

**REGULAR BOARD MINUTES
BOARD OF TRUSTEES
FLORENCE COUNTY SCHOOL DISTRICT NO. TWO
DISTRICT OFFICE
September 23, 2013
7:15 p.m.**

A regular meeting of the Board of Trustees of Florence County School District No. Two was held in the District Administrative Office of Florence County School District No. Two on Monday, September 23, 2013.

Those present: **Mr. Raleigh O. Ward, Jr.**
 Dr. W. L. Coleman
 Mr. Johnny R. Jenkins
 Mrs. Mona Lisa M. Andrews
 Mr. Thadis D. Calcutt, Jr.
 Mrs. Angela P. Keith

Absent: **Mrs. Elleveen T. Poston**

Call to Order

Mr. Raleigh O. Ward, Jr., called the meeting to order at 7:15 p.m. by welcoming the visitors. Mr. Johnny R. Jenkins, served as secretary.

Recognition of Visitors

None at this time.

Minutes

A motion was made by Mr. Thadis D. Calcutt, Jr., and seconded by Dr. W. L. Coleman to accept the August 26, 2013, minutes as written. The motion carried 4-0. (*Two board members were taking their pictures for the new identification badges.*)

Communication to the Board

Due to the Parent/Teacher Conferences being held at each school, an amendment was made to the agenda to go to E1. School Test Scores Presentation. Mr. Sullivan reminded the Board that the Board Meeting will be held at the Hannah-Pamplico Elementary/Middle School on October 28, 2013.

Mrs. Debbie Carter, Mr. Richardson, Mrs. Angela Tanner, and Mr. Timothy Gibbs presented the **School Test Scores Presentation** for both Hannah-Pamplico Elementary/Middle School and Hannah-Pamplico High School. First a slide presentation was given for Hannah-Pamplico High School as follows:

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Mr. Timothy Gibbs presented a fifteen (15) slide PowerPoint Presentation to the Board entitled, *Understanding the Data - Hannah-Pamplico High School - Fall 2013*. The presentation highlighted the following:

- Three-Year Report Card Ratings (see tables below),
- ESEA Letter Grade B (85.3) with the Areas of Deficiency (*Same As Last Year*)
 - Male Students (Overall)
 - African American Students
 - Subsidized Meals
- End of Course Tests for 2013
- Graduation Rate (74.7% for 2013)
- Review 2012-2013
 - Excellence Is K.N.O.W. (*Kids Need Our Willingness*) Accident
 - PLC - Professional Learning Community
 - Implementation of Character Education (Word of Week and Phrase of Week)
 - Book Studies
 - Robert Marzano: Classroom Instruction that Works
 - 2011-2012 Carol Ann Tomlinson: How to Differentiate Instruction in Mixed - Ability Classrooms
 - 2010-2011 Baruti K. Kafele: Motivating Black Males to Achieve
 - 2009-2010 Annette Breaux and Todd Whitaker: Seven Simple Secrets
 - Current Strategies 2013-2014
 - Excellence Is K.N.O.W. Accident (Continue to Announce Daily)
 - PLC in Full Force
 - Common Core Training for the Entire Staff (Year Two)
 - Data Team Fully Involved with Instruction
 - Data Room Completed
 - Current Strategies Continued
 - Character Education (Word of Week and Phrase of Week)
 - 13 Writing Grant: ELA Training Based on the Common Core
 - Articulation Agreements with Colleges and Universities to Strengthen our CATE Program (Currently: Accounting, Auto Tech, and Electricity)
 - Personalized Instruction - Data Driven (Assessment), Relevance, and Rigor
- HPH Goals
 - 100% Graduation Rate
 - 0% Dropout Rate (2011)
 - 100% EOC Passage Rate
 - 100% HSAP Passage Rate
 - Post-Secondary Education (100% Application Completion and 100% Acceptance Rate)
- Instructional Hurdles
 - Instructional Adjustments to Better Serve Our African American Students at HPH
 - Instructional Adjustments to Better Serve Our Male Students at HPH
 - Assistant Principal (ELA Background)
 - Computer Labs
 - Classroom Technology (Smart Boards for ELA Classrooms)

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A fourteen (14) slide PowerPoint Presentation on ESEA Review of Data 2012 (**Report Card**) by Mrs. Debbie Carter and Mrs. Angela Tanner was presented to the Board. A copy of the slide presentation and two handouts entitled, *The 7 Habits of Highly Effective Teens* and *The 7 Habits of Happy Kids* were distributed to the Board. The following are the grades Hannah-Pamplico Elementary/Middle School received:

Hannah-Pamplico Elementary/Middle School	
Overall Weighted Points Total	83.4
Overall Grade Conversion	B
Points Total - Elementary Grades	75.8 (C)
Points Total - Middle Grades	91.5 (A)

