.28%	28.57%
2015-16	7.41%	22.22%
Agency Comments (Optional)		
<div style="border: 1px solid black; padding: 5px;"> Agency Wide Has the agency ever conducted an employee engagement, climate, or similar survey? Training and Development Needs Survey - sent out agency wide to assess training needs of employees. If yes, when was last one and who conducted it? 2015 Does the agency conduct employee engagement, climate, or similar surveys on a regular basis? No If yes, what is the frequency? N/A </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> Note: While exit interviews and surveys are performed, they are not mandatory for employees to complete. Therefore, although they are offered, many choose not to complete them when leaving. Anonymous feedback is allowed through a comment box housed at the agency. This box is checked on a regular basis and concerns are addressed accordingly. </div>		

Organizational Unit Details

Agency: South Carolina Department of Education

Accurate as of 8/12/19

Name of organizational unit	Adult Education (Division of Educator, Community, and Federal Resources)	Educator Effectiveness and Leadership Development (Division of Educator, Community, and Federal Resources)
Purpose of organizational unit	The mission of adult education in South Carolina is to 1) assist adults in becoming literate and obtaining the knowledge and skills necessary for employment and self-sufficiency, 2) assist adults who are parents to obtain the educational skills necessary for them to become full partners in the educational development of their children, and 3) assist adults in the completion of a secondary-school education.	The Office of Educator Effectiveness and Leadership development is guided by our belief that every student deserves effective teachers and leaders who are committed to all students' readiness for college, career, and citizenship. Our mission is to provide a continuum of personalized, competency-driven resources and professional learning to advance educator effectiveness and leadership capacity.
Exit interviews or surveys performed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Employee satisfaction tracked?		
2017-18	No	No
2016-17	No	No
2015-16	No	No
Anonymous employee feedback allowed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Number of employees (all types) in the unit		
<u>Start of fiscal year</u>		
2017-18	15	14
2016-17	18	17
2015-16	18	20
<u>End of fiscal year</u>		
2017-18	20	16
2016-17	15	14
2015-16	18	17
<u>Leave the unit during fiscal year</u>		
2017-18	3	3
2016-17	8	7
2015-16	8	5
Turnover rate		
2017-18	17.14%	20.00%
2016-17	48.48%	45.16%
2015-16	44.44%	27.03%
Agency Comments (Optional)		

Agency Wide

Has the agency ever conducted an employee engagement, climate, or similar survey?

Training and Development Needs Survey - sent out agency wide to assess training needs of employees.

If yes, when was last one and who conducted it?

2015

Does the agency conduct employee engagement, climate, or similar surveys on a regular basis?

No

If yes, what is the frequency?

N/A

Note:
While exit interviews and surveys are performed, they are not mandatory for employees to complete. Therefore, although they are offered, many choose not to complete them when leaving.

Anonymous feedback is allowed through a comment box housed at the agency. This box is checked on a regular basis and concerns are addressed accordingly.

Organizational Unit Details

Agency: South Carolina Department of Education

Accurate as of 8/12/19

Name of organizational unit	Educator Services (Division of Educator, Community, and Federal Resources)	Family and Community Engagement (Division of Educator, Community, and Federal Resources)
Purpose of organizational unit	The Office of Educator Services is responsible for the recruitment, preparation, and licensure of educators.	In K–12 education, the focus on “parental involvement” has radically shifted to “parent engagement.” The evolution of parent involvement to parent engagement signifies moving parents from routinely attending school functions as invited participants to a more active role as partners in students’ educational
Exit interviews or surveys performed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Employee satisfaction tracked?		
2017-18	No	No
2016-17	No	No
2015-16	No	No
Anonymous employee feedback allowed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Number of employees (all types) in the unit		
<u>Start of fiscal year</u>		
2017-18	70	2
2016-17	62	2
2015-16	65	0
<u>End of fiscal year</u>		
2017-18	69	2
2016-17	70	2
2015-16	62	2
<u>Leave the unit during fiscal year</u>		
2017-18	51	0
2016-17	39	0
2015-16	45	0
Turnover rate		
2017-18	73.38%	0.00%
2016-17	59.09%	0.00%
2015-16	70.87%	0.00%
Agency Comments (Optional)		
<div style="border: 1px solid black; padding: 5px;"> Agency Wide Has the agency ever conducted an employee engagement, climate, or similar survey? Training and Development Needs Survey - sent out agency wide to assess training needs of employees. If yes, when was last one and who conducted it? 2015 Does the agency conduct employee engagement, climate, or similar surveys on a regular basis? No If yes, what is the frequency? N/A </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> Note: While exit interviews and surveys are performed, they are not mandatory for employees to complete. Therefore, although they are offered, many choose not to complete them when leaving. Anonymous feedback is allowed through a comment box housed at the agency. This box is checked on a regular basis and concerns are addressed accordingly. </div>		

Organizational Unit Details

Agency: South Carolina Department of Education

Accurate as of 8/12/19

Name of organizational unit	Student Intervention Services (Division of Educator, Community, and Federal Resources)	Career and Technology Education (Division of College and Career Readiness)
Purpose of organizational unit	Established in July 2011, the Office of Student Intervention Services houses programs designed to assist districts with accountability and student intervention services.	The mission of the Office of Career and Technology Education is to provide leadership and services to districts and schools supporting grade-level, standards-based curricula through the integration of academic and career and technical instruction for students in grades seven through twelve while focusing on the Office's 2020 Vision for Career and Technology Education in South Carolina.
Exit interviews or surveys performed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Employee satisfaction tracked?		
2017-18	No	No
2016-17	No	No
2015-16	No	No
Anonymous employee feedback allowed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Number of employees (all types) in the unit		
<u>Start of fiscal year</u>		
2017-18	16	19
2016-17	16	22
2015-16	11	20
<u>End of fiscal year</u>		
2017-18	16	16
2016-17	16	19
2015-16	16	22
<u>Leave the unit during fiscal year</u>		
2017-18	1	4
2016-17	2	6
2015-16	4	4
Turnover rate		
2017-18	6.25%	22.86%
2016-17	12.50%	29.27%
2015-16	29.63%	19.05%
Agency Comments (Optional)		
<div style="border: 1px solid black; padding: 5px;"> Agency Wide Has the agency ever conducted an employee engagement, climate, or similar survey? Training and Development Needs Survey - sent out agency wide to assess training needs of employees. If yes, when was last one and who conducted it? 2015 Does the agency conduct employee engagement, climate, or similar surveys on a regular basis? No If yes, what is the frequency? N/A </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> Note: While exit interviews and surveys are performed, they are not mandatory for employees to complete. Therefore, although they are offered, many choose not to complete them when leaving. Anonymous feedback is allowed through a comment box housed at the agency. This box is checked on a regular basis and concerns are addressed accordingly. </div>		

Organizational Unit Details

Agency: South Carolina Department of Education

Accurate as of 8/12/19

Name of organizational unit	Early Learning and Literacy (Division of College and Career Readiness)
Purpose of organizational unit	The mission of the Office of Early Learning and Literacy offers the foundation that supports high-quality early learning programs and support to all children in their development as lifelong learners and contributing members of the community, and supports families in their essential work as parents and caregivers, and to provide leadership and support that all stakeholders deepen their knowledge and skills to effectively implement Read to Succeed to prepare all students for
Exit interviews or surveys performed?	
2017-18	Yes
2016-17	Yes
2015-16	Yes
Employee satisfaction tracked?	
2017-18	No
2016-17	No
2015-16	No
Anonymous employee feedback allowed?	
2017-18	Yes
2016-17	Yes
2015-16	Yes
Number of employees (all types) in the unit	
<u>Start of fiscal year</u>	
2017-18	31
2016-17	31
2015-16	0
<u>End of fiscal year</u>	
2017-18	37
2016-17	31
2015-16	31
<u>Leave the unit during fiscal year</u>	
2017-18	9
2016-17	9
2015-16	3
Turnover rate	
2017-18	26.47%
2016-17	29.03%
2015-16	19.35%
Agency Comments (Optional)	

Agency Wide

Has the agency ever conducted an employee engagement, climate, or similar survey?

Training and Development Needs Survey - sent out agency wide to assess training needs of employees.

If yes, when was last one and who conducted it?

2015

Does the agency conduct employee engagement, climate, or similar surveys on a regular basis?

No

If yes, what is the frequency?

N/A

Note:
While exit interviews and surveys are performed, they are not mandatory for employees to complete. Therefore, although they are offered, many choose not to complete them when leaving.

Anonymous feedback is allowed through a comment box housed at the agency. This box is checked on a regular basis and concerns are addressed accordingly.

Organizational Unit Details

Agency: South Carolina Department of Education

Accurate as of 8/12/19

Name of organizational unit	Personalized Learning (Division of College and Career Readiness)	Standards and Learning (Division of College and Career Readiness)
Purpose of organizational unit	The Office of Personalized Learning focuses on specialized teaching for students in order to support them seeking to attain the World Class Knowledge, World Class Skills, and Life and Career Characteristics identified in the Profile of the South Carolina Graduate. The SCDE has established a system of supports to aid districts as they explore, plan, and implement high quality systems for	The Office of Standards and Learning provides educators with an array of multifaceted professional learning opportunities that integrate theory and best practices, build capacity, and are data and results-driven. Through various technologies, job-embedded learning, and customized services, the Office of Standards and Learning seeks to advance the current practice of professional development to bolster teacher quality and, by extension, student learning in
Exit interviews or surveys performed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Employee satisfaction tracked?		
2017-18	No	No
2016-17	No	No
2015-16	No	No
Anonymous employee feedback allowed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Number of employees (all types) in the unit		
<u>Start of fiscal year</u>		
2017-18	0	20
2016-17	0	15
2015-16	0	20
<u>End of fiscal year</u>		
2017-18	6	18
2016-17	0	20
2015-16	0	15
<u>Leave the unit during fiscal year</u>		
2017-18	1	9
2016-17	0	4
2015-16	0	10
Turnover rate		
2017-18	33.33%	47.37%
2016-17	Agency did not have employees in this unit	22.86%
2015-16	Agency did not have employees in this unit	57.14%
Agency Comments (Optional)		

Agency Wide

Has the agency ever conducted an employee engagement, climate, or similar survey?

Training and Development Needs Survey - sent out agency wide to assess training needs of employees.

If yes, when was last one and who conducted it?

2015

Does the agency conduct employee engagement, climate, or similar surveys on a regular basis?

No

If yes, what is the frequency?

N/A

Note:
While exit interviews and surveys are performed, they are not mandatory for employees to complete. Therefore, although they are offered, many choose not to complete them when leaving.

Anonymous feedback is allowed through a comment box housed at the agency. This box is checked on a regular basis and concerns are addressed accordingly.

Organizational Unit Details

Agency: South Carolina Department of Education

Accurate as of 8/12/19

Name of organizational unit	Virtual Education (Division of College and Career Readiness)	Auditing Services (Division of Data, Technology, and Agency Operations)
Purpose of organizational unit	The mission of the Office of Virtual Education is to develop and deliver standards-based, student-centered online and technology-based interactive instruction to expand educational opportunities for 21st century skills.	The Office of Auditing Services (OAS) is responsible for conducting audits of not-for-profit organizations and selected school districts throughout the State that receive funds administered by the South Carolina Department of Education. OAS conducts internal audits of the agency's programs, operations, and maintenance bus shops to ensure accuracy of reported information, efficient and effective operations, and compliance with applicable laws
Exit interviews or surveys performed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Employee satisfaction tracked?		
2017-18	No	No
2016-17	No	No
2015-16	No	No
Anonymous employee feedback allowed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Number of employees (all types) in the unit		
<u>Start of fiscal year</u>		
2017-18	230	6
2016-17	225	6
2015-16	150	8
<u>End of fiscal year</u>		
2017-18	224	8
2016-17	230	6
2015-16	225	6
<u>Leave the unit during fiscal year</u>		
2017-18	202	0
2016-17	172	0
2015-16	119	1
Turnover rate		
2017-18	88.99%	0.00%
2016-17	75.60%	0.00%
2015-16	63.47%	14.29%
Agency Comments (Optional)		

Agency Wide

Has the agency ever conducted an employee engagement, climate, or similar survey?

