

**REGULAR BOARD MINUTES
BOARD OF TRUSTEES
FLORENCE COUNTY SCHOOL DISTRICT NO. TWO
DISTRICT OFFICE
August 22, 2011
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 22, 2011.

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

Call to Order

Mrs. Elleveen T. Poston, called the meeting to order at 7:00 p.m. by welcoming the visitors. Dr. W. L. Coleman, served as secretary.

Recognition of Visitors

The Board recognized **Mrs. Susan Allen** as the 2011-2012 Florence School District Two Teacher of the Year. Mrs. Allen will represent the district on the state level for the 2011-2012 State Teacher of the Year. A plaque was presented to Mrs. Allen during the Opening Day Inservice on August 10, 2011, at Hannah-Pamplico Elementary/Middle School. Mrs. Allen is currently a Second Grade Teacher and has been with the district for three years.

The Board recognized **Mrs. Karen Walker** as the 2011-2012 Classified Employee of the Year. A plaque was presented to Mrs. Walker during the Opening Day Inservice on August 10, 2011, at Hannah-Pamplico Elementary/Middle School. Mrs. Walker is currently a Teacher Assistant/Applied Behavior Lead Therapist with the District's ABA Program. Mrs. Walker has been employed with the district for fifteen years.

Minutes

A motion was made by Mr. Thadis D. Calcutt, Jr., and seconded by Mr. Johnny R. Jenkins to accept the July 25, 2011, minutes as written. The motion carried unanimously.

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Communication to the Board

Mr. Sullivan presented as information the **1st Day/ 5th Day Enrollment** for 2011-2012. The 1st Day student enrollment on August 15, 2011, for grades K-12 is 1,150. The 5th Day student enrollment on August 19, 2011, for grades K-12 is 1,180. As of August 22, 2011, Florence Two has 1,177 students in grades K-12 and 72 in the Early Childhood CDEPP Program. Mr. Sullivan stated the district is witnessing an increase in multi-family dwellings. He said he has informed those parents/guardians living with relatives or friends to make sure they have contacted the Department of Motor Vehicle and Florence County Auditor's Office with their change of address for vehicle tax information.

Mr. Sullivan provided the Board as information the **District Millage & Debt Service**. The district's operations millage and debt service information was requested by Mr. H. Wayne Joye, Florence County Auditor. The current 2011-2012 operating millage is 180.93. The district has three outstanding bond issues (1) \$1,000,000 - Final Payment 3/1/2012, (2) \$4,415,000 - Final Payment 3/1/2018, and \$600,000 - Final Payment 3/1/2020. This information is requested by the County Auditor from school districts each year as a check and balance system making sure the district millage and the debt service figures are in agreement with both parties. A copy of the district millage and debt service information is on file in the Superintendent's office.

The **ACT Scores** were presented to the Board as information by Mr. Sullivan. He informed the Board that a majority of our students still take the SAT. *Table 1: Five Year Trends - Average ACT Scores* was highlighted as follows:

	Total Tested	English	Math	Reading	Science	Composite
2007	24	15.5	17.9	16.6	17.0	16.9
2008	14	15.6	15.9	15.6	15.9	15.9
2009	24	20.6	20.3	20.5	19.6	20.3
2010	29	15.5	17.0	16.1	16.7	16.4
2011	21	15.0	19.2	16.1	17.3	17.0

During the meeting, Mr. Sullivan had the Board to review the **Student/Teacher Handbooks** from Hannah-Pamplico Elementary/Middle School and Hannah-Pamplico High School. Hannah-Pamplico High School also gave each Board member a school magnet, 2011 Fall Sports Wall/Desk Calendar, and a 2011-2012 Planner. The Board was also given a copy of the schools' yearly activity calendars.

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Mr. Sullivan presented the Board with the two new banners/signs on the **Tobacco Free - Florence County School District Two (FCSD2)**. These signs will be placed at the schools' driveways, in front of each school, and on the backstops at baseball, football, and the tennis courts. Mr. Sullivan told the Board that security officers will be visible and assist during home games with the new tobacco-free policy. *(See 06/29/09, 07/27/09, 02/28/11 & 3/28/11, Board Minutes)*

A motion was made by Dr. W. L. Coleman and seconded by Mr. Lawrence S. Kennedy, Jr., to allow Hannah-Pamplico Elementary/Middle School and Hannah-Pamplico High School to participate in the District Accreditation Process. The district looks forward to working with Mr. Billy Keith Floyd, Director of **District AdvancED - South Carolina Accreditation** and his staff to implement the process and host the Readiness Visit. The district will send a team to the AdvancED South Carolina Fall Conference 2011. It will be held on September 22, 2011. The motion carried unanimously. A copy of the review team schedule is on file in the Superintendent's office.

Mr. Sullivan presented to the Board as information the **Readiness and Emergency Management for Schools (REMS) Grant School Emergency Brochure**. Copies of the brochure were sent home by each student. The brochure included things a parent/guardian would need to know in case there was an emergency, emergency terms and procedures, how a parent would be united with their child and what to do following an emergency. A parent/guardian emergency procedure card was also attached to keep in a wallet for quick reference. *(See 03/22/10 & 03/24/10, Board Minutes)*

Mr. Sullivan presented the Board with commendations from the teachers - thanking the Board for their approval of the teacher supply funds. Mr. Sullivan also presented the Board with a copy of the memo given to the teacher entitled, **Teacher Supply - VISA Card Distribution**. The memo explained why there was a reduction in the teacher supply amount to \$250 and the purpose for the card system. The teachers were encouraged to use the cards during the tax free weekend (August 5-7, 2011). *(See 7/26/10, Board Minutes)*

A copy of the **Tennis/Football Schedule** was given to the Board as information. The first tennis match is scheduled at Green Sea Floyds for September 6, 2011. The first Varsity Football Game is scheduled in Hemingway on August 19, 2011, and the B-Team is scheduled for September 9, 2011, at home with Latta. Mr. Sullivan stated Florence District Two could be placed back in the old conference which included Green Sea Floyd, Latta, Lake View, Johnsonville, and Creek Bridge. A meeting will be held in September with each Class A school district concerning the appeal process.

Report of the Superintendent

Mr. Sullivan presented the Board with a **Finance Update** as follows: (1) Final 2010-2011 Cashflow sheet with a balance as of July 19, 2011, of \$1,445,869.15 and (2) 2011-2012 Cashflow Sheet with a balance as of August 22, 2011, of \$1,524,654.51. A copy of the cashflow updates are on file in the Superintendent's office.

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Mr. Sullivan gave as information the **Workers' Compensation Audit** for Florence County School District Two. For this audit cycle, Florence Two will receive a phone audit prior to the September 16, 2011, deadline. Mr. Sullivan reminded the Board that the bus drivers have been under the district's workers' compensation plan for the past three years. If the district's estimated payroll was higher than the actual payroll for the year, the district will receive a refund. If estimated payroll was lower, then an invoice for balance due will be issued. The South Carolina School Boards Insurance Trust has contracted with Overland Solutions to conduct the premium audits. *(See 08/23/10, Board Minutes)*

Mr. Sullivan gave to the Board an overview of the **Employee Insurance Program (EIP) Rates**. He stated currently the employer estimated cost has decreased for the 2011-2012 to 7.2% from the previously 10.3% for the 2010-2011 school year. A copy of the 2010-2011 was given to the Board. A copy of the 2011-2012 will be given to the Board in their follow-up Board package.

Mr. Sullivan presented to the Board as information the **Qualified School Construction Bond (QSCB) - CATE Building - Proposed Schedule**. The proposed construction date for the two classrooms is scheduled for 11/30/2011 with a substantial completion date of 4/30/2012. *(See 09/28/09, 02/22/10, 03/22/10, 06/28/10, 08/23/10, 09/27/10, & 10/25/10, Board Minutes)*

Mr. Hyman presented the Board with a financial update on the **Child Development Education Pilot Program (CDEPP) - Loss of Funding**. The update was as follows:

July 2011 (Revenue Projections)	August 2011 (Actual Revenue)
\$4,218 Per Qualified Child	\$3,669.92 Per Qualified Child
Early Payments Based on 135 day report from 2010-11 (59 x \$4,281 = \$248,862.00)	Actual Payments for 2011-2012 - (57 x \$3,669.92 = \$209,185.44)
Revenue Loss from July Projection (\$248,862.00 - \$209,185.44 = \$39,376.56)	Actual Loss from August Projection - (57 x (4,218 - 3669.92) = \$31,240.56)

Mr. Sullivan stated the CDEPP funding was important for the two (2) teachers, two (2) teacher assistants, transportation, and the additional twenty days worked by the Head Start Teachers. The Head Start Program only funds their program for 160 days. Florence District Two and the Pee Dee Head Start Program have been in a collaborative effort since 1995. *(See 04/24/95 Board Minutes)*

Mr. Sullivan highlighted as information to the Board the upcoming session - **2011 Superintendents' Symposium - Transforming Public Education** on September 1, 2011, from 9:45 a.m. - 10:15 a.m.. The Superintendents' Symposium will be held from August 31 - September 1, 2011, in Saluda Shoals Park, Columbia, South Carolina. The session on Transforming Public Education will be sponsored by Jim Seel and presented by Mr. Bick Halligan, Esquire, Childs & Halligan, P.A.

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Mr. Sullivan offered to the Board as information a news article entitled: **Florence 1 Proposes School Consolidation Study**. Florence Two will host the consolidation study meeting on Tuesday, August 30, 2011, for the five superintendents. Dr. Allie Brooks will chair the meeting. A copy of the news article is on file in the Superintendent's office.

Old Business

The following **Coaching Recommendations for 2011-2012** were presented to the Board:

- Mary Elizabeth Belk be assigned the Head Varsity Boys and Girls Tennis Coach
- Jimmy Williams to be moved from JV Head Football Coach to Varsity Football Assistant
- Joey McDaniel assigned as JV Head Football Coach
- Christian Daniels as a paid JV Football Assistant Coach
- Justin Shird as a Volunteer Football Coach

The Board requested an update from Mr. Kirk Mays, Athletic Director on the goals and accomplishments presented at the March 28, 2011, Board Meeting. A copy of the coaching recommendations is on file in the Superintendent's office.

New Business

Prior to the adjournment of the meeting, Mrs. Poston highly commended the Board for their professionalism in conducting all their meetings in a dignified and orderly manner. Mr. Sullivan thanked the Board members for their continued support.

The following documents were mailed to the Board on **August 4, 2011**, as information.

- **Board Minutes - July 25, 2011 [Please Review]**
- **Florence Two Opening Day Agenda - August 10, 2011**
- **Moseley Architects - Classroom Addition Proposed Schedule**
- **Out-of-District Travel - August 2011**

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

Adjournment

At 8:04 p.m., Dr. W. L. Coleman made the motion to adjourn. The motion was seconded by Mr. Johnny R. Jenkins. The motion carried unanimously.

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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 8:04 p.m.

Mrs. Elleveen T. Poston
Board Chairman

Dr. W. L. Coleman
Secretary