

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

**August 26, 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, August 26, 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. Mr. Ward thanked the Board for their presence and reminded them of the Board's purpose, "to make sure our children receive the very best education they can receive."

**Recognition of Visitors**

Pastor Shep Stone, along with, Mr. Jay Goins and Mr. Drew McCutcheon of the **Pamplico Pentecostal Holiness Church (PPHC) Men's Fellowship** presented the Board with a **Back to School Presentation**. On behalf of the Board, Mr. Sullivan also thanked the group for providing an inservice meal on August 14, 2013, for all those in the community who work in education which included Florence Two employees, as well as, educators working in surrounding school districts. Pastor Stone presented Board Chairman Raleigh O. Ward, Jr., with a check for \$600 (\$200 will be divided up between the high, middle, and elementary levels for school supplies).

The Board recognized **Ms. Donna P. Creel** as the 2013-2014 Teacher of the Year. Ms. Creel will represent the district on the state level for the 2013-2014 State Teacher of the Year. A plaque was presented to Ms. Creel during the Opening Day Inservice on August 12, 2013, at Hannah-Pamplico Elementary/Middle School. Ms. Creel thanked the Board for this honor and stressed how it was a privilege for her to teach in her home district. A photograph was taken of Ms. Creel and Board Chairman Raleigh O. Ward, Jr. Ms. Creel teaches 8<sup>th</sup> Grade Math and Science at Hannah-Pamplico Elementary/Middle School and has been with the district for a total of nine years.

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The Board recognized the late **Mr. Steven O. McWhite (posthumously)** as the 2013-2014 Classified of the Year. A plaque was presented to Mr. McWhite's family during the Opening Day Inservice on August 12, 2013, at Hannah-Pamplico Elementary/Middle School. Mr. Sullivan spoke highly of Mr. McWhite assistance to the district throughout the years. Mr. McWhite was the Custodian at Hannah-Pamplico Elementary/Middle School for eleven years. Mr. McWhite died on February 2, 2013. A photograph was taken of his family - daughters' Sagina and Savanna, wife Susan, and Board Chairman Raleigh O. Ward, Jr.

The Board recognized **SFC Stomy Gillens, Cadet Destinee K. Reese, Cadet Shyanne M. Cox, Cadet Lizzie Singletary, and Cadet Monique S. Barr** for the JROTC 2013 Training. First, SFC Gillens thanked the Board for their support during the 2012-2013 school year he worked solo with the JROTC Program at Hannah-Pamplico High School. Next, SFC Gillens recognized the four student cadets and gave the Board a brief overview of the six 1/2-day summer camp program. SFC Gillens said they actively had 657 students at the camp during the first cycle and 997 students during the second cycle. SFC Gillens will first present a DVD of the camp program to Mr. Sullivan, Mr. Gibbs, and Mr. Ward and then for the Board to review. He also extended an invitation to the Board to come and visit them during one of their summer camps. SFC Gillens also explained to the Board how they worked with the Hugh Leatherman Center where the seniors were provided vouchers to get \$25 worth of free fruit and vegetables from their local farmer's market. The vouchers have been provided to the seniors for the past three years. SFC Gillens told the Board how Shyanne Cox, Destiny Capeheart, Destinee Reese, and former students, Joy Jenkins and Steadman Verner were presented with a certificate for their service and commitment to The Senior Association in Florence on Thursday, June 13, 2013, on behalf of the Hugh Leatherman Center by Ms. Linda Johnson.

**Minutes**

A motion was made by Dr. W. L. Coleman and seconded by Mrs. Elleveen T. Poston to accept the July 22, 2013, minutes with the Hannah-Pamplico High School gate receipts as written. The motion carried unanimously. Mr. Sullivan reminded the Board that the teachers and staff will not get paid this year to work at the gates during home games.

**Communication to the Board**

The **ACT Scores** were given to the Board as information. Mr. Sullivan commended the high school for the increase in scores and told the Board they will strive hard to reach the state scores next year. Mr. Sullivan also reminded the Board that the majority of our students still take the SAT.