Training and Development Needs Survey - sent out agency wide to assess training needs of employees.

If yes, when was last one and who conducted it?

2015

Does the agency conduct employee engagement, climate, or similar surveys on a regular basis?

No

If yes, what is the frequency?

N/A

Note:
While exit interviews and surveys are performed, they are not mandatory for employees to complete. Therefore, although they are offered, many choose not to complete them when leaving.

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Organizational Unit Details

Agency: South Carolina Department of Education

Accurate as of 8/12/19

Name of organizational unit	Chief Information Officer (Division of Data, Technology, and Agency Operations)	Chief Information Security Office (Division of Data, Technology, and Agency Operations)
Purpose of organizational unit	The mission of the Office of the Chief Information Officer is to provide direction, planning, analysis, design, development and implementation of the agency's information technology services both internally to the agency and coordinating statewide with school and district technology professionals.	The mission of the Chief Information Security Office is to safeguard the confidentiality, integrity, and availability of information systems, data, and applications by providing proactive security expertise, creating and maintaining robust security architecture, and fostering a culture of security awareness throughout the Agency.
Exit interviews or surveys performed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Employee satisfaction tracked?		
2017-18	No	No
2016-17	No	No
2015-16	No	No
Anonymous employee feedback allowed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Number of employees (all types) in the unit		
<u>Start of fiscal year</u>		
2017-18	33	4
2016-17	36	3
2015-16	30	3
<u>End of fiscal year</u>		
2017-18	43	4
2016-17	33	4
2015-16	36	3
<u>Leave the unit during fiscal year</u>		
2017-18	9	0
2016-17	6	0
2015-16	6	0
Turnover rate		
2017-18	23.68%	0.00%
2016-17	17.39%	0.00%
2015-16	18.18%	0.00%
Agency Comments (Optional)		
<div style="border: 1px solid black; padding: 5px;"> Agency Wide Has the agency ever conducted an employee engagement, climate, or similar survey? Training and Development Needs Survey - sent out agency wide to assess training needs of employees. If yes, when was last one and who conducted it? 2015 Does the agency conduct employee engagement, climate, or similar surveys on a regular basis? No If yes, what is the frequency? N/A </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> Note: While exit interviews and surveys are performed, they are not mandatory for employees to complete. Therefore, although they are offered, many choose not to complete them when leaving. Anonymous feedback is allowed through a comment box housed at the agency. This box is checked on a regular basis and concerns are addressed accordingly. </div>		

Organizational Unit Details

Agency: South Carolina Department of Education

Accurate as of 8/12/19

Name of organizational unit	Research and Data Analysis (Division of Data, Technology, and Agency Operations)	Health and Nutrition (Division of District Operations and Support)	Medicaid Services (Division of District Operations and Support)
Purpose of organizational unit	The mission of the Data Management and Analysis is to provide accurate, reliable, and timely data services for the South Carolina Department of Education and its constituent communities to enable well-informed decisions related to policy and practice.	The Mission of Nutrition Programs is to support districts and schools in the adoption, implementation, and compliance with effective policies, practices, and programs that support student health and nutrition for optimum academic achievement and wellbeing.	The mission of Medicaid Services is to improve the quality and scope of medical services provided in schools through Medicaid reimbursement claiming, Medicaid School District Administrative Claiming (SDAC), and Special Needs Transportation Medicaid Claiming (SNT).
Exit interviews or surveys performed?			
2017-18	Yes	Yes	Yes
2016-17	Yes	Yes	Yes
2015-16	Yes	Yes	Yes
Employee satisfaction tracked?			
2017-18	No	No	No
2016-17	No	No	No
2015-16	No	No	No
Anonymous employee feedback allowed?			
2017-18	Yes	Yes	Yes
2016-17	Yes	Yes	Yes
2015-16	Yes	Yes	Yes
Number of employees (all types) in the unit			
Start of fiscal year			
2017-18	34	37	8
2016-17	25	32	7
2015-16	24	30	8
End of fiscal year			
2017-18	30	38	8
2016-17	34	37	8
2015-16	25	32	7
Leave the unit during fiscal year			
2017-18	7	6	3
2016-17	3	13	3
2015-16	5	14	1
Turnover rate			
2017-18	21.88%	16.00%	37.50%
2016-17	10.17%	37.68%	40.00%
2015-16	20.41%	45.16%	13.33%
Agency Comments (Optional)			
Agency Wide Has the agency ever conducted an employee engagement, climate, or similar survey? Training and Development Needs Survey - sent out agency wide to assess training needs of employees. If yes, when was last one and who conducted it? 2015 Does the agency conduct employee engagement, climate, or similar surveys on a regular basis? No If yes, what is the frequency? N/A Note: While exit interviews and surveys are performed, they are not mandatory for employees to complete. Therefore, although they are offered, many choose not to complete them when leaving. Anonymous feedback is allowed through a comment box housed at the agency. This box is checked on a regular basis and concerns are addressed accordingly.			

Organizational Unit Details

Agency: South Carolina Department of Education

Accurate as of 8/12/19

Name of organizational unit	School Facilities (Division of District Operations and Support)
Purpose of organizational unit	The mission of the Office of School Facilities (OSF) is to effectively and efficiently ensure a healthy, safe, and appropriate school learning environment for every student when new schools are constructed or existing schools are renovated. OSF serves as the building official for public schools facilities in South Carolina. The office is also responsible for the administration of certain building fund programs and provides facility-related technical and educational assistance to a broad group of customers, including school architects, engineers, contractors, and
Exit interviews or surveys performed?	
2017-18	Yes
2016-17	Yes
2015-16	Yes
Employee satisfaction tracked?	
2017-18	No
2016-17	No
2015-16	No
Anonymous employee feedback allowed?	
2017-18	Yes
2016-17	Yes
2015-16	Yes
Number of employees (all types) in the unit	
<u>Start of fiscal year</u>	
2017-18	7
2016-17	6
2015-16	6
<u>End of fiscal year</u>	
2017-18	7
2016-17	7
2015-16	6
<u>Leave the unit during fiscal year</u>	
2017-18	4
2016-17	0
2015-16	0
Turnover rate	
2017-18	57.14%
2016-17	0.00%
2015-16	0.00%
Agency Comments (Optional)	

Agency Wide

Has the agency ever conducted an employee engagement, climate, or similar survey?

Training and Development Needs Survey - sent out agency wide to assess training needs of employees.

If yes, when was last one and who conducted it?

2015

Does the agency conduct employee engagement, climate, or similar surveys on a regular basis?

No

If yes, what is the frequency?

N/A

Note:
While exit interviews and surveys are performed, they are not mandatory for employees to complete. Therefore, although they are offered, many choose not to complete them when leaving.

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Organizational Unit Details

Agency: South Carolina Department of Education

Accurate as of 8/12/19

Name of organizational unit		Transportation (Division of District Operations and Support)	Assessment (Division of Federal Programs, Accountability, and School Improvement)
Purpose of organizational unit		The Office of Transportation is responsible for the entire state fleet of public school buses. Some of the Office's key areas of competency include: providing, maintaining, and servicing the state school bus fleet; managing the school bus driver training and certification program; monitoring school transportation safety and providing programs to enhance student transportation safety; assisting districts with school bus routing and scheduling; and aiding districts to respond to federal school	The mission of the Office of Assessment is to select or develop and administer high quality assessments of educational attainment that provide reliable information that can be used as the basis for drawing valid conclusions about examinees and that meet the highest standards of the educational measurement
Exit interviews or surveys performed?			
	2017-18	Yes	Yes
	2016-17	Yes	Yes
	2015-16	Yes	Yes
Employee satisfaction tracked?			
	2017-18	No	No
	2016-17	No	No
	2015-16	No	No
Anonymous employee feedback allowed?			
	2017-18	Yes	Yes
	2016-17	Yes	Yes
	2015-16	Yes	Yes
Number of employees (all types) in the unit			
Start of fiscal year			
	2017-18	436	33
	2016-17	433	28
	2015-16	433	22
End of fiscal year			
	2017-18	449	22
	2016-17	436	33
	2015-16	433	28
Leave the unit during fiscal year			
	2017-18	123	15
	2016-17	84	11
	2015-16	65	5
Turnover rate			
	2017-18	27.80%	54.55%
	2016-17	19.33%	36.07%
	2015-16	15.01%	20.00%
Agency Comments (Optional)			
Agency Wide Has the agency ever conducted an employee engagement, climate, or similar survey? Training and Development Needs Survey - sent out agency wide to assess training needs of employees. If yes, when was last one and who conducted it? 2015 Does the agency conduct employee engagement, climate, or similar surveys on a regular basis? No If yes, what is the frequency? N/A Note: While exit interviews and surveys are performed, they are not mandatory for employees to complete. Therefore, although they are offered, many choose not to complete them when leaving. Anonymous feedback is allowed through a comment box housed at the agency. This box is checked on a regular basis and concerns are addressed accordingly.			

Organizational Unit Details

Agency: South Carolina Department of Education

Accurate as of 8/12/19

Name of organizational unit	Federal and State Accountability (Division of Federal Programs, Accountability, and School Improvement)	School Transformation (Division of Federal Programs, Accountability, and School Improvement)
Purpose of organizational unit	Federal and State Accountability focuses on improving learning outcomes for all students by providing leadership and support while ensuring that federal and state requirements for accountability are met through effective, comprehensive compliance monitoring and technical assistance.	In the Office of School Transformation, we work cohesively as a team across programs with South Carolina schools to ensure all students perform at high levels, the learning environment is innovative, stakeholders collaborate, and opportunity is the norm.
Exit interviews or surveys performed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Employee satisfaction tracked?		
2017-18	No	No
2016-17	No	No
2015-16	No	No
Anonymous employee feedback allowed?		
2017-18	Yes	Yes
2016-17	Yes	Yes
2015-16	Yes	Yes
Number of employees (all types) in the unit		
<u>Start of fiscal year</u>		
2017-18	31	43
2016-17	27	14
2015-16	25	25
<u>End of fiscal year</u>		
2017-18	27	38
2016-17	31	43
2015-16	27	14
<u>Leave the unit during fiscal year</u>		
2017-18	16	9
2016-17	8	9
2015-16	8	10
Turnover rate		
2017-18	55.17%	22.22%
2016-17	27.59%	31.58%
2015-16	30.77%	51.28%
Agency Comments (Optional)		
<div style="border: 1px solid black; padding: 5px;"> Agency Wide Has the agency ever conducted an employee engagement, climate, or similar survey? Training and Development Needs Survey - sent out agency wide to assess training needs of employees. If yes, when was last one and who conducted it? 2015 Does the agency conduct employee engagement, climate, or similar surveys on a regular basis? No If yes, what is the frequency? N/A </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> Note: While exit interviews and surveys are performed, they are not mandatory for employees to complete. Therefore, although they are offered, many choose not to complete them when leaving. Anonymous feedback is allowed through a comment box housed at the agency. This box is checked on a regular basis and concerns are addressed accordingly. </div>		

Organizational Unit Details

Agency: South Carolina Department of Education

Accurate as of 8/12/19

Name of organizational unit	Special Education Services (Division of Federal Programs, Accountability, and School Improvement)
Purpose of organizational unit	The Office of Special Education Services ensures that all children with disabilities in the state have available a free appropriate public education (FAPE), protects the rights of these children and their parents, and provides leadership to school districts and state-operated programs in the provision of appropriate special educational services.
Exit interviews or surveys performed?	
2017-18	Yes
2016-17	Yes
2015-16	Yes
Employee satisfaction tracked?	
2017-18	No
2016-17	No
2015-16	No
Anonymous employee feedback allowed?	
2017-18	Yes
2016-17	Yes
2015-16	Yes
Number of employees (all types) in the unit	
<u>Start of fiscal year</u>	
2017-18	59
2016-17	37
2015-16	37
<u>End of fiscal year</u>	
2017-18	47
2016-17	59
2015-16	37
<u>Leave the unit during fiscal year</u>	
2017-18	20
2016-17	9
2015-16	27
Turnover rate	
2017-18	37.74%
2016-17	18.75%
2015-16	72.97%
Agency Comments (Optional)	

Agency Wide

Has the agency ever conducted an employee engagement, climate, or similar survey?

