

The District Five Board of Trustees met Monday, October 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
Mr. Michael Thompson

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:** Minutes from the September 23, 2019 meeting were approved as presented.

4. **Action:**

- a) **Authorization to Sign Legal Documents for SJWD Property Purchase:** Dr. Greg Wood, Assistant Superintendent of Administration and Operations, informed the board of the need to authorize the superintendent to sign the purchase agreement, and all closing documents, on behalf of the Board for the property being purchased from SJWD, as recommended by the closing attorney. The board approved the purchase of 3.05 acres on August 26, 2019 for the baseball field and parking lot expansion at Byrnes High

School.

A motion was made, seconded, and approved unanimously (9-0) to authorize the Superintendent to sign the purchase agreement and all closing documents on behalf of the Board of Trustees for the property purchase from SJWD.

- b) **Appoint Delegates to SCSBA Legislative Advocacy Conference:** Chairman Eitel informed the board of the need to elect a voting delegate and alternate to attend the SCSBA Annual Business Meeting, being held in conjunction with the Legislative Advocacy Conference, on December 7, 2019. Mr. Jeff Proper and Mr. Mark Cleveland will be in attendance.

Mr. Jeff Proper was nominated to serve as the voting delegate. Mr. Mark Cleveland was nominated to serve as the voting alternate. A motion was made, seconded, and passed unanimously (9-0) to appoint Mr. Proper as the voting delegate, and Mr. Cleveland as the voting alternate, during the SCSBA Annual Business Meeting.

- c) **Amendment of 2019-2020 General Fund Budget:** Mr. David Hayes, Director of Finance, informed the group that the finance committee, with the majority of board members in attendance, has been working for months on the proposed amendment to the 2019-2020 general fund budget.

Mr. Hayes reported that the administration recommends adding a Pupil Activity Fund transfer in the amount of \$137,400.

A motion was made by the Chairman of the Finance Committee, and approved unanimously (9-0), to amend the 2019-2020 General Fund Budget as presented by the administration. The motion did not require a second, as it was presented by the Chairman of the Finance Committee.

- d) **Authorization of Change Order to Byrnes Phase I Project:** Dr. Jeff Rogers, Chief Technology Officer, presented a change order request to the Byrnes Parking Lot/Baseball Field Relocation Project to extend fiber from the baseball field to the transportation office for an additional cost of \$36,600. This would prevent the loss of internet, telephone, and GPS location services at the Transportation Office due to an AT&T outage. If approved, the new fiber would greatly improve the network connection to the transportation office, and the up-front costs would be recouped after seven years.

A motion was made, seconded, and approved unanimously (9-0), to authorize the change order to Byrnes Phase I project to include the fiber system to the Transportation Office, as presented by the administration.

5. Reports:

- a) **Quarterly Financial Report:** Mr. David Hayes provided the quarterly financial update as of September 30, 2019. Mr. Hayes pointed out the cash flow deficit of approximately \$8.5 million, and reminded the board that the bulk of revenue will not be received until January or February. Mr. Hayes reiterated the importance of having a significant fund balance, to help during these low cash flow periods.

Mr. Hayes reported that there has not been a change in the projected revenue. However, there have been a few line item adjustments in expenditures from the original budget. The expenditures are projected to be \$282,000 less than currently budgeted, mainly due to three FTEs that have not been filled.

6. **Candidate Forum:** Board members heard presentations from nineteen candidates who applied for the vacant 5-2 and 5-3 board seats. Three applicants applied for 5-2, with the remainder applied for the 5-3 seat. Each candidate was given three minutes to explain why they wanted to serve on the board.

At the conclusion of the presentations, Chairman Eitel thanked each candidate for their interest in serving on the School Board.

A motion was made, seconded, and approved unanimously (9-0) to move into Executive Session for the purpose of contractual matters and discussion of board candidates.

7. Executive Session

- a) **Discussion of Contractual Matters:**
- b) **Discussion of Board Candidates:**

8. Return to Public Session:

- a. **Action on Items Discussed in Executive Session:** In open session, a motion was made, seconded, and passed unanimously (8-0-1) to appoint Mrs. Meredith Gergley to fill the vacant 5-2 board seat. Mrs. Gergley abstained from voting.

A motion was also made, seconded, and approved (9-0) to appoint Mr. Jeff Boland to fill the vacant 5-3 board seat.

There being no further business, the meeting was adjourned at 8:59 p.m.

Respectfully submitted,

Phil McIntyre
Secretary