

The District Five Board of Trustees met Monday, January 25, 2021 at Duncan Elementary School at 100 S. Danzler Road, Duncan, SC at 6:30 p.m.

The following members were present:

Mr. Jeff Boland
Mr. Steve Brockman
Mr. Mark Cleveland
Mrs. Dawn Deck
Mr. Rick Eitel
Mrs. Meredith Gergley
Mr. Phil McIntyre
Mrs. Julie McMakin
Mr. Jeff Proper

1. **Call to Order and Notice to Media:** Mrs. Julie McMakin, 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. Jeff Proper led the opening prayer.

3. **Consent Agenda**

- a) **Approval of Agenda:** Mr. Rick Eitel made the following motion:

Madam Chair, I make a motion, in accordance with Policy BEDB Board Agenda, to place on the Action agenda for tonight's meeting: Vote to place on the February Board Meeting Action Agenda a decision on the name of District Five's High School and associated mascot.

The motion was seconded by Mr. Mark Cleveland.

Chairman McMakin explained that a 2/3 vote (6 in favor of) would be needed to approve adding this to the February agenda as an action item.

Mr. Eitel read a statement in support of his request.

There being no other discussion, the vote was then taken. The motion to place the item on the Action agenda for February failed (3-6).

- b) **Approval of Minutes:** Minutes from the November 23, 2020 and January 9, 2021 meeting were approved as presented.

4. **Special Recognition:**

Mrs. Melissa Robinette, Public Relations Director, recognized board members in honor of School Board Appreciation Month. A video was presented which featured students thanking the board members. Each board member received a book from a school, and a copy of the same book will be placed in the school's media center.

5. **Action Items:**

- a) **Consideration of 2021-2022 School Year Calendar:** Dr. Jeff Rogers, Assistant Superintendent of Curriculum and Instruction, presented a draft of the 2021-2022 school year calendar, as approved by the superintendents of all seven Spartanburg County School Districts. Dr. Rogers reviewed the key dates and information pertaining to the calendar.

Mr. Mark Cleveland made a motion to approve the 2021-2022 School Year calendar as presented by the administration. The motion, seconded by Mrs. Dawn Deck, was approved unanimously (9-0).

- b) **Board Policy Revisions:** Mrs. Dawn Deck, Chairman of the Board Policy Committee, reviewed the following policy updates as previously reviewed at the January 9, 2021 called board meeting.

- i. **BBBE; BBBE-E:** Unexpired Term Fulfillment/Vacancies and Statement of Intention of Candidacy Form
- ii. **BC:** Board Member Conduct
- iii. **BCA:** Board Member Code of Ethics
- iv. **BE:** Board Meetings
- v. **BEDF:** Voting Method at Board Meetings
- vi. **BEDH:** Public Participation at Meetings
- vii. **EBC-R(3):** Virtual Board Meetings

Chairman McMakin thanked Mrs. Deck for her hard work as the chair of the policy committee.

A motion was made by Mr. Mark Cleveland to approve revisions to the following policies, administrative rules, and exhibits as presented by the Policy Committee:

- i. **BBBE; BBBE-E:** Unexpired Term Fulfillment/Vacancies and Statement of Intention of Candidacy Form
- ii. **BC:** Board Member Conduct

- iii. **BCA:** Board Member Code of Ethics
- iv. **BE:** Board Meetings
- v. **BEDF:** Voting Method at Board Meetings
- vi. **BEDH:** Public Participation at Meetings
- vii. **EBC-R(3):** Virtual Board Meetings

The motion, not requiring a second, was approved unanimously (9-0).

6. Reports:

- a) **Personnel Timeline:** Mrs. Heather Lister, Director of Personnel, provided the timeline for the personnel process for the 2021-2022 school year. Mrs. Lister informed the board that they would vote on personnel recommendations and contracts at the February 22 board meeting.
- b) **Budget Calendar:** Mr. David Hayes, Chief Financial Officer, provided the tentative budget timeline for the 2021-2022 school year. Mr. Hayes reported that the compilation of all requests will be submitted to the board on March 22 for review. Mr. Hayes reported that tentative budget work sessions have been scheduled for April 12, May 3, and June 7, if needed. The public hearing for the proposed budget is scheduled for June 28, and the board will vote on the final budget at the regular meeting on that date.
- c) **Quarterly Financial Report:** Mr. David Hayes also presented the quarterly financial report through December 31, 2020. Mr. Hayes highlighted a few key points, including that actual revenues currently exceed the projections by \$3.3 million more than budgeted. This is largely due from an increase in Fee in Lieu of Tax collections. The report also reflects actual year to date expenditures exceeding revenue by \$13,646,214. 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. He explained that this is one reason for the importance of maintaining a healthy fund balance.

Mr. Hayes concluded his report by stating the projections do not include the additional \$800 bonus given to employees, as he has received word that the district may be receiving additional ESSER funds, and early indications are that they can be used to pay for COVID-related bonuses.

A motion was made by Mr. Mark Cleveland to move into Executive Session for contractual matters. The motion, seconded by Mr. Rick Eitel, passed unanimously (9-0).

7. Executive Session:

- a) Discussion of Contractual Matters in reference to Growth Plan and Property Search:

8. Return to Public Session:

- a) Action on Items Discussed in Executive Session: In open session, Mr. Mark Cleveland made a motion that the board authorize the superintendent, on behalf of the board, to enter into contract negotiations on the parcels of land presented to, and discussed, by the board, if and when they are available. The motion was seconded by Mr. Steve Brockman and approved unanimously 9-0.

There being no further business, a motion was made by Mr. Mark Cleveland, and seconded by Mr. Steve Brockman, to adjourn the meeting at 8:08 p.m. The motion passed unanimously (9-0).

Respectfully submitted,

Mark Cleveland
Secretary

Submitted by: April Peel