Training and Development Needs Survey - sent out agency wide to assess training needs of employees.

If yes, when was last one and who conducted it?

2015

Does the agency conduct employee engagement, climate, or similar surveys on a regular basis?

No

If yes, what is the frequency?

N/A

Note:
While exit interviews and surveys are performed, they are not mandatory for employees to complete. Therefore, although they are offered, many choose not to complete them when leaving.

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Finance Overview

Agency: South Carolina Department of Education

Accurate as of 8/8/2019

	<u>2017-18</u>	<u>2016-17</u>	<u>2015-16</u>
How much was the agency appropriated and authorized to spend by the end of the fiscal year?	\$4,799,640,621	\$4,730,690,845	\$4,291,257,261
How much did the agency actually spend?	\$4,677,280,096	\$4,537,021,490	\$4,083,347,367
How much did the agency not spend?	\$122,360,525	\$193,669,355	\$207,909,894
How much cash did the agency have at the end of the fiscal year that it was not authorized to spend?*	\$10,071,468	\$17,647,456	\$14,000,561

Source for appropriation and expenditures: Downloaded Business Objects 477 Appropriation Balances Report in excel and removed balances from the First Steps, GSAH, and GSSM state funded programs and then added back carryforward

Source for cash: Carryforward EIA surplus and 3035 cash balance report

AGENCY DELIVERABLES

Deliverables

Agency: South Carolina Department of Education
Accurate as of: 8/12/19

Deliverable			Item number
Associated laws			20
Does state or federal law specifically require this deliverable?			No
Deliverable description			Provide legal advice and support regarding the Individuals with Disabilities Education Act (IDEA) and other disability and civil rights laws related to the education of students with disabilities; the Family Educational Rights and Privacy Act (FERPA); school-based Medicaid services; medical homebound instruction; the educational rights of students placed or referred by state agencies in foster care, group homes, state-operated healthcare facilities, and residential treatment facilities (RTFs); the Freedom of Information Act (FOIA) and other education-related matters.
Responsible organizational unit (primary)			Office of General Counsel (Division of LA)
Results Sought			
Does the legislature state intent, findings, or purpose?			No
What is specific outcome sought in law OR, if not in law, specific outcome agency seeks by providing the deliverable?			Ensure all parents of individuals with disabilities are aware of the rights and services available within and outside of a school setting.
Associated performance measure item numbers, if any			Unknown
Customer Details			
Customer description			Schools; School Districts; Educators; Parents; SCDE Employees
Does the agency evaluate customer satisfaction?	2017-18	No	
Counties served in last completed fiscal year	2017-18	All	
Number of customers served in last completed FY	2017-18	99	
Percentage change in customers served predicted for current FY	2018-19	Unknown	
Maximum number of potential customers, with unlimited resources			Unknown
Units Provided and Amounts Charged to Customers			
Description of a single deliverable unit			A signed IDEA complaint, a due process hearing request, a mediation request, or a due process hearing appeal.
Number of units provided	2017-18	99	
	2016-17	82	
	2015-16	36	
Does law prohibit charging the customer for the deliverable?	2017-18	No	
	If yes, provide law	No applicable law	
	2016-17	No	
If yes, provide law	2016-17	No applicable law	
	2015-16	No	
	If yes, provide law	No applicable law	
Amount charged to customer per deliverable unit	2017-18	\$0.00	
	2016-17	\$0.00	
	2015-16	\$0.00	
Costs			
Total employee equivalents required (37.5 hour per week units)			
	2017-18	4.08	
	2016-17	3.38	
	2015-16	3.60	
Total deliverable expenditures each year (operational and employee salary/fringe)			
	2017-18	\$268,478.71	
	2016-17	\$235,274.70	
	2015-16	\$245,639.39	
Total deliverable expenditures as a percentage of total agency expenditures			
	2017-18	0.01%	
	2016-17	0.01%	
	2015-16	0.01%	
Agency expenditures per unit of the deliverable			
	2017-18	\$2,711.91	
	2016-17	\$2,869.20	
	2015-16	\$6,823.32	
Amount generated from providing deliverable			
Total collected from charging customers			
	2017-18	\$0.00	
	2016-17	\$0.00	
	2015-16	\$0.00	
Total collected from non-state sources as a result of providing the deliverable (federal and other grants awarded to agency to provide deliverable)			
	2017-18	\$305,254.26	
	2016-17	\$269,191.04	
	2015-16	\$217,240.12	
Total collected from charging customers and non-state sources			
	2017-18	\$305,254.26	
	2016-17	\$269,191.04	
	2015-16	\$217,240.12	
Agency Comments			
Additional comments from agency (optional)			FY 17-18: 69 signed IDEA complaints; 2 mediation requests; 25 due process hearing requests; 3 due process hearing appeals. FY 16-17: 50 signed IDEA complaints; 6 mediation requests; 20 due process hearing requests; 6 due process hearing appeals. FY 15-16: 22 signed IDEA complaints; 3 mediation requests; 11 due process hearing requests.

Deliverables

Agency: South Carolina Department of Education
Accurate as of: 8/12/19

Deliverable		
	Item number	21
	Associated laws	43-58; 59-1-445; 59-5-60; 59-25-160; 59-25-180; 59-25-190; 59-25-200; 59-25-210; 59-25-220; 59-25-230; 59-25-240; 59-25-250; 59-25-260; 59-25-270; 59-25-280
Does state or federal law specifically require this deliverable?		Yes
Deliverable description		Tasked with disciplinary matters for South Carolina educators. Investigate and prosecute teacher certification matters in due process hearings. Provide legal guidance to school districts, educators, and the general public.
Responsible organizational unit (primary)		Office of General Counsel (Division of LA)
Results Sought		
Does the legislature state intent, findings, or purpose?		Yes
What is specific outcome sought in law OR, if not in law, specific outcome agency seeks by providing the deliverable?		The State Board of Education has the legal authority to deny, revoke, or suspend a certificate, or issue a public reprimand.
Associated performance measure item numbers, if any		Unknown
Customer Details		
Customer description		Schools; School Districts; Educators; General Public
Does the agency evaluate customer satisfaction?	2017-18	No
Counties served in last completed fiscal year	2017-18	All
Number of customers served in last completed FY	2017-18	215
Percentage change in customers served predicted for current FY	2018-19	Unknown
Maximum number of potential customers, with unlimited resources		Unknown
Units Provided and Amounts Charged to Customers		
Description of a single deliverable unit		Complaint received
Number of units provided	2017-18	215
	2016-17	132
	2015-16	99
Does law prohibit charging the customer for the deliverable?	2017-18	No
If yes, provide law		No applicable law
	2016-17	No
If yes, provide law		No applicable law
	2015-16	No
If yes, provide law		No applicable law
Amount charged to customer per deliverable unit	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Costs		
Total employee equivalents required (37.5 hour per week units)	2017-18	5.25
	2016-17	4.75
	2015-16	3.60
Total deliverable expenditures each year (operational and employee salary/fringe)	2017-18	\$341,591.15
	2016-17	\$314,242.25
	2015-16	\$340,934.56
Total deliverable expenditures as a percentage of total agency expenditures	2017-18	0.01%
	2016-17	0.01%
	2015-16	0.01%
Agency expenditures per unit of the deliverable	2017-18	\$1,588.80
	2016-17	\$2,380.62
	2015-16	\$3,443.78
Amount generated from providing deliverable		
Total collected from charging customers	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Total collected from non-state sources as a result of providing the deliverable (federal and other grants awarded to agency to provide deliverable)	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Total collected from charging customers and non-state sources	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Agency Comments		
Additional comments from agency (optional)		

Deliverables

Agency: South Carolina Department of Education
Accurate as of: 8/12/19

Deliverable	
Item number	22
Associated laws	59-1-520; 59-3-30; 59-32-60; 59-63-1160; 59-63-280
Does state or federal law specifically require this deliverable?	No
Deliverable description	Oversees all state legal matters within the purview of the SCDE.
Responsible organizational unit (primary)	Office of General Counsel (Division of LA)
Results Sought	
Does the legislature state intent, findings, or purpose?	No
What is specific outcome sought in law OR, if not in law, specific outcome agency seeks by providing the deliverable?	Provide all SCDE employees work-related legal advice to ensure all rules and regulations are being properly followed.
Associated performance measure item numbers, if any	Unknown
Customer Details	
Customer description	Superintendent of Education; SCDE Employees
Does the agency evaluate customer satisfaction?	2017-18 No
Counties served in last completed fiscal year	2017-18 All
Number of customers served in last completed FY	2017-18 Unknown
Percentage change in customers served predicted for current FY	2018-19 Unknown
Maximum number of potential customers, with unlimited resources	Unknown
Units Provided and Amounts Charged to Customers	
Description of a single deliverable unit	A legal matter was addressed
Number of units provided	2017-18 Unknown
	2016-17 Unknown
	2015-16 Unknown
Does law prohibit charging the customer for the deliverable?	2017-18 No
If yes, provide law	No applicable law
	2016-17 No
If yes, provide law	No applicable law
	2015-16 No
If yes, provide law	No applicable law
Amount charged to customer per deliverable unit	2017-18 \$0.00
	2016-17 \$0.00
	2015-16 \$0.00
Costs	
Total employee equivalents required (37.5 hour per week units)	2017-18 1.47
	2016-17 1.23
	2015-16 1.44
Total deliverable expenditures each year (operational and employee salary/fringe)	2017-18 \$95,645.52
	2016-17 \$87,987.83
	2015-16 \$95,461.68
Total deliverable expenditures as a percentage of total agency expenditures	2017-18 0.00%
	2016-17 0.00%
	2015-16 0.00%
Agency expenditures per unit of the deliverable	2017-18 There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
	2016-17 There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
	2015-16 There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
Amount generated from providing deliverable	
Total collected from charging customers	2017-18 \$0.00
	2016-17 \$0.00
	2015-16 \$0.00
Total collected from non-state sources as a result of providing the deliverable (federal and other grants awarded to agency to provide deliverable)	2017-18 \$0.00
	2016-17 \$0.00
	2015-16 \$0.00
Total collected from charging customers and non-state sources	2017-18 \$0.00
	2016-17 \$0.00
	2015-16 \$0.00
Agency Comments	
Additional comments from agency (optional)	

