

**APPROVED ACTION OF  
BOARD OF EDUCATION  
REGULAR MEETING  
MARCH 19, 2014 NOON**

**NEW BUSINESS  
ENCLOSURE A – Personnel**

Employment in Position

1. Janice B. Jackson – Principal, Harlan Elementary School, effective 6-1-14
2. Tony Cox – Temporary, part-time Driver Education Teacher, effective April-May, 2014, to provide 30 hours of classroom instruction and 6 hours of driving time for a minimum of 20 students. The total amount of compensation is \$3,560.00. The compensation is paid by student fees in the amount of \$225.00 per student for this additional driver education opportunity.
3. William Priest – Elementary Teacher, Hibbett Middle School, effective with 2014-15 school year
4. Tammy Sandlin – Assistant, Forest Hills Elementary School, effective with 2014-15 school year
5. Sherry Lee – LPN, Hibbett Middle School, effective with 2014-15 school year

Employment in Supplement

6. Gary Banks – Assistant Varsity Football Coach (\$7,091 annual supplement which includes \$2,500 summer 2014 pay), Florence High School, effective 3-20-14

Principal Contract

7. The Board approved Ms. Janice Jackson's principal contract as presented. The recommended salary is \$87,960.00 The contract period is June 1, 2014-May 31, 2017

Resignation of Supplement

8. Laura Stewart – Co-Sponsor, Equestrian Team, Florence City Schools, effective 5-30-14
9. Tammy Sandlin – Bookkeeper, Hibbett Middle School (contingent upon hire as Assistant, Forest Hills Elementary School, effective at conclusion of 2013-14 school year

Retirement

10. Elaine Barnett – CNP Worker, Florence Freshman Center/Florence Middle School, effective 6-1-14

**ENCLOSURE B – Revised FCS Organizational Chart**

The Board approved the revised Florence City Schools Organizational Chart as presented (attached). The only revision is the change in title of Director of Special Education. The change in title and job description were approved at the March 11, 2014, Board meeting.

**ENCLOSURE C - Summer 2014 Work Schedule**

The Board approved the 2014 summer 4-day work week schedule (attached), effective June 2, 2014, through July 25, 2014.

**2014 Summer Work Schedule  
 Four-Day Work Week  
 June 2 – July 25, 2014  
 (Board Approved: )**

**35 Hour Employees**

**Week 1**

Monday, June 2	7:00 a.m. – 4:15 p.m.	8.75 hours	30 minute lunch
Tuesday, June 3	7:00 a.m. – 4:15 p.m.	8.75 hours	30 minute lunch
Wednesday, June 4	7:00 a.m. – 4:15 p.m.	8.75 hours	30 minute lunch
Thursday, June 5	7:00 a.m. – 4:15 p.m.	8.75 hours	30 minute lunch
Friday, June 6	Closed	<u>0.00 hours</u>	Closed
		35.00 hours	

**Week 2**

Monday, June 9	7:00 a.m. – 4:15 p.m.	8.75 hours	30 minute lunch
Tuesday, June 10	7:00 a.m. – 4:15 p.m.	8.75 hours	30 minute lunch
Wednesday, June 11	7:00 a.m. – 4:15 p.m.	8.75 hours	30 minute lunch
Thursday, June 12	7:00 a.m. – 4:15 p.m.	8.75 hours	30 minute lunch
Friday, June 13	Closed	<u>0.00 hours</u>	Closed
		35.00 hours	

**Week 3**

Monday, June 16	7:00 a.m. – 4:15 p.m.	8.75 hours	30 minute lunch
Tuesday, June 17	7:00 a.m. – 4:15 p.m.	8.75 hours	30 minute lunch
Wednesday, June 18	7:00 a.m. – 4:15 p.m.	8.75 hours	30 minute lunch
Thursday, June 19	7:00 a.m. – 4:15 p.m.	8.75 hours	30 minute lunch
Friday, June 20	Closed	<u>0.00 hours</u>	Closed
		35.00 hours	

**Week 4**

Monday, June 23	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Tuesday, June 24	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Wednesday, June 25	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Thursday, June 26	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Friday, June 27	Closed	<u>0.00 hours</u>	Closed
		35.00 hours	

**Week 5**

Monday, June 30	7:00-4:15 p.m.	8.75 hours	30 minute lunch
Tuesday, July 1	7:00-4:15 p.m.	8.75 hours	30 minute lunch
Wednesday, July 2	7:00-4:15 p.m.	8.75 hours	30 minute lunch
Thursday, July 3	Closed	0.00 hours	Closed (Holiday)
Friday, July 4	Closed	<u>0.00 hours</u>	Closed
		26.25 hours	

**Week 6**

Monday, July 7	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Tuesday, July 8	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Wednesday, July 9	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Thursday, July 10	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Friday, July 11	Closed	<u>0.00 hours</u>	Closed
		35.00 hours	

**Week 7**

Monday, July 14	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Tuesday, July 15	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Wednesday, July 16	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Thursday, July 17	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Friday, July 18	Closed	<u>0.00 hours</u>	Closed
		35.00 hours	

**Week 8**

Monday, July 21	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Tuesday, July 22	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Wednesday, July 23	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Thursday, July 24	7:00 – 4:15 p.m.	8.75 hours	30 minute lunch
Friday, July 25	Closed	<u>0.00 hours</u>	Closed
		35.00 hours	

**Monday, July 28 - Resume 5-Day Work Week and 2014-2015 FCS Calendar**

A Flex Schedule for employees to work 7:30 until 4:45 will be allowed as long as supervisor approval is given.

**2014 Summer Work Schedule  
 Four-Day Work Week  
 June 2 – July 25, 2014  
 (Board Approved: )**

**37.5 Hour Employees**

**Week 1**

Monday, June 2	7:00 a.m. – 5:00 p.m.	9.5 hours	30 minute lunch
Tuesday, June 3	7:00 a.m. – 5:00 p.m.	9.5 hours	30 minute lunch
Wednesday, June 4	7:00 a.m. – 5:00 p.m.	9.5 hours	30 minute lunch
Thursday, June 5	7:00 a.m. – 4:30 p.m.	9.0 hours	30 minute lunch
Friday, June 6	Closed	<u>0.0 hours</u>	Closed
		37.5 hours	

**Week 2**

Monday, June 9	7:00 a.m. – 5:00 p.m.	9.5 hours	30 minute lunch
Tuesday, June 10	7:00 a.m. – 5:00 p.m.	9.5 hours	30 minute lunch
Wednesday, June 11	7:00 a.m. – 5:00 p.m.	9.5 hours	30 minute lunch
Thursday, June 12	7:00 a.m. – 4:30 p.m.	9.0 hours	30 minute lunch
Friday, June 13	Closed	<u>0.0 hours</u>	Closed
		37.5 hours	

**Week 3**

Monday, June 16	7:00 a.m. – 5:00 p.m.	9.5 hours	30 minute lunch
Tuesday, June 17	7:00 a.m. – 5:00 p.m.	9.5 hours	30 minute lunch
Wednesday, June 18	7:00 a.m. – 5:00 p.m.	9.5 hours	30 minute lunch
Thursday, June 19	7:00 a.m. – 4:30 p.m.	9.0 hours	30 minute lunch
Friday, June 20	Closed	<u>0.0 hours</u>	Closed
		37.5 hours	

**Week 4**

Monday, June 23	7:00 – 5:00 p.m.	9.5 hours	30 minute lunch
Tuesday, June 24	7:00 – 5:00 p.m.	9.5 hours	30 minute lunch
Wednesday, June 25	7:00 – 5:00 p.m.	9.5 hours	30 minute lunch
Thursday, June 26	7:00 – 4:30 p.m.	9.0 hours	30 minute lunch
Friday, June 27	Closed	<u>0.0 hours</u>	Closed
		37.5 hours	

**Week 5**

Monday, June 30	7:00-5:00 p.m.	9.5 hours	30 minute lunch
Tuesday, July 1	7:00-5:00 p.m.	9.5 hours	30 minute lunch
Wednesday, July 2	7:00-5:00 p.m.	9.5 hours	30 minute lunch
Thursday, July 3	Closed	0.0 hours	Closed (Holiday)
Friday, July 4	Closed	<u>0.0 hours</u>	Closed
		28.50 hours	

**Week 6**

Monday, July 7	7:00 – 5:00 p.m.	9.5 hours	30 minute lunch
Tuesday, July 8	7:00 – 5:00 p.m.	9.5 hours	30 minute lunch
Wednesday, July 9	7:00 – 5:00 p.m.	9.5 hours	30 minute lunch
Thursday, July 10	7:00 – 4:30 p.m.	9.0 hours	30 minute lunch
Friday, July 11	Closed	<u>0.0 hours</u>	Closed
		37.5 hours	

**Week 7**

Monday, July 14	7:00 – 5:00 p.m.	9.5 hours	30 minute lunch
Tuesday, July 15	7:00 – 5:00 p.m.	9.5 hours	30 minute lunch
Wednesday, July 16	7:00 – 5:00 p.m.	9.5 hours	30 minute lunch
Thursday, July 17	7:00 – 4:30 p.m.	9.0 hours	30 minute lunch
Friday, July 18	Closed	<u>0.0 hours</u>	Closed
		37.5 hours	

**Week 8**

Monday, July 21	7:00 – 5:00 p.m.	9.5 hours	30 minute lunch
Tuesday, July 22	7:00 – 5:00 p.m.	9.5 hours	30 minute lunch
Wednesday, July 23	7:00 – 5:00 p.m.	9.5 hours	30 minute lunch
Thursday, July 24	7:00 – 4:30 p.m.	9.0 hours	30 minute lunch
Friday, July 25	Closed	<u>0.0 hours</u>	Closed
		37.5 hours	

**Monday, July 28 - Resume 5-Day Work Week and 2014-2015 FCS Calendar**

A Flex Schedule for employees to work 7:30 until 5:30 will be allowed as long as supervisor approval is given.

**2014 Summer Work Schedule  
 Four-Day Work Week  
 June 2 – July 25, 2014  
 (Board Approved: )**

**40.0 Hour Employees**

**Week 1**

Monday, June 2	6:00 a.m. – 4:30 p.m.	10.0 hours	30 minute lunch
Tuesday, June 3	6:00 a.m. – 4:30 p.m.	10.0 hours	30 minute lunch
Wednesday, June 4	6:00 a.m. – 4:30 p.m.	10.0 hours	30 minute lunch
Thursday, June 5	6:00 a.m. – 4:30 p.m.	10.0 hours	30 minute lunch
Friday, June 6	Closed	<u>0.0 hours</u>	Closed
		40.0 hours	

**Week 2**

Monday, June 9	6:00 a.m. – 4:30 p.m.	10.0 hours	30 minute lunch
Tuesday, June 10	6:00 a.m. – 4:30 p.m.	10.0 hours	30 minute lunch
Wednesday, June 11	6:00 a.m. – 4:30 p.m.	10.0 hours	30 minute lunch
Thursday, June 12	6:00 a.m. – 4:30 p.m.	10.0 hours	30 minute lunch
Friday, June 13	Closed	<u>0.0 hours</u>	Closed
		40.0 hours	

**Week 3**

Monday, June 16	6:00 a.m. – 4:30 p.m.	10.0 hours	30 minute lunch
Tuesday, June 17	6:00 a.m. – 4:30 p.m.	10.0 hours	30 minute lunch
Wednesday, June 18	6:00 a.m. – 4:30 p.m.	10.0 hours	30 minute lunch
Thursday, June 19	6:00 a.m. – 4:30 p.m.	10.0 hours	30 minute lunch
Friday, June 20	Closed	<u>0.0 hours</u>	Closed
		40.0 hours	

**Week 4**

Monday, June 23	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Tuesday, June 24	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Wednesday, June 25	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Thursday, June 26	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Friday, June 27	Closed	<u>0.0 hours</u>	Closed
		40.0 hours	

### **Week 5**

Monday, June 30	6:00-4:30 p.m.	10.0 hours	30 minute lunch
Tuesday, July 1	6:00-4:30 p.m.	10.0 hours	30 minute lunch
Wednesday, July 2	6:00-4:30 p.m.	10.0 hours	30 minute lunch
Thursday, July 3	Closed	0.0 hours	Closed (Holiday)
Friday, July 4	Closed	<u>0.0 hours</u>	Closed
		30.0 hours	

### **Week 6**

Monday, July 7	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Tuesday, July 8	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Wednesday, July 9	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Thursday, July 10	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Friday, July 11	Closed	<u>0.0 hours</u>	Closed
		40.0 hours	

### **Week 7**

Monday, July 14	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Tuesday, July 15	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Wednesday, July 16	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Thursday, July 17	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Friday, July 18	Closed	<u>0.0 hours</u>	Closed
		40.0 hours	

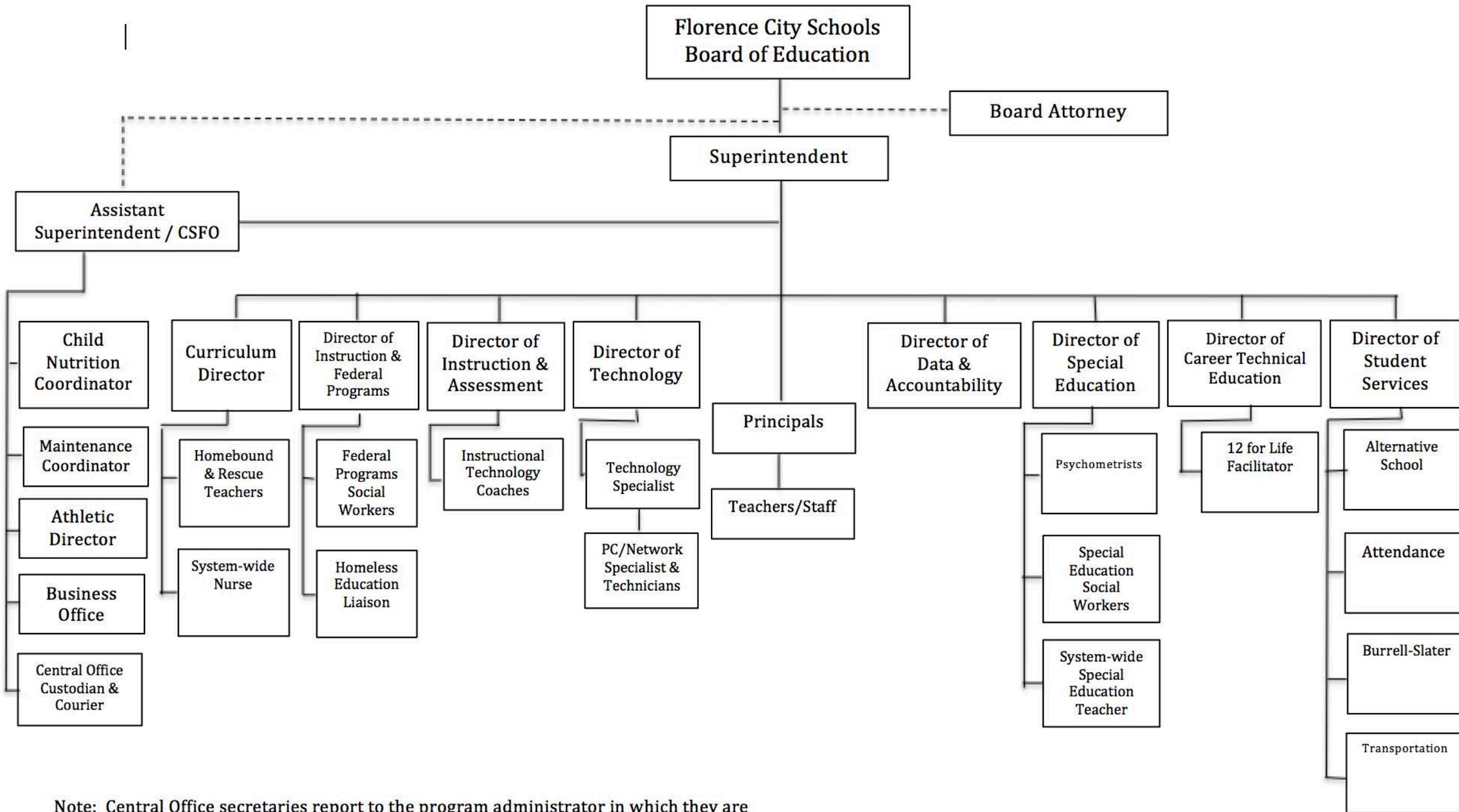
### **Week 8**

Monday, July 21	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Tuesday, July 22	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Wednesday, July 23	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Thursday, July 24	6:00 – 4:30 p.m.	10.0 hours	30 minute lunch
Friday, July 25	Closed	<u>0.0 hours</u>	Closed
		40.0 hours	

### **Monday, July 28 – Resume 5-Day Work Week and 2014-2015 FCS Calendar**

A Flex Schedule for employees to work 7:00 until 5:30 will be allowed as long as supervisor approval is given.





Note: Central Office secretaries report to the program administrator in which they are assigned to support.