

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

**July 22, 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, July 22, 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**

Mr. Ward thanked Mr. Sullivan on behalf of the Board for the best education during the 2012-2013 school year and said he and the Board expect more from him, the teachers, and staff for the 2013-2014 school year.

**Mr. Thadis D. Calcutt, Jr.**, was recognized for obtaining a South Carolina School Boards Association (SCSBA) Level 4 Boardmanship. He was presented with a certificate and a pin with a blue stone. The SCSBA's Boardmanship Institute was established in 1982 to offer a year-round training curriculum focused on leadership skills for board members on state and national educational issues. Level 6 is the highest level a board member can reach in the institute.

**Minutes**

A motion was made by Dr. W. L. Coleman and seconded by Mr. Thadis D. Calcutt, Jr., to accept the minutes for **June 13, 2013 (Special Board Meeting) and June 24, 2013 (Regular Board Meeting)**. The June 20, 2013, Citizens' Meeting Minutes will be signed by Mr. Gene Gainey, Chairman of the Citizens' Meeting and presented for official action at the Citizens' Meeting in 2014. The motion carried 7-0. Copies of the minutes are on file in the Superintendent's office and will be published on the district's website.

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**Communication to the Board**

Mr. Sullivan gave the Board a copy of a letter from Mrs. Gwen Hampton for their perusal. The letter contained information on training for board members.

Mr. Sullivan also acknowledged the outpouring of gratitude from community members on the funeral being held at the high school for Mr. Stacey Bazen, son of Mr. Speedy Bazen.

Mr. Ward encouraged the Board to work toward reaching Level Six by increasing their training hours with the SCSBA Boardmanship Institute.

**Report of the Superintendent**

Mr. Sullivan presented the Board with the **Finance Update** through June 30, 2013. He gave the Board the cashflow sheet and updated reports on the revenue and expenditure accounts. The cashflow sheet balance is \$2,660,081.03. The year-to-date revenue is \$9,202,352 and the year-to-date expenditure is \$8,373,207.53. Mr. Sullivan reminded the Board that during this time of the year, claims and accruals (i.e., July & August 9-months employees' payroll, Title I federal money, 2012-2013 expenses) will continue to be added to, as well as, paid from the 2012-2013 accounts; however, due to the fact that they are added/paid after July 1, 2013, they will now show up as accruals. Mr. Sullivan also explained to the Board that the workman's compensation data could not be finalized until the August payroll was complete. At this time the premiums are paid on a projected number. Mr. Sullivan also reminded the Board that the figures on the detailed report shows a projected balance and the account balances could not be finalized until all monies have been drawn down from the state department. Mr. Sullivan explained in detail the accrual process to the Board and told them he would be glad to meet with them for additional information on the budget process. He also informed the Board that the district is looking at setting up direct deposit after the new Business Manager is hired.

Mr. Sullivan presented the **Booster Club Financial Report for 2012-2013** to the Board as follows:

Beginning Balance			\$ 4,107.58
Total Deposits	\$ 26,422.00		
Total Expenses	\$ 26,867.00	(Deposits-Expenses)	\$ (445.00)
Ending Balance			\$ 3,662.58

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Mr. Sullivan presented the Board with the High School Athletic Financial Report for 2012-2013 as follows:

	<b>Varsity Football</b>	<b>Varsity Basketball</b>	<b>Varsity Softball</b>	<b>Varsity Baseball</b>
Gate Receipts	\$ 20,163.75	\$ 10,810.00	\$ 2,258.00	\$ 1,661.00
Security & Gate Workers	\$ (5,698.80)	\$ (5,112.95)	\$ (1,393.70)	\$ (2,977.62)
Balance	\$ 14,464.95	\$ 5,697.05	\$ 864.30	\$ (1,316.62)

Mr. Sullivan told the Board at the beginning of the 2013-2014 school year, all Booster Club accounts will be run through the General Fund 100 account. He stated this will make it easier to track this account. Mr. Sullivan also explained the setup of the accounts the district uses (i.e., the district uses a fund/function/object/modifier/location accounting system).

**Old Business**

*None at this time.*

**New Business**

A motion was made by Dr. W. L. Coleman and seconded by Mrs. Elleveen T. Poston to approve the **Title II (Fund 267) - Improving Teacher Quality State Grant** for \$61,750.22. The motion carried unanimously. A copy of the grant application is on file in the Superintendent's office.