Deliverables

Agency: South Carolina Department of Education
Accurate as of: 8/12/19

Deliverable		
	Item number	23
	Associated laws	
Does state or federal law specifically require this deliverable?		No
Deliverable description		Provide legal support and advice regarding all federal programs housed within the SCDE.
Responsible organizational unit (primary)		Office of General Counsel (Division of LA)
Results Sought		
Does the legislature state intent, findings, or purpose?		No
What is specific outcome sought in law OR, if not in law, specific outcome agency seeks by providing the deliverable?		Ensure compliance with all rules and regulations regarding federal and state programs.
Associated performance measure item numbers, if any		Unknown
Customer Details		
Customer description		Superintendent of Education; SCDE Employees
Does the agency evaluate customer satisfaction?		2017-18 No
Counties served in last completed fiscal year		2017-18 All
Number of customers served in last completed FY		2017-18 Unknown
Percentage change in customers served predicted for current FY		2018-19 Unknown
Maximum number of potential customers, with unlimited resources		Unknown
Units Provided and Amounts Charged to Customers		
Description of a single deliverable unit		Legal support and advice was provided.
Number of units provided		2017-18 Does not track
		2016-17 Does not track
		2015-16 Does not track
Does law prohibit charging the customer for the deliverable?		2017-18 No
If yes, provide law		No applicable law
		2016-17 No
If yes, provide law		No applicable law
		2015-16 No
If yes, provide law		No applicable law
Amount charged to customer per deliverable unit		2017-18 \$0.00
		2016-17 \$0.00
		2015-16 \$0.00
Costs		
Total employee equivalents required (37.5 hour per week units)		2017-18 0.69
		2016-17 0.56
		2015-16 0.60
Total deliverable expenditures each year (operational and employee salary/fringe)		2017-18 \$44,746.45
		2016-17 \$39,212.45
		2015-16 \$409,939.90
Total deliverable expenditures as a percentage of total agency expenditures		2017-18 0.00%
		2016-17 0.00%
		2015-16 0.01%
Agency expenditures per unit of the deliverable		2017-18 There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
		2016-17 There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
		2015-16 There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
Amount generated from providing deliverable		
Total collected from charging customers		2017-18 \$0.00
		2016-17 \$0.00
		2015-16 \$0.00
Total collected from non-state sources as a result of providing the deliverable (federal and other grants awarded to agency to provide deliverable)		2017-18 \$200,653.48
		2016-17 \$103,439.93
		2015-16 \$40,081.37
Total collected from charging customers and non-state sources		2017-18 \$200,653.48
		2016-17 \$103,439.93
		2015-16 \$40,081.37
Agency Comments		
Additional comments from agency (optional)		

Deliverables

Agency: South Carolina Department of Education
Accurate as of: 8/12/19

Deliverable		
	Item number	24
	Associated laws	
Does state or federal law specifically require this deliverable?		No
Deliverable description		Provide due process hearings to resolve disputes involving agency decisions, including proper handling of state and federal moneys.
Responsible organizational unit (primary)		Office of General Counsel (Division of LA)
Results Sought		
Does the legislature state intent, findings, or purpose?		No
What is specific outcome sought in law OR, if not in law, specific outcome agency seeks by providing the deliverable?		Ensure compliance with all rules and regulations regarding federal and state programs.
Associated performance measure item numbers, if any		Unknown
Customer Details		
Customer description		Schools; School Districts; Parents; SCDE Employees
Does the agency evaluate customer satisfaction?	2017-18	No
Counties served in last completed fiscal year	2017-18	Unknown
Number of customers served in last completed FY	2017-18	Unknown
Percentage change in customers served predicted for current FY	2018-19	Unknown
Maximum number of potential customers, with unlimited resources		Unknown
Units Provided and Amounts Charged to Customers		
Description of a single deliverable unit		Due process hearing occurred because of improper handling of state or federal moneys.
Number of units provided	2017-18	Unknown
	2016-17	Unknown
	2015-16	Unknown
Does law prohibit charging the customer for the deliverable?	2017-18	No
If yes, provide law		No applicable law
	2016-17	No
If yes, provide law		No applicable law
	2015-16	No
If yes, provide law		No applicable law
Amount charged to customer per deliverable unit	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Costs		
Total employee equivalents required (37.5 hour per week units)	2017-18	1.58
	2016-17	1.42
	2015-16	1.53
Total deliverable expenditures each year (operational and employee salary/fringe)	2017-18	\$102,477.35
	2016-17	\$94,272.67
	2015-16	\$102,280.35
Total deliverable expenditures as a percentage of total agency expenditures	2017-18	0.00%
	2016-17	0.00%
	2015-16	0.00%
Agency expenditures per unit of the deliverable	2017-18	There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
	2016-17	There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
	2015-16	There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
Amount generated from providing deliverable		
Total collected from charging customers	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Total collected from non-state sources as a result of providing the deliverable (federal and other grants awarded to agency to provide deliverable)	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Total collected from charging customers and non-state sources	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Agency Comments		
Additional comments from agency (optional)		

Deliverables

Agency: South Carolina Department of Education
Accurate as of: 8/12/19

Deliverable		
	Item number	25
	Associated laws	
Does state or federal law specifically require this deliverable?		No
Deliverable description		Serve as MOA (Methods of Administration) on behalf of the Office for Civil Rights within the US Department of Education. This role entails two district site visits per year to ensure civil rights compliance in the area of program access and physical accessibility for all students.
Responsible organizational unit (primary)		Office of General Counsel (Division of LA)
Results Sought		
Does the legislature state intent, findings, or purpose?		No
What is specific outcome sought in law OR, if not in law, specific outcome agency seeks by providing the deliverable?		Confirm compliance with all rules and regulations set forth by the Office of Civil Rights housed within the USDE.
Associated performance measure item numbers, if any		Unknown
Customer Details		
Customer description		Schools; School Districts; US Department of Education
Does the agency evaluate customer satisfaction?	2017-18	No
Counties served in last completed fiscal year	2017-18	Orangeburg; Greenwood 51
Number of customers served in last completed FY	2017-18	2
Percentage change in customers served predicted for current FY	2018-19	Unknown
Maximum number of potential customers, with unlimited resources		2
Units Provided and Amounts Charged to Customers		
Description of a single deliverable unit		MOA monitoring visit
Number of units provided	2017-18	2
	2016-17	2
	2015-16	2
Does law prohibit charging the customer for the deliverable?	2017-18	No
If yes, provide law		No applicable law
	2016-17	No
If yes, provide law		No applicable law
	2015-16	No
If yes, provide law		No applicable law
Amount charged to customer per deliverable unit	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Costs		
Total employee equivalents required (37.5 hour per week units)	2017-18	0.69
	2016-17	0.56
	2015-16	0.60
Total deliverable expenditures each year (operational and employee salary/fringe)	2017-18	\$44,746.45
	2016-17	\$39,212.45
	2015-16	\$40,939.90
Total deliverable expenditures as a percentage of total agency expenditures	2017-18	0.00%
	2016-17	0.00%
	2015-16	0.00%
Agency expenditures per unit of the deliverable	2017-18	\$22,373.23
	2016-17	\$19,606.23
	2015-16	\$20,469.95
Amount generated from providing deliverable		
Total collected from charging customers	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Total collected from non-state sources as a result of providing the deliverable (federal and other grants awarded to agency to provide deliverable)	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Total collected from charging customers and non-state sources	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Agency Comments		
Additional comments from agency (optional)		

Deliverables

Agency: South Carolina Department of Education
Accurate as of: 8/12/19

Deliverable		
	Item number	26
	Associated laws	
Does state or federal law specifically require this deliverable?		No
Deliverable description		Provide professional development as requested.
Responsible organizational unit (primary)		Office of General Counsel (Division of LA)
Results Sought		
Does the legislature state intent, findings, or purpose?		No
What is specific outcome sought in law OR, if not in law, specific outcome agency seeks by providing the deliverable?		Provide all SCDE employees work-related legal advice to ensure all rules and regulations are being properly followed.
Associated performance measure item numbers, if any		Unknown
Customer Details		
Customer description		Schools; School Districts; Educators; SCDE Employees
Does the agency evaluate customer satisfaction?		2017-18 No
Counties served in last completed fiscal year		2017-18 All
Number of customers served in last completed FY		2017-18 Unknown
Percentage change in customers served predicted for current FY		2018-19 Unknown
Maximum number of potential customers, with unlimited resources		Unknown
Units Provided and Amounts Charged to Customers		
Description of a single deliverable unit		Professional development offered
Number of units provided		2017-18 Does not track
		2016-17 Does not track
		2015-16 Does not track
Does law prohibit charging the customer for the deliverable?		2017-18 No
If yes, provide law		No applicable law
		2016-17 No
If yes, provide law		No applicable law
		2015-16 No
If yes, provide law		No applicable law
Amount charged to customer per deliverable unit		2017-18 \$0.00
		2016-17 \$0.00
		2015-16 \$0.00
Costs		
Total employee equivalents required (37.5 hour per week units)		2017-18 0.10
		2016-17 0.10
		2015-16 0.10
Total deliverable expenditures each year (operational and employee salary/fringe)		2017-18 \$6,831.82
		2016-17 \$6,284.85
		2015-16 \$6,818.69
Total deliverable expenditures as a percentage of total agency expenditures		2017-18 0.00%
		2016-17 0.00%
		2015-16 0.00%
Agency expenditures per unit of the deliverable		2017-18 There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
		2016-17 There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
		2015-16 There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
Amount generated from providing deliverable		
Total collected from charging customers		2017-18 \$0.00
		2016-17 \$0.00
		2015-16 \$0.00
Total collected from non-state sources as a result of providing the deliverable (federal and other grants awarded to agency to provide deliverable)		2017-18 \$0.00
		2016-17 \$0.00
		2015-16 \$0.00
Total collected from charging customers and non-state sources		2017-18 \$0.00
		2016-17 \$0.00
		2015-16 \$0.00
Agency Comments		
Additional comments from agency (optional)		

Deliverables

Agency: South Carolina Department of Education
Accurate as of: 8/12/19

Deliverable		Item number
Associated laws		27
Does state or federal law specifically require this deliverable?		No
Deliverable description		Provide administrative and legal advice to the State Board of Education.
Responsible organizational unit (primary)		Office of General Counsel (Division of LA)
Results Sought		
Does the legislature state intent, findings, or purpose?		No
What is specific outcome sought in law OR, if not in law, specific outcome agency seeks by providing the deliverable?		Provide agency-related legal advice to ensure all rules and regulations are being properly followed and proper protocol is in place.
Associated performance measure item numbers, if any		Unknown
Customer Details		
Customer description		State Board of Education Meeting
Does the agency evaluate customer satisfaction?		2017-18 No
Counties served in last completed fiscal year		2017-18 All
Number of customers served in last completed FY		2017-18 Unknown
Percentage change in customers served predicted for current FY		2018-19 Unknown
Maximum number of potential customers, with unlimited resources		Unknown
Units Provided and Amounts Charged to Customers		
Description of a single deliverable unit		A State Board of Education Meeting
Number of units provided		2017-18 12
		2016-17 13
		2015-16 11
Does law prohibit charging the customer for the deliverable?		2017-18 No
If yes, provide law		No applicable law
		2016-17 No
If yes, provide law		No applicable law
		2015-16 No
If yes, provide law		No applicable law
Amount charged to customer per deliverable unit		2017-18 \$0.00
		2016-17 \$0.00
		2015-16 \$0.00
Costs		
Total employee equivalents required (37.5 hour per week units)		2017-18 2.10
		2016-17 2.00
		2015-16 2.04
Total deliverable expenditures each year (operational and employee salary/fringe)		2017-18 \$136,636.46
		2016-17 \$125,696.90
		2015-16 \$136,373.82
Total deliverable expenditures as a percentage of total agency expenditures		2017-18 0.00%
		2016-17 0.00%
		2015-16 0.00%
Agency expenditures per unit of the deliverable		2017-18 \$11,386.37
		2016-17 \$9,668.99
		2015-16 \$12,397.62
Amount generated from providing deliverable		
Total collected from charging customers		2017-18 \$0.00
		2016-17 \$0.00
		2015-16 \$0.00
Total collected from non-state sources as a result of providing the deliverable (federal and other grants awarded to agency to provide deliverable)		2017-18 \$0.00
		2016-17 \$0.00
		2015-16 \$0.00
Total collected from charging customers and non-state sources		2017-18 \$0.00
		2016-17 \$0.00
		2015-16 \$0.00
Agency Comments		
Additional comments from agency (optional)		

