

**REGULAR BOARD MINUTES  
BOARD OF TRUSTEES  
FLORENCE COUNTY SCHOOL DISTRICT NO. TWO  
DISTRICT OFFICE  
November 27, 2012  
7:08 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, November 27, 2012.

**Those present:**       **Mr. Raleigh O. Ward, Jr.**  
                              **Dr. W. L. Coleman**  
                              **Mrs. Mona Lisa M. Andrews**  
                              **Mr. Thadis D. Calcutt, Jr.**  
                              **Mrs. Elleveen T. Poston**

**Absent:**               **Mr. Johnny R. Jenkins**  
                              **Mr. Lawrence S. Kennedy, Jr.**

**Call to Order**

***Please note:** A quorum was not established until 7:08 p.m. At 7:20 p.m., Mr. Sullivan asked the Board to allow Mr. Timothy Gibbs to present the Report Card Presentation (G1) to allow him to return to the basketball game at the high school.*

Mr. Raleigh O. Ward, Jr., called the meeting to order at 7:08 p.m. by welcoming the visitors. Dr. W. L. Coleman, served as secretary.

**Recognition of Visitors**

Five (5) education students from Francis Marion University were in attendance. Also, Booster Club President Mark Campbell and Minister Allen Austin were also present.

**Minutes**

A motion was made by Mr. Thadis D. Calcutt, Jr., and seconded by Dr. W. L. Coleman to accept the October 22, 2012, minutes as written. The motion carried 4-0.

**Communication to the Board**

The Secretary of State Office concerning the requirement of the “South Carolina Solicitation of Charitable Funds Act” has mandated that all schools under Florence County School District Two, including the Booster Club, as a separate entity, beginning with FY 2012 (July 1, 2011, through June 30, 2012), and each fiscal year thereafter will have to make an annual financial report (This is the 2<sup>nd</sup> year the district has registered and the first year for financial reporting). The schools have been given a preliminary form whereas it is the responsibility of each club sponsor to complete with each fund raiser. The fund raiser must be reported for both local and third-party fund raiser projects.

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The Secretary of State guidelines allows a \$2,000 fine for noncompliance. In the future, any third-party vendors providing fund-raising opportunities for our district must be registered under the South Carolina Solicitation of Charitable Funds Act. The report for the previous fiscal year is due November 15 each fiscal year, for example, FY 2012 is due November 2012 (Florence Two has been granted an extension until February 15, 2013). Mr. Sullivan gave the Board a copy of the **South Carolina Secretary of State - Public Charities** - Registration Statement Form for Fiscal Year July 1, 2012 - June 30, 2013.

Mr. Timothy Gibbs presented a sixteen (16) slide PowerPoint Presentation to the Board entitled, *Understanding the Data - Hannah-Pamplico High School - Fall 2012*. The presentation highlighted the following:

- Three-Year Report Card Ratings (see tables below),
- ESEA Letter Grade D (66.3) with the Areas of Deficiency
  - Male Students (Overall)
  - African American Students
  - Subsidized Meals
- End of Course Tests for 2012
- Graduation Rate
- Review 2011-2012
  - 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
    - 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 2012-2013
  - Excellence Is K.N.O.W. Accident (Announced Daily)
  - PLC in Full Force
  - Common Core Training for the Entire Staff
  - Data Team (*Includes 8 - one from each department and principal*) Fully Involved with Instruction
  - Data Room Completed
- Current Strategies Continued
  - Character Education (Word of Week and Phrase of Week)
  - Book Student: Classroom Instruction that Works, Robert Marzano
  - Articulation Agreements with Colleges and Universities to Strengthen our CATE Program (Currently: Accounting, Auto Tech\*, and Electricity)
  - Personalized Instruction (Data Driven (Assessment), Relevance, Rigor)

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- 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
  - Reinstating the Auto Tech Program\*
  - Computer Labs - *an aggressive effort is being made to get our school up-to-date with computer technology which includes a new CATE computer lab.*
  - Classroom Technology
  - Textbooks
- Report Card Rating - Excellent

Mr. Sullivan informed the Board that the administration will be meeting to look at funding for the CATE Two-Classroom project's infrastructure, computers, wiring, and furniture. The project has approximately \$97,000 left to finish the building.

Mr. Sullivan also presented the Board with a copy of the **2012 S. C. Annual School Report Card Summary** for the District as follows:

<b>ELEMENTARY SCHOOL (Grades PK-5)</b>			
<b>YEAR</b>	<b>ABSOLUTE RATING</b>	<b>GROWTH RATING</b>	<b>AYP STATUS</b>
2012	Average	Good	ESEA Grade C
2011	Average	Good	Not Met
2010	Average	Average	Not Met

<b>MIDDLE SCHOOL (Grades 6, 7, 8)</b>			
<b>YEAR</b>	<b>ABSOLUTE RATING</b>	<b>GROWTH RATING</b>	<b>AYP STATUS</b>
2012	Average	Average	ESEA Grade C
2011	Below Average	Below Average	Not Met
2010	Average	Average	Not Met