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Table 1: Five Year Trends - Average ACT Scores are as follows:

	<b>Total Tested</b>	<b>English</b>	<b>Math</b>	<b>Reading</b>	<b>Science</b>	<b>Composite</b>
<b>2009</b>	24	20.6	20.3	20.5	19.6	20.3
<b>2010</b>	29	15.5	17.0	16.1	16.7	16.4
<b>2011</b>	21	15.0	19.2	16.1	17.3	17.0
<b>2012</b>	22	15.6	18.9	15.9	17.9	17.1
<b>2013</b>	<b>17</b>	<b>17.1</b>	<b>20.0</b>	<b>17.9</b>	<b>18.5</b>	<b>18.5</b>

Mr. Sullivan presented as information to the Board the **Booster Club** and their \$10,000 - Five Year Weight Room Commitment during the 2007-2008 which began on December 7, 2007. Mr. Sullivan presented the Board with a memo showing the breakdown of payments made by the Booster Club. Mr. Sullivan also presented documentation of the deposits that were made. The Booster Club has paid a total of \$6,225 (includes a credit of \$225) and has a current balance of \$3,775. Mr. Sullivan told the Board that Coach Moss has fifty-one (51) football players and needs to purchase additional smaller helmets. He said the next payment will go toward this purchase. *(See 9/24/12, 9/26/11, and 1/28/08 Board Minutes)*

Mr. Sullivan presented as information the **1<sup>st</sup> Day PowerSchool Enrollment** for 2013-2014. The 1<sup>st</sup> Day student enrollment on August 19, 2013, for grades K-12 is 1,154. As of August 26, 2013, the enrollment has increased to 1,171. There are also 54 students enrolled in the Early Childhood CDEPP Program with a grand total of 76 at the Early Childhood Center. Last year as of August 27, 2012 (6<sup>th</sup> day), there was a total of 1,157 students in grades K-12 and 68 in the Early Childhood CDEPP Program. Mr. Sullivan also informed the Board that the 4<sup>th</sup> and 6<sup>th</sup> grade classes have seen a large influx of students and these grades could possibly be difficult to accommodate additional affidavit/tuition students. Mrs. Poston suggested that a comparison chart be created to show previous years' enrollment figures. Mr. Sullivan also gave the Board a newsletter from Duff, White & Turner LLC entitled, *Student Enrollment and Access to Students - August 2013*.

Mr. Sullivan presented the Board with a **Fall Sports Schedule** which included varsity football and girls' tennis. Mr. Sullivan presented the Board with an overview of how the games are scheduled both with the region and with the B-teams. Varsity football will begin on August 30, 2013, in Mullins. The first home game will take place on September 27, 2013, with Aynor. Girls' Tennis will begin on September 3, 2013, with Mullins at home.

Mr. Sullivan also informed the Board that the **2013-2014 Reimbursement - Adult Pricing Meal** has been forwarded to the Pee Dee Community Action Agency (PDCAA). PDCAA only reimburses the district for students' snacks and adult meals. Breakfast for adults this year is \$2.00 and \$3.40 for lunch.

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Mr. Sullivan gave as information the **National History Day 2014 with the Lake City Chamber**. Two teachers will be chosen to attend this workshop. Then students will be encouraged to participate in this contest with this year's theme - "Rights and Responsibilities in History." Students will take part in exploring their own interest under any topic they choose, for example, science, politics, the arts, etc., in relation to its historical importance. Students will first compete locally and then a statewide winner will go on to compete in the national program called the Kenneth E. Behring National Contest which will be held at the University of Maryland at College Park on June 15-19, 2014. (Visit the website for additional information at [www.nhd.org](http://www.nhd.org))