A breakdown of the PASS Data was given for grades 3 - 8 for Writing, ELA, Math, Science, and Social Studies. It shows the percentage of the number of students who tested in the following categories: Not Met, Met, Exemplary, Met Standard, and Met Standard 2012. Mrs. Carter and Mrs. Tanner highlighted the following:

Accomplishments and Concerns:

- Year Two All-Clear NCLB Status
- C in Elementary (75.8)
- A in Middle (91.5)
- B for HPEMS overall (83.4)

Considerations from 2012-2013:

- Daily Planning Period (52 Minutes)
- Social Studies/Science Daily (180 days x 52 minutes)
- Double Period ELA/Math (104 minutes)
- Teaming Expanded to Grades 5 & 6
- Ten Staff Members Reassigned/Reorganized
- Ten New Staff Members (People Not Positions)
- Continued Professional Development
- Student Goal Setting
- Cross-Curricular Unit Planning

Teachers:

- Ongoing Professional Training in the areas of Math, ELA, Science, Social Studies which will include team building
- Formative Evaluation - Portfolios
- Summative Evaluation - ADEPT

Students:

- Programs/Initiatives - APPLE Initiatives, Cross Curricular/Project-based Learning, Goal Setting, Leader in Me
- Formative Evaluation - Measures of Academic Success
- Summative Evaluation - PASS and Grades

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Mr. Sullivan gave as information to the Board the upcoming **South Carolina School Boards Association (SCSBA) Legislative Advocacy** to be held on December 7, 2013, at the Sonesta Resort in Hilton Head. A motion was made by Dr. W. L. Coleman and seconded by Mrs. Angela P. Keith to nominate Mr. Thadis D. Calcutt, Jr., to serve as the delegate. Mrs. Elleveen T. Poston was nominated to serve as an alternative delegate. The motion carried 6-0. Mr. Calcutt has served as a delegate for the past four years. A copy of the Official Voting Delegates Certification Form is on file in the Superintendent's Office. *(See 9/26/11, 11/29/11, & 09/24/12, Board Minutes)*

Mr. Sullivan reminded the Board that the **Superintendent Evaluation** is due on January 27, 2014. A copy of Mr. Sullivan's past evaluations has been provided to the Board Chair. Mr. Sullivan reminded the Board that contract recommendations are due in February for the administrative staff, the teachers and coaches are due in March, and the classified staff are due in April.

Mr. Sullivan stated the **Goals/Objectives for 2013-2014** will continue to be incorporated. Copies of these goals/objectives are on file in the Superintendent's office.

Mr. Sullivan informed the Board that there are seven (7) new employees in the district. He presented the Board with a copy of the **New Employee Download Link Letter**. This includes the different forms new employees will have to complete. Beginning in September and October, letters will be mailed out to those who are eligible and ineligible for insurance. A copy of the letter is on file in the Superintendent's office.

Mr. Sullivan showed the Board a comparison of **Bus Driver Wage Scale vs. State Review**. The Bus Driver state pay scale was presented, along with, the overtime rates for Florence Two. At this time Mr. Sullivan said it was difficult to get extra drivers causing the overtime rate for current drivers who are dual employees to be higher. He stated South Carolina Business Officials have done a survey and our district plans to study the pay rates over the next year. He said we currently have two drivers that will be attending class and one waiting to update his bus license which will hopefully alleviate the late bus problem. Mr. Sullivan reminded the Board that the 4K students at Head Start are now being transported on district buses.

The **College Application Day** for Hannah-Pamplico High School will be held on **October 15, 2013**. This is the second year this event was held at the high school. Mr. Sullivan invited the Board to attend this special event. Clyde and Sherry Bess, Regional Coordinators, presented this program last month to the nineteen (19) superintendents. The South Carolina Commission on Higher Education (CHE) mandated October as the College Application Month. This is the fifth year for the College Application Day. *(See 10/22/12 Board Minutes)*

Mr. Sullivan again reminded the Board that the **October 28, 2013, Board Meeting** will be held at 7:00 p.m. at Hannah-Pamplico Elementary/Middle School in the Media Center.

Mr. Sullivan informed the Board that Coach LTC. (R) Taube Roy will be a volunteer coach for the cross country team at Hannah-Pamplico High School. The recommendation was made by Mr. Timothy Gibbs, Principal and Mr. Matthew Moss, Athletic Director. A copy of the schedule and the parent information sheet was provided to the Board *(The phone number will be corrected on the parent information sheet)*.

