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October 20, 2017

Dr. James A. Franklin, Interim Superintendent
John de la Howe School
1921 Gettys Rd.
McCormick, South Carolina 29835

Dear Superintendent Franklin:

On behalf of the Education and Cultural Subcommittee, thank you, and your staff for your recent presentation to the Subcommittee relating to John de la Howe's history, mission, programs, and human resources. In preparation for our next meeting, please respond to the following questions by November 2, 2017:

General

- 1) What other schools or organizations in SC serve children with similar needs to the students of John de la Howe?
- 2) How does John de la Howe determine which students to accept? Describe your recruitment activities to attract students? Do you all have any proposals for stabilizing enrollment? How do you estimate the number of children potentially served in any given year?
- 3) As it relates to the museum project and the public records that it may house, will the facility comply with public records storage regulations in SC Code of Regulations §12-1000 *et. seq.*?
- 4) For John de la Howe students that have attended McCormick public schools and then transferred back to a home school in the last three years, please obtain data from McCormick public schools on how those students are progressing academically and behaviorally.
- 5) What is John de la Howe's proposal for tracking academic and behavioral progress of students who attend either LS Brice or McCormick High School, after they return to their home schools?

Deliverables

- 6) What revenue generating activities are currently conducted on school property? How much revenue was generated in 2016-17? Why was there an increase in revenue generation from 14-15 to 15-16? Is there potential for more revenue production?

Governing Body

7) Does the board have policies related to how it should carry out its duties? If so, may we have a copy of those policies?

8) How does the board measure its effectiveness?

9) Is there any type of training required or offered for board members on the operations of the agency and/or individual member fiduciary duties?

Internal Audit

10) As described, it appears that the people performing audit duties report to a person who may have decision-making authority in the audited areas. How does this meet the independence standards normal to internal audit departments?

11) Is there a risk assessment process that informs decisions on what to audit?

12) What was the result of the Peer Review Self-Assessment that was performed on April 18, 2016?

Human Resources

13) Is there a continuing education requirement to ensure employees remain current on agency standards and practices?

14) Does the agency provide any type of management training for employees who are promoted to a position in which they supervise other employees?

15) How do employees communicate their improvement ideas?

16) What are examples of changes the agency has made over the years based on input received from employees?

17) What process does the agency utilize to evaluate employee satisfaction?

18) What is the agency's policy on promotions and bonuses?

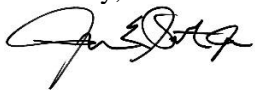
19) What other ways does the agency recognize employees for good performance?

20) What impact would inclusion of John de la Howe in SC Code §8-11-270 (6) and §8-11-271 have on the school's ability to recruit and retain instructional personnel?

21) What type of succession planning does the agency have in place to ensure there are well qualified and experienced employees at the agency?

If these questions would yield responses that are not an accurate reflection of the agency or if additional time is needed to respond, please contact Committee staff. The Subcommittee looks forward to our next meeting on November 6, 2017, at 10:00 a.m., in Room 321. Thank you for your service to the citizens of South Carolina and for your continued cooperation with the legislative oversight process.

Sincerely,



James E. Smith, Jr.
Subcommittee Chair

Cc: The Honorable Raye Felder
The Honorable Joseph H. Jefferson
The Honorable Tommy M. Stringer