Deliverables

Agency: South Carolina Department of Education
Accurate as of: 8/12/19

Deliverable			
	Item number		28
	Associated laws		59-1-320; 59-1-360; 59-1-425; 59-1-449; 59-1-450; 59-1-452; 59-5-10; 59-5-60; 59-5-61; 59-5-65; 59-5-67; 59-5-68; 59-5-75; 59-5-85; 59-5-90; 59-5-100; 59-5-110; 59-5-120; 6-20; 59-6-30; 59-6-120; 59-16-15; 59-16-40; 59-16-60; 59-18-300; 59-18-310; 59-18-320; 59-18-325; 59-18-350; 59-18-700; 59-18-710; 59-18-900; 59-910; 59-18-1100; 59-18-1120; 5 1520; 59-18-1530; 59-18-1550; 59-18-1560; 59-18-1570; 59-18-1920; 59-20-40; 59-20-60; 59-20-65; 59-21-540; 59-21-580; 59-21-600; 59-21-760; 59-21-1210; 59-21-1220; 59-24-40; 25-160; 59-25-170; 59-25-510; 59-25-250; 59-25-280; 59-25-310; 59-25-810; 59-25-820; 59-25-830; 59-26-20; 59-26-30; 59-26-45; 59-26-50; 59-26-100; 59-29-20; 59-29-30; 59-29-40 29-220; 59-29-410; 59-29-430; 59-31-20; 59-31-30; 59-31-40; 59-31-60; 59-31-65; 59-31-220; 59-31-240; 59-31-270; 59-31-290; 59-31-300; 59-31-320; 59-31-330; 59-31-360; 59-31-5 59-31-610; 59-32-30; 59-33-30; 59-33-110; 59-33-540; 59-36-20; 59-36-40; 59-37-10; 59-39-140; 59-39-160; 59-39-320; 59-39-340; 59-40-160; 59-40-180; 59-41-40; 59-41-60; 59-43-2 230; 59-63-340; 59-63-430; 59-63-710; 59-63-800; 59-63-1390; 59-65-40; 59-65-90; 59-65-230; 59-66-20; 59-66-30; 59-67-20; 59-67-410; 59-67-440; 59-67-470; 59-67-490; 59-67-540 139-20; 59-139-40; 59-139-50; 59-139-60; 59-139-80; 59-144-120; 59-144-130; 59-146-60; 1A. 86; 43-51; 43-62; 43-70; 43-71; 43-100; 43-165.1; 43-206; 43-246 43-248; 43-259; 43-26 Article XI, Section 1.
	Does state or federal law specifically require this deliverable?		Yes
	Deliverable description		Oversee the State Board of Education
	Responsible organizational unit (primary)		Office of General Counsel (Division of LA)
Results Sought			
	Does the legislature state intent, findings, or purpose?		No
	What is specific outcome sought in law OR, if not in law, specific outcome agency seeks by providing the deliverable?		Provide agency-related legal advice to ensure all rules and regulations are being properly followed and proper protocol is in place.
	Associated performance measure item numbers, if any		Unknown
Customer Details			
	Customer description		Schools; School Districts; Educators; General Public; SCDE
	Does the agency evaluate customer satisfaction?	2017-18	No
	Counties served in last completed fiscal year	2017-18	All
	Number of customers served in last completed FY	2017-18	Unknown
	Percentage change in customers served predicted for current FY	2018-19	Unknown
	Maximum number of potential customers, with unlimited resources		Unknown
Units Provided and Amounts Charged to Customers			
	Description of a single deliverable unit		A State Board of Education Meeting
	Number of units provided	2017-18	12
		2016-17	13
		2015-16	11
	Does law prohibit charging the customer for the deliverable?	2017-18	No
	If yes, provide law		No applicable law
		2016-17	No
	If yes, provide law		No applicable law
		2015-16	No
	If yes, provide law		No applicable law
	Amount charged to customer per deliverable unit	2017-18	\$0.00
		2016-17	\$0.00
		2015-16	\$0.00
Costs			
	Total employee equivalents required (37.5 hour per week units)	2017-18	0.00
		2016-17	0.00
		2015-16	0.00
	Total deliverable expenditures each year (operational and employee salary/fringe)	2017-18	\$72,296.91
		2016-17	\$33,559.63
		2015-16	\$32,424.28
	Total deliverable expenditures as a percentage of total agency expenditures	2017-18	0.00%
		2016-17	0.00%
		2015-16	0.00%
	Agency expenditures per unit of the deliverable	2017-18	\$6,024.74
		2016-17	\$2,581.51
		2015-16	\$2,947.66
Amount generated from providing deliverable			
	Total collected from charging customers	2017-18	\$0.00
		2016-17	\$0.00
		2015-16	\$0.00
	Total collected from non-state sources as a result of providing the deliverable (federal and other grants awarded to agency to provide deliverable)	2017-18	\$0.00
		2016-17	\$0.00
		2015-16	\$0.00
	Total collected from charging customers and non-state sources	2017-18	\$0.00
		2016-17	\$0.00
		2015-16	\$0.00
Agency Comments			
	Additional comments from agency (optional)		The State Board of Education is established in Article XI § 1 of South Carolina Constitution. The Board consists of 17 members, one appointed from each of the state's 16 judicial circs 17th member appointed by the governor. Members are appointed for four-year terms.

Deliverables

Agency: South Carolina Department of Education
Accurate as of: 8/12/19

Deliverable		
	Item number	29
	Associated laws	
Does state or federal law specifically require this deliverable?		No
Deliverable description		Provide technical assistance and resources to the agency administration and program offices on pre-award tasks and grant management topics.
Responsible organizational unit (primary)		Grants Program (Division of LA)
Results Sought		
Does the legislature state intent, findings, or purpose?		No
What is specific outcome sought in law OR, if not in law, specific outcome agency seeks by providing the deliverable?		Ensure all grant programs within the SCDE are adhering to proper protocol, rules, and regulations regarding individual grants.
Associated performance measure item numbers, if any		Unknown
Customer Details		
Customer description		SCDE Employees; SCDE Program Offices
Does the agency evaluate customer satisfaction?	2017-18	No
Counties served in last completed fiscal year	2017-18	All
Number of customers served in last completed FY	2017-18	Unknown
Percentage change in customers served predicted for current FY	2018-19	Unknown
Maximum number of potential customers, with unlimited resources		Unknown
Units Provided and Amounts Charged to Customers		
Description of a single deliverable unit		Grant application submitted (included any application or form the Grants Program office assisted in submitting)
Number of units provided	2017-18	15
	2016-17	15
	2015-16	9
Does law prohibit charging the customer for the deliverable?	2017-18	No
If yes, provide law		No applicable law
	2016-17	No
If yes, provide law		No applicable law
	2015-16	No
If yes, provide law		No applicable law
Amount charged to customer per deliverable unit	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Costs		
Total employee equivalents required (37.5 hour per week units)	2017-18	3.00
	2016-17	3.00
	2015-16	3.00
Total deliverable expenditures each year (operational and employee salary/fringe)	2017-18	\$239,375.31
	2016-17	\$214,242.47
	2015-16	\$197,881.22
Total deliverable expenditures as a percentage of total agency expenditures	2017-18	0.01%
	2016-17	0.00%
	2015-16	0.00%
Agency expenditures per unit of the deliverable	2017-18	\$15,958.35
	2016-17	\$14,282.83
	2015-16	\$21,986.80
Amount generated from providing deliverable		
Total collected from charging customers	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Total collected from non-state sources as a result of providing the deliverable (federal and other grants awarded to agency to provide deliverable)	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Total collected from charging customers and non-state sources	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Agency Comments		
Additional comments from agency (optional)		

Deliverables

Agency: South Carolina Department of Education
Accurate as of: 8/12/19

Deliverable		
Item number		30
Associated laws		
Does state or federal law specifically require this deliverable?		No
Deliverable description		Procure requested items and assist vendors with questions/concerns regarding the procurement process
Responsible organizational unit (primary)		Procurement (Division of LA)
Results Sought		
Does the legislature state intent, findings, or purpose?		No
What is specific outcome sought in law OR, if not in law, specific outcome agency seeks by providing the deliverable?		Ensure all procurement rules and regulations are being properly followed.
Associated performance measure item numbers, if any		Unknown
Customer Details		
Customer description		SCDE; School Districts; Vendors
Does the agency evaluate customer satisfaction?	2017-18	No
Counties served in last completed fiscal year	2017-18	Unknown
Number of customers served in last completed FY	2017-18	Unknown
Percentage change in customers served predicted for current FY	2018-19	Unknown
Maximum number of potential customers, with unlimited resources		Unknown
Units Provided and Amounts Charged to Customers		
Description of a single deliverable unit		Item or service was procured or a question/concern was addressed.
Number of units provided	2017-18	Does not track
	2016-17	Does not track
	2015-16	Does not track
Does law prohibit charging the customer for the deliverable?	2017-18	No
If yes, provide law		No applicable law
	2016-17	No
If yes, provide law		No applicable law
	2015-16	No
If yes, provide law		No applicable law
Amount charged to customer per deliverable unit	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Costs		
Total employee equivalents required (37.5 hour per week units)	2017-18	4.00
	2016-17	3.00
	2015-16	4.00
Total deliverable expenditures each year (operational and employee salary/fringe)	2017-18	\$304,861.58
	2016-17	\$286,020.63
	2015-16	\$319,294.54
Total deliverable expenditures as a percentage of total agency expenditures	2017-18	0.01%
	2016-17	0.01%
	2015-16	0.01%
Agency expenditures per unit of the deliverable	2017-18	There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
	2016-17	There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
	2015-16	There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
Amount generated from providing deliverable		
Total collected from charging customers	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Total collected from non-state sources as a result of providing the deliverable (federal and other grants awarded to agency to provide deliverable)	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Total collected from charging customers and non-state sources	2017-18	\$0.00
	2016-17	\$0.00
	2015-16	\$0.00
Agency Comments		
Additional comments from agency (optional)		

The contents of this chart are considered sworn testimony from the agency director.

