

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

**May 29, 2012**

**7:03 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 Tuesday, May 29, 2012.

**Those present:**       **Mr. Raleigh O. Ward, Jr.**  
                              **Dr. W. L. Coleman**  
                              **Mr. Johnny R. Jenkins**  
                              **Mrs. Mona Lisa M. Andrews**  
                              **Mrs. Elleveen T. Poston**

**Absent:**               **Mr. Thadis D. Calcutt, Jr.**  
                              **Mr. Lawrence S. Kennedy, Jr.**

**Call to Order**

Mr. Raleigh O. Ward, Jr., called the meeting to order at 7:03 p.m. by welcoming the visitors. Dr. W. L. Coleman, served as secretary.

**Recognition of Visitors**

Mr. Timothy Gibbs presented a certificate to **Ms. Tiffany McCullough**, Science Teacher, and two students, **Jacob Austin** and **Joshua Rodgers** for the 2011-2012 NASA Explorer School Symposium. Both Jacob and Joshua are ninth grade students who worked after school on the design of a water filtration device. After their trial run was a success, they sent their findings to NES where they were invited with an all expense-paid trip to Houston, Texas to present their findings before a panel of NASA astronauts and an education specialist. The trip was scheduled May 2-5, 2012. The students said it was a great lifetime experience. Mr. Ward thanked the students and their parents for their support. Mr. Sullivan apologized for the article on this special event not being published in the local newspaper. Mr. Sullivan thanked Mrs. McCullough for all her help on this project, as well as, her ending her tenure with Florence County School District Two as a Science Teacher.

After a recap of how a student becomes eligible for a Junior Scholar, Mr. Legrande Richardson presented certificates to **Jocelyn Murtha** and **Lindsay Prosser** for the 2011-2012 Junior Scholars. These students were unable to attend the Board Meeting due to a sporting event in March. The three 2011-2012 Junior Scholars are Jocelyn Murtha, Lindsay Prosser, and Samantha Torres. (*See March 26, 2012, Board Minutes*)

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Mr. Sullivan presented certificates and silver trays on behalf of the Board and the Administration to **Mrs. Sharon Barnhill** ( 36 years of service in education), **Mrs. Sharon Ellison** (28 years of service in education), **Mrs. Vernelle Flowers** (37 Years of service in education), **Mrs. Paulette Latta** (25 years of service in education), **Mrs. Sally Munn** (33 years of service in education), and **Mrs. Marilyn Putnam** (44 years of service in education) in honor of their retirement. **Mr. Ivan Coleman, Jr.** (38 years of service in education), is also retiring. He elected to donate the value of his retirement gift to the Florence Two Alumni Scholarship Fund. Their years of service in education total 241 years.

A retirement reception was held at 6:00 p.m. in honor of the retirees. During the reception, both the administration and the retirees expressed their sentiments. Mrs. Barnhill, Mrs. Flowers, Mrs. Latta, Mrs. Munn, and Mrs. Putnam, are retiring from Hannah-Pamplico Elementary/Middle School. Mrs. Ellison is retiring from the District Office. Mr. Coleman is retiring from Hannah-Pamplico High School. Mr. Coleman was unable to attend the reception and meeting.

### **Minutes**

A motion was made by Dr. W. L. Coleman and seconded by Mrs. Elleveen T. Poston to accept the following Board minutes:

- 1. April 23, 2012**
- 2. May 7, 2012**
- 3. May 8, 2012**

The motion carried 5-0. The April 23 and May 7, minutes were signed by Mr. Ward and Dr. Coleman. The Citizen's Meeting minutes (May 8, 2012) was signed by Mr. Gene Gainey and Mrs. Vernelle Flowers. Copies of these minutes are on file in the Superintendent's office.

### **Communication to the Board**

On recommendation of the Administration, a motion was made by Dr. W. L. Coleman and seconded by Mrs. Elleveen T. Poston to accept the **Extra-curricular Recommendations for 2012-2013**. The vacancies listed will be made available once those positions have been filled. The motion carried 5-0. A copy of the Extra-curricular assignments is on file in the Superintendent's office.

Mr. Sullivan presented a plaque to the Florence County School District Two Board of Trustees for their leadership role in executing the **Model 100% Comprehensive Tobacco Policy**. Mr. Sullivan said the district will continue to promote the program with the use of signs, presenters, and incentives with the remaining grant money. The district received \$1,500 from the S. C. School Boards Association (SCSBA) and \$16,000 from DHEC/Smoke-Free Florence. An 800 level fund has been set up for this program. *(See 6/29/09, 7/27/09, 2/28/11, 3/28/11, & 8/22/11, Board Minutes)*

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Mr. Sullivan acknowledged Mr. Legrande Richardson for the **PARR Program (Premium and Risk Reduction) - Worker's Compensation**. This is the third 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 2012-2013 fiscal year. Mr. Sullivan stated the district has seen an increase in the number of workers' compensation claims due to slips, trips, and falls. Mr. Sullivan stated many of these claims are in our Food Service and Maintenance Programs, but the district is beginning process claims in other areas in the school system. Mr. Sullivan stated with the increase in natural disasters, such as, hurricanes and floods, the SCSBIT may have to make premium adjustments in the near future which could have an effect on our receiving the discounts. Mr. Sullivan stated we have been very fortunate in receiving the discounts with SCSBIT verses where other South Carolina public institutions are insured with the South Carolina Reserve. The district will continue to strive and take a proactive approach to claims prevention and risk management. *(See 06/22/09, 01/25/10, 06/28/10, 05/23/11, Board Minutes)*

