

The District Five Board of Trustees met Monday, January 28, 2019, at Duncan Elementary School at 100 S. Danzler Road, Duncan, SC at 6:30 p.m.

The following members were present:

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:** Mr. Rick Eitel, 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. **Consent Agenda:**

- a) **Approval of Agenda:** The agenda was approved as presented.

- b) **Approval of Minutes – November 19, 2018, December 12, 2018, and January 7, 2019:** Minutes from the November 19, 2018, December 12, 2018, and January 7, 2019 meetings were approved as presented.

4. **Special Recognition:** Mrs. Melissa Robinette, Director of Public Relations, introduced student representatives from each school who presented a book to each School Board member in honor of School Board Appreciation month. A copy of the book was also placed in the media center of the representing school in honor of each trustee. Each Board Member was also presented a certificate from the South Carolina House of Representatives.

5. **Action**

- a) **Consider Approval of Byrnes High School Parking Expansion and Baseball Field Relocation:** Dr. Greg Wood, Assistant Superintendent of Administration and Operations, introduced Mr. Michael Chewning, architect with McMillan, Pazdan, Smith, who provided details to the board pertaining to the need for additional parking at Byrnes High School, and the option of relocating the baseball field to allow for more parking. Mr. Chewning presented renderings of the existing conditions of the current field and parking lot, which has 304 spaces and 24 accessible spaces. He also presented renderings of the

proposed field to be built across from Perimeter Road to include a new baseball stadium, press box, concession stands, restrooms, and covered batting cage.

The current infield would remain and be used as a practice facility. Additional parking spaces would be added where the current outfield is located, allowing a net increase of 161 spaces and two more handicapped accessible spaces.

Dr. Wood provided the timeline of the project, and reported that the current field would be used this spring and construction would begin on the new field over the summer. The new field would be ready for use the following year, with the parking lot construction taking place in the summer of 2020 to be ready for school in August 2020.

Mr. David Hayes, Director of Finance, reported that the project would be paid for using Capital Project Funds.

After questions and discussion, a motion was made, seconded, and approved unanimously (8-0) to approve the Byrnes High School parking lot expansion and baseball field relocation as presented by the administration.

- b) **Consider Approval of the 2019-2020 School Year:** Dr. Scott Turner, Superintendent, presented the proposed 2019-2020 school year calendar. Dr. Turner explained the process for creating the calendar and the parameters considered when making the calendar. Dr. Turner also indicated that this draft was being presented to school boards in each of the seven Spartanburg County School Districts.

A motion was made, seconded, and passed unanimously (8-0) to approve the 2019-2020 school year calendar as presented.

## 6. Reports

- a) **Personnel Timeline:** Mrs. Heather Lister, Director of Personnel, provided the timeline for the personnel process for the 2019-2020 school year.
- b) **Annual Procurement Report:** Mr. Barry Reese, Director of Procurement, presented the annual procurement report for the 2017-2018 school year, as required by the District's Procurement Code. Mr. Reese briefed the board on the district's Sole Source Procurements (five for the year), Emergency Procurements (two for the year), and the Minority Business Enterprise Plan. Mr. Reese explained that the district came close to meeting its goal, as set by the Minority Business Plan, of spending at least 10% with minority owned firms. The amount spent with minority owned firms for the 2017-18 year was \$357,907 which was a total of 9.5% of qualified procurements.

Mr. Reese also reported that the audit performed by McAbee, Schwartz, Halliday & Co. states that the district has complied, in all material respects, with the requirements for the 2017-18 fiscal year.

- c) **Quarterly Financial Report:** Mr. David Hayes provided the quarterly financial report through December 31, 2018. The report reflects actual year to date expenditures exceeding revenue by just over \$14 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.

A motion was made, seconded, and passed unanimously (8-0) to move into Executive Session for the purpose of personnel.

#### **8. Executive Session**

- a. **Personnel:** In open session, a motion was made, seconded, and passed unanimously (8-0) to approve the personnel changes through January 28, 2019 as presented.

In addition, a motion was made, seconded, and passed unanimously (8-0) to report the Breach of Contract of Employee A to the State Department of Education.

There being no further business, the meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Phil McIntyre  
Secretary