

The District Five Board of Trustees met Monday, June 28, 2021 at Duncan Elementary School at 100 S. Danzler Road, Duncan, SC at 6:30 p.m.

The following members were present:

Mr. Jeff Boland
Mr. Mark Cleveland
Mrs. Dawn Deck
Mr. Rick Eitel
Mrs. Meredith Gergley
Dr. Millie Malone
Mrs. Julie McMakin
Mr. Jeff Proper

1. **Call to Order and Notice to Media:** Mrs. Julie McMakin, 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. Jeff Proper led the opening prayer.

3. **Consent Agenda**

- a) **Approval of Agenda:** The agenda was approved as presented.
- b) **Approval of Minutes:** Minutes from the May 24, 2021 meeting were approved as presented.

4. **Special Recognition:** Mrs. Melissa Robinette, Director of Public Relations, introduced Mr. Tony Gillespie. Mr. Gillespie recognized the Byrnes High School Softball Team, in honor of winning the state championship. He also recognized several players for individual accomplishments, as well as Coach Aiken and Coach Guyton.

5. Action Agenda

- a) **Consider Approval of Amendment to the 2020-2021 General Fund Budget:** Mr. David Hayes, Chief Financial Officer, provided details about the need to amend the 2020-2021 budget. The amendment was needed due to the legislature approving a step raise for eligible employees during the second half of the year. Additionally, a transfer was needed to help supplement the athletic gate receipts lost due to COVID-19. The total increase in the General Fund budget presented was \$937,045.

Mr. Hayes made a recommendation to approve the amendment to the 2020-2021 General Fund budget. Mr. Rick Eitel, on behalf of the Finance Committee, made a motion to approve the amendment to the 2020-2021 General Fund Budget, as presented. No second was required and the motion was approved unanimously 8-0.

- b) **Consider Approval of District Five Schools 2021-2022 General Fund and Debt Service Budgets:** Mr. David Hayes presented the 2021-2022 General Fund and Debt Service Budgets. Mr. Hayes reported that the administration and the Board's Finance Committee have met several times to prepare the budget being presented.

Included in the budget presentation was the district's student enrollment, which only increased by 21 students. However, Mr. Hayes believes the low increase was due to COVID-19, and the budget presented reflects the anticipated growth that the district has averaged over the last several years.

Mr. Hayes reported that there has been no increase in the general operations millage for twelve consecutive years. Additionally, District Five's millage rates are the second lowest in Spartanburg County.

Mr. Hayes provided the history of assessed values, student/teacher ratio details, and history of salary schedule changes. He provided details about the \$1,130 raise for teachers and 2% raise for all other employees.

A breakdown of the General Fund Budget was provided, predicting an increase in local revenue of approximately \$5.4 million, an increase in state revenue of \$2.1 million, for an overall increase of \$7,579,487.

Mr. Hayes reported that the General Operating budget presented is a balanced budget without using the fund balance, and does not require a millage increase.

Mr. Hayes provided the executive summary of changes for expenditures, to include an additional four steps to the salary schedule, an increase in employer cost of retirement; 30.5 additional positions; and an increase in the hourly bus driver rate as mandated by the state.

A summary of the Debt Service Fund was also provided. Additionally, Mr. Hayes

reported that the Installment Purchase Plan, issued in October 2013, will be paid off in June 2022. This will help put the district in a good position to start the next phase of the building program.

The administration recommended the approval of the proposed budget, which is balanced and requires no millage increase.

Mr. Rick Eitel, Chairman of the Finance Committee, made a motion on behalf of the Finance Committee to approve the 2021-2022 General Fund and Debt Service budgets, as presented by the administration. The motion, not requiring a second, was approved unanimously (8-0).

- c) **Consider Approval of the Spartanburg County Alternative School Budget:** Mr. Hayes presented the proposed 2021-2022 Spartanburg County Alternative School budget. Spartanburg District Seven is the fiscal agent for the Alternative School and prepared the budget. This budget has been presented to the seven Spartanburg County Superintendents and will be presented to all seven district's Board of Trustees. As presented, the budget does not require use of the fund balance and has no tax millage increase.

Mr. Eitel made a motion on behalf of the Finance Committee to approve the 2021-2022 Spartanburg County Alternative School budget as presented. The motion, not requiring a second, was approved unanimously 8-0.

- d) **Consider Approval of the McCarthy-Teszler Budget:** Mr. Hayes presented the proposed 2021-2022 McCarthy-Teszler School budget. Spartanburg District Seven is the fiscal agent for the McCarthy-Teszler School and prepared the budget. This budget has been presented to the seven Spartanburg County Superintendents and will be presented to all seven district's Board of Trustees. As presented, the budget requires no fund balance transfer and requires no tax millage increase.

Mr. Eitel made a motion on behalf of the Finance Committee to approve the 2021-2022 McCarthy-Teszler School budget as presented. The motion, not requiring a second, was approved unanimously 8-0.

- e) **Consider Approval of the R.D. Anderson Technology Center Budget:** Mr. Hayes also presented the proposed 2021-2022 R. D. Anderson Applied Technology Center Budget. The Technology Center serves students in Districts Four, Five, and Six. The proposed budget has been presented to the R.D. Anderson Board of Trustees, as well as the School Boards of the affiliated districts. The balanced budget, as presented, requires no millage increase.

Mr. Eitel, on behalf of the Finance Committee, made a motion to approve the 2021-2022 R.D. Anderson Applied Technology Center budget as presented. The motion, not requiring a second, was approved unanimously 8-0.

A motion was made by Mr. Mark Cleveland to move into Executive Session for the purposes of employment matters, contractual matters, and Superintendents evaluation and contract. The motion, seconded by Mr. Rick Eitel, passed unanimously 8-0.

6. Executive Session

- a) **Discussion of Employment Matters in Reference to New Hires, Promotions, and Resignations:**
- b) **Discussion of Contractual Matters Related to Growth Plan:**
- c) **Discussion of Superintendent's Evaluation and Contract:**

7. Return to Public Session:

- a) **Action on Items Discussed in Executive Session:** In open session, a motion was made by Mr. Cleveland to accept the recommendation of the administration and offer employee contracts for the 2021-2022 school year as presented. The motion, seconded by Mr. Rick Eitel, passed unanimously 8-0.

- c) **Action on Superintendent's Evaluation and Contract:** Mr. Mark Cleveland made a motion that the District amend the superintendent's contract such that the district will:
 - Make an annual contribution to an annuity plan of the superintendent's choosing of 10% of the superintendent's base salary.
 - Pay or reimburse the superintendent's state insurance plan that covers him and his children.
 - Pay unused vacation leave at the superintendent's daily rate of pay upon completion of contract, retirement, or other separation of employment.
 - Extend the term of the superintendent's contract by one year.

The motion was seconded by Mrs. Dawn Deck and approved unanimously 8-0.

Mr. Mark Cleveland made a motion to adjourn the meeting at 9:13 p.m. The motion was seconded by Mr. Jeff Proper and passed unanimously 8-0.

Respectfully submitted,

Mark Cleveland
Secretary

Submitted by:
Mrs. April Peel