

(Minutes submitted are unofficial until approved at the next month's regular meeting of the Board of Trustees.)

**FLORENCE COUNTY SCHOOL DISTRICT FIVE  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
November 27, 2023**

**MEMBERS PRESENT:**

Mr. Joshua B. Timmons, Chairman  
Mr. Andrew B. Gaster  
Mrs. DeAnna H. Green  
Mr. Roger A. Parsons

Mrs. Mary C. Powell  
Mr. Ervin J. Richardson  
Mr. Frank A. Travaglio

**STAFF PRESENT:**

Mrs. Allana Prosser, Superintendent  
Mrs. Robin Altman  
Mr. Paul Amann  
Mr. Terrell Fleming  
Mr. Brian Goins

Mr. Landon Johnson  
Mr. Adam Kennedy  
Mrs. Mirandi Squires  
Mrs. Wanda Willis  
Mrs. Tina Williams, Recorder

**OTHERS PRESENT:**

All-Star Recipients – Krista Smith, Bonnie Travaglio, and parents.  
Mrs. Brenda Jackson, CPA with Kenneth Cobb & Company

The Board of Trustees of Florence County School District Five met for regular session on Monday, November 27, 2023, at 7:00 p.m. at the District Office Boardroom.

1. **Call to Order, Welcome, and Pledge of Allegiance** – Chairman Timmons called the meeting to order at 7:00 p.m. He welcomed those present and asked everyone to stand and join in the Pledge of Allegiance.
2. **Confirmation of Notice to Media** – Chairman Timmons stated that in accordance with the S.C. Code of Laws, 1976, as amended, Section 30-4-80(E), the following were notified of this meeting: *Morning News, NPO News, Post & Courier* WMBF-TV, WPDE-TV, and [www.fsd5.org](http://www.fsd5.org).
3. **Approval of Agenda** – The Agenda was approved by general consent of the board.
4. **Recognition of Re-elected Board Members and Oath of Office** – Superintendent Prosser administered the Oath of Office to Mrs. DeAnna Green (Seat 3) and Mrs. Mary Powell (At-Large, Seat 6) as returning board members and congratulated them on their re-election to the board.
5. **All-State Recipients** – The board presented Miss Bonnie Travaglio (Cross Country) and Miss Krista Smith (Volleyball) a certificate for being chosen as All-State recipients. The board commended them on an outstanding job.
6. **Public Forum** – There was no one present to address the board in Public Forum.
7. **Consent Agenda (A-C)** – Chairman Timmons reviewed the items of the Consent Agenda which included Board Minutes for October 24, 2023, Monthly Financial Statement for October, and the School Food Services statement for fiscal year 2023. All items passed by general consent of the board.

**8. Regular Agenda**

**A. Superintendent's Report**

1. Finance - Mrs. Wanda Willis stated that the 7.5 million bond closed on November 16, and funds are on deposit at Florence Treasurer's Office. She said the District Facilities Team will meet to develop potential timelines which will be shared with the board.
  - a. Presentation of the 2022-2023 Fiscal Audit – Mrs. Brenda Jackson presented the audit report for fiscal year ending June 30, 2023. She stated that the FY 2023 General Fund balance of \$3,193,936 equates to 108 days of operating capital and falls within the acceptable range established by the state. The 2022-2023 General Fund ended with a positive balance of \$396,008. The Independent Auditor's Report revealed a clean, unmodified opinion, which is the top opinion that can be received.
2. Operations – Mr. Adam Kennedy gave updates in the following departments:
  - a. Food Service Updates – Mealsplus, our current cafeteria management software, is being upgraded to Titan. The K12 payment center will be upgraded to the newest version. New tables have been ordered for JMS cafeteria.
  - b. Technology Updates – Sixty new Career & Technology laptops have arrived and are being setup for use by CTE JHS students. New Samsung digital signage is being installed in the JHS cafeteria. A new Fortinet Fortigate firewall has been successfully installed.
  - c. Safety and Security Update – The COPS School Violence Prevention Program Grant has been awarded to our district for \$322,061. The district was one of four districts in South Carolina receiving the grant. The grant will be used to purchase additional cameras, access control, repair exterior doors and fencing. SCDE Security Grant has been awarded for \$697,063, which will be used for classroom lock replacement at all schools and man traps for JMS and JHS. A brief question and answer session ensued concerning the safety upgrades.
  - d. Bond Referendum Projects – A RFQ will be issued on November 28, for an energy, water, and wastewater savings contracting service. The selected firm will oversee projects and assist in sourcing additional funding opportunities through grants and other avenues.
3. Academics – Mr. Brian Goins stated that schools are creating continuous action plans to ensure everyone is moving in the same direction with the same focus for report card improvement. He said Learning Walks have shown improvement in rigor and academic feedback. Mr. Goins reviewed the school's testing schedules. He said two additional CTE programs will be added to our current offerings to help meet the Perkins funding requirements. Administrative Services and Health Science, with the latter in collaboration with Florence School District 2.
4. Updates and Events – Mrs. Prosser gave an update on the Cognia Accreditation quality assurance process that covers culture, leadership, engagement, and growth. A virtual visit is tentatively scheduled for December 12, which would include the board member's attendance either in person or virtually. During this time, Cognia representatives will interview parents, teachers, leadership, and board members. A follow-up meeting will be held to provide findings, and a summary will be sent after the visit.

Mrs. Prosser gave the following information in school and athletic events:

- a. In Cross-Country, Florence Five had students who were Region placers and the Girls' Team competed in state. She commended the Cross-Country team for such an outstanding team in a new program.
- b. Miss Kamryn Lyerly won Miss Gold and Black and Miss Ava Cooper won Miss Junior Gold and Black in the high school pageant.
- c. The Veteran's Day Program at JES and drive-through at JMS were successful.
- d. Fall-Fun Fest went great and was enjoyed by all. Mrs. Prosser said this day gives a time to be thankful for all we have. She said the Caring & Sharing Can Drive was a success with all schools participating.
- e. Congratulations to the Johnsonville Flashes Football Team on winning Lower State. The State Championship Game will be Friday, December 1, at 2:00 pm hosted at SC State University.
- f. A calendar of upcoming events was reviewed for the month of December.

**9. For Action Agenda**

- A. Acceptance of 2022-2023 Fiscal Audit – Mr. Richardson moved, seconded by Mr. Gaster, that the Board give acceptance to the 2022-2023 General Fund Audit. The motion carried unanimously.
- B. Mrs. Green moved, seconded by Mr. Richardson, that the board approve the Second Reading of Policy JICFB Gavin's Law (Sexual Extortion) (Student). The motion carried unanimously.
- C. Mr. Richardson moved, seconded by Mrs. Green, that the board approve the Second Reading of Policy GBEBE Gavin's Law (Sexual Extortion) (Staff). The motion carried unanimously.
- D. Overnight Field Trip(s)- The following Overnight Field Trips were approved by the board: JMS Jr. Beta Club in Myrtle Beach on January 17-19, 2024, and JES Camp Bob Cooper in Summerton on May 8-10, 2024. Mr. Gaster moved, seconded by Mr. Travaglio that the board approve the two overnight field trips as presented by the superintendent. The motion carried unanimously.

**10. Election of Officers** – In Election of Officers, Mrs. Prosser declared all positions vacant and then opened the floor for nominations.

Mrs. Prosser called for nominations for chairman. Mr. Travaglio nominated Mr. Richardson as chairman, seconded by Mr. Gaster. Mr. Richardson was declared chairman by a vote of 6-0-1, with Mr. Richardson abstaining.

Mrs. Prosser called for nominations for vice chairman. Mr. Richardson nominated Mrs. Green for vice chairman, seconded by Mr. Timmons. Mr. Green was declared vice chairman by a vote of 6-0-1, with Mrs. Green abstaining.

Mrs. Prosser called for nominations for secretary. Mrs. Green nominated Mr. Travaglio for secretary, seconded by Mrs. Powell. Mr. Green was declared secretary by a vote of 6-0-1, with Mr. Travaglio abstaining.

- 11. Adjournment** - There being no further business, Mr. Richardson moved, seconded by Mr. Travaglio, that the meeting be adjourned. The motion carried unanimously, and the meeting adjourned at 7:46 p.m.

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Tina Williams, Board Secretary

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Minutes Approved