

The District Five Board of Trustees met Monday, November 21, 2016, at Duncan Elementary School, 100 S. Danzler Road, Duncan, SC at 6:30 p.m.

The following members were present:

Mr. Steve Brockman
Mr. Mark Cleveland
Mr. Bo Corne
Mr. Rick Eitel
Mr. Garry Harper
Mr. Phil McIntyre
Mrs. Julie McMakin
Mr. Jeff Proper
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 – October 24, 2016:** Minutes from the October 24, 2016 meeting were approved as presented.
4. **Special Recognition:** Mrs. Melissa Robinette, Director of Public Relations, recognized Hannah Watson for receiving a perfect score on the SC Ready Math Assessment. Hannah was also recognized as the 2016 Holiday Art Card Winner.

The Byrnes High School Rebel Regiment Marching Band was recognized for winning the 2016 State Championship. The Drum Majors and Captains were presented certificates on behalf of the band.

Mr. Tony Gillespie, Athletic Director, recognized numerous students and coaches for their athletic achievements in volleyball, football, swimming, girls' golf, cross country, cheerleading, and tennis. See complete list of names attached.

5. **Reports:**

- a) **Energy Management:** Mr. John Ratterree, District Five School's Energy Manager, provided an overview of the Energy Management Program, which included energy management training and certification that has been provided to the district. Mr. Ratterree explained the legislation that was passed several years ago, which states that all districts shall submit an energy conservation plan. This document outlines the

District's plan to achieve the goal of reducing energy consumption by 20% by 2020. District Five received the Energy Reduction Milestone Achievement Award for meeting this goal ahead of schedule. The report also included information on equipment upgrades. Detailed specifically was the LED lighting project at Byrnes Freshman Academy, which has saved the district approximately \$12,000 per year on energy consumption. An overall savings history was also provided for the last five years, which indicated a combined overall savings of \$3,482,225 through June 30, 2016.

- b) **Enrollment Trends by School:** Dr. Greg Wood, Assistant Superintendent of Administration and Operations, provided the 45 day average student membership count for the last three years. He reminded the board that the numbers do not include students in pre-kindergarten. His report indicated an increase of four students over the enrollment count from the previous year.

In addition, Dr. Wood provided a report which included the Limited School Choice total comparisons from 2015-16 to the current school year. He reminded the board that Lyman and Reidville Elementary Schools and Florence Chapel Middle School are all closed to school choice. Dr. Wood also provided information which included the breakdown of the 2016-17 school choice transfers between schools.

- c) **Financial Audit:** Mr. David Hayes, Director of Finance, provided the district's annual financial audit report as presented to the finance committee. His report included documentation to show that the audit firm, McAbee, Schwartz, Halliday and Co., provided an unmodified opinion and reported that the financial statements present fairly, in all material respects, the respective financial position of the district as of June 30, 2016. Mr. Hayes also reported that there were no audit findings for both the current and previous years.

Included in the audit report was the Management's Discussion and Analysis which outlined the following financial highlights: general fund state revenue received was \$471,654 more than budgeted; general fund local revenue exceeded budget by \$4,474,984 due to an increase in fee-in-lieu taxes and increased collections; the district was able to transfer \$5,506,309 to the Capital Projects Fund; the General Fund unassigned balance was \$14,325,787 which is 18.4% of the total budgeted General Fund expenditures and is in accordance with board policy; the district entered into contract commitments for expansions of Byrnes High School and Lyman Elementary School, totaling \$29,907,140 of which \$7,162,419 is still outstanding; and the district issued \$18.2 million of general obligation bonds on July 15, 2015 to help fund these projects.

Mr. Hayes also provided a brief overview of the summary of revenues and expenditures, and reported that the fund balance of \$15,505,470 as of June 30, 2016 was the same as the previous year on July 1, 2015. The district's total expenditures

of all funds were reported at \$107,605,807.

- d) **Strategic Planning:** Dr. Ashley Atkinson, Assistant Superintendent of Curriculum and Instruction, provided an update on the District Strategic Plan and School Renewal Plans, which must be developed and submitted every five years. Dr. Atkinson's report included information about the State Board of Education Regulation, the Strategic Planning aims, required planning areas, mandated plan components, Action Plan components, and Strategic Plan Assumptions. His report also provided the 2016-17 timeline for Steering Committee work sessions, Action Team training sessions, School Renewal Plan leader training and work sessions, Strategic Plan presentation to the school board, and School Renewal Plan submission to the State Department of Education on April 17, 2017.

Dr. Atkinson asked if any board members would volunteer to serve on the Steering Committee. Mr. Garry Harper, Mr. Rick Eitel, and Mr. Jeff Proper agreed to serve.

There being no further business, the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Julie McMakin
Secretary