

The District Five Board of Trustees met Monday, January 25, 2016, at the District Five Administrative Office, 100 N. Danzler Road, Duncan, SC at 6:30 p.m.

The following members were present:

Mr. Steve Brockman  
Mr. Mark Cleveland  
Mr. Bo Corne  
Mr. Rick Eitel  
Mr. Garry Harper  
Mrs. Julie McMakin  
Mr. Jeff Proper  
Mr. Michael Thompson

1. **Call to Order and Notice to Media:** Mr. Garry Harper, Chairman, called the meeting to order and read the Notice to Media:

Spartanburg County School District Five has complied with the requirements of the Freedom of Information Act in notification of the media and other interested parties and organizations and posting of the agenda.

2. **Open Meeting with Prayer:** Mr. Steve Brockman led the opening prayer.
3. **Approval of Minutes – November 23, 2015 and December 9, 2015:** Minutes from the November 23, 2015 and December 9, 2015 meetings were approved as presented.
4. **Special Recognition:** Mrs. Melissa Robinette, Director of Public Relations, recognized each board member in honor of Board Appreciation Month. Each trustee was presented a copy of a book that has also been placed in the media center of the school that presented the book to them.
5. **Action**

- a) **Board Officer Elections:** Chairman Harper informed the board that officers needed to be elected for the positions of Chairman, Vice Chairman, and Secretary.

Mr. Bo Corne nominated Mr. Garry Harper for the office of Chairman. There being no other nominations, the motion was seconded and passed unanimously (8-0) to name Mr. Garry Harper as the Chairman of the Board of Trustees for a second term.

Mr. Michael Thompson nominated Mr. Rick Eitel for the office of Vice Chairman. There being no other nominations, the motion was seconded and passed unanimously (8-0) to name Mr. Rick Eitel as the Vice Chairman of the Board of Trustees.

Mr. Steve Brockman nominated Mrs. Julie McMakin for the office of Secretary. There

being no other nominations, the motion was seconded and passed (7-0-1). Mrs. McMakin abstained from the vote.

- b) **Board Committee Appointments:** Chairman Harper appointed the following board members to serve on the three Board Committees:
- Finance Committee: Julie McMakin, Michael Thompson, Steve Brockman
  - Curriculum and Instruction: Garry Harper, Phil McIntyre, Jeff Proper
  - Policy Committee: Rick Eitel, Bo Corne, Mark Cleveland
- c) **R.D. Anderson Board Appointment:** Mr. Eitel and Mrs. McMakin both reported that they enjoy their current roles as members of the R.D. Anderson Board of Trustees, but were both willing to step down if other board members were interested in serving. There being no other board members who requested to serve, Chairman Harper announced that both Mr. Eitel and Mrs. McMakin will continue to serve on the board for R.D. Anderson Applied Technology Center.
- d) **2016-17 Academic Calendar:** Dr. Ashley Atkinson, Assistant Superintendent of Curriculum and Instruction, presented a draft of the 2016-2017 school calendar. This draft is being shared by all seven Spartanburg districts.

After an explanation of how the dates were determined and a discussion regarding possible make up days, a motion was made, seconded, and passed unanimously (8-0) to adopt the 2016-17 school calendar as presented.

## 6. Reports

- a) **Facility Update:** Dr. Greg Wood, Assistant Superintendent of Administration and Operations, presented an update on facility renovations and construction. Dr. Wood's report included photographs and updates regarding the following facilities: Groce Road property in Lyman, which is in the process of being purchased by the district to possibly be used for multi-purpose practice fields in the future; Perimeter Road retention pond expansion; bus loop landscaping, Byrnes High School gym entrance, and new construction updates for both Byrnes High School and Lyman Elementary School's expansion projects. Dr. Wood reported that construction is behind schedule about 31 days for both locations, but they expect to make up some of those days once the buildings are in the dry. The goal is to be able to occupy Lyman Elementary School shortly after Spring Break and Byrnes High School in January of 2017.
- b) **Personnel Time Line:** Mrs. Libby Grau, Director of Personnel, provided the personnel time line to the board. Personnel recommendations will be provided to board members on February 16 for review before voting on recommendations and contracts at the February 22 board meeting.

- c) **Professional Personnel Contracts:** Mrs. Grau also provided a report of the different levels of personnel contracts for certified employees. Mrs. Grau provided details about Induction, Annual, and Continuing contracts, with an explanation of the Due Process Rights for each.
- d) **Assessment Calendar:** Dr. Scott Smith, Director of Accountability and Assessment, provided assessment updates and time lines for all grade levels. The report included updates pertaining to PAL Pre-K/DRA2+, SCPASS, SC Ready, WorkKeys, ACT, End of Course, and MAP testing.
- e) **Budget Calendar:** Mr. David Hayes, Director of Finance, presented the tentative budget calendar for 2016-17. Mr. Hayes reported that the budget requests from schools will be distributed to the board members on March 28. The tentative finance committee work sessions have been planned for April 18, May 9, and June 6 before voting on the budget in June. Discussion was held about possibly changing the date of the June meeting to allow more board members to be present.
- f) **Quarterly Financial Report:** Mr. Hayes also provided the quarterly financial report through December 31, 2015. The report reflects actual year to date expenditures exceeding revenue by \$6.9 million. Mr. Hayes explained that this is the district's normal cash flow for this time of year, as most of the local revenue is received in January and February. The report projects expenditures to be over budget, but there will be adequate revenue to cover these expenses and Mr. Hayes has projected a balanced budget for the end of the year.

A motion was made, seconded, and passed unanimously (8-0) to go into Executive Session for the purposes of personnel and a diploma request.

## 7. Executive Session

- a) **Personnel:** In open session, a motion was made, seconded, and passed unanimously to approve the personnel changes as of January 25, 2016 as presented.
- b) **ACT 155 Diploma Request:** A motion was made, seconded, and passed unanimously (8-0) to grant the petition of a former student who requested to receive a high school diploma due to the passing of ACT 155.

There being no further business, the meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Julie McMakin  
Secretary