

The District Five Board of Trustees met Monday, January 28, 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. Bo Corne led the opening prayer.
3. **Approval of Minutes – November 26, 2012 and January 8, 2013:** The minutes from the November 26, 2012 and January 8, 2013 meetings were approved as presented.
4. **Special Recognition:** Mr. Bobby Bentley recognized all board members in honor of Board Appreciation Month. Each board member was presented a commemorative book, specifically chosen for them, by a student representative from the school that adopted them for the month. A copy of that book will also be placed in that school's media center.

Mr. Garry Harper was presented a certificate and pin in recognition of his 10 years of service with the South Carolina School Boards Association.

Each board member also received a Certificate of Appreciation from Representative Rita Allison.

5. **Action Agenda**

- a. **Revise Policy GCE – Professional Staff Recruitment:** Dr. Turner presented an amendment to Policy GCE – Professional Staff Recruitment. The amendment adds

the following language: “The most important factor in any hiring decision is the candidate’s potential to help meet the District’s academic goals.”

- b. **Revise Policy GCF – Professional Staff Hiring:** Dr. Turner presented an amendment to Policy GCF – Professional Staff Hiring. The amendment adds the following language: “The most important factor in any hiring decision is the candidate’s potential to help meet the District’s academic goals.”

A motion was made, seconded and passed unanimously (9-0) to accept the revisions to policies GCE – Professional Staff Recruitment and GCF – Professional Staff Hiring as presented by the administration.

- c. **Policy Committee Recommendations: Revise / Accept New Section IA - IJJ:**

- IA – Instructional Goals and Learning Objectives
- IB – Academic Freedom
- IC – School Year
- ID – School Day
- IE – Organization of Instruction
- IG – Curriculum Development, Adoption and Review
- IGCA – Service Learning
- IHA – Basic Instructional Program
- IHAC – Social Studies Education
- IHAE – Physical Education
- IHAF – Arts Education
- IHAH – Foreign Language Education
- IHAK – Character Education
- IHAL – Teaching About Religion
- IHAM – Health Education
- IHAN – Driver Training
- IHAQ – Career/Transition-to-Work Education
- IHBA – Special Education/Programs for Disabled Students
- IHBB – Gifted and Talented Education
- IHBC – Programs for at-Risk/Disadvantaged Students
- IHBF – Medical Homebound Instruction
- IHBG, -R – Home Schooling
- IHBH – Charter Schools
- IHBIB, -R – Primary/Pre-Primary Education (Child Development)
- IHCA – Summer School
- IHCD, -R – Advanced College Placement
- IHD – Adult/Community Education
- IIA – Grouping for Instruction

Mr. Eitel reported that the policy committee met and reviewed the changes to policies IA - IJJ, pertaining to instruction, 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 IA - IJJ as presented by the policy committee. The motion did not require a second as it was presented by the policy committee chairman.

The motion was approved unanimously (9-0) to accept the revisions to policies IA - IJJ as presented.

- d. **Approval of 2013-14 School Calendar:** Dr. Turner presented the draft calendar, as approved by the other six Spartanburg districts. Dr. Turner informed the board that the calendar had been revised to include a holiday on November 5, 2013 for Election Day.

Dr. Turner also informed the board of the school's Staff Development schedule for teachers. All elementary, intermediate, and middle school teachers will work August 8, 2013 in exchange for January 3, 2014. Byrnes Freshman Academy and High Schools will work according to the approved 2013-14 calendar.

After discussion, a motion was made, seconded and passed unanimously (9-0) to approve the 2013-14 school year calendar as presented.

- e) **Approval of 1 FTE German Teacher:** Dr. Turner presented information pertaining to the number of middle and high school students currently enrolled in German. The number of students projected to enroll in German in ninth grade next year, based on the current number of eighth grade students currently enrolled, is 107. The administration is requesting board approval to hire an additional FTE to teach German at Byrnes Freshman Academy for the 2013-14 school year.

After discussion, a motion was made, seconded, and passed unanimously (9-0) to hire one FTE German teacher as recommended by the administration.

6. Reports

- a. **Limited School Choice:** Dr. Wood reported information pertaining to the Limited School Choice program. The district currently has 484 students participating in the program. This is an increase of 41 students from last year. Dr. Wood reported that Lyman Elementary School would remain closed for choice due to enrollment numbers. The applications have been updated for the 2013-14 school year and will be received from January 30 – March 29.

Dr. Wood also presented the 90 day student enrollment numbers for grades K5-12. Currently, there are 7,567 students enrolled in the district. This number reflects an increase of 186 more students than last year at this time.

- b. **Personnel Time Line:** Mrs. Libby Grau, Director of Personnel, presented the personnel time line regarding employment contracts. Mrs. Grau reported that Letters of Intent were distributed to all employees on January 9, 2013. Mrs. Grau also presented a copy of the memo from Dr. Turner that was distributed to retired At-Will employees.
- c. **Quarterly Financial Report:** Mr. David Hayes presented the General Fund financial report through December 31, 2012. Mr. Hayes explained that the local revenue cash flow balance was low due to the fact that most local revenue is received between January and March. Mr. Hayes also reported that the budget reflects an additional \$110,000 projected expenditures for the additional security measures taken recently, including the hiring of two additional School Resource Officers permanently and other officers temporarily. The \$110,000 is a high end estimate at this time. The actual expenses could be much less than this amount.
- d. **Budget Time Line:** Mr. Hayes presented the tentative budget calendar for 2013-14. He reported that the detailed budget requests will be presented at the March 25 board meeting.

Mr. Hayes also reported that Requests for Proposals for Financial and Procurement Audit Services are due on February 19. He informed the board of the need for a Finance Committee meeting in March to evaluate the top three candidates. The date for this meeting is yet to be determined.

A motion was made, seconded and passed unanimously (9-0) to go into executive session for the purpose of discussion regarding the development of security personnel or devices and personnel.

7. Executive Session

- a. **Discussion regarding the development of security personnel or devices:** Discussion was held regarding security updates, current practices, and safety upgrades.
- b. **Personnel:** 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 9:25 PM.

Respectfully submitted,

Michael Thompson
Secretary