Report of the Superintendent

Mr. Sullivan thanked Mr. Gibbs, Mrs. Carter, and Mrs. Tanner for the School Test Scores Presentations. (Presented earlier in the meeting)

Mr. Sullivan presented a **Booster Club Weight Room Update** to the Board. Clarification was given on the payments made by the Booster Club. For the 2014-2015 school year, the Booster Club has a balance of \$1,745. Mr. Sullivan told the Board that a direct payment was made to the company for football helmets and was credited from their previous balance. If they desired, Mr. Sullivan said the Booster Club can pay the remaining balance prior to the next school year.

Mr. Sullivan informed the Board that Mr. Legrande Richardson will be attending the seminar for the **Risky Business - PARR - 5% Reduction Workers' Compensation**. He stated in order for the district to qualify for the 5% discount they would have to meet the following criteria: Safety Commitment Statement (Prerequisite), District and School Level Safety Committees (1%), Safety Committee Meeting (1%), Walk-Through Safety Audits (1%), Performance Credit (1%), and Attendance at Risky Business (1%). *(See 9/24/12, Board Minutes)*

Mr. Sullivan was happy to inform the Board that there was only a 6.58% increase for the **Health Cost for 2013-2014** and not the 13.58% increase that was previously anticipated. *(See the 6/13/13, 9/24/12, 9/26/11, Board Minutes)*

Mr. Sullivan presented the Board with the **Finance Update**. The cashflow sheet has a current balance of \$2,459,346.11. The revenue sheet through August 31, 2013, shows a balance of \$947,719.73 and the expenditure report with a balance of \$594,267.84. Mr. Sullivan informed the Board that there are still some additional expenditures and revenues that will have to be added, along with, some accrued items for July and August.

Mr. Sullivan presented the Board with a copy of the **Goals/Objectives** for their review. The Board met earlier at 6:00 p.m. to give their input on the goals/objectives. The Board reduced the number of priorities for their review. A copy of the updates will be provided to the Board in their packets.

Old Business

On recommendation of the Administration, a motion was made by Dr. W. L. Coleman and seconded by Mr. Thadis D. Calcutt, Jr. To accept **Policy Update - Concussions and Student Athletes** for 2nd Reading with the editorial addition to read "athletic director and/or school nurse". The motion carried 6-0. After clarification of the policy code, the policy will be sent to the South Carolina School Boards Association to be codified and sent back to go in the policy manual (Policy JLCEE is currently the policy on Automated External Defibrillators (AEDs). Mr. Sullivan will discuss this code modification with Mr. Scott Price, SCSBA General Counsel). A copy of the policy is on file in the Superintendent's office.

Mrs. Keith voiced her concerns on the statement in the **Title 59-Section 59-10-330 (c)**. She stated we do not need to bring a burden on ourselves concerning classroom parties and holidays having to meet dietary guidelines. Mr. Sullivan said he will discuss these concerns with Mr. Scott Price, Esquire at the South Carolina School Boards Association and then present the answer to the Board.

New Business

A motion was made by Dr. W. L. Coleman and seconded by Mr. Thadis D. Calcutt, Jr., to accept the **Out-of-State Field Trip to Charlotte, NC. Ms. Ashley Moore (HPS)**, who recently was awarded a Ten80 grant, will be taking eight students to Druid Hills Academy to learn about the Ten80 Racing League and to establish a Ten80 Racing Club. Ten80 Racing Challenge is a league in which students modify remote control cars for competition.

The following documents were mailed to the Board on **September 13, 2013**, as information.

- **Board Minutes - August 26, 2013 [Please Review]**
- **2013 Football Season Volunteer Coach Requests**
- **Hannah-Pamplico High School Student Handbook Amendment - Student Identification Badges**
- **Booster Club Weight Room Commitment (Memo Revision)**
- **Florence Two 135-Day Membership (Last 23 Years)**
- **Certification of Delegates for the 2013 Delegate Assembly**
- **Press Releases (*The News Journal*)**
 - **Mr. Lawrence S. Kennedy, Jr. - Board Service Recognition**
 - **Mr. Thadis D. Calcutt, Jr. - SCSBA Level 4 Boardmanship**
- **Childs & Halligan - School Law Newsletter (Summer 2013)**
- **September 2013 Calendar of Events - HPEM**
- **September 2013 Calendar of Events - HPS**

Copies of these documents are available in the Superintendent's office.

Adjournment

At 8:47 p.m., Dr. W. L. Coleman made the motion to adjourn. The motion was seconded by Mr. Thadis D. Calcutt, Jr. The motion carried unanimously.

In accordance with the South Carolina Code of Laws, 1976, Section 30-4-89 (d), as amended, the following have been notified of the time, date, place and agenda of this meeting: Morning News, Florence County School District No. Two, Faculty, Staff, Parents, and Administrators of Florence County School District No. Two.

There being no further business to discuss, on motion duly made and seconded, the meeting adjourned at 8:47 p.m.

Mr. Raleigh O. Ward, Jr.
Board Chairman

Mr. Johnny R. Jenkins
Secretary