Mr. Hyman updated the Board on the new arrangement for **4K Transportation for Head Start**. During the 2013-2014 school year, four year olds will no longer be transported by the Head Start Program. They will begin riding the Florence School District Two buses. Mr. Hyman informed the Board that in the past the Head Start Program covered the entire district with three buses, whereas, the district covered the area with nine buses. This resulted in 4K students at times getting to school late. This change resulted not only in the overall cost of transportation, but the loss of one of the bus drivers being unable to drive leaving only two drivers. Mr. Hyman said a shuttle bus will transport the students to Head Start from Hannah-Pamplico Elementary/Middle School each morning and afternoon. Head Start will be charged for mileage and driver cost for transporting these students. Currently, Mr. Hyman said everything is running smoothly; however, there is still a lot of work that has to be done. He reassured the Board that students are being transported with name badges that include their addresses. He told the Board that there still may be parents calling with concerns, but all state guidelines and regulations are being followed. Mr. Sullivan told the Board extra cost will include hazardous transportation cost, bus driver cost, and shuttle transportation cost. There are approximately 76 early childhood students being transported in the district.

Mr. Sullivan presented the Board with information on the **School Board Opening Agenda**. He gave the Board samples of generic non-sectarian prayers being used by the legislative body. He asked the Board to review them between themselves and make plans to discuss at the September 23, 2013, Board Meeting. He admonished the Board to follow the E-Clipping Newsletter for updates.

Mr. Sullivan presented the Board with the updated **Head Start Lease Agreement**. The lease agreement started in 1997 and has been amended in 2002, 2007, and 2012. Mr. Sullivan signed the contract, along with, Mr. Walter Fleming, Pee Dee Community Action Agency Board Chairman. Mr. Sullivan said the district is reviewing maintenance projects and improvements that are needed at the Early Childhood Center.

Mr. Hyman informed the Board that the **Adult Education Agreement** was being revised. He stated anybody who entered the Adult Education Program will have to register in Lake City. He said Florence Two is still part of the consortium. At this time, a person who is less than 18 years old will now have to get authorization from the Board and Mr. Sullivan to attend Adult Education. All testing, staffing, and funding will be conducted through Lake City. He stated students entering in the Adult Education Program will have an effect on the high school non-graduation report. However, students can increase the rate of graduation by attending both the Lake City program during the day and the evening program at night in Pamplico. Under the new agreement, students will no longer be required to pay to attend the Adult Education Program.

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**Report of the Superintendent**

Mr. Sullivan 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 \$2,446,783.24. The year-to-date revenue is \$489,500.42 and the year-to-date expenditure is \$259,176.65. Mr. Sullivan said the Local Government Investment Pool (LGIP) is holding steady. He said the district will be issuing the August payments and the insurance payments.

Mr. Sullivan gave the Board a printed copy of the **2013-2014 Goals/Objectives** to review and to update. The seven areas were placed on boards earlier in the Boardroom. Mr. Sullivan asked the Board to return their revisions by September 9, 2013, but later told them they could turn in by the next board meeting. Copies of the goals/objectives are on file in the Superintendent's office for review. *(See the 5/28/13, 4/22/13, 3/25/13, 1/28/13, 12/10/12, and 11/27/12, Board Minutes)*

Mr. Sullivan submitted to the Board a copy of the **Letters to Mr. Wayne Joye - Millage/Board - Debt Service**. The letters to the County Auditor included the approved 2013-2014 operating millage of 191.8 and the two remaining General Obligation Bonds. Mr. Sullivan stated a meeting will be held with Mr. Mike Gallagher and Mr. Brian Nurick of Southwest Securities concerning the 8% on building projects. He said he will bring this information to the Board when it is completed. He reminded the Board that the government pays the interest on the new building loan. Mr. Sullivan said the only projects that need to be completed on the new building involves infrastructure, technology, and routers. *(See 5/28/13 Board Minutes)*

Mr. Sullivan told Mr. Jenkins and the Board that direct deposit for the teachers was still on the table and would go into effect once the new Finance Director is hired.

Mr. Sullivan presented the Board with a copy of the **Highway 51 Road Project**. He stated the high school will lose approximately .3 acres beginning at Mr. Gibb's office to the ditch. Construction slopes will be extended beyond the right of way at this location. Mr. Sullivan showed the Board copies of the map and the contract. A copy of the map and contract are on file in the Superintendent's office.