A motion was made by Mrs. Elleveen T. Poston and seconded by Mr. Johnny R. Jenkins to employ **Mrs. Bernethio Livingston** as a Special Education Teacher at Hannah-Pamplico High School for the 2013-2014 school year. The motion carried 7-0. A copy of the teacher recommendation is on file in the Superintendent's office.

At 7:42 p.m., a motion was made by Mrs. Angela P. Keith to go into Executive Session to discuss a personnel matter. Mr. Thadis D. Calcutt, Jr., seconded the motion. The motion carried 7-0.

At 8:32 p.m., Mrs. Elleveen T. Poston made the motion to come out of Executive Session. Dr. W. L. Coleman seconded the motion. The motion carried 7-0.

In Open Session, Mrs. Elleveen T. Poston made the motion to switch Item G3 - Teacher Resignation on the agenda to G2- Teacher Recommendation. Dr. W. L. Coleman seconded the motion. The teacher resignations were then presented first. The motion carried 7-0.

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A motion was made by Mrs. Mona Lisa M. Andrews and seconded by Dr. W. L. Coleman to accept the Teacher Resignation of **Mrs. Jill Ard**, Elementary Teacher at Hannah-Pamplico Elementary/Middle School. This resignation is contingent upon Hannah-Pamplico Elementary/Middle School finding a replacement for this position for the 2013-2014 school year. The motion carried 5-2. A copy of this resignation is on file in the Superintendent's office.

A motion was made by Dr. W. L. Coleman and seconded by Mr. Johnny R. Jenkins to accept the Teacher Resignation of **Mr. Calvin Johnson**, Business Education Teacher at Hannah-Pamplico High School. This resignation is contingent upon Hannah-Pamplico High School finding a replacement for this position for the 2013-2014 school year. The motion carried 7-0. A copy of this resignation is on file in the Superintendent's office.

Mr. Sullivan also acknowledged, as information to the Board, the resignation of **Mr. Wendall Capeheart**, Teacher Assistant at Hannah-Pamplico High School. A copy of this resignation is on file in the Superintendent's office.

A motion was made by Mrs. Elleveen T. Poston and seconded by Dr. W. L. Coleman, to employ **Mrs. Virginia Grant** as an Elementary Teacher at Hannah-Pamplico Elementary/Middle School for the 2013-2014 school year. The motion carried 7-0. A copy of the teacher recommendation is 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 **James Solomon Williamson** as a Business Education Teacher at Hannah-Pamplico High School for the 2013-2014 school year. The motion carried 7-0. A copy of the teacher recommendation is on file in the Superintendent's office.

A motion was made by Mrs. Elleveen T. Poston and seconded by Dr. W. L. Coleman to employ **Mrs. Jenna Edwards** as an Elementary Teacher at Hannah-Pamplico Elementary/Middle School for the 2013-2014 school year. The motion carried 7-0. A copy of the teacher recommendation is on file in the Superintendent's office.

Mr. Sullivan asked the Board if one of them could serve on Florence County First Steps Board of Directors. If no one was available, he would then proceed with nominating a teacher or a community member. The Board of Directors is seeking an individual who will be a committed representative for Florence District Two. The Board of Directors meet on the third Monday of each month in Florence. A nomination form will need to be submitted. A copy of the form is located in the office of the Superintendent.

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The following activities/functions will be taking place in Florence Two:

- **Alumni Baseball Tournament - July 27, 2013**
- **Catfish Fishing Tournament - August 10, 2013**
- **Opening Day for Teachers & Staff - August 12, 2013**
- **First Day of School for Students - August 19, 2013**

This information will be published on our Town Marquee.

The following documents were mailed to the Board on **July 9, 2013**, as information.

- **Board Minutes [Please Review]**
  - **June 13, 2013 - Special Meeting**
  - **June 20, 2013 - Citizens' Meeting**
  - **June 24, 2013 - Regular Meeting**
- **2013 Tony Cook Memorial Grant (\$1,500) - H-P High School Chorus**
- **Camp Carolina, Fort Jackson, SC - SFC Stomy Gillens**

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

**Adjournment**

At 8:44 p.m., Dr. W. L. Coleman made the motion to adjourn. The motion was seconded by Mr. Johnny R. Jenkins. 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 8:44 p.m.

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Mr. Raleigh O. Ward, Jr.  
Board Chairman

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Mr. Johnny R. Jenkins  
Secretary