Mr. Sullivan presented to the Board as information a copy of the **2012 Summer Schedule**. The four-day summer schedule will begin June 4, 2012, and run through August 2, 2012. The schedule contains student registration dates - Senior registration - August 8, 2012, 10:00 a.m. - 1:00 p.m. and Grades K-11 on August 9, 2012, 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.

**Report of the Superintendent**

Mr. Sullivan reminded the Board that the **Graduation Invitations** have been mailed to them by the staff of Hannah-Pamplico High School. The Graduation Ceremony will be held at 7:00 p.m. in the Hannah-Pamplico High School Gymnasium. This is the first year the graduation attendees will be required to have a ticket to enter the program. The seniors were given twenty (20) tickets for their family and friends, along with, two seats on the floor reserved for their parents/guardians. The Marshals were given five (5) tickets. The marquee located downtown will announce the new Graduation procedure. Mr. Sullivan informed the Board that special cases will have to be determined by Mr. Gibbs. Due to the potential of rain, Mr. Sullivan informed the Board that a shuttle system using the mini buses will be set up from the Hannah-Pamplico Elementary/Middle School parking lot. He also updated the Board on their parking and ceremony arrangements. He also reminded them that it is mandatory that the Seniors be at the graduation practice.

Mr. Sullivan presented as information the **Finance Update** for April 1-30, 2012. He gave the Board the cashflow sheet and the detailed revenue and expenditure reports. He gave the Board an overview of the new Fund 815 - Activity Bus Transportation. This trackable fund will include the district cars' mileage and upkeep/maintenance repairs, as well as, bus mileage and repairs. He informed the Board that they may see large fluctuations in the general fund expenditure's accounts due to programs closing and reimbursements. He also forewarned the Board that they may also see a large increase in expenditures due to him accruing expenses for retirement and health in June for June, July, and August if the cashflow is available.

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Mr. Sullivan presented to the Board the following **Food Service Program** updates:

Mr. Sullivan publicly thanked Mrs. Johnnis Tanner, Food Service Supervisor, Mrs. Brenda Bennett HPHS Cafeteria Manager, Mrs. Belva Purvis, HPEM Cafeteria Manager, and Mrs. Barbara Hicks, Cafeteria Worker (She assists Mrs. Purvis with various duties) for their role in the **Food Service - Coordinated Review Effort (CRE) & School Meals Initiative (SMI)**. Hannah-Pamplico Elementary/Middle School and Hannah-Pamplico High School both received an excellent State Department of Education - Food Service CRE Report.

Based on the recommendation of the Administration, there will be an increase in the **price of lunch** by \$.10 per meal for the 2012-2013 school year. The Florence Two Food Service Program is required by USDA to increase by as much as 4.18 percent of the difference between paid reimbursement and free reimbursement. The projected lunch price will be \$1.55 for the 2012-2013 school year. (See the comparison chart below):

<b>2010-2011</b>		<b>2011-2012</b>		<b>2012-2013 Projected Rate</b>	
Free Reimbursement	\$2.72	Free Reimbursement	\$2.79	Free Reimbursement	\$2.85
Paid Reimbursement	<u>\$ .26</u>	Paid Reimbursement	<u>\$ .28</u>	Paid Reimbursement	<u>\$ .29</u>
Difference	\$2.46	Difference	\$2.51	Difference	\$2.56
Price Charged for Lunch	\$1.35	Price Charged for Lunch	\$1.45	Price Charged for Lunch	\$1.55

The **Food Service - New Regulations Training** will be held on Wednesday, June 6, 2012, from 8:30 a.m. until approximately 3:00 p.m. in the District Administrative Office for all Food Service Personnel. Mr. Gregg Ferguson, Education Associate, SCDE, Office of Health and Nutrition, will conduct the meeting. The new regulations will need to be in place for the 2012-2013 school year.

Florence County School District Two will **extend its contract with US Foods** for the 2012-2013 school year. A copy of the Food Service information is on file in the Superintendent's office.

**Old Business**

A motion was made by Dr. W. L. Coleman and seconded by Mr. Johnny R. Jenkins to accept 2<sup>nd</sup> Reading of **Policy IJNDB - Use of Technology Resources in Education**. The motion carried 5-0. This policy will be sent to the South Carolina School Boards Association to be codified and entered into Florence School District Two's Board Manual. A copy of the policy is on file in the Superintendent's office.

**New Business**

**Teacher Recommendations**

On recommendation of the Administration, a motion was made by Dr. W. L. Coleman and seconded by Mrs. Elleveen T. Poston to officially employ **Mrs. Maggie Bellflowers** as an Early Childhood Teacher at Hannah-Pamplico Elementary/Middle School for the 2012-2013 school year. The motion carried 5-0. A copy of the teacher recommendation is on file in the Superintendent's office.

