
Thursday, December 17, 2020

6:30 p.m.

In Attendance: Barbara Bryant, Julia Mims, Paula Morris, Almeta Fleming, Rutha Frieson, Jac'Kel Brown, Jason Kirby, and Gloria Robinson.

Absent: None.

Call to Order: Board Chair, Barbara Bryant called the December 17, 2020 regular monthly meeting of the Florence County School District Three Board of Trustees to order. In accordance with the S. C. Code of Laws, 1976, Section 30-4-809d, as amended, the following have been notified of the time, date, place and agenda of this meeting: Morning News, Lake City Shopper, WBTW, WPDE, & WMBF. This agenda is also posted on the Florence County School District Three website. A moment of silence was observed after which Chair Bryant led the group in the Pledge of Allegiance.

Approval of the Agenda: Julia Mims made the motion to approve tonight's agenda as presented. Paula Morris provided the 2nd for this motion. All board members present voted in favor of this motion. The motion to approve tonight's agenda as presented passed 9-0.

Consent Agenda: Paula Morris made the motion to accept the Consent Agenda as presented. Julia Mims provided the 2nd for this motion. All board members present voted in favor of this motion. The motion to accept the consent agenda as presented for tonight's meeting passed 9-0. This consent agenda contained the following items: Minutes from the November 19, 2020 regular monthly board meeting and the Certified Personnel Report.

COMMUNICATIONS TO THE BOARD

Board Chair Report

- i. *Public Participation Suspension* - Due to COVID-19 and safety to the Public, Julia Mims made the motion to suspend the Public Participation portion (Policy BCBI) for this board meeting. Almeta Fleming provided the 2nd for this motion. All board members approved. The motion to suspend the Public Participation portion for this board meeting passed 9-0.
- ii. *Special Recognition* - Angelia Scott, HR Director, recognized the FSD3 2020 Retirees:
 - Rebecca B. English
 - Carolyn J. Graham
 - Richard Melton
 - Lottie H. Nelson
 - Houston W. Smith
 - Melissa Carraway

- Valice R. Grace
 - Verlene Graham
 - Elizabeth M. Shaluta
 - Zilphia Speights
- iii. *Report of any Meetings/School Events Attended* –Ms. Frieson and Mrs. Robinson attended the SCASA Advocacy and Legislative Conference. This conference was done virtually, however, the SCASA Delegate Assembly portion of this meeting was in person. FSD3 had one delegate vote for this business meeting, which Ms. Frieson represented. Ms. Frieson gave a brief summary of this process.
- iv. *Request to attend any Meetings* – None.

Staff Reports

Finance Update – *Michelle Humphrey, Finance Director*

The November financials are linked to your board agenda and on the FSD3 website. Our current budget remains at \$29,832,700, which includes the \$200,000 board approved use of fund balance for facility safety improvement measures. Mrs. Humphrey introduced Mr. Tim Lyons, Partner in Charge of Mauldin & Jenkins, CPAs & Advisors firm. This is the auditing firm which conducted FSD3's financial audit for FY 2019/2020.

Presentation of Annual Audit Results – *Tim Lyons, Partner in Charge, Mauldin & Jenkins, CPAs & Advisors*

Mr. Lyons gave board members and those present for tonight's meeting a complete review of the audit process which included the engagement team, the results of the 2020 audit, and financial trends. This audit was performed in accordance with GAAS and GAS. The objective was to provide reasonable, not absolute, assurance that the basic financial statements are free from material misstatement. The report on 2020 Basic Financial Statement showed a 'clean' opinion on basic financial statements. This report presented fairly in accordance with accounting principles generally accepted in the USA (GAAP). There was no material weaknesses or significant deficiencies in internal control reported and no instances of noncompliance. For the fiscal year ended June 30, 2020, the District was required to undergo a Single Audit as expenditures of federal awards exceeded the \$750,000 threshold required by the Uniform Guidance. This report also had "clean" opinions on compliance for the District's major programs with no reportable instances of noncompliance nor material weaknesses in internal controls over compliance identified. A copy of this complete report is available on the FSD3 website. Mr. Lyons ended with a recognized Mrs. Humphrey and the entire financial department for a very smooth and efficient audit of FSD3's FY 2019-2020 records.

The State Superintendent of Education under Act 135 (Continuing Resolution), flexibility has been authorized and extended to SC Code 59-17-100 and the State Board of Education Regulation 43-172 (II). Specifically the requirement of school districts to submit an audit report to SCDE by December 1, regarding prior fiscal year, has been extended to January 15, 2021. If accepted by the BOT, FSD3's report will be submitted on December 18, 2021.

Almeta Fleming made the motion to accept this report as presented to be submitted to SCDE. Gloria Robinson provided the 2nd for this motion. All board members presented voted in favor of this motion. The motion to accept this audit report as presented to be submitted to SCDE passed 9-0.

Instructional Update – *Allana Prosser, Chief Academic Officer*

MAP Testing – Most of FSD3’s elementary and middle school students were able to get MAP tested during the month of December. Some students tested virtually while others were able to come in and test face to face. Teachers will be analyzing this data and will be meeting with administrators on January 4th to ensure that FSD3 provides the appropriate interventions when school resumes.

Report Card Comparisons - A table showing grades 1-8 2019-2020 average of ELA and MATH scores/grade level. The table also showed the ELA and MATH 2020-2021 average scores/grade level with a breakdown of these scores by Virtual and F2F. Another table showed grades 9-12 and the # of students failing one or more subjects (with %s) comparing SY 2019-2020 and SY 2020-2021.

Preparing for 2nd semester – As FSD3 prepares for 2nd semester, principals were asked to devise a plan to ensure safety while bringing in all students on the waiting list and providing instruction to all virtual students from the school level. The district administration is currently working with principals to meet the needs of their plans as 2nd semester approaches.

Operations Updates – *Kasey Feagin, Chief Operations Officer*

Parent Survey for 2nd Semester – This survey has been posted for parents to get their feedback for 2nd semester. A mode of Learning Change form is also posted for all parents if they want to make a change for 2nd semester. Along with a copy of this feedback, Mrs. Feagin also provided a table showing the current requests for Change for all school sites, including the Boys and Girls Club site.

Administrative Rule for Policy IKA – Currently, this previously approved administrative rule was placed on hold during the November 19, 2020 board meeting in order for educators could provide feedback to the committee assigned to revise this procedure. Final changes submitted were: under Grading Assignments and Assessments “Elementary teachers are required to have a minimum of 10 grades for ELA and math and minimum of 5 grades for all other classes. Secondary teachers are required to have a minimum of 18 grades over the course of each quarter.” Under Additional Opportunities to Demonstrate Proficiency the following items were added to current verbage, -“For test and projects at least one new opportunity to demonstrate proficiency shall be provided to any student who scores below a 60 percent and completes corrective action determined by the teacher. The teacher may extend the opportunity to all students in the class at his/her discretion. This may take the form of a retake, completion of test corrections, revision of work, or other similar type opportunity. The teacher will determine all guidelines for reassessment and communicate them through the course syllabus. –The opportunity to reassess is available to students who score below and 80 percent, then the eligible student’s highest score up to 80 percent should be entered into the gradebook. If the opportunity is open to all students, then the student’s highest score should be entered into the gradebook.” Under the section of Late Work – “.....If a student misses an assignment, a placeholder of Zero with a flag and note should be entered into the gradebook. – Late work will be accepted up to five days late, with up to a 10 point reduction per day. – If a student has been given multiple opportunities to complete work and has not done so, and parent contact has been made for major assessments, quizzes or tests (tasks weighted more than 10%), a zero will be entered in the gradebook. Documentation is essential when assigning a zero.”

NEXT Steps for this Administrative Rule – Share with all employees and parents for feedback, which will be shared at the next board meeting.

Superintendent's Report – *Laura Hickson, Ed. S., Superintendent*

Legislative Updates – The 2021 legislative session begins January 12, 2021. There are 15 new members out of the total 124-member House who were sworn into office last week.

2021 Annual School Board Convention – This convention is scheduled for February 18-21, 2021 in Hilton Head. The submitted proposal (Engaging your Board and Stakeholders in the District's Strategic Planning process for Continuous Improvement annually and during the Pandemic) was approved, so FSD3 will be presenting at this conference.

January is School Board Appreciation Month – During the month of January, FSD3's schools are assigned a specific board member to show appreciation of their service to the community.

COVID-19 School-Based Testing – A district allotment of test kits will be determined based on 10% of student and staff counts by district. In order to participate in the testing program, districts must fill out a participation survey. An informed written consent form is required prior to testing. These tests are most accurate when used for symptomatic individuals. These tests should not be used to test individuals in quarantine for the purposes of determining if they may return to school or work.

Adjourn: There being no further business for the Board of Trustees; Julia Mims made the motion to adjourn. Paula Morris provided the 2nd for this motion. All board members present voted in favor of this motion. The motion to adjourn passed 9-0.

Date approved

Barbara Bryant, Chair

Shelia Knotts, Recording Clerk

Paula Morris, Secretary