Deliverables

Agency: South Carolina Department of Education
Accurate as of: 8/12/19

Deliverable		
	Item number	31
	Associated laws	
Does state or federal law specifically require this deliverable?		No
Deliverable description		Communicate and work with members of the General Assembly and their staff regarding policy changes and budget updates.
Responsible organizational unit (primary)		Governmental Affairs (Division of LA)
Results Sought		
Does the legislature state intent, findings, or purpose?		No
What is specific outcome sought in law OR, if not in law, specific outcome agency seeks by providing the deliverable?		Provide agency transparency to members of the Legislature to ensure that the educational needs of South Carolina students are being met through the various programs and initiatives housed at the SCDE.
Associated performance measure item numbers, if any		Unknown
Customer Details		
Customer description		Legislators; Legislative Staff SCDE Employees
Does the agency evaluate customer satisfaction?		2017-18 No
Counties served in last completed fiscal year		2017-18 All
Number of customers served in last completed FY		2017-18 Unknown
Percentage change in customers served predicted for current FY		2018-19 Unknown
Maximum number of potential customers, with unlimited resources		All Legislators
Units Provided and Amounts Charged to Customers		
Description of a single deliverable unit		Communication with the General Assembly or their staff occurred.
Number of units provided		2017-18 Does not track
		2016-17 Does not track
		2015-16 Does not track
Does law prohibit charging the customer for the deliverable?		2017-18 No
If yes, provide law		No applicable law
		2016-17 No
If yes, provide law		No applicable law
		2015-16 No
If yes, provide law		No applicable law
Amount charged to customer per deliverable unit		2017-18 \$0.00
		2016-17 \$0.00
		2015-16 \$0.00
Costs		
Total employee equivalents required (37.5 hour per week units)		2017-18 2.50
		2016-17 0.75
		2015-16 0.75
Total deliverable expenditures each year (operational and employee salary/fringe)		2017-18 \$87,366.82
		2016-17 \$0.00
		2015-16 \$108,126.61
Total deliverable expenditures as a percentage of total agency expenditures		2017-18 0.00%
		2016-17 0.00%
		2015-16 0.00%
Agency expenditures per unit of the deliverable		2017-18 There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
		2016-17 There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
		2015-16 There were no units provided, no cost, or the agency does not track the number of units provided and/or total cost.
Amount generated from providing deliverable		
Total collected from charging customers		2017-18 \$0.00
		2016-17 \$0.00
		2015-16 \$0.00
Total collected from non-state sources as a result of providing the deliverable (federal and other grants awarded to agency to provide deliverable)		2017-18 \$0.00
		2016-17 \$0.00
		2015-16 \$0.00
Total collected from charging customers and non-state sources		2017-18 \$0.00
		2016-17 \$0.00
		2015-16 \$0.00
Agency Comments		
Additional comments from agency (optional)		

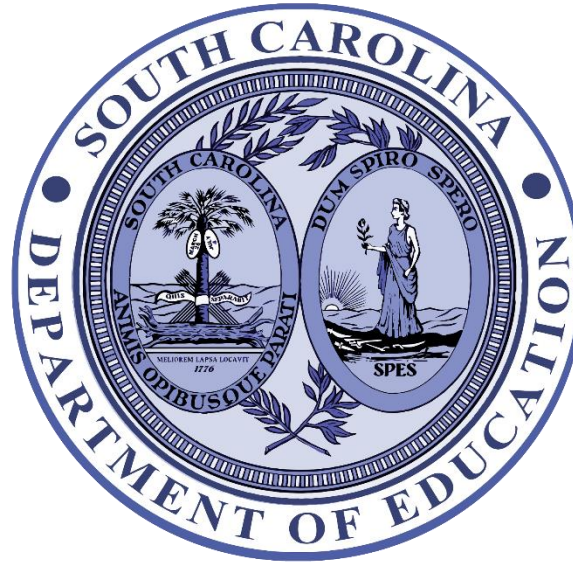
Deliverables

Agency: South Carolina Department of Education
Accurate as of: 8/12/19

Deliverable	
Item number	32
Associated laws	59-1-425, 59-1-449, 59-1-450, 59-1-490, 59-5-68, 59-5-75, 59-5-85, 59-5-140, 59-6-10, 59-10-10, 59-10-50, 59-16-60, 59-18-110, 59-18-310, 59-18-320, 59-18-350, 59-18-360, 59-18-900, 59-18-910, 59-18-920, 59-18-930, 59-18-1510, 59-18-1560, 59-18-1610, 59-20-60, 59-20-65, 59-21-440, 59-24-10, 59-25-350, 59-26-20, 59-26-30, 59-36-70, 59-39-130, 59-40-70, 59-63-330, 59-139-10, 59-155-130, 59-155-140, 1.17, 1.19, 1.72, 1.78, 1A.16, 1A.33, 1A.44, 1A.55, 1A.61, 1A.86, 200.328, 200.329, 200.512, 200.515, 200.56, 300.165, 300.601, 300.640, 300.643, 300.644, 300.645, 300.646, 59-63-333, 59-144-160
Does state or federal law specifically require this deliverable?	Yes
Deliverable description	Ensure all reports required of the SCDE are sent to the appropriate recipients
Responsible organizational unit (primary)	Governmental Affairs (Division of LA)
Results Sought	
Does the legislature state intent, findings, or purpose?	No
What is specific outcome sought in law OR, if not in law, specific outcome agency seeks by providing the deliverable?	Provide agency transparency to members of the Legislature to ensure that the educational needs of South Carolina students are being met through the various programs and initiatives housed at the SCDE.
Associated performance measure item numbers, if any	Unknown
Customer Details	
Customer description	General Assembly; US Department of Education; General Public; School Districts; Education Oversight Committee
Does the agency evaluate customer satisfaction?	2017-18 No
Counties served in last completed fiscal year	2017-18 All
Number of customers served in last completed FY	2017-18 Unknown
Percentage change in customers served predicted for current FY	2018-19 Unknown
Maximum number of potential customers, with unlimited resources	Unknown
Units Provided and Amounts Charged to Customers	
Description of a single deliverable unit	A report was requested and submitted.
Number of units provided	2017-18 60
	2016-17 60
	2015-16 60
Does law prohibit charging the customer for the deliverable?	2017-18 No
If yes, provide law	No applicable law
	2016-17 No
If yes, provide law	No applicable law
	2015-16 No
If yes, provide law	No applicable law
Amount charged to customer per deliverable unit	2017-18 \$0.00
	2016-17 \$0.00
	2015-16 \$0.00
Costs	
Total employee equivalents required (37.5 hour per week units)	2017-18 0.50
	2016-17 0.25
	2015-16 0.25
Total deliverable expenditures each year (operational and employee salary/fringe)	2017-18 \$17,473.36
	2016-17 \$0.00
	2015-16 \$0.00
Total deliverable expenditures as a percentage of total agency expenditures	2017-18 0.00%
	2016-17 0.00%
	2015-16 0.00%
Agency expenditures per unit of the deliverable	2017-18 \$291.22
	2016-17 \$0.00
	2015-16 \$0.00
Amount generated from providing deliverable	
Total collected from charging customers	2017-18 \$0.00
	2016-17 \$0.00
	2015-16 \$0.00
Total collected from non-state sources as a result of providing the deliverable (federal and other grants awarded to agency to provide deliverable)	2017-18 \$0.00
	2016-17 \$0.00
	2015-16 \$0.00
Total collected from charging customers and non-state sources	2017-18 \$0.00
	2016-17 \$0.00
	2015-16 \$0.00
Agency Comments	
Additional comments from agency (optional)	

ASSOCIATED PERFORMANCE MEASURES

AGENCY PRESENTATION - DIVISION OF LEGAL AFFAIRS



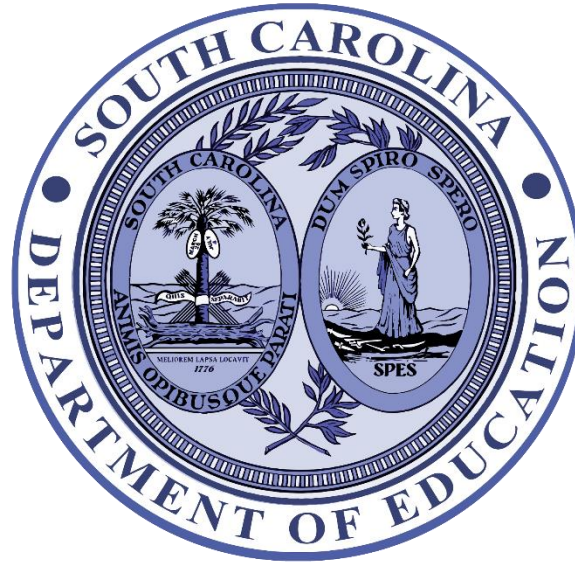
House Legislative Oversight
Education and Cultural Subcommittee

Department of Education
Division of Legal Affairs and Chief Finance Office
December 9, 2019

Division of Legal Affairs

The Division for Legal Affairs encompasses four offices: General Counsel, the Grants Program, Governmental Affairs and Procurement. Each office's mission is to support the profile of the South Carolina graduate through its unique contributions of legal advice, grant-related specialized technical assistance, legislative and policy related guidance, and efficient and cost effective acquisition of goods and services.





Office of General Counsel

Cathy Hazelwood
General Counsel

Mission

The attorneys in the Office of General Counsel provide legal advice to the State Superintendent of Education, the State Board of Education, and the staff of the State Department of Education.



Employee Turnover Rates

Number of all types of employees:

Number of employees (all types) in the unit	
<u>Start of fiscal year</u>	
2017-18	14
2016-17	15
2015-16	12
<u>End of fiscal year</u>	
2017-18	17
2016-17	14
2015-16	15
<u>Leave the unit during fiscal year</u>	
2017-18	4
2016-17	7
2015-16	1
<u>Turnover rate</u>	
2017-18	25.81%
2016-17	48.28%
2015-16	7.41%

Full Time Employees Only:

<u>Start of fiscal year</u>	
2017-18	8
2016-17	8
2015-16	9
<u>End of fiscal year</u>	
2017-18	10
2016-17	8
2015-16	8
<u>Leave the unit during fiscal year</u>	
2017-18	1
2016-17	1
2015-16	0
<u>Turnover rate</u>	
2017-18	11.11%
2016-17	12.50%
2015-16	0.00%



Deliverable #20: Provide legal advice and support regarding the Individuals with Disabilities Education Act (IDEA) and other disability and civil rights laws related to the education of students with disabilities; the Family Educational Rights and Privacy Act (FERPA); school-based Medicaid services; medical homebound instruction; the educational rights of students placed or referred by state agencies in foster care, group homes, state-operated healthcare facilities, and residential treatment facilities (RTFs); the Freedom of Information Act (FOIA) and other education-related matters.

Single Unit Description: A signed IDEA complaint, a due process hearing request, a mediation request, or a due process hearing appeal.

Units Provided:

- 2017-2018: 99
- 2016-2017: 82
- 2015-2016: 36

Federal Funds:

- 2017-18: \$305,254.26
- 2016-17: \$269,191.04
- 2015-16: \$217,240.12



Deliverable #21: Tasked with disciplinary matters for South Carolina educators. Investigate and prosecute teacher certification matters in due process hearings. Provide legal guidance to school districts, educators, and the general public.

Number of Complaints Received:

- **2017-2018:** 215
- **2016-2017:** 132
- **2015-2016:** 99

Types of Complaints Handled:

- Unprofessional Conduct
- Test Security Violations
- Failing to meet requirements of ADEPT
- Breach of Contract

Pending Matters:

- 94 Unprofessional Conduct
- 29 Breach of Contract
- 1 Test Security Violation

In 2019 (as of October 23, 2019) the SBE has issued orders in the following cases:

- 64 Unprofessional Conduct
- 28 Breach of Contract
- 1 Test Security Violation
- 6 ADEPT
- 1 Out-of-State Certification



Deliverable #21 Continued

Case Example

1. WISTV publishes article entitled “Fired SC assistant principal to face sexual charges in Lexington County” on February 26, 2018.
2. OGC opened file on the matter.
3. Summary suspension of the educator’s certificate was sought and obtained from the SBE.
4. OGC’s investigatory file prepared.
5. Case presented to the Certification Review Committee (CRC) on February 25, 2019.
5. Notice sent to educator on February 27, 2019.
6. OGC was contacted by educator’s attorney and alternate resolutions discussed.
7. Order presented to the SBE on April 9, 2019 and was signed by the Board Chair.
8. Order placed on the SCDE website and notice of disposition released to all SC School Districts and the NASDTEC Clearinghouse.



