

**REGULAR BOARD MINUTES  
BOARD OF TRUSTEES  
FLORENCE COUNTY SCHOOL DISTRICT NO. TWO  
DISTRICT OFFICE  
February 25, 2013  
7:11 p.m.**

A regular meeting of the Board of Trustees of Florence County School District No. Two was held in the Media Center at Hannah-Pamplico Elementary/Middle School of Florence County School District No. Two on Monday, February 25, 2013.

**Those present:**       **Mr. Raleigh O. Ward, Jr.**  
                              **Mr. Johnny R. Jenkins**  
                              **Mrs. Mona Lisa M. Andrews**  
                              **Mr. Thadis D. Calcutt, Jr.**

**Absent:**               **Dr. W. L. Coleman**  
                              **Mr. Lawrence S. Kennedy, Jr.**  
                              **Mrs. Elleveen T. Poston**

**Call to Order**

Mr. Raleigh O. Ward, Jr., called the meeting to order at 7:11 p.m. by welcoming the visitors. Mr. Johnny R. Jenkins, served as secretary.

**Recognition of Visitors**

Moment of Silence was given in recognition to the late Mr. Steven McWhite and the late Mr. Alan Cranston. Mr. McWhite died on February 2, 2013, and Mr. Cranston died on February 24, 2013.

**Mrs. Casey Cooper** gave a presentation to the Board on the impact the current **Policy ADF - Wellness (2/09)** guidelines have on the community, teachers, and students not being able to have food brought into the classrooms from outside sources for celebrations and parties. Under the present policy, no classroom parties or celebrations were being held. She stated there were no federal and state regulations that mandated this law only school districts had this set of laws. Presently, she had more than 200 signatures where a petition was signed concerning the current policy. She shared what other guidelines of other schools were using and shared concerns from parents in the community who have approached her about the policy. Mrs. Cooper presented the Board with additional information to include *South Carolina Wellness Policy Guidelines - Office of Health and Nutrition, S. C. Department of Education 2012, South Carolina Code of Laws - Section 59-10-330, and Classroom Parties and Wellness (Suggestion for Elementary and Intermediate School Class Parties) - Sunman Elementary School 925 North Meridian Street, Sunman, IN 47041*. Mrs. Cooper informed the Board she was very happy with the meeting held with the Wellness Committee and Administrative Staff last week. She stated the number one issue is morale. She said to be able to bring food in for celebrations and parties were a key way to get parents involved. She said the new policy was better and a good step in the right direction. Her only concern was to review the USDA portion of the guideline in the new policy.

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**Minutes**

A motion was made by Mr. Thadis D. Calcutt, Jr., and seconded by Mr. Johnny R. Jenkins to accept the January 28, 2013, minutes as written. The motion carried 4-0.

**Communication to the Board**

Mr. Ward and Mr. Jenkins gave highlights to the Board on the **SCSBA Annual Convention Update/Sharing**. Mr. Ward stated he was able to attend five sessions. He stated the topics on safety, instruction in classrooms, student learning was very informative. Mr. Jenkins highlighted how decision-making was a vital element in the role of a board member. He again stressed, “doing the right thing.” The SCSBA Annual Convention was held in Myrtle Beach on February 21-24, 2013.

Mr. Sullivan presented the Board with the article, **SCASA - 21<sup>st</sup> Century Graduate**. He stated how Dr. Betty Bagley, Superintendent of Anderson County School District has made a concerted effort to increase the amount of professional staff development among the superintendents statewide. The superintendents across the state have met during a superintendent roundtable to discuss how to prepare our students to enter the workforce faster because the nation’s job market has changed. He said dual credit courses and associate degrees for our students were discussed. At this time, Mr. Sullivan anticipates the only problem with enrolling in these types of courses for our students would be if they were involved in after school extra-curriculum activities. Juniors and Seniors are offered free of charge courses offered at Francis Marion University; however, Florence-Darlington Technical College may have to charge for next year students. Florence-Darlington Technical College is currently looking at increasing the number of online courses. Florence 1-5 are looking at offering courses that can be attended by students from all five school districts.

The **CATE Audit Review** took place on February 19, 2013. Mr. Dixon and Mr. Gibbs were visited by Ms. Benton. Currently, they are waiting on the May or September report. Hannah-Pamplico High School has done well in serving the tradition, non tradition students and is up-to-date with its Individual Graduation Plans (IGP’s). The IGP which plans the student’s career clusters begins with the 8<sup>th</sup> grade middle school student and follows him/her all the way through the senior year. Mr. Sullivan said the number one goal for 2013-2014 is to have all technology back in our curriculum which is a funding source. He stated cuts may have to take place in some courses in order to add some back in the curriculum so equipment will not be lost.

