

The District Five Board of Trustees met Monday, March 26, 2018 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. Michael Thompson led the opening prayer.

3. **Consent Agenda**

- a) **Approval of Agenda:** The agenda was approved as presented.
- b) **Approval of Minutes:** Minutes from the March 5, 2018 and February 26, 2018 meetings were approved as presented.

4. **Special Recognition:** Mrs. Melissa Robinette, Director of Public Relations, recognized Mr. Tony Gillespie, Mrs. Andrea Howard, and Mr. Bill Teal, who recognized students and coaches for outstanding performances in the areas of basketball, wrestling, fishing, and weightlifting. See attached for a complete list of names.

5. **Action**

- a) **Consider Approval of District Office Roof Repair Bid:** Dr. Greg Wood, Assistant Superintendent of Administration and Operations, provided bid details pertaining to the roof repair at the District Administrative Office caused from a hail storm in 2016. Dr. Wood reported that three bids were received on March 12, and Cannon Roofing submitted the lowest bid. Administration asked the board for approval to pay Cannon Roofing \$252,940 for the roof repair. Funds will be used from the insurance proceeds for the repair.

A motion was made, seconded, and passed unanimously (9-0) to approve the District Office roof repair bid of \$252,940, as presented by the administration.

b) **Consider Extension of Architectural Services Contract:**

Mr. Barry Reese, Director of Procurement, provided details pertaining to an extension of the Architectural Services contract with McMillan, Pazdan, Smith. Mr. Reese reported that the original contract ended June 30, 2016 and was extended for two years by Superintendent Scott Turner. The contract extension expires on June 30, 2018. Due to the building project taking place for a new Reidville Elementary School, the administration is recommending that the board vote to extend the contract for an additional two years, as required by the district's procurement code.

A motion was made, seconded, and passed unanimously (9-0) to approve the two year extension of the Architectural Services Contract with McMillan, Pazdan, Smith, as recommended by the administration.

c) **Consider Approval of Auditor Services Contract:** Mrs. Julie McMakin, Chairman of the Finance Committee, and Mr. David Hayes, Director of Finance, reported that the finance committee met on March 5, 2018 to review the top three firms who submitted proposals for the auditor services contract. Mrs. McMakin reported that the finance committee was making the recommendation to extend the contract with McAbee, Schwartz, Halliday, & Co. for auditor services.

A motion was made and approved unanimously (9-0) to approve the auditor contract with McAbee, Schwartz, Halliday & Co. as recommended by the finance committee.

d) **Consider Forgiveness of Two Days Missed Due to Inclement Weather:** Dr. Scott Turner, Superintendent, reminded the board of the days missed due to inclement weather. September 11 was missed and made up on February 19. January 8 was missed and will be made up on March 30. January 17 was missed and will be made up on June 1. Those dates cover all three make up dates that were built into the school year calendar, as required by state law. Administration is seeking approval to forgive the two additional days missed on January 18 and 19, 2018.

A motion was made, seconded, and passed unanimously (9-0) to forgive January 18 and 19 for students, as presented by the administration.

e) **Consider Approval of Security Upgrades at Byrnes Freshman Academy:** Dr. Greg Wood provided the board information pertaining to security upgrades at Byrnes Freshman Academy. Dr. Wood reported that the administration would like to install security fencing on each side of the stairway behind the school, between the school and the gym. The fencing would include a gate for service vehicles, three gates with push bars for emergency egress, and ID card swipe access for student entry. Dr. Wood reported the cost for this project to be \$17,712, with funds being used from projected excess revenues.

A motion was made, seconded, and passed unanimously (9-0) to approve the security upgrades at Byrnes Freshman Academy, as presented by the administration.

- f) **Consider Approval of Security Fencing at Byrnes High School:** Dr. Wood also briefed the board on security fencing at Byrnes High School, behind the new classroom addition and the Field House. Administration recommends moving the top gate down to the awning area, which would allow athletes to move between the training room, locker room, weight room and the field house securely. Architects have been involved and looked at several options. Administration is seeking board approval to move the gate and install ID card readers at this location, for a cost not to exceed \$30,000.

A motion was made, seconded, and passed unanimously (9-0) to approve the security fencing at Byrnes High School, not to exceed \$30,000, as presented by the administration.

6. Reports

- a) **Raptor Security Software:** Mr. Ryan Cothran, Director of Public Safety, provided information about the new Raptor Security Software. Mr. Cothran's presentation included features of the new software, which is primarily used for emergency situations and reunification. The app allows the user to initiate an incident report or a drill, provides accountability for student locations, includes site maps and evacuation routes, and assists in uniting students with their parents or guardians. Mr. Cothran reported that teachers have received training for the software and have the app installed on their phones and iPads. District Five is one of the first districts in the state and nation to utilize this software.
- b) **AdvancED Board Member Participation:** Dr. Ashley Atkinson, Assistant Superintendent of Curriculum and Instruction, provided details pertaining to the upcoming AdvancED Accreditation visit. Dr. Atkinson reported that the team will arrive on Sunday, April 29. On Monday, April 30, they will be at the District Office to hear reports from Dr. Turner and other directors, as well as interview board members and district office staff. Dr. Atkinson invited all board members to participate in the interview process on April 30 from 1:00 – 2:00. Six board members agreed to attend.
- c) **Budget Requests by Department and School:** Mr. David Hayes presented the detailed budget requests that have been received by all twelve schools and the District Office department administrators. The items presented are a compilation of all of the requests received. Mr. Hayes reminded the board that all requests will not be recommended in the final budget request.

Dr. Turner reminded the board of the Finance Committee meeting that is scheduled

for April 16 to begin working on the final budget process.

A motion was made, seconded, and passed unanimously (9-0) to move into Executive Session for the purpose of personnel and a land contractual issue.

7. Executive Session

- a) **Personnel:** In open session, a motion was made, seconded, and passed unanimously (9-0) to approve the personnel changes as of March 26, 2018.
- b) **Contractual Issue Related to Land:** A motion was made, seconded, and passed unanimously (9-0) to sell the property of the current Reidville Elementary School at a bid/auction in the fall of 2018.

There being no further business, the meeting was adjourned at 8:24 p.m.

Respectfully submitted,

Phil McIntyre
Secretary