Deliverable #22: Oversees all state legal matters within the purview of the SCDE.

Total employee equivalents required:

2017-2018: 1.47

2016-2017: 1.23

2015-2016: 1.44

Intent: Provide all SCDE employees work-related legal advice to ensure all rules and regulations are being properly followed.

Deliverable #23: Provide legal support and advice regarding all federal programs housed within the SCDE.

Total employee equivalents required:

2017-2018: .69

2016-2017: .56

2015-2016: .60

Federal Funds:

2017-18: \$200,653.48

2016-17: \$103,439.93

2015-16: \$40,081.37



Deliverable #24: Provide due process hearings to resolve disputes involving agency decisions, including proper handling of state and federal moneys.

- **Total employee equivalents required:**

- 2017-2018: 1.58
- 2016-2017: 1.42
- 2015-2016: 1.53

- **Role of Agency:** Ensure integrity of a multitude of federal programs aimed at student intervention, after school programs offered across the state, and health and nutrition programs offered to our students year around.

Through the Office of Auditing Services, based on oversight required as the Fiscal Agency on behalf of the US Department of Education and the USDA, the OCG pursues instances where grant recipients have violated the terms of the grant.

Examples: 21st Century Grants, USDA Grants



Deliverable #25: Serve as MOA (Methods of Administration) on behalf of the Office for Civil Rights within the US Department of Education. This role entails two district site visits per year to ensure civil rights compliance in the area of program access and physical accessibility for all students.

Total employee equivalents required:

2017-2018: .69
2016-2017: .56
2015-2016: .60

School Districts Visited:

2017-2018: Orangeburg 5; Greenwood 51
2016-2017: Abbeville; Hampton 1
2015-2016: Lexington 4; Cherokee

Deliverable #26: Provide professional development as requested.

Total employee equivalents required:

2017-2018: .10
2016-2017: .10
2015-2016: .10

Examples of PD Provided:

- Principal Induction; student privacy and confidentiality Rights; medical homebound; general student discipline; education of students with disabilities, etc.



Deliverable #27: Provide administrative and legal advice to the State Board of Education.

Single Unit Description: A State Board of Education Meeting was held

- **Units:**
 - **2017-2018:** 12
 - **2016-2017:** 13
 - **2015-2016:** 11

Total employee equivalents required:

- **2017-2018:** 2.10
- **2016-2017:** 2.00
- **2015-2016:** 2.04

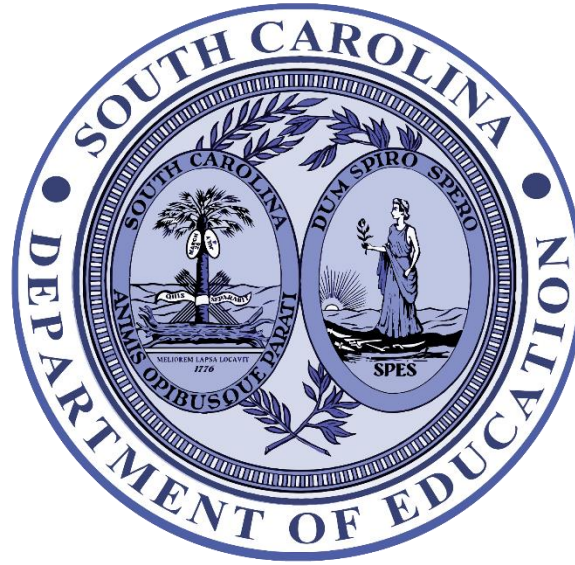
Deliverable #28: Oversee the State Board of Education

The State Board of Education is established in Article XI § 1 of South Carolina Constitution. The Board consists of 17 members, one appointed from each of the state's 16 judicial circuits by the legislators representing the various circuits, and a 17th member appointed by the governor. Members are appointed for four-year terms.

Total Deliverable Expenditures (SBE Annual Budget):

- **2017-2018:** \$72,296.91
- **2016-2017:** \$33,559.63
- **2015-2016:** \$32,424.28





Grants Program

Audrey Shifflett

Program Manager

Mission

The SCDE Grants Program's mission is to provide specialized technical assistance and resources to help the SCDE and school districts address their grant-related needs as we support the *Profile of the South Carolina Graduate*.



Employee Turnover Rate

- Three FTEs
 - Grants Manager
 - Grants Coordinator
 - Program Coordinator
- FY 2017–18 Turnover: Grants Coordinator
- May–October 2018: Temporary Employee.

Number of employees (all types) in the unit		
Start of fiscal year		
2017–18	3	
2016–17	3	
2015–16	3	
End of fiscal year		
2017–18	4	
2016–17	3	
2015–16	3	
Leave the unit during fiscal year		
2017–18	1	
2016–17	0	
2015–16	0	
Turnover rate		
2017–18	28.57%	
2016–17	0.00%	
2015–16	0.00%	



Deliverable #29: Provide technical assistance and resources to the agency administration and program offices on pre-award tasks and grant management topics.

While not required by state/federal law, 2 C.F.R. Part 200, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, requires grant recipients to have internal controls for administering federal funds.



More on Deliverable for the Grants Program

Single deliverable unit: funding application submitted (includes any application/form Grants Program assisted in submitting)

of Units Provided

2017–18	15
2016–17	15
2015–16	9

Total deliverable expenditures (operational & employee salary/fringe)

2017–18	\$239,375.13
2016–17	\$214,242.47
2015–16	\$197,881.22

Agency expenditures/unit of deliverable

2017–18	\$15,958.35
2016–17	\$14,282.83
2015–16	\$21,986.80



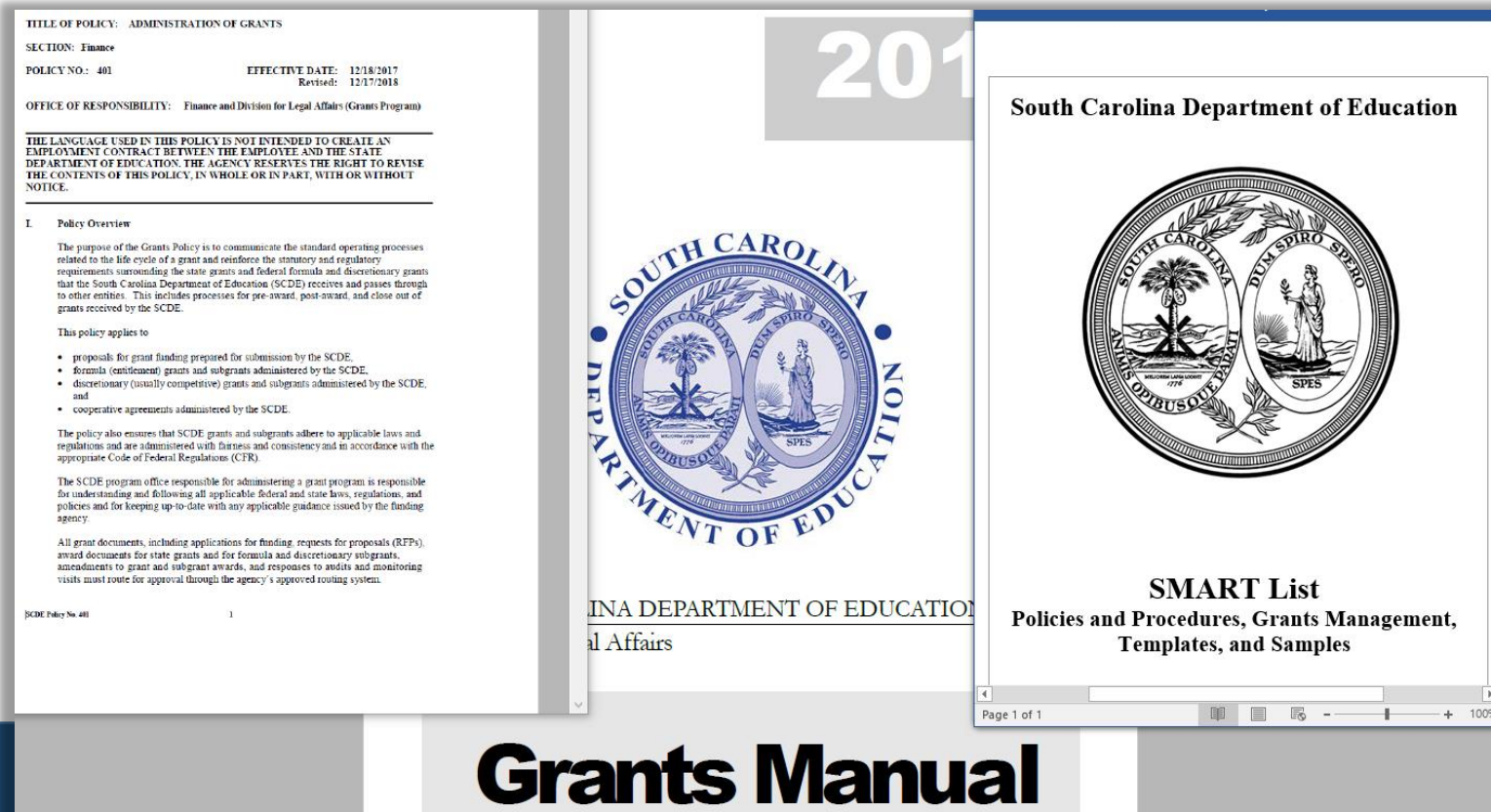
Three Things SCDE Grants Program Does

1. Provides **specialized technical assistance** around phases of grant lifecycle.



Three Things SCDE Grants Program Does, continued

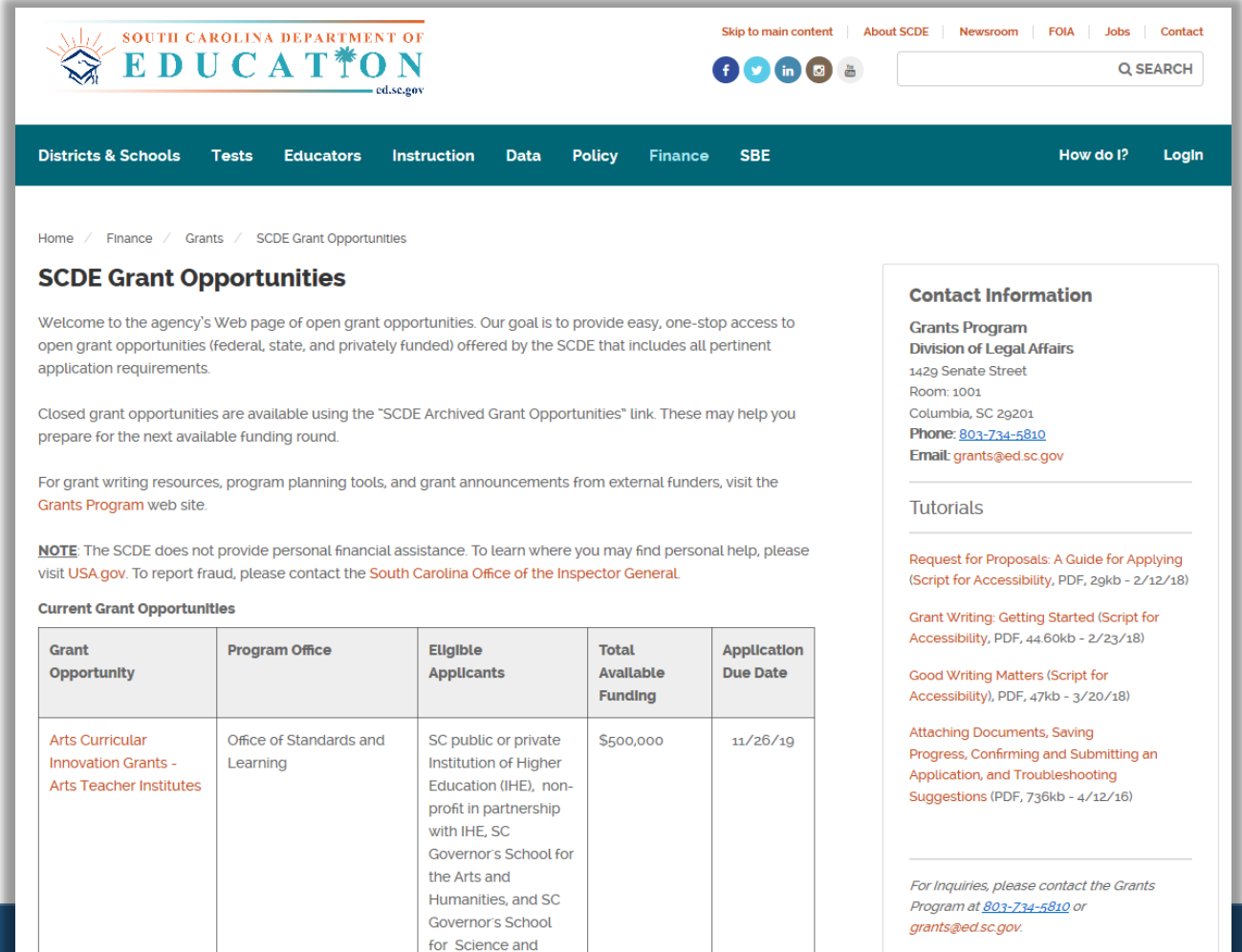
2. Maintains resources including agency's Grants Policy, Grants Manual, SMARTList, and others.