On recommendation of the Administration, a motion was made by Mr. Thadis D. Calcutt, Jr., and seconded by Mr. Johnny R. Jenkins to hire **Mr. Billy Shannon**, Assistant Softball Coach/Volunteer B-Team Boys’ Basketball Coach and **Mr. Patrick Matthews**, B-Team Baseball (Mr. Sullivan gave the Board an updated memo with Mr. Matthew’s recommendation). The motion carried 4-0. Mr. Jenkins asked that in the future some type of credential be attached to these recommendations. Copies of these recommendations are on file in the Superintendent’s office.

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Mr. Sullivan informed the Board that a representative from Florence County School District Two will serve on the **Pee Dee Workforce Investment Board**. The Board was established to identify workforce challenges that hinder economic growth and to develop comprehensive responses to those challenges. The first meeting is scheduled for March 4, 2013 from 2:00 p.m. - 3:30 p.m. at the Pee Dee Regional Council of Government Conference Center at 2319 Pisgah Road in Florence, SC.

Mr. Sullivan gave the Board a copy of the **First Year Teacher Course Syllabus**. He told them that the first year teachers have completed the induction program. (*See the 07/23/12, Board Minutes*)

**Report of the Superintendent**

Mr. Sullivan reviewed with the Board the **Pee Dee Superintendents' Meeting - Sequestration**. He told them that The Pee Dee Education Center has invited **Representative Clyburn and Representative Rice** to help them understand how the sequester will have an impact on the districts' funding sources. Mr. Sullivan said the Fund 200 (federal money) comes under the sequestration reduction thus affecting the General Fund (An article entitled, *Impact of Sequestration on Federal Education Programs* was given to the Board for review). He said the sequester will affect people. Mr. Sullivan also distributed an additional article to the Board entitled, *The White House - Impact of March 1<sup>st</sup> Cuts on Middle Class Families, Jobs and Economic Security: South Carolina*. He asked the Board to call him if they had any additional questions.

Again Mr. Sullivan highlighted to the Board the **FMU/FDTEC Dual Enrollment 2013 Meeting**. He gave the Board a list of the courses being offered. He reiterated how a child involved in sports could be affected if they wanted to take college courses for an entire semester. He said they would probably benefit from online courses if they are involved in fall extra-curriculum activities. He said Florence-Darlington Technical College offers many online courses. (*See the 11/27/12 Board Minutes*)

Mr. Sullivan presented the **Budget/Finance Update** for January 1-31, 2013, as information to the Board. Mr. Sullivan informed the Board that federal money has started coming in. He gave the Board the cashflow sheet and the detailed revenue and expenditure reports. The current balance on the cashflow sheet is \$1,944,399.31. The year-to-date revenue is \$4,687,754.93 and the year-to-date expenditure is \$4,373,006.22. Mr. Sullivan said the payroll taxes have increased by \$7,000 causing our employees' net pay to be less.

Mr. Sullivan informed the Board that the **School Safety** committee has met. He reminded the Board that the School Resource Officer is a contracted service that is paid through purchased services for Grades K-12. He said a flat rate is paid quarterly. The current payment is \$42,000 per year. The Sheriff's office is looking at a 30% increase for the coming year. Mr. Sullivan said he would bring this information to the Board whenever it becomes available. He stated our current SRO does an excellent job. Mr. Sullivan answered additional questions the Board had concerning off-duty officers who handled the security at extra-curricular activities who are now paid as a third-party vendor through a purchased services account without insurance cost for the district. Mr. Sullivan presented the Board with an article from the South Carolina School Boards Insurance Trust entitled, *Employment of Armed Security Officers*. (*See the 01/28/13, 09/24/12, and 08/27/12 Board Minutes*)

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**Old Business**

After much discussion, a motion was made by Mr. Thadis D. Calcutt, Jr., seconded by Mr. Johnny R. Jenkins to accept 2<sup>nd</sup> Reading of **Policy ADF - Wellness**. The Wellness policy guidelines have been revised from the current 2009 policy. Mr. Sullivan stated the goal was to be consistent with other districts statewide. He reminded the Board that federal and state statutes are involved in implementing these policies. Mr. Jenkins wanted to know what had changed since this was such a hot topic in our district. Mr. Sullivan stated the nationwide health issue on curbing obesity is why this is currently a topic for discussion. In addition, he said people wanted to do what the policy would not allow them to do; however, the new policy is now more lenient. Mr. Sullivan said next month the committee will go back to develop an administrative rule which would be compatible with other surrounding school districts and make all parties feel more comfortable. The district still must meet indept areas of Policy ADF to include - (1) Nutritional Serving Rules, (2) U. S. Department of Agriculture (USDA) Guidelines, (3) Health Insurance Portability and Accountability Act of 1996 (HIPAA), and (4) Hazard Analysis & Critical Control Points (HACCP). The Food Service Program will be providing Kindergarten with a special snack for Dr. Seuss' Birthday and St. Patrick's Day. Mr. Legrande Richardson is the Chairman of the Wellness Committee which has been meeting since October 18, 2012. There are six members on the committee. Mr. Jenkins and Mr. Calcutt wanted the community to know that the Board will continue doing their best to keep the community engaged in concerns that they may have for the district. The motion carried 4-0. A copy of this policy will be sent to the South Carolina School Boards Association to be codified after the Administrative Rule is completed in March 2013. *(See 01/28/13, 10/22/12, 09/24/12, 08/27/12, and 02/23/09 Board Minutes)*

Mr. Sullivan gave the Board as information the **Annual Citizens' Board of Trustees Election Update**. He stated the advertisement has been sent to the local newspaper. The advertisement ran on Sunday, February 3, 2013, and Sunday, February 17, 2013, in the Morning News.

