

**2015–16 SOUTH CAROLINA DEPARTMENT OF EDUCATION
MONITORING INSTRUMENT**

BOARD OF TRUSTEES, SUPERINTENDENT, AND DISTRICT OPERATIONS

DISTRICT/SCHOOL: _____ **DATE OF REVIEW:** _____

REVIEWER: _____ **ACCREDITATION STATUS:** _____

DESK AUDIT		
LEGISLATION	COMPLIANT	COMMENTS
PERSONNEL		
1. A superintendent is employed and properly certified. [R43-161]	<input type="checkbox"/> MET <input type="checkbox"/> NOT MET	
2. All school board members have completed an orientation program in the powers, duties, and responsibilities of a board member. [§59-19-45]	<input type="checkbox"/> MET <input type="checkbox"/> NOT MET	
3. Personnel employed as administrative assistants, supervisors, and consultants having responsibilities for supervising instructional programs and student services must hold a master’s degree and be certified in their area of primary responsibility or must earn a minimum of six semester hours annually toward appropriate licensure. [R43-205]	<input type="checkbox"/> MET <input type="checkbox"/> NOT MET	
CURRICULUM AND INSTRUCTION		
4. The school district offers Advanced Placement courses in all secondary schools. [R43-258.1, §59-29-190]	<input type="checkbox"/> MET <input type="checkbox"/> NOT MET	
5. All secondary schools offer a college preparatory program. [§59-5-65]	<input type="checkbox"/> MET <input type="checkbox"/> NOT MET	
6. To award credit for courses in a proficiency-based system, the school district must provide a plan to implement a proficiency-based system to the SCDE. [R43-234]	<input type="checkbox"/> MET <input type="checkbox"/> NOT MET	

OPERATIONS AND PROCEDURES		
7. Each school district board of trustees shall provide a program of staff development for all educational personnel. [§59-20-60]	<input type="checkbox"/> MET <input type="checkbox"/> NOT MET	
8. District policies have been developed pertaining to student participation in interscholastic competition and are in accordance with regulatory and statutory requirements. [R43-244.1, §59-63-100]	<input type="checkbox"/> MET <input type="checkbox"/> NOT MET	
9. The school district shall develop guidelines and procedures regarding the identification and management of suspected concussions in student athletes per statutory requirements. [§59-63-75]	<input type="checkbox"/> MET <input type="checkbox"/> NOT MET	
10. A five-year district strategic plan, which is annually updated , must be submitted to, reviewed by, and approved by the local Board of Trustees. [§59-20-60, R43-261]	<input type="checkbox"/> MET <input type="checkbox"/> NOT MET	
11. The district board of trustees makes its annual fiscal report available to the general public. [§59-20-60]	<input type="checkbox"/> MET <input type="checkbox"/> NOT MET	

OTHER		
LEGISLATION	COMPLIANT	COMMENTS
	<input type="checkbox"/> MET <input type="checkbox"/> NOT MET	
	<input type="checkbox"/> MET <input type="checkbox"/> NOT MET	