Three Things SCDE Grants Program Does, continued

3. Maintains resources on SCDE website

- SCDE Grant Opportunities
- SCDE Grants Program
 - Program planning tools, templates, and samples
 - Training resources
- Grants Programs Administered by the SCDE.



The screenshot shows the SCDE Grants Program website. The header includes the South Carolina Department of Education logo and navigation links. The main content area is titled "SCDE Grant Opportunities" and provides information about open grant opportunities, including a welcome message, a link to archived opportunities, and a note about personal financial assistance. A table lists current grant opportunities, including Arts Curricular Innovation Grants. The right sidebar contains contact information for the Grants Program and a list of tutorials.

SCDE Grant Opportunities

Welcome to the agency's Web page of open grant opportunities. Our goal is to provide easy, one-stop access to open grant opportunities (federal, state, and privately funded) offered by the SCDE that includes all pertinent application requirements.

Closed grant opportunities are available using the "SCDE Archived Grant Opportunities" link. These may help you prepare for the next available funding round.

For grant writing resources, program planning tools, and grant announcements from external funders, visit the [Grants Program](#) web site.

NOTE: The SCDE does not provide personal financial assistance. To learn where you may find personal help, please visit [USA.gov](#). To report fraud, please contact the [South Carolina Office of the Inspector General](#).

Current Grant Opportunities

Grant Opportunity	Program Office	Eligible Applicants	Total Available Funding	Application Due Date
Arts Curricular Innovation Grants - Arts Teacher Institutes	Office of Standards and Learning	SC public or private Institution of Higher Education (IHE), non-profit in partnership with IHE, SC Governor's School for the Arts and Humanities, and SC Governor's School for Science and	\$500,000	11/26/19

Contact Information

Grants Program
Division of Legal Affairs
142g Senate Street
Room: 1001
Columbia, SC 29201
Phone: [803-734-5810](tel:803-734-5810)
Email: grants@ed.sc.gov

Tutorials

[Request for Proposals: A Guide for Applying \(Script for Accessibility, PDF, 29kb - 2/12/18\)](#)

[Grant Writing: Getting Started \(Script for Accessibility, PDF, 44.60kb - 2/23/18\)](#)

[Good Writing Matters \(Script for Accessibility\), PDF, 47kb - 3/20/18\)](#)

[Attaching Documents, Saving Progress, Confirming and Submitting an Application, and Troubleshooting Suggestions \(PDF, 736kb - 4/12/16\)](#)

For inquiries, please contact the Grants Program at [803-734-5810](tel:803-734-5810) or grants@ed.sc.gov.



SCDE in top 25 states for grant website friendliness!

- Up-to-date central repository for all opportunities
- Readily accessible to the public
- “...everything you need for planning – including the current or previous competition’s application instructions – can be easily accessed through links or downloads off of a central grant opportunity landing page!”

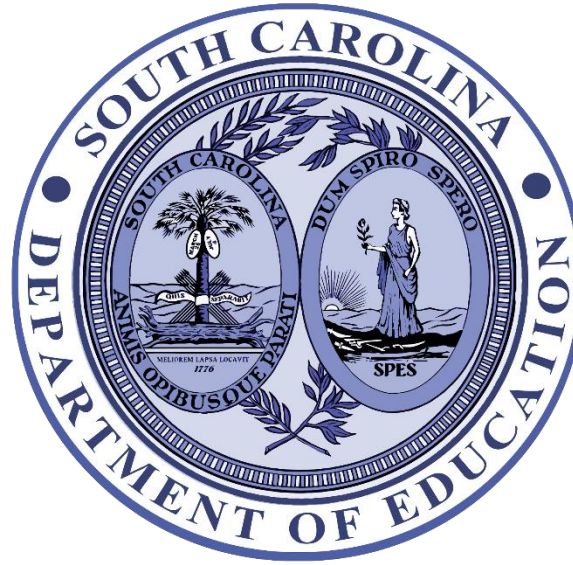


Reminder: What a Grant is Not

Free money!

All grants have
“strings
attached.”





Office of Procurement

Elsie Montgomery
Chief Procurement Officer

Mission Statement and Staff

The Division of Legal Services, Office of Procurement Services' mission is to provide the highest level of professional service to its customers. Our goal is to anticipate customer needs when possible and to ensure those needs are thoroughly and promptly met.

Our customers include the offices within the SCDE, the school districts, and other state agencies and entities promoting education. The primary thrust of our efforts is to serve our ultimate customers, the citizens of South Carolina.

Staff of Four (4): Procurement Director, Procurement Manager, and two Procurement Specialists



Employee Turnover Rates

Number of employees (all types) in the unit	
<u>Start of fiscal year</u>	
2017-18	3
2016-17	4
2015-16	5
<u>End of fiscal year</u>	
2017-18	4
2016-17	3
2015-16	4
<u>Leave the unit during fiscal year</u>	
2017-18	1
2016-17	1
2015-16	1
Turnover rate	
2017-18	28.57%
2016-17	28.57%
2015-16	22.22%



Associated Laws

- South Carolina Consolidated Procurement – “The Code”
 - Section 11-35
 - Regulation 19-445
- Applies to all expenditure of funds
 - Where federal funds are used, the more restrictive requirements (federal or state) apply.
- Comptroller General’s Disbursement Regulations



Certification

- SCDE has certification* as follows:
 - Goods and Services - \$100,000
 - Information Technology - \$100,000
 - School Bus Supplies / Maintenance- \$250,000
- Excluding Sole Source, Emergency and Exempt purchases, procurements exceeding or having the potential to exceed SCDE's certification must be processed by SFAA DPS

*Certification will increase with approval of minutes from Oct 2019 SFAA Board meeting



Customers

- Internal Staff
 - Offices
 - Transportation Bus Shops
 - Governor's School of Science and Mathematics (GSSM)
 - Governor's School for Arts and Humanities (GSAH)
 - Office of First Steps
- School Districts
- Vendors
- General Public



Deliverables and Intent

Deliverable #30

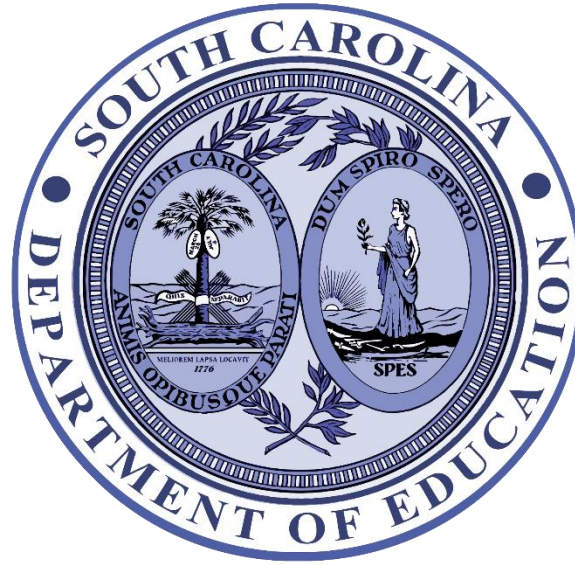
- Procure requested items for Internal Staff
 - Assist vendors with questions/concerns regarding the procurement process
 - Assist School Districts as requested with questions that they may have
- Ensure all procurement rules and regulations are being properly followed



Types of Procurement

- Buses
 - Purchase 2,634 since FY16
- Number of Purchase Orders by FY
 - FY19: 4,541
 - FY18: 5,32
 - FY17: 7,529
- Request For Proposals (RFP) examples
 - Efficiency Study, SC Ready, Multiple Assessments, Certification and Compensation System, Educator Evaluation Data Management System, Unique Student ID System, Marketing for SCDE, Education Value Added System, *Bus Routing*
- Assistance with State Contracts for that school districts can use
- PCard Spending By FY
 - FY19: 35,599 transactions - \$8,981,508
 - FY18: 27,182 transactions - \$7,748,620
 - FY17: 30,974 transactions - \$8,865,529





Office of Governmental Affairs

Katie Nilges

Mission

The Governmental Affairs division acts as the primary liaison between the Department of Education and the legislature by providing reports and data requested by the South Carolina General Assembly.



Employee Turnover Rates

Number of employees (all types) in the unit	
<u>Start of fiscal year</u>	
2017-18	0
2016-17	0
2015-16	0
<u>End of fiscal year</u>	
2017-18	3
2016-17	6
2015-16	0
<u>Leave the unit during fiscal year</u>	
2017-18	0
2016-17	0
2015-16	0
<u>Turnover rate</u>	
2017-18	0.00%
2016-17	0.00%
2015-16	Agency did not have employees in this unit



Deliverable #31: Communicate and work with members of the General Assembly and their staff regarding policy changes and budget updates.

Intent: Provide agency transparency to members of the Legislature to ensure that the educational needs of South Carolina students are being met through the various programs and initiatives housed at the SCDE.

Deliverable #32: Ensure all reports required of the SCDE are sent to the appropriate recipients.

Single Unit Description: A report was requested and submitted.

- Around 60 reports are due each year by various offices within the SCDE.



COMMITTEE CONTACT INFORMATION AND UPCOMING MEETINGS

Legislative Oversight Committee



South Carolina House of Representatives

Committee Mission

Determine if agency laws and programs are being implemented and carried out in accordance with the intent of the General Assembly and whether they should be continued, curtailed or eliminated. Inform the public about state agencies.

Website: <https://www.scstatehouse.gov/CommitteeInfo/HouseLegislativeOversightCommittee.php>

Phone Number: 803-212-6810

Email Address: HCommLegOv@schouse.gov

Location: Blatt Building, Room 228

UPCOMING MEETINGS

Education and Cultural Subcommittee

December

Note a full committee meeting is scheduled to begin at 1:30 p.m. in Blatt 110 on December 9

- Wednesday, December 18, at 10:30 a.m. in Blatt 110

- Thursday, December 19, 10:30 a.m. in Blatt 110

Note there is an ongoing opportunity to submit public input on the committee's website.