A motion was made by Dr. W. L. Coleman and seconded by Mrs. Angela P. Keith to give Mr. Sullivan authorization to sell **surplus property** on the **GovDeals** website. Mr. Sullivan said items like old computers, buffers, HVAC, and weight room equipment can be sold on this website. The motion carried unanimously.

Mr. Sullivan told the Board that the **Test Score Presentations** will be made by the school principals at the next Board Meeting on September 23, 2013.

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**Old Business**

Mr. Sullivan presented the Board with a copy of the **School Wellness - Administrative Rule**. He said this was still a “living document” that may still need updating. He first told the Board that Ms. Pat Kinsey was back assisting with the policies at the South Carolina School Boards Association (SCSBA). He then told Mr. Ward and the Board that the simple explanation for this policy was the following - a comparison of calorie information will have to be researched to meet the nutritional guidelines set forth by the U. S. Food and Drug Agency (FDA) when administering snack food to students, for example, cupcakes and popcorn. Mr. Richardson and Mr. Sullivan gave the Board an overview of steps that will be taken to ensure that these guidelines are met, as well as, cautions to food allergies. Mr. Sullivan reiterated that this is an ongoing/changing situation and all will work together to enforce the guidelines and stay within its parameter. Mrs. Keith asked that the Board review South Carolina Law §59-10-330 (C) in reference to students being able to have snack foods served on special occasions before the administrative rule is sent to the SCSBA to be codified. (*See 3/25/13, 2/25/13, 1/28/13, 10/22/12, 9/24/12, 8/27/12, 2/23/09, Board Minutes*)

**New Business**

Mr. Sullivan informed the Board that **Ms. Renee Brown**, Teacher Assistant with the ABA Class was resigning. There were no teacher resignations at this time.

A motion was made by Mr. Johnny R. Jenkins and seconded by Mrs. Elleveen T. Poston to take official action to employ **Mr. Durwin H. Bass** as an Auto Technology Teacher at Hannah-Pamplico High School for the 2013-2014 school year. The motion carried 6-1. Dr. W. L. Coleman abstained from voting. 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. Thadis D. Calcutt, Jr., to accept 1<sup>st</sup> Reading of the Concussions and Student Athletes. Mr. Sullivan informed the Board that the policy will have to be re-codified since Policy JLCEE is currently the Automated External Defibrillators (AEDs) policy. Mr. Sullivan stated this policy has been reviewed by Coach Moss since the football program was already in progress. Mr. Sullivan stated, in his opinion, this policy will be the keystone in conducting major physicals in the upcoming years. The school nurse will be responsible for notifying teachers of the presence of a concussed athlete in the classroom. Mr. Sullivan stated that in the coming months additional policies will be brought to the Board for review and approval. The motion carried unanimously. A copy of this policy is on file in the Superintendent’s office.

Mrs. Poston asked that their priority list be presented during a 6:00 p.m. workshop prior to the September 23, 2013, meeting. She also asked that the Board be reminded of upcoming events at the schools (For example, the Back to School Bash which took place on August 17, 2013).

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The following documents were mailed to the Board on **August 14, 2013**, as information.

- 1. Board Minutes - July 22, 2013 [Please Review]**
- 2. Press Releases**
  - a. Ms. Donna P. Creel - Teacher of the Year**
  - b. Mr. Steven O. McWhite - Classified of the Year (Posthumously)**
  - c. Mr. Thadis D. Calcutt, Jr. - SCSBA Level 4 Boardmanship**
  - d. Mr. Lawrence S. Kennedy, Jr. - Board Service Recognition**
- 3. SCSBA Statement on AYP Grades**
- 4. 2013-14 HPEM Activity Calendar**
- 5. 2013-14 HPHS Activity Calendar**
- 6. 2013-14 Boardmanship Institute Calendar of Events**
- 7. July 2013 Newsletter - SCSBIT Insights You Can Trust**

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

**Adjournment**

At 8:48 p.m., Mr. Thadis D. Calcutt, Jr., 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 8:48 p.m.

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Mr. Raleigh O. Ward, Jr.  
Board Chairman

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Mr. Johnny R. Jenkins  
Secretary