



Florence County School District 3

Board Meeting Minutes Location: FSD3 Board Room

Thursday, October 19, 2023

7:00 p.m.

In Attendance: Barbara Bryant, Jac'Kel Brown, Jason Kirby, Mattie Thomas, Rebecca Yates, Julia Mims, Paula Morris, and Rutha Frieson.

Absent: Gloria Robinson joined after the meeting started.

Call to Order: Board Chair, Barbara Bryant called the October 19, 2023 board 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 Board Chair Bryant led the group in the Pledge of Allegiance.

Approval of the Agenda: Rutha Frieson made the motion to approve tonight's agenda as presented. Julia Mims provided the 2nd for this motion. All board members present voted in favor of this motion. The motion to approve the October 19, 2023 agenda as presented passed 8-0.

Approval of the Consent Agenda: Jac'Kel Brown made the motion to approve 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 approve the consent agenda as presented passed 8-0. This consent agenda contained the following items: September 21, 2023 board minutes, the Certified Personnel Report and student transfer requests.

Public Participation: None.

Board Chair Report

Ms. Barbara Bryant, FSD3 Board Chair welcomed everyone attending the October 19, 2023 board meeting either personally or on Facebook. As always, the board's quest is to keep everyone informed and involved about what is going on in Florence School District 3.

1. Report of any Meetings/Schools Attended – Rutha Frieson commented that out of 1660 FSD3 elementary students the Lake City Lions Club conducted vision screenings on 1540 students. 123 referrals were given at Lake City Early Childhood Center, 92 referrals at Main Street Elementary, 83 referrals at Scranton Elementary School, 60 referrals at J. C. Lynch Elementary School, and 48 referrals at Olanta Elementary School for a total of 406 referrals in all. This is an annual service by the Lake City Lions Club.

Gloria Robinson joined tonight's meeting.

2. Request to attend any Meetings – None.

Superintendent's Report

Finance Update – Hope Gibson, Finance Director

September Financials - The September financials are linked to your board agenda and on the FSD3 website. The 2023-2024 current budget is the final approved amount of \$37,723,138.00. The board-

approved use of the Fund Balance is \$535,106 for Classified Salaries increase. The total amount board approved use of fund balance is \$3,453,003. Items also available for public viewing is the general fund by object code of revenue and expenditures as well as by function as of September 30, 2023.

Policy Review of Sections C & D

The following policies in section C were recommended to be deleted by the SCSBA's review of FSD3's policies:

- CB 'Statement of Ethics for School Administrators' – this information will be in Policy GBEA
- CG 'Administrative Personnel' – this information will be in Policy GC
- CGA 'Administrative Personnel Compensation Guides and Contracts' – this information will be in Policy GCA
- CGD 'Administrative Personnel Hiring' – this information will be in Policy GCF
- CGI 'Administrative Personnel Evaluations' – this information will be in Policy GCO

Jac'Kel Brown made the motion to approve deletion of this policies. Rebecca Yates provided the 2nd for this motion. All board members present voted in favor of this motion. The motion to delete policies CB, CG, CGA, CGD, and CGI passed 9-0.

SCSBA is recommending the following revision(s) to policies:

- CA 'Administration Goals/Priority Objectives' – Model policy with specific goals.
- CBA 'Qualifications of Superintendent' – Model policy detailing the state-required qualifications for the position of superintendent as well as leadership and professional qualifications.
- CBC 'Superintendent's Duties and Responsibilities' –Model policy with expanded information on the duties from the previous policy.
- CBD 'Superintendent's Contract' – Model policy with additional details on the superintendent's appointment/contract.
- CCB 'Line and Staff Relations' – Same information just worded differently.