On recommendation of the Administration, a motion was made by Dr. W. L. Coleman and seconded by Mr. Johnny R. Jenkins to officially employ **Mrs. Jamie Byrd** as a Middle School Language Arts Teacher at Hannah-Pamplico Elementary/Middle School for the 2012-2013 school year. The motion carried 5-0. A copy of the teacher recommendation is on file in the Superintendent's office.

On recommendation of the Administration, a motion was made by Dr. W. L. Coleman and seconded by Mrs. Elleveen T. Poston to employ **Mrs. Leslie Coker** as an Elementary Teacher at Hannah-Pamplico Elementary/Middle School for the 2012-2013 school year. The motion carried 5-0. A copy of the teacher recommendation is on file in the Superintendent's office.

On recommendation of the Administration, a motion was made by Dr. W. L. Coleman and seconded by Mrs. Elleveen T. Poston to officially employ **Mrs. Patricia Jenkins** as a Special Education Teacher at Hannah-Pamplico Elementary/Middle School for the 2012-2013 school year. The motion carried 4-0. Mr. Johnny R. Jenkins abstained from voting. A copy of the teacher recommendation is on file in the Superintendent's office.

On recommendation of the Administration, a motion was made by Dr. W. L. Coleman and seconded by Mrs. Elleveen T. Poston to officially employ **Mrs. Amy Poston** as a Middle School Language Arts Teacher at Hannah-Pamplico Elementary/Middle School for the 2012-2013 school year. The motion carried 5-0. A copy of the teacher recommendation is on file in the Superintendent's office.

On recommendation of the Administration, a motion was made by Dr. W. L. Coleman and seconded by Mr. Johnny R. Jenkins to officially employ **Mrs. Kara Poston** as an Elementary Teacher at Hannah-Pamplico Elementary/Middle School for the 2012-2013 school year. The motion carried 4-0. Mrs. Elleveen T. Poston abstained from voting. A copy of the teacher recommendation is on file in the Superintendent's office.

On recommendation of the Administration, a motion was made by Mrs. Elleveen T. Poston and seconded by Dr. W. L. Coleman to officially employ **Mrs. Teresa Tedder** as an Elementary Teacher at Hannah-Pamplico Elementary/Middle School for the 2012-2013 school year. The motion carried 5-0. A copy of the teacher recommendation is on file in the Superintendent's office.

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On recommendation of the Administration, a motion was made by Dr. W. L. Coleman and seconded by Mrs. Elleveen T. Poston to officially employ **Ms. Megan Thomas** as an Elementary Teacher at Hannah-Pamplico Elementary/Middle School for the 2012-2013 school year. The motion carried 5-0. A copy of the teacher recommendation is on file in the Superintendent's office.

The Board was polled earlier on the above teachers except for Mrs. Leslie Coker. Official action was taken tonight for seven of the eight teachers.

**Teacher/Support Staff Resignations**

A motion was made by Mrs. Elleveen T. Poston and seconded by Mr. Johnny R. Jenkins to accept the resignations of the following personnel:

1. **Mrs. Vernelle Flowers, Administrative Assistant to Special Services**
2. **Mrs. Stacie Kirby, Fourth Grade Elementary Teacher**
3. **Mrs. Tiffany McCullough, High School Science Teacher**
4. **Mr. Joey McDaniel, Middle School Science Teacher**
5. **Mrs. Marilyn Putnam, Reading Interventionist**
6. **Mrs. Kitty Smith, Middle School Science Teacher**

A motion carried 5-0. Copies of the teacher resignations are on file in the Superintendent's office.

At 8:05 p.m., Mrs. Elleveen T. Poston made the motion to go into Executive Session. Dr. W. L. Coleman seconded the motion.

At 9:14 p.m., Dr. W. L. Coleman made the motion to come out of Executive Session, Mrs. Elleveen T. Poston seconded the motion.

In Open Session, a motion was made by Dr. W. L. Coleman seconded by Mrs. Elleveen T. Poston to accept the teacher recommendation to employ Ms. Katie E. Younginer, a Speech Language Therapist at Hannah-Pamplico Elementary/Middle School. Ms. Younginer will receive an Induction Contract with special conditions that will be reviewed by the district's attorney. The motion carried 5-0. A copy of the teacher recommendation is on file in the Superintendent's office.

The following documents were mailed to the Board on **April 7, 2012**, as information.

1. **Board Minutes - April 23, 2012 [Please Review]**
2. **Media Classified Announcement - Citizens' Budget Meeting**
3. **HPEM Calendar of Events - May 2012**
4. **HPHS Calendar of Events - May 2012**
5. **Out-of-District Travel - May 2012**

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

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**Adjournment**

At 9:14 p.m., Mrs. Elleveen T. Poston made the motion to adjourn. The motion was seconded by Dr. W. L. Coleman. 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 9:14 p.m.

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Mr. Raleigh O. Ward, Jr.  
Board Chairman

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Mr. Johnny R. Jenkins  
Secretary