

The District Five Board of Trustees met Monday, November 25, 2013, 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. Gerald Cook
Mr. Bo Corne
Mr. Rick Eitel
Mr. Garry Harper
Mr. Patrick Jarrett
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. Steve Brockman led the opening prayer.

3. **Approval of Minutes – October 28, 2013:** Minutes from the October 28, 2013 meeting were approved as presented.

4. **Special Recognition:** Dr. Scott Turner presented the following awards and honors:

- Addison Williams, Reidville Elementary, Holiday Art Card Contest Winner
- Gina Creel, Beech Springs Intermediate, Distinguished Teacher of Reading, Runner Up
- Ann Turner, Florence Chapel Middle School, District Five and Spartanburg County Distinguished Teacher of Reading Winner
- Mr. Gerald Cook, recognized for his 32 years of service on the board of trustees.
- Mr. John Hughes, President of SCSBA, was present and also recognized Mr. Cook on behalf of the SC School Board Association.

5. **Action Agenda**

- a) **Schematic Design Phase of Byrnes High School Project:**

Dr. Turner reminded the board that the administration has been working with Donza Mattison and Ron Smith, architects from McMillan, Pazdan, Smith, on a facilities evaluation study. The architects have been most recently looking at design options in

regard to expansion at Byrnes High School, keeping in mind the obstacle of limited land availability on site. McMillan suggested working in four phases of construction to avoid a tax increase. The architects plan to present the first phase of construction to the board in January. This phase would include improvements to the current bus drive and classroom connectors between the 800 and 900 buildings.

Administration is seeking board approval to move forward to the next process, which consists of civil and mechanical engineers working with the architects on the campus of Byrnes High School, at a cost of \$104,200. This evaluation will help provide a better cost estimate for the first two phases. If approved, the funds are available and would be expended from the existing building fund.

After questions and discussion, a motion was made, seconded, and approved unanimously (9-0) to approve the administration's recommendation to proceed with the civil and mechanical engineer study for the Byrnes High School project in the amount of \$104,200.

6. Reports

- a) **District and School State Report Cards:** Dr. Scott Smith, Director of Accountability and Assessment, presented information pertaining to the district and school state report card ratings. Dr. Smith reviewed the data and calculations used in determining the Absolute and Growth Ratings per grade level. He also provided a comparison of the state's Absolute Rating vs. the federal Elementary Secondary Education Act grade.
- b) **Byrnes High School Academic Report:** Dr. Jeff Rogers, principal of Byrnes High School, presented an academic report for Byrnes. His presentation included the school profile, RATE program details, credit offerings, graduation rates for the last five years, post-secondary pathways, career cluster information, AP course offerings, Dual Enrollment offerings, and community service options for students at Byrnes.
- c) **District Financial Audit:** Mr. Hayes, Director of Finance, provided the district's annual financial audit report. He reported that the audit firm, McAbee, Schwartz, Halliday and Co. gave an unqualified (clean) opinion that the financial statements presented fairly the financial position of the school district. Included in the audit report was the Management's Discussion and Analysis which outlined the following financial highlights: general fund state revenue received was \$976,718 more than budgeted; general fund local revenue exceeded budget by \$1,114,446 due to an increase in fee-in-lieu taxes and increased collections; the district was able to transfer \$939,371 from the General Fund to the Capital Projects Fund without reducing the General Fund balance; unassigned fund balance for the general fund was \$15,375,074 which is 23.4% of the total budgeted General Fund expenditures as of June 30, 2013.

- d) **District Procurement Audit:** Mr. David Hayes also provided the procurement audit report for the period July 1, 2012 through June 30, 2013. 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.

7. Executive Session

- a) **Personnel:** A motion was made, seconded and passed unanimously (9-0) to go into executive session for the purpose of personnel recommendations.

A motion was made, seconded and passed unanimously (9-0) to accept the personnel recommendations as presented.

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

Respectfully submitted,

Michael Thompson
Secretary