Mr. Sullivan informed the Board that a bill, H.3163 would change the current "15-day rule" for providing a **Freedom of Information Act (FOIA)** request to seven calendar days. Mr. Sullivan reviewed the current FOIA request the district has received. They are the following:

- a. FOIA Representative Don Bowen - Employees' Salaries (Specifically Personnel/Finance Employees)
- b. FOIA Mr. Mark L. Campbell - Athletic Funds

**New Business**

Mr. Sullivan provided as information the **Teacher Resignation** for Mr. Kirk Mays. At this time, no official action was taken. A copy of the resignation is on file in the Superintendent's office.

A motion was made by Mr. Johnny R. Jenkins and seconded by Mr. Thadis D. Calcutt, Jr., to approve the **Administrative Staff Recommendations** for the 2013-2014 school year. The motion carried 4-0. Mr. Sullivan will need to revise the recommendation removing Mr. Alan Cranston due to his unforeseen death. A list of names of the Administrative Staff is on file in the Superintendent's office.

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On recommendation of the Administration, a motion was made by Mr. Johnny R. Jenkins and seconded by Mr. Thadis D. Calcutt, Jr., to accept 1<sup>st</sup> Reading of **Policy IMG - Service Animals**. This will be a new policy for Florence County School District Two. Mr. Jenkins asked about a fence being put up behind Hannah-Pamplico Elementary/Middle School for wildlife. The motion carried 4-0. A copy of this policy is on file in the Superintendent's office.

On recommendation of the Administration, a motion was made by Mr. Thadis D. Calcutt, Jr., and seconded by Mrs. Mona Lisa M. Andrews to accept 1<sup>st</sup> Reading of **Policy JICI - Weapons In School**. The motion carried 4-0. A copy of this policy is on file in the Superintendent's office.

Mr. Sullivan invited the Board to J. Paul Elementary to hear Attorney Bick Halligan and Attorney Donnie Wilson on Thursday for the reform on the Education Finance Act (EFA) 1977 and the Riley Act (EIA) 1984. He stated the reform is being pushed by S. C. School Boards Association (SCSBA), S. C. Association of School Administrators (SCASA), S. C. Association of School Business Officials (SCASBO), and the new S. C. Job and Education and Tax Act 2013. He stated a statewide 100 mills equalization would help all school districts especially, the smaller school districts.

Mr. Ward ended the meeting by reminding all present about the African-American Read-In on Thursday, February 28, 2013, in the HPHS Chorus Room and the books closing on March 5, 2013, for the two positions for board members. Mr. Ward also thanked the Hannah-Pamplico Elementary/Middle School for their hospitality. The Board was also reminded about Hunter Singletary going to Washington, D.C. to compete in the National Spelling Bee Competition (Hunter will be recognized at the March meeting) and a PTO Meeting on Thursday night at Hannah-Pamplico Elementary/Middle School.

Mr. Sullivan presented the Board with a copy of his long term goals entitled, *Where We've Been - We Are There Now, Where Are We Going Long Term Goals Three Year Plan*.

At 8:56 p.m., Mr. Thadis D. Calcutt, Jr., made the motion to go into **Executive Session** to discuss the **Superintendent's Evaluation**. Mrs. Mona Lisa M. Andrews seconded the motion.

At 9:40 p.m., Mrs. Mona Lisa M. Andrews made the motion to come out of Executive Session. Mr. Thadis D. Calcutt, Jr., seconded the motion.

In Open Session, no action was taken.

The following documents were mailed to the Board on **February 6, 2013**, as information.

1. **Board Minutes - January 28, 2013 [Please Review]**
2. **SCSBA Travel Forms & Hotel Reservation Confirmation**
3. **Florence Two Current Advertisements/Announcements**
4. **Out-of-District Travel - February 2013**
5. **HPEM Calendar of Events - February 2013**
6. **HPHS Calendar of Events - February 2013**

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

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**Adjournment**

At 9:40 p.m., Mr. Thadis D. Calcutt, Jr., made the motion to adjourn. The motion was seconded by Mr. Johnny R. Jenkins. The motion carried 4-0.

***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 9:40 p.m.

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Mr. Raleigh O. Ward, Jr.  
Board Chairman

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Mr. Johnny R. Jenkins  
Secretary