

The District Five Board of Trustees met Monday, January 27, 2014, at the District Five Administrative Offices, 100 N. Danzler Road, Duncan, SC at 6:30 p.m.

The following members were present:

Mr. Steve Brockman
Mr. Bo Corne
Mr. Rick Eitel
Mr. Garry Harper
Mr. Patrick Jarrett
Mr. Phil McIntyre
Mrs. Julie McMakin
Mr. James Norman
Mr. Michael Thompson

1. **Call to Order and Notice to Media:** Mr. Steve Brockman, 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. Garry Harper led the opening prayer.
3. **Board Member Swearing In:** Mr. Steve Brockman, who was re-elected in the November 2013 election, repeated the Oath of Office as read by Mr. Bo Corne.
4. **Approval of Minutes – November 25, 2013:** Minutes from the November 25, 2013 meeting were approved as presented.
5. **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.
6. **Action Agenda**
 - a) **Board Officer Elections:** Dr. Turner asked for nominations from the board for the following officers: Chairman, Vice Chairman, and Secretary.

Mr. Garry Harper was nominated by Mr. Bo Corne. Mr. Harper accepted the nomination. Mrs. Julie McMakin was nominated by Mr. Rick Eitel. Mrs. McMakin accepted the nomination.

Due to more than one nomination being made, the board voted by secret ballot. After counting the votes, Mr. Garry Harper was named as Chairman of the Board of Trustees.

Mr. Rick Eitel was nominated by Mrs. McMakin for the office of Vice-Chairman. Mr. Eitel accepted the nomination. There being no other nominations, Mr. Eitel was named as Vice Chairman of the Board of Trustees.

Mr. Michael Thompson was nominated by Mrs. McMakin for the office of Secretary. Mr. Thompson accepted the nomination. There being no other nominations, Mr. Thompson was named Secretary of the Board of Trustees for a second term.

- b) **Board Committee Appointments:** Chairman Harper announced appointments of the board members to the respected committees listed below:
- Finance Committee: Steve Brockman, Julie McMakin, Michael Thompson
 - Policy Committee: Bo Corne, Rick Eitel, James Norman
 - Curriculum and Instruction: Garry Harper, Patrick Jarrett, Phil McIntyre
- c) **R.D. Anderson Board Appointments:** Mr. Rick Eitel and Mrs. Julie McMakin both currently serve on the board of R.D. Anderson Applied Technology Center. Both agreed to continue serving for another term.
- d) **Adopt Policy JLCDB – Use of Epinephrine Auto-Injectors:** Mrs. Tammy Smith, Director of Health Services, presented the new policy, JLCDB – Use of Epinephrine Auto-Injectors. The model policy was received from the SC Schools Boards Association in conjunction with a new law which was passed during the last legislative session. Each school will now stock Epi-Pens for emergency use. School trainers and nurses will be trained to administer as needed. A link to the policy will be placed on each school's and the district website. Information will also be included in the handbooks.

After questions, a motion was made, seconded, and passed unanimously (9-0) to adopt policy JLCDB – Use of Epinephrine Auto Injectors, as presented.

- e) **2014-15 Calendar:** Dr. Ashley Atkinson, Assistant Superintendent of Curriculum and Instruction, presented a draft of the 2014-15 school calendar. This draft is being shared by all seven Spartanburg districts.

After an explanation of how the dates were determined, a motion was made, seconded, and passed unanimously (9-0) to adopt the 2014-15 school calendar as presented.

7. Reports

- a) **Schematic Design Phase of Byrnes High School Project:** Mr. Ron Smith, Mr. Brian Deichman, and Ms. Jill Rogers, with McMillan, Pazdan, Smith Architects, presented a proposal for construction renovations to the Byrnes High School campus. The architect's report included renderings of the existing campus, and proposals for demolition and new construction to the campus, with work being completed in four phases. The presentation also included an opinion of probable costs/schedule, phase one design and construction schedule, and project scope / opinion of probable costs for the total project.

As presented, the plan would include new classrooms, labs, gym renovations, bus drop off, administrative offices, guidance offices, media center, new student drop off at the front entrance, and music and art classes relocated closer to the Fine Arts Center.

The architects presented a probable cost schedule as follows: Phase I (\$20,500,000), Phase II (\$18,600,000), Phase III (\$12,850,000), and Phase IV (\$4,625,000), for a total projected cost of \$56,575,000.

Mr. David Hayes, Director of Finance, presented information regarding bond issuance, cash on hand, and referendum options for the financing of the project.

The board took no action and announced that they would continue to have meetings regarding construction options and financing.

- b) **Quarterly Financial Report:** Mr. Hayes presented the quarterly financial report through December 31, 2013. The report projects an increase in state revenue of over \$440,000 more than budgeted, with a slight decrease in projected expenditures. Mr. Hayes reported that the district is currently operating under a deficit due to the normal cash flow this time of year, as the bulk of property taxes are expected to be received at the end of January and early February.

Mr. Hayes also presented the tentative budget calendar for 2014-15.

- c) **Personnel Time Line:** Mrs. Libby Grau, Director of Personnel, presented the personnel time line.

There being no further business, the meeting was adjourned at 8:25 PM.

Respectfully submitted,

Michael Thompson
Secretary