

The District Five Board of Trustees met Monday, September 25, 2017, at the District Five Administrative Office at 100 N. Danzler Road, Duncan, SC at 6:30 p.m.

The following members were present:

Mr. Steve Brockman
Mr. Mark Cleveland
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. **Approval of Minutes – August 28, 2017:** Minutes from the August 28, 2017 meeting were approved as presented.

4. **Action**

- a) **Consideration of Approval of Request for Proposals for Stadium Speaker System:** Dr. Greg Wood, Assistant Superintendent of Administration and Operations, provided information about the current condition of the existing ten-year-old speaker system at the Byrnes High School football stadium. The recommendation was made to update the current system by mounting speakers on the existing visitor side light poles to provide much better sound quality for the entire stadium. If approved, the project would take approximately three weeks to complete.

The administration asked for approval to proceed, to publicize the Request for Proposals, and to present the successful bid to the board for consideration and approval.

A motion was made, seconded, and passed unanimously (8-0) to approve the Request for Proposals for the stadium speaker system at Byrnes High School.

- b) **Proposed Revisions to Board Policy IHCA – Summer School:** Mr. Michael Thompson, Chairman of the Policy Committee, asked Dr. Ashley Atkinson, Assistant Superintendent, to review the proposed changes to Policy IHCA – Summer School, as recommended by the South Carolina School Boards Association. Policy updates

pertaining to the Summer Reading Camp were reviewed.

- c) **Proposed Revisions to Board Administrative Rule IKA-R - Grading / Assessment Systems:** Dr. Atkinson reviewed the proposed changes to Administrative Rule IKA-R – Grading / Assessment Systems, as recommended by the South Carolina School Boards Association.
- d) **Proposed Revisions to Board Policy and Administrative Rule IKE, -R – Promotion and Retention of Students:** Dr. Atkinson also reviewed the proposed changes to Policy and Administrative Rule IKE and IKE-R – Promotion and Retention of Students, as recommended by the South Carolina School Boards Association. The majority of the policy change was pertaining to the Read to Succeed State Mandated Retention for third grade students.
- e) **Proposed Revisions to Board Administrative Rule and Exhibits JFABD-R, -E(1), -E(2) – Admission of Homeless Students:** Dr. Greg Wood, Assistant Superintendent of Administration and Operations, provided updates and revisions to Administrative Rule and Exhibits JFABD-R, -E(1), and -E(2) – Admission of Homeless Students, as recommended by the South Carolina School Boards Association.
- f) **Proposed Adoption of Board Policy and Exhibits JFABF, -E(1), -E(2) – Students in Foster Care** – Dr. Wood reviewed the information provided by the SC School Boards Association in consideration of adopting policy and exhibits JFABF, -E(1), -E(2) – Students in Foster Care.

Chairman Eitel noted that the board would make one vote for all policies in items 4.b. – 4.f., and that the motion would not require a second, as the recommendations have been approved by the policy committee.

A motion was made and passed unanimously (8-0) to approve the proposed changes to Board Policies, Administrative Rules and Exhibits [IHCA, IKA-R, IKE, IKE-R, JFABD-R, -E(1), -E(2), JFABF, -E(1), -E(2)] as presented by the administration.

5. Reports

- a) **Procurement Audit and Minority Business Report:** Mr. Barry Reese, Director of Procurement, presented the annual procurement report for the 2016-17 school year, as required by the District's Procurement Code. Mr. Reese briefed the board on the district's Sole Source Procurements (eight for the year), Emergency Procurements (two for the year), and the Minority Business Enterprise Plan. Mr. Reese explained that the district exceeded its goal, as set by the Minority Business Plan, of spending at least 10% with minority owned firms. The amount spent with minority owned firms for the 2016-17 year was \$542,387 which was a total of 12.7% of qualified

procurements.

Mr. Reese also reported that the audit performed by McAbee, Schwartz, Halliday & Co. states that the district has complied, in all material respects, with the requirements for the 2016-17 fiscal year.

- b) **Reidville Elementary School Project:** Dr. Wood provided an update on the new Reidville Elementary School project. He presented an aerial satellite view of the Reidville area, showing the current school, location of the new school, and proposed roads to be utilized for accessing the new school. Dr. Wood reported that the site has been surveyed and the traffic study and underground boring have been done. Meetings have taken place with SC Department of Transportation, Town Officials, engineers, architects, and one property owner. Dr. Wood provided two options available for accessing the new school, with the preferred option utilizing Gaston Road, with a traffic signal being installed at the Exxon Station at the intersection of Gaston and Reidville Road. Dr. Wood reported that the administration would soon begin meeting with property owners who would be affected.

Mr. Reese also provided the Construction Manager at Risk (CMAR) timeline and indicated that a selection committee had been formed to evaluate proposals. Mr. Reese reported that 13 firms attended the pre-proposal conference. Proposals will be received on September 26. After the selection committee evaluates the proposals, a minimum of three firms will be announced for the short list presentations on October 10. The successful firm will be presented to the Board for approval on October 23, with November 6 being the anticipated date to issue the Notice to Proceed.

- c) **South Carolina Department of Education Efficiency Review:** Mr. David Hayes, Director of Finance, provided an overview of the Efficiency Review Study performed by Alvarez & Marsal, as required by the South Carolina Department of Education. Mr. Hayes reported that the study focused on the following operations departments: Finance, Human Resources, Procurement, Transportation, and Overhead. Mr. Hayes reviewed several items from the report, including the summary of student enrollment and achievement, staffing ratios, financial management, and human resources as compared to other districts and the state. Mr. Hayes also provided the recommendations from the study for improvements to modernize the district operations and collaboration across the districts for a shared service center in the areas of finance, human resources, and procurement.
- d) **Middle Tyger Community Center Programs:** Mrs. Andrea Moore, Executive Director of the Middle Tyger Community Center provided an update on the Spartanburg County Adolescent Family Life program, which provides services to pregnant and parenting mothers up to the age of 24, and is made available to all seven Spartanburg County School Districts. Mrs. Moore's report provided the

cumulative results for the county, as well as results for District Five alone. Mrs. Moore also provided Teaching Strategies GOLD Assessments for the 2016-17 3K "This Is My Child" class held at the Middle Tyger Community Center. At the conclusion of her report, Mrs. Moore introduced the center's staff members: Ms. Debbie Strickland and Ms. Rochelle Williams.

A motion was made, seconded, and passed unanimously (8-0) to move into Executive Session for the purpose of legal updates.

6. Executive Session

- a) **Legal Update:** There being no further business, the meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Phil McIntyre
Secretary