<b>HIGH SCHOOL (Grades 9-12)</b>			
<b>YEAR</b>	<b>ABSOLUTE RATING</b>	<b>GROWTH RATING</b>	<b>AYP STATUS</b>
2012	Excellent	Excellent	ESEA Grade D
2011	Average	Good	Not Met
2010	Average	At-Risk	Not Met

Copies of the Report Cards and Hannah-Pamplico High School PowerPoint Presentation are on file in the Superintendent's office. (See 11/29/11 & 01/23/12 Board Minutes)

**Report of the Superintendent**

Mr. Sullivan presented as information to the Board the **Goals/Objectives/Evaluations**. Board members should forward their suggestions in any of the any areas that need addressing below to the Superintendent. The areas of concerns are as follows:

- I. Instructional/Leadership/Curriculum Strategies
- II. Financial/Budget Concerns
- III. Staff Recruitment, Retention and Training
- IV. Staff Development Opportunities
- V. Other

Goals/Objectives presented were as follow:

**GOALS/OBJECTIVES  
2012-2013**

Florence County School District Two will provide activities, programs and/or services to promote the following:

- 1. Legislative Advocacy and lobbying activities to improve funding for K-12 education, bus transportation, support for teacher evaluation system;
- 2. Recognition of current/ former school board members for their years of dedicated service;
- 3. Promote and recognize student achievement in the local community and media;
- 4. Improve test scores (PASS, HSAP, EOCEP, SC-ALT), increase absolute rating and growth rating;
- 5. Provide staff development opportunities for K-12 teachers at school level;
- 6. Continue partnership with Pee Dee CAA and Boys/Girls - Florence;
- 7. Research and apply for new grants to replace lost funding at Florence district/school level;
- 8. Provide school information through speaking engagements to local civic groups, community activities, and local churches, etc.
- 9. Maintain/manage local district budget during tough economic constraints to provide a quality education for Florence County School District Two's students.
- 10. Serve on state and local committees to improve local community, K-12 education, and provide assistance for school district opportunities;
- 11. Increase collaborative effort with local post-secondary higher education institution (Florence-Darlington Technical College & Francis Marion University)
- 12. Review and change athletic coaches' evaluations timeline for vacancy opportunities when they are available. (*Spring Sports evaluations will be in March 2013 for the upcoming 2013-2014 school year and Football and Tennis will be done in the fall - See the 01/23/12 & 02/27/12 Board Minutes*).

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Mr. Sullivan presented the Board with an update on the **Dual-Credit Courses/Francis Marion University - Florence-Darlington Technical College**. At this time, Florence-Darlington Technical College will offer Psychology 201, Sociology 101, and Medical Terminology. Mr. Sullivan said hopefully the Medical Terminology course will excite students and, in turn, aid the district in offering the Nursing Program back if funding becomes available. Francis Marion University will offer Fundamental of Business, South Carolina History, and Introduction to Political Science. He said many students were also excited about the South Carolina History course. There are 120 slots that will be available for the Pee Dee Area Schools. The dual-credit courses could be offered at a Lake City site, Florence-Darlington Technical College, South Florence High School, or possibly online. Mr. Sullivan will attend a meeting on Thursday, November 29, 2012, to discuss this program and finalize the registration process for Spring 2013.

Mr. Sullivan presented the Board with a brief update on **Bus Decentralization**. He stated the state is currently looking at replacement cost for school buses. He stated that it would be very difficult to replace all the buses that are currently 12-15 years old. The bus companies will not make a financial gain with small school districts like ours where there are more road miles and fewer students. They prefer larger cities' concentrated bus routes where a bus driver drops off one load of students and then goes back to pick up another group.

Mr. Sullivan presented as information the **Finance Report** for October 1-31, 2012. The balance is \$1,533,168.81. He gave the Board the cashflow sheet and the detailed revenue and expenditure reports. The year-to-date revenue is \$2,040,165.49 and the year-to-date expenditure is \$2,228,147.71. The 200's accounts (federal money) are lower because many federal projects are presently being approved. Mr. Sullivan said tax notices will increase revenue for the school district in the coming months. The Board was asked to call Mr. Sullivan if they had any finance questions and he would be glad to go over the information with them.

Mr. Sullivan presented the Board with a copy of the agenda for the upcoming **Legislative Advocacy Conference** to be held November 30 - December 2, 2012, in Hilton Head, South Carolina. Mr. Thadis D. Calcutt, Jr., has been nominated to serve as a Delegate at the Annual Delegate Assembly.

Mr. Sullivan reminded the Board he needed to know who will be attending the **SCSBA Annual Convention on February 21-24, 2013**. He asked the Board members to email him if they plan to attend in February.

Mr. Sullivan presented as information to the Board the **Districtwide Faculty & Staff Meeting** held on **November 12, 2012**. He highlighted the South Carolina Retirement Systems - TERI Program and Teacher Evaluation Meeting - December 6, 2012. He stated that teachers entering their 28<sup>th</sup> year will need to make a decision as to whether they will enter the TERI Program since it will be ending December 31, 2017. Mr. Sullivan also told the Board that a meeting will be held on December 6, 2012, at Lucy Davis Elementary on Teacher/Principal Evaluations. He stated the same grading system that is being used on schools is also being researched by the state for use on individual teachers. Interest groups like the SCSBA, SCASA, NEA, SCEA, and PSTA are trying to work together to get accountability where teachers will feel comfortable. He stated we do not want to scare teachers away from education.

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Mr. Sullivan offered to the Board as information the **Raiders Ramble Newsletter - November 2012**  
A copy of this document is on file in the Superintendent's office.

**Old Business**

A motion was made by Mrs. Elleveen T. Poston and seconded by Dr. W. L. Coleman to accept 2<sup>nd</sup>  
Reading of **Policy BID - Board Compensation - Update IRS Regulation**. File BID-E - Board  
Travel Form will also be updated. The Board agreed to have their compensation checks continue  
through the June payroll and the December payroll. State employees who serve on the Board will  
automatically have federal taxes, state taxes, social security and retirement deducted from their  
checks and all others will be given a form to exempt certain deductions. Board members will need  
to complete W-4 and South Carolina Retirement Systems forms for payroll. A copy of the policy  
will be sent to the South Carolina School Boards Association (SCSBA) to be codified and send back  
to go in the Policy Manual. The motion carried 5-0.

Mr. Sullivan reminded the Board that the menu selections for the **December Board Meeting** held  
on **December 10, 2012 at 6:30 p.m.** is due.

**New Business**

Report Card Presentation (HPHS) Timothy Gibbs (*see above under Communication to the Board*)

On recommendation of the Administration, a motion was made by Dr. W. L. Coleman and seconded  
by Mr. Thadis D. Calcutt, Jr., to allow the high school to proceed with the arrangement for the  
**Overnight/Out-of-State Field Trip** to Orlando, Florida. The motion carried 5-0. At this time,  
Forty-eight (48) students have made their deposit for the trip. The trip dates are April 18 - 21, 2013.  
The tour bus company is Lancaster Tours; a company approved by the State Department of  
Education Transportation Division. This is the nineteenth year this trip has been taken by the Senior  
Class.

A motion was made by Mr. Thadis D. Calcutt, Jr., and seconded by Dr. W. L. Coleman to accept 1<sup>st</sup>  
Reading for the following Policy Updates:

- a. **GCQC - Retirement of Professional Staff**
- b. **GCQE - Retirement of Support Staff**
- c. **GCOA - Evaluation of Instructional Staff** - *added a copy of Model Policy GCOA from  
SCSBA with the ADEPT system (current district policy had the STEP system)*
- d. **JLDBB - Self-Esteem Promotion/Suicide Prevention**
- e. **IHBH - Charter Schools**

The motion carried 5-0. Copies of these policy updates are on file in the Superintendent's office.

Mr. Sullivan reminded the Board that the **Audit Presentation** will take place at the **January 28,  
2013**, Board Meeting.

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A motion was made by Mrs. Elleveen T. Poston and seconded by Dr. W. L. Coleman to accept the **National School Boards Association (NSBA) - Resolution**. The NSBA is requesting all local school boards to pass a board resolution urging Congress to stop sequestration (the cancellation of budgetary resources) and email copy to NSBA as soon as possible. NSBA will present to Congress the first batch of board resolutions (now 200+) this month and continue until action is taken. The motion carried 5-0. A copy of the resolution is on file in the Superintendent's office. To view school boards that have already passed resolutions visit [www.nsba.org/stopsequestration](http://www.nsba.org/stopsequestration) .

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

1. **Board Minutes - October 22, 2012 [Please Review]**
2. **HPEM Calendar of Events - November 2012**
3. **HPHS Calendar of Events - November 2012**

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

At 8:15 p.m., Mr. Thadis D. Calcutt, Jr., made the motion to go into Executive Session to discuss the Superintendent's evaluation. Dr. W. L. Coleman seconded the motion. The motion carried 5-0.

At 8:35 p.m., Mr. Thadis D. Calcutt, Jr., made the motion to come out of Executive Session. Mrs. Elleveen T. Poston seconded the motion. The motion carried 5-0.

In Open Session, a motion was made by Mr. Thadis D. Calcutt, Jr., and seconded by Dr. W. L. Coleman that the Board defers the decision regarding the extension of the Superintendent's contract until after the Board and Superintendent have completed the Superintendent's evaluation for the current year, and that the Board authorizes the Board Chairman, Mr. Raleigh O. Ward, Jr., to notify the Superintendent, in writing, of this decision. The motion carried 5-0.

**Adjournment**

At 8:39 p.m., Dr. W. L. Coleman made the motion to adjourn. The motion was seconded by Mrs. Elleveen T. Poston. The motion carried 5-0.

***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 8:39 p.m.

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Mr. Raleigh O. Ward, Jr.  
Board Chairman

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Dr. W. L. Coleman  
Secretary