Jac'Kel Brown made the motion to approve these revisions to the policies as presented. Rutha Frieson provided the 2nd for this motion. All board members present voted in favor of this motion. The motion to approve revisions to policies CA, CBA, CBC, CBD, and CCB as presented passed 9-0.p

SCSBA recommended the adoption of the following new policies:

- CB ' School Superintendent'
- CBI 'Evaluation of Superintendent'
- CC 'Administrative Organization'
- CCA 'Organization Chart'
- CFA 'School Principals/Building Administrators'
- CFC 'Assignment and Transfer of School Administrators'

- CH 'Policy Implementation'
- CM 'School District Annual Reports'

Jac'Kel Brown made the motion to approve 1st reading of the new policies as presented. Rebecca Yates provided the 2nd for this motion. All board members present voted in favor of this motion. The motion to approve 1st reading of policies CB, CBI, CC, CCA, CFA, CFC, CHJ, CM passed 9-0.

SCSBA recommends to delete Policy DJEI 'Fiscal Management/Purchasing/Vendor Relations'. Jac'Kel Brown made the motion to delete Policy DJEI as presented. Julia Mims provided the 2nd for this motion. All board members present voted in favor of this motion. The motion to delete Policy DJEI as recommended by SCSBA passed 9-0.

SCSBA recommends the following revisions to the following policies:

- DA 'Fiscal Management Goals and Objectives' –Model policy with a philosophical introduction and similar goals for the sound fiscal management of the district.
- DB 'Annual Budget' – Model policy which includes information from our local laws on the budget adoption process as well as a section on limitations on millage increases.
- DBJ 'Budget Transfers' – Model policy which establishes the basic structure for budget transfers.
- DC 'Taxing and Borrowing' –Model policy which establishes the basic structure for the board's authority to tax and borrow funds for the maintenance and operation of the district.
- DD 'Funding Proposals, Grants, and Special Projects' –Model policy which establishes the basic structure for the seeking of additional sources of revenue for the district.
- DDB 'Online Fundraising Campaigns/Crowdfunding' –Same information just reworded.
- DFA 'Investments Earnings' –Same information just reworded.
- DFAC 'Fund Balance' – Model policy with additional information on maintaining a fund balance for the district.
- DI/DIE 'Fiscal Accounting/Audits' – Model policy which combines accounting and auditing processes for the district.
- DID 'Inventories/Fixed Assets' – Model policy which includes an option for property management.
- DJ 'Purchasing' –Model policy with local information.
- DJGA 'Sales Calls and Demonstrations' –Model policy which outlines the protocol for sales calls on district staff.
- DK 'Payment Procedures' – Model policy which establishes the basic structure for the payment of district obligations.
- DKA 'Payroll Procedures/Schedules' – Local information reworded.

- DKB 'Salary Deductions' – Model policy which includes all available deductions from salaries for staff members.
- DKC 'Expense Authorization/Reimbursement' – Model policy which establishes the basic structure for reimbursement of expenses for board and staff members.
- DN 'School Properties Disposition' – Model policy with a paragraph on staff involvement in the disposal of school property.

Rutha Frieson made the motion to approve these revisions as presented. Rebecca Yates provided the 2nd for this motion. All board members present voted in favor of this motion. The motion to approve revisions to policies DA, DB, DBJ, DC, DD, DDB, DFA, DFAC, DI/DIE, DID, DJ, DJGA, DK, DKA, DKB, DKC, and DN passed 9-0.

SCSBA recommends the adoption of the following new policies:

- DDA 'Federal Fiscal Compliance'
- DFG 'Tuition Income'
- DGA 'Authorized Signatures'
- DGD 'Credit Card Use'
- DHA 'Contracting Authority'
- DM 'Cash in School Buildings'

Gloria Robinson made the motion to approve 1st reading of the policies presented. Paula Morris provided the 2nd for this motion. All board members present voted in favor of this motion. The motion to approve 1st reading of policies DDA, DFG, DGA, DGD, DHA, and DM passed 9-0.

Human Resource Updated – Mrs. Angelia Scott, Director of HR and Federal Programs

Mrs. Scott presented to board members policy, GCCAC/GDCC 'Paid Parental Leave' for 2nd reading. Currently, FSD3 does have the administrative rule in place; however, now that SC Law has put the mandate of paid parental leave for state employees, this policy is presented for approval. Jac'Kel Brown made the motion to approve 2nd reading of Policy GCCAC/GDCC, 'Paid Parental Leave' as presented. Julia Mims provided the 2nd for this motion. All board members present voted in favor of this motion. The motion to approve 2nd reading of Policy GCCAC/GDCC, 'Paid Parental Leave' as presented passed 9-0.

A difference between the previous administrative rule and this policy: in the administrative rule, an employee had to be employed at least 3 months while in policy there is no qualifying time of service to receive this benefit.

Mrs. Scott shared with board members the possible adoption of a 'Sick Leave Bank'. Board members asked for a survey from staff concerning the details and/or suggestions of this possible policy. She will bring back survey results at the November board meeting.

Instructional & Operational Updates – Mary Howard, Director of Early Childhood and Elementary Curriculum

Mrs. Howard shared the following Fall testing schedule:

- CogAt & Iowa – 2nd graders
- PSAT – 8th graders

- ✓ October 18 REMJH
- ✓ October 24 JPT
- ACT – Seniors only – October 17
- Ready to Work – Seniors only – October 30 to November 10
- EOC
 - ✓ US History – December 13
 - ✓ Biology – December 12
 - ✓ English 2 – December 5 and 6
 - ✓ Algebra – December 8

Mrs. Howard shared that October is National Principals Month and FSD3 is celebrating some of the most talented principals around.

Legislative Updates

Dr. Hickson began her report that the legislative sessions will officially begin in January 2024. *District Choice School of Innovation*– Dr. Hickson continued her report with the celebration held on Thursday, October 12th, of students in the Choice Innovation Program. This team is composed of a very caring staff and exceptional students. Awards were given for: Perfect attendance, Strivers award, Most Improved, Course, Honor roll, Course completion, Most Dedicated, passing all classes with a 60 or better, and passing all classes with a 70 or better.

Facilities Assessment – With approval to move forward with a needs assessment of all buildings/schools looking at all areas, Dr. Hickson reported that she has started the process of meeting with members of the community to listen and hear their thoughts and interest. Dr. Hickson also did some research on the previous facility study that was completed in the district. There is a lot of information available that will be shared. Dr. Hickson also shared the difference in the board room – the lighting. Tanya Stevers with Border States was present at tonight’s meeting. Border States is on state contract and FSD3 does use this company for ordering of supplies for our lighting system. The LED lighting installed in the board room was a complimentary service.

Parent/Student Meeting at the Continuum - This meeting was organized to give information on FSD3’s Early College and Dual Enrollment programs, clear up incorrect information, and give parents a course guide. This event was well attended with more than 100 parents in attendance. Mr. John Huber-MacNealy, Senior Program Director of the Meeting Street Scholarship Fund was present at this meeting to discuss how to qualify for this scholarship. In 2022 FSD3 had 4 recipients of this scholarship. In 2023 FSD3 had 12 recipients of this scholarship. The goal for 2024 is 20+.

Class Action Litigation against Social Media Companies – 2 memos were sent for you to review concerning this item. Mr. David Lyons, FSD3 attorney, has joined the meeting via telephone to share some information and answer questions. Dr. Hickson does recommend a vote of board members to possibly join the Class Action Suit, which would mean agreeing to employ Wagstaff and Cartmell to represent the district.

Jac’Kel Brown made the motion to employ Wagstaff and Cartmell to represent FSD3 in this class action suit against Social Media companies and the negative effect social media has on students. Rutha Frieson provided the 2nd for this motion. All board members present voted in favor of this motion. The motion

to employ Wagstaff and Cartmell to represent FSD3 in this class action suit against Social Media companies and take the necessary action as needed passed 9-0.

Enter into Executive Session – Rutha Frieson made the motion to enter into executive session to discuss personnel regarding hiring, termination, resignation, superintendent’s contract, student discipline or potential legal matters. Julia Mims provided the 2nd for this motion. All board members present voted in favor of this motion. The motion to enter into executive session passed 9-0.

Exit Executive Session – Jac’Kel Brown made the motion to exit executive session. Jason Kirby provided the 2nd for this motion. All board members present voted in favor of this motion. The motion to exit executive session and enter back into public session passed 9-0.

PUBLIC SESSION

Action from executive session – No action was needed from executive session.

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

Jason Kirby, Secretary