

The District Five Board of Trustees met Monday, November 26, 2012, 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. Rick Eitel led the opening prayer.
3. **Approval of Minutes – October 22, 2012:** The minutes from the October 22, 2012 meeting were approved as presented.
4. **Special Recognition:** Mr. Bobby Bentley recognized the following individuals for outstanding accomplishments:
 - Distinguished Teachers of Reading: Chris Sudduth (Berry Shoals), Margaret Weber (Lyman), Jenna Fowler (Duncan), Debbie Auten (Reidville), Tracy Tucker (Beech Springs), Kara Gillespie (Wellford), Carrie Maxwell (Abner Creek)
 - School, District, and County Distinguished Teachers of Reading: Holly Rogers (Florence Chapel), Kristy Garrett (River Ridge)
 - Hope Sullivan: District Holiday Card Artwork Winner
 - Stephen Smith: Superintendent's Holiday Card Artwork Winner
 - Law Day Essay Contest Winners: Inderpal Singh, Camille Swanson, and Torry Sheppard
 - Lynn Dale presented the Large Business of the Year Award to District Five on behalf of the Middle Tyger Area Council
 - Bunny Richardson, from BMW, was presented a "Friend of Five" plaque from Dr. Turner.

5. Action Agenda

a. Policy Committee Recommendations: Revise / Accept New Section GC-GDR:

- GC – Professional Staff
- GCA – Professional Staff Positions
- GCB – Professional Staff Contracts and Compensation
- GCC, -R, -E – Professional Staff Leaves and Absences
- GCD – Professional Staff Vacations and Holidays
- GCE, -R – Professional Staff Recruitment
- GCEC – Posting and Advertising of Professional Vacancies
- GCF, -R – Professional Staff Hiring
- GCFB – Hiring of Administrative Staff
- GCG, -R – Part-Time and Substitute Professional Staff Employment
- GCI – Professional Staff Development
- GCK, -R – Professional Staff Assignments and Transfers
- GCMD – Instructional Staff Extra Duty
- GCNA – Supervision of Instructional Staff
- GCO, -R – Evaluation of Professional Staff
- GCOA – Evaluation of Instructional Staff
- GCQA/GCQB – Instructional Staff/Administrative Staff Reduction in Force
- GCQC/GCQD – Resignation of Instructional Staff/Administrative Staff
- GCQE – Retirement of Professional Staff
- GCQF, -R – Discipline, Suspension and Dismissal of Professional Staff
- GCR – Nonschool Employment of Professional Staff
- GCRD – Tutoring for Pay
- GD – Support / Classified Staff
- GDA – Support Staff Positions
- GDB – Support Staff Contracts and Compensation
- GDBC, -R – Support Staff Supplementary Pay/Overtime
- GDC, -R – Support Staff Leaves and Absences
- GDD – Support Staff Vacation and Holidays
- GDF – Support Staff Hiring
- GDJ – Support Staff Assignments and Transfers

Mr. Eitel reported that the policy committee met and reviewed the changes to policies GC-GDR, pertaining to personnel and staffing, as provided by the South Carolina School Boards Association. Mr. Eitel reviewed the changes and updates to each policy.

Mr. Eitel made a motion to approve the amendments to policies GC-GDR as presented by the policy committee. The motion did not require a second as it was presented by the policy committee chairman.

A motion was made to amend administrative rule GCF-R, Professional Staff Hiring. The motion was not seconded.

After discussion, the original motion was approved (8-1) to approve revised policies GC-GDR as presented.

b. R. D. Anderson Construction Expansion Budget

Mr. David Hayes presented information pertaining to the expansion budget for R.D. Anderson Applied Technology Center. He informed the board that the general contractor bid was opened on November 15 at a cost of \$5,699,000. As a result, the total estimated project cost changed to \$6,723,378.16, which is an increase of \$1,723,378.59 from the original estimate presented in August 2012. District Five's portion of the total cost is \$2,112,403.30. After the district's payment of \$1,570,938.79, which was made in June 2012, the balance owed by District Five is an additional \$541,464.50. Julie McMakin and Rick Eitel, who serve on the R.D. Anderson board, provided additional information regarding the discrepancies in the original estimate as compared to the final cost.

After discussion, a motion was made, seconded and passed unanimously (9-0) to approve the revised R. D. Anderson construction expansion budget as presented, up to an additional \$541,464.50.

6. Reports

- a. **High School Assessment Data:** Dr. Ashley Atkinson, Assistant Superintendent of Curriculum and Instruction, provided a report of the 2011-2012 high school assessment and graduation rate data. Dr. Atkinson's report included the on-time graduation rate, five year graduation rate, High School Assessment Program, End of Course Exams, SAT trend from 2007-2012, ACT scores, and Advanced Placement percentages. Dr. Atkinson reported that the data for District Five was very positive, as it shows an increase in almost all areas. Dr. Atkinson also reported that District Five was one of only four districts in the state to be named to the AP District Honor Roll.
- b. **District Procurement Audit:** Mr. David Hayes, Director of Finance, provided the procurement audit report for the period July 1, 2011 through June 30, 2012. Mr. Hayes provided the opinion letter from McAbee, Talbert, 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. Mr. Hayes also reported that the Superintendent will begin to receive formal, semi-annual reports regarding the district's sole source and emergency procurements.

- c. **District Financial Audit:** Mr. Hayes provided the district's annual financial audit report. He reported that the audit firm, McAbee Talbert, 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 \$1,156,385 more than budgeted; general fund local revenue exceeded budget by \$89,444 due to an increase in fee-in-lieu taxes; \$1,492,850 less spent than budgeted; and the available, unassigned fund balance for the general fund was \$15,789,345 as of June 30, 2012.

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.

In open session, a motion was made, seconded and passed unanimously (9-0) to approve the personnel recommendations as presented by the administration.

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

Respectfully submitted,

Michael Thompson
Secretary