

BOARD MINUTES
November 10, 2020
5:00 p.m.

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

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

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” followed by a moment of silence.

Welcome Visitors: Mr. Davis welcomed Ms. Sobczak, a representative from Greene Finney, LLP.

Approval of Agenda: Mrs. Heatley made the motion, seconded by Mrs. Bryngelson, to approve the agenda for today’s meeting. The vote of the Board was unanimous.

2019-2020 Audit Presentation – Greene Finney, LLP: Ms. Sobczak presented the results of the 2019-2020 audit of Dorchester County Career & Technology Center. We received an “unmodified” clean opinion. No deficiencies were reported in the Internal Control Report. The only recommendation made was to continue to work toward preparing a comprehensive accounting policies and procedures manual.

Approval of Minutes for Meeting held October 13, 2020: Mr. Jenkins made the motion, seconded by Mrs. Heatley, to approve the minutes for the meeting held October 13, 2020, as presented. The vote of the Board was unanimous.

Discussion of Board’s Bills Claim for October 2020: – (Mrs. Garrick): The Board reviewed the bills claim for October 2020. After discussion, Mrs. Phalen made the motion, seconded by Mrs. Bryngelson, to accept the Board’s bills claim for October 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: There were no representatives present from District 2 or District 4 at today’s meeting.

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

- The first quarter has been completed successfully and grades are being put in the system.
- Mr. Olin is no longer with us as of the 30th of October. His replacement, Mr. Crawford, is fitting right in with the staff. He and the students are currently building a handicap ramp for the GED building.
- The survey and test of our Wi-Fi system on campus revealed the need for an additional 19-plus Wi-Fi routers and additional lines to be run.
- The total count of students on both campuses is fairly steady at 457.
- Adult Education currently has 6 students enrolled.
- We are still waiting to hear back from the State Department of Education regarding our reimbursement for expenditures as part of the CARES ACT for COVID 19 supplies and cost.
- The new water coolers are starting to come in and are being installed. We continue to work through the issues of how to install them in the older classrooms.
- We finally have a contract for the disposal of used tires.
- Open House was held virtually on October 15; approximately 15 parents participated.
- Dorchester County Fire Department did a courtesy inspection for us and there are several deficiencies that need to be corrected.
- Rollup doors and one entry door has been ordered for the new Knight's concrete truck building and hopefully will be installed soon.
- Jennifer Quattlebaum is currently meeting with Rebecca Collet Media to do