

**BOARD MINUTES**

**May 5, 2020**

**3:00 p.m.**

**BOARD MEMBERS PRESENT**

Mr. Brad Davis, Chairperson  
Mrs. Mildred Heatley, Vice Chairperson  
Mr. Willie Jenkins, Secretary  
Mrs. Peggy Phalen

**BOARD MEMBERS ABSENT**

Mrs. Nadine Miller – ex-officio (DD2)  
TBD – ex-officio (DD4)  
Mrs. Michele Bryngelson

**Notice to the Media:** In accordance to SC Code of Law, 1976, Section 30-4-80 (d) as amended, the following have been notified of the time and location of this meeting: **The Post and Courier, The Journal Scene and the Eagle Record.**

Mr. Davis, Chairperson, called the meeting of the Dorchester County Career & Technology Center Board of Trustees to order by reciting the “Pledge of Allegiance”. He also reminded the Board of what our Mission Statement says.

**Welcome Visitors:** There were no visitors present at today’s meeting.

**Approval of Agenda:** In order to discuss personnel issues, the Chairman requested Executive Session be added to the agenda. Mr. Jenkins made the motion, seconded by Mrs. Heatley, to approve the agenda for today’s meeting with the addition of Executive Session to discuss personnel issues. The vote of the Board was unanimous.

**Approval of Budget for School Year 2020-2021:** The Board postponed the approval of the budget until after Executive Session.

**Approval of Calendar for School Year 2020-2021:** The calendar presented did not have the correct information. After discussion, the Board’s request was to modify the center’s calendar to reflect the same dates as District 2. The exception to the calendar would be January 4th and January 11th, which reflects different activity between District 2 and District 4. Mrs. Phalen made the motion, seconded by Mr. Jenkins, to approve the calendar for the school year 2020-2021 with the modifications discussed above. The vote of the Board was unanimous.

**Approval of Minutes for Meeting held March 10, 2020:** Mr. Jenkins made the motion, seconded by Mrs. Phalen, to approve the minutes for the meeting held March 10, 2020, as presented. The vote of the Board was unanimous.

**Discussion of Board’s Bills Claim for April, 2020: – (Mrs. Garrick):** The Board reviewed the bills claim for April, 2020. After discussion, Mrs. Phalen made the motion, seconded by Mr. Jenkins, to accept the Board’s bills claim for April 2020, as presented. The vote of the Board was unanimous.

**A Board Member’s Moment - Chairperson:** Mr. Davis opened up the floor for comments. Each Board member had an opportunity to speak.

**District 2/District 4 Update:** Mrs. Miller was unable to attend today's meeting. There was no report for District 4.

**Administrative Report (Mr. Villeponteaux):** Items discussed were as follows.

- Update on the status of pouring the foundation and the construction of the building to house the cement truck provided by Knight's Redi-Mix
- Mr. Behr brought the Board up to speed on the roses that are for sale, the status of the beehive project and the blueberry plants
- Update on the Mechatronics program
- The Business Summit was discussed and the instructors that expressed an interest in attending
- The hours for the Cosmetology and Health Science students, the graduates and the Technical Honor Society ceremony, etc., in the mist of the pandemic
- Signs for the graduating seniors

**Executive Session to Discuss Personnel Issues:** Mrs. Phalen made the motion, seconded by Mr. Jenkins, to go into Executive Session to discuss personnel issues. The vote of the Board was unanimous.

Mrs. Phalen made the motion, seconded by Mr. Jenkins, to come out of Executive Session. No decisions were made while in Executive Session.

Mrs. Heatley made the motion, seconded by Mrs. Phalen, to increase the salary of the Director and the two Assistant Directors by 2.5%. The vote of the Board was unanimous.

Mrs. Phalen made the motion, seconded by Mr. Jenkins, to accept the budget for 2020-2021 with the adjustments discussed. The vote of the Board was unanimous.

Mrs. Heatley made the motion, seconded by Mr. Jenkins, to transfer \$300,000 over to the Emergency Fund. The vote of the Board was unanimous.

Without objection, this meeting stands adjourned.

Respectfully submitted

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Chairperson or Designee

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Secretary

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Date