

The District Five Board of Trustees met Monday, January 26, 2015 at the District Five Administrative Offices, 100 N. Danzler Road, Duncan, SC at 6:30 p.m.

The following members were present:

Mr. Bo Corne  
Mr. Rick Eitel  
Mr. Phil McIntyre  
Mr. Garry Harper  
Mrs. Julie McMakin  
Mr. James Norman  
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. Rick Eitel led the opening prayer.

3. **Approval of Minutes – November 24, 2014:** Minutes from the November 24, 2014 meeting were approved as presented.

4. **Special Recognition:** Mrs. Melissa Robinette, Director of Public Relations, recognized board members 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 Agenda

- a) **2015-2016 School Calendar:** Dr. Ashley Atkinson, Assistant Superintendent of Curriculum and Instruction, presented a draft of the 2015-16 school calendar. This calendar will be shared by all seven Spartanburg districts.

After questions and discussion, a motion was made, seconded, and passed unanimously (7-0) to adopt the 2015-16 school calendar as presented.

- b) **Pre-Qualification of Facility Contractors:** Mr. Barry Reese, Director of Procurement, reported that administration had met with architects from McMillan, Pazdan, Smith and were seeking approval to proceed with the prequalification process of contractors for the Byrnes High School expansion. This process would identify the success records, safety records, and financial stability of contractors involved in the bidding process, as well as determines which contractors have the necessary manpower to complete projects in a timely manner, before the bidding process begins.

Mr. Reese reported that the district's procurement code requires board approval before entering into the pre-qualifying process, and only where the construction involved is unique in nature or over ten million dollars in value. Mr. Reese also outlined the time line involved with this process, which would not affect the construction time line for the Byrnes expansion project.

After questions and discussion, a motion was made, seconded, and passed unanimously (7-0) to allow prequalification of contractors for the Byrnes High School expansion project as presented by the administration.

## 6. Reports

- a) **Board Redistricting Proposal:** Mr. Bobby Bowers and Mr. Will Roberts, with the Office of Revenue and Fiscal Affairs, presented information to the board regarding a redistricting proposal needed to help equalize the numbers within the district's voting areas. Mr. Bowers provided a copy of the current map, along with benchmark statistics using the most recent census numbers from 2010. Mr. Bowers reported that his office would work to find a proposal to ensure that the recommended changes would avoid retrogression, and would also lower the deviation to less than 10% for each area. His office will work together with the district and delegation to present a new proposal that would take effect in November 2015.
- b) **Financial Audit 2013-2014:** Mr. Hayes, Director of Finance, provided the district's annual financial audit report as presented to the finance committee. He presented documentation to show that the audit firm, McAbee, Schwartz, Halliday and Co., reported that the financial statements presented fairly the financial position of Spartanburg District Five Schools. Included in the audit report was the Management's Discussion and Analysis which outlined the following financial highlights: general fund state revenue received was \$676,815 more than budgeted; general fund local revenue exceeded budget by \$2,500,898 due to an increase in fee-in-lieu taxes and increased collections; the district was able to transfer \$4,351,189 from the General Fund to the Capital Projects Fund without reducing the General Fund balance; unassigned fund balance for the general fund was \$16,705,470 which is 24.1% of the total budgeted General Fund expenditures as of June 30, 2014; the district's net position increased by \$6,736,591; and the district issued \$66,000,000 of Installment Refunding Revenue Bonds in order to advance refund the Installment Purchase Bonds issued in December 2005.
- c) **Procurement Audit 2013-2014:** Mr. Hayes also provided the procurement audit report for the period July 1, 2013 through June 30, 2014. Mr. Hayes provided the opinion letter from McAbee, Schwartz, Halliday & Co., which states that District Five complied with its procurement code policies and regulations in accordance with procedures set out in the South Carolina Budget and Control Board Audit Program.

- d) **Quarterly Financial Report:** Mr. Hayes presented the quarterly financial report through December 31, 2014. The report projects an annual increase in total revenue of \$932,750 more than budgeted, with a slight decrease in expenditures. Mr. Hayes reported that the district is currently operating under a deficit of \$5,542,534 due to the normal cash flow this time of year, as the bulk of property taxes are expected to be received in early February.
- e) **Budget Time Line:** Mr. Hayes presented the tentative budget calendar for the 2015-16 school year, which outlines the dates for budget request deadlines from schools, budget work session dates, as well as the date for the public hearing for the proposed budget. Mr. Hayes reported that the budget would be presented to the board for approval at the June 15 board meeting.
- f) **Personnel Time Line:** Dr. Scott Turner presented the 2015-2016 personnel time line, which outlines the deadlines for hiring procedures for the upcoming school year. Dr. Turner informed the board that they would be able to access the employee recommendations on February 12 and would vote on these recommendations at the February 23 board meeting.
- g) **Student Achievement Data – Secondary:** Dr. Scott Smith, Director of Accountability and Assessment, provided a report of the 2013-14 student achievement data for secondary students. Dr. Smith reported that the graduation rate continues to increase and stay above the state average. Dr. Smith's report provided an overview of the district's graduation rate, end of course data, SAT, ACT, and AP performance data as compared to state and national results.

## 7. Executive Session

- a. **Home School Request:** A motion was made, seconded, and passed unanimously (7-0) to go into executive session for the purpose of home school request, student diploma requests, and personnel.

In open session, a motion was made, seconded, and passed unanimously (7-0) to accept the home school request as presented by administration.

- b. **Act 155 Diploma Requests** In open session, a motion was made, seconded, and passed unanimously (7-0) to grant the petition of two former students who requested to receive a high school diploma due to the passing of ACT 155.
- c. **Personnel:** In open session, a motion was made, seconded, and passed unanimously (7-0) to accept the personnel recommendations as of January 26, 2015, as presented by administration.

In addition, a motion was made, seconded, and passed unanimously (7-0) to approve a full time position for Director of Professional Development and Evaluation.

There being no further business, the meeting was adjourned at 9:00 PM.

Respectfully submitted,

Michael Thompson  
Secretary