

**REGULAR BOARD MINUTES
BOARD OF TRUSTEES
FLORENCE COUNTY SCHOOL DISTRICT NO. TWO
DISTRICT OFFICE**

May 28, 2013

7:00 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, May 28, 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
 Mrs. Elleveen T. Poston

Call to Order

Mr. Raleigh O. Ward, Jr., called the meeting to order at 7:00 p.m. by welcoming the visitors. Mr. Johnny R. Jenkins, served as secretary.

Recognition of Visitors

No special recognitions.

Minutes

A motion was made by Dr. W. L. Coleman and seconded by Mrs. Elleveen T. Poston to accept the March 25, 2013, Addendum and the April 22, 2013, minutes as written. The motion carried unanimously.

Communication to the Board

Mr. Sullivan presented as information to the Board the **2013-2014 Extracurricular Recommendations** (top-portion only without sports). Mr. Sullivan informed the Board that the names of the department chair/team leaders will be given at a later date. At this time, Mr. Sullivan said the JROTC position is still vacant, but applications are being reviewed by Mr. Gibbs. A complete copy of the Extracurricular Recommendations is on file in the Superintendent's office. *(See 04/22/13, Board Minutes)*

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Mr. Sullivan gave as information to the Board the **2013-2014 Bus Driver Recommendations**. Mr. Sullivan expressed his concerns that the state fund numbers have not come in. He stated in 1999 the district received \$90,000 for transportation and the past year it was only \$46,000. He stated the hazardous transportation process includes the following - (1) the mileage of the buses and (2) bus drivers' salaries made during this extra driving time. He said a meeting with Mr. Bill Stubbs has been scheduled to discuss these charges. He stated the charges for the mileage overage has to be paid by the district, however, the bus drivers' salaries are recaptured out of the \$46,000. Over the years, hazardous cost for Florence Two has ranged from \$3,000 to \$10,000. He said the state says, "Do what you want to, but we will charge you." Mrs. Poston asked about bus drivers and overtime pay. Mr. Sullivan said we still have to pay overtime which is approximately \$22,000 which is currently under budget. He stated the state department now has GPS Systems on the buses to help chart mileage and bus stops which help in tracking the buses more efficiently. At this time, Florence County School District Two's bus drivers cost \$60,000 per year. Mr. Sullivan acknowledged that the district does have a bus driver shortage which has resulted in the district having to double bus routes. He stated it is difficult to find bus drivers because they want full-time employment.

Mr. Sullivan thanked Mr. Richardson for chairing the Safety Committee and showed the Board the certificate for the **PARR Program (Premium and Risk Reduction) - Worker's Compensation**. This is the fourth year the district has received the South Carolina School Boards Insurance Trust (SCSBIT) Risk Management Honor Roll "Excellence" in Risk Control and qualify for a 5% credit on the Workers' Compensation premium for the 2013-2014 school year. Mr. Sullivan explained safety meetings have contributed to lower claims being submitted which are primarily due to accidents with custodial/food service staff, but now a trend in slips and falls has been seen with teachers and teacher assistants. Mr. Sullivan stated there are approximately 40 districts in this program. He said he would verify this number with the Board and provide a list for their perusal. *(See 6/22/09, 01/25/10, 06/28/10, 05/23/11, 05/29/12, 09/24/12, Board Minutes)*

Mr. Sullivan presented as information the **HPHS SAT/ACT Test Scores** as follows:

SAT Scores

	Total Tested	Verbal	Math	Total
2011-2012	36	405	445	850
2012-2013	34	418	453	871

ACT Scores

	Total Tested	English	Math	Reading	Science	Composite
2012	19	17.41	21	18	20.53	19.24
2013	14	17.07	19.71	19	18.14	18.48

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Mr. Sullivan provided the Board with graphs of the SAT and ACT scores. State averages for SAT and ACT test scores will be presented in the 2013 Report Card due sometime in the fall.

Mr. Sullivan presented as information to the Board the **2013 Summer Schedule**. The four-day summer schedule will begin June 10, 2013, and run through August 1, 2013 (7:30 a.m. - 5:00 p.m.). The schedule contains student registration dates - Senior registration - August 6, 2013, 10:00 a.m. - 1:00 p.m. and Grades K-11 on August 7, 2013, 9:00 a.m. - 7:00 p.m. at each school. The schedule will be posted at each district facility and will be sent to the Post Office, UPS, and FedEx. The following summer programs will be in session:

Boys and Girls Club (HPEM)	Extended School Year Special Services Program (HPEM)	Credit Recovery Program (HPS)	Exit Exam Two-Week Program Adult Education
June 10-July 11, 2013 (Mon - Thurs)	June 10-27, 2013 & July 15-18, 2013	June 10 - July 25, 2013	Dates to Be Announced (Lake City, SC)
7:30 a.m. - 5:30 p.m.	8:00 a.m. - 11:30 a.m.	8:00 - 1:00 p.m.	Contact: Mr. Charles Hyman
Closed July 1-5, 2013		Closed July 1-5, 2013	

Report of the Superintendent

Mr. Sullivan first presented the Board with the **Finance Update**. He gave them the cashflow sheet and the detailed revenue and expenditure reports. The current balance on the cashflow sheet is \$2,490,978.83. The year-to-date revenue is \$7,539,324.37 and the year-to-date expenditure is \$6,772,036.67. These funds will help the district with the summer expenditures, as well as, the federal programs through August, September, and October. Next, Mr. Sullivan proceeded with an overview of the **2014 Budget for 1st Reading** as follows:

1. Draft 1 - 2013-2014 General Fund (Page 7) - Mr. Sullivan began with the step increase for teachers for the 2013-2014 school. He stated the same pay scale will be used from 2012-2013 which included a 2% increase. The teachers will move up on the current 2012-2013 salary schedule for years experience only unless there is a change in the House and Senate budgets. Retirees that are working will also receive a step increase beginning at zero years/degree on the pay scale. Mr. Sullivan said the biggest increase this coming year will be in health insurance. Option One shows the employer portion may increase by 13.05%, as well as, the employee portion being 13.05% beginning January 1, 2014 (the percentage will be tabulated based on the number of months of each employee, i.e., 12 months, 9 months, etc.). Option Two shows health insurance could drop back to 6.05% causing the deductibles and co-payments to change. Mr. Sullivan stated he is preparing the budget using the highest health insurance figures at this time. (A copy of the EIP Information was given to the Board for their perusal. It will not be included in the Citizens' Budget Booklet.) Allocations for supplies and materials will remain at the 2012-2013 rate.

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2. The 2013-2014 Millage Cap and the Consumer Price Index will increase from Calendar Year 2011 to Calendar Year 2012 to 2.07%. The population of Florence School District Two increased .27%. Adding these two components together yields a millage cap of 2.34% for Florence School District Two for FY 2013-2014. This will give the district an increased millage by 4.4 mills resulting in an additional \$38,955.81 and the local millage increasing to 191.8 (187.4 + 4.4). One mill is currently equal to \$13,500 and 4% of this will be backed out of this figure to be used for Tier III Reimbursements (*See 01/25/10, and 01/24/11, Board Minutes*). Tier III funds are received from the Department of Revenue. The ACT 388 explains how the district is impacted by the Consumer Price Index and population growth of Florence County School District Two which has now replaced the Maintenance of Local Effort.
3. At this time, Draft 1 reflects a \$150,252.06 deficit, along with the 2013-2014 EFA Projection Based on \$2,101 Student Base Cost with 88.20% State Support and 11.80% paid locally (Mr. Sullivan said the Student Base Cost should be at \$2,700). The projected expenditure is \$7,236,245.42. The projected revenue is \$7,085,993.36 (includes the State EFA, local taxes, and transfers). The compilation of the following figures shows how the deficit was tabulated: $\$7,236,245.42 - (\$2,817,359.07 + 4,268,634.29 = \$7,085,993.36) = (\$150,252.06)$.

After highlighting the data sheets, a motion was made by Dr. W. L. Coleman and seconded by Mrs. Elleveen T. Poston to approve 1st Reading of the budget showing a \$150,252.06 deficit with a 4.4 mill increase. Another motion was made by Mrs. Elleveen T. Poston and seconded by Dr. W. L. Coleman to set the 2014 Citizens' Budget Meeting for Thursday, June 20, 2013, in the Hannah-Pamplico High School Gymnasium at 7:00 p.m. The meeting will be posted in a local newspaper ten (10) days prior to the June 20 date. This is the third year this meeting was held due to the changes in legislation. The two motions carried 7-0. A copy of the budget information is on file in the Superintendent's office. (*See 3/22/10, 4/26/10, 2/28/11, 4/28/11, and 4/23/12, Board Minutes*)

Old Business

Mr. Ward requested that the Board be updated on the following information:

1. Brief comments were given by Mr. Johnny R. Jenkins and Mrs. Mona Lisa M. Andrews on their visit to the **SCSBA 2DAC (Two Days at the Capitol)** on May 22, 2013. Topics that were discussed: (1) House Bill on Student Base Cost currently at \$2,012 potentially increasing to \$2,771 (2) Tax Credit for private education with public funds, and (3) implementation of the Read-to Succeed Program (retention of 4th grade students who fail to develop proficiently in reading). Mrs. Andrews informed the Board that Mr. Mike Anthony with Union County is seeking State Superintendent of Education. Mr. Jenkins felt the event with the House of Representatives could have been better organized. Mr. Jenkins and Mrs. Andrews did not have an opportunity to meet any of the local representatives from our area.

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2. Mr. Sullivan informed the Board that the **2013-2014 Goals** will continue to be worked on through the summer. He said the Department Chairs/Team Leaders including all the teachers have had an opportunity to submit their goals and objectives. Mr. Sullivan said a booklet will be put together and will be submitted in the district's AdvanceEd SACS report. *(See 11/27/12, 12/10/12, 01/28/13, 03/25/13, 04/22/13, Board Minutes)*
3. Mr. Jenkins wanted to know when the **Food Service** funds will be used to update old equipment. Mr. Sullivan stated the district is looking at replacing the dishwasher and ice machine at the high school. *(See 01/23/12 & 01/28/13, Board Minutes)*
4. Mr. Sullivan informed Mrs. Andrews that the district is looking at filling the **Finance position** by July 2013.
5. The Board of Trustees was very appreciative by the comments and notes they received during the **Teacher & Staff Appreciation Breakfast** sponsored by the Florence Two Board of Trustees on May 13, 2013. The Board plans to continue this special treat for the teachers and staff. Mr. Sullivan said the District End-of-Year Picnic is scheduled for Friday, June 7, 2013.

New Business

A motion was made by Mrs. Elleveen T. Poston and seconded by Mr. Johnny R. Jenkins to accept the Teacher Resignations of **Ms. Deborah K. Floyd**, Chorus Teacher/Administrative Assistant and **Mrs. Sarah Sparkman**, English Language Arts Teacher at Hannah-Pamplico High School. The motion carried 6-0. Dr. W. L. Coleman abstained from voting. Mr. Sullivan said based on Ms. Floyd's retirement status, she may be able to come back and teach part-time as the Chorus Teacher. He also informed the Board that Mrs. Sparkman will be leaving to complete her certification in Media Specialist. He stated the district does not allow sabbaticals (leave from work for studies). Mrs. Floyd's administrative assistant position will be reviewed after the finalization of the 2013-2014 budget. Copies of the teacher resignations are on file in the Superintendent's office.

A motion was made by Dr. W. L. Coleman and seconded by Mr. Johnny R. Jenkins to employ **Ms. Starena Cusack**, as an Induction English Language Arts Teacher at Hannah-Pamplico High School for the 2013-2014 school year. The motion carried unanimously. A copy of the teacher recommendation is on file in the Superintendent's office.

Mr. Sullivan stated a large number of recruitments are done through the CERRA website, as well as, local recruitments through job fairs at Francis Marion University and Coastal Carolina University. The primary reason why Coastal has been used instead of Francis Marion University (FMU) is that FMU has elementary and early childhood education programs and Coastal University has secondary education programs. Since many of our positions have been at the high school in the last few years, many of our secondary positions were recruited from Coastal University.

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A motion was made by Mrs. Elleveen T. Poston and seconded by Dr. W. L. Coleman to approve the **Field Trip (Out-of-State)** for Mr. Douglas Walker and Billy Sims, an eleventh grader to attend the SkillsUSA National Leadership and Skills Conference in Kansas City, Missouri, June 23-28, 2013. The motion carried 7-0. Billy Sims has been chosen to be a member of the SC SkillsUSA Officer Team and will receive training during this conference. Mr. Walker is a state officer and Billy's local advisor. Copies of the permission slip and itinerary were also given to the Board.

The following documents were mailed to the Board on **May 8, 2013**, as information.

- 1. Board Minutes/Addendum (March) - April 22, 2013 [Please Review]**
- 2. South Carolina Junior Scholars Program - Pee Dee Regional Ceremony**
- 3. News Article: School District 2 Selects New Board Members**
- 4. Announcement: Digital Mobile Mammography Unit - September 11, 2013**
- 5. Out-of-District Travel - May 2013**
- 6. HPEM Calendar of Events - May 2013**
- 7. HPHS Calendar of Events - May 2013**

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

Adjournment

At 8:04 p.m., Mrs. Elleveen T. Poston made the motion to adjourn. The motion was seconded by Mr. Johnny R. Jenkins. The motion carried 7-0.

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 8:04 p.m.

Mr. Raleigh O. Ward, Jr.
Board Chairman

Mr. Johnny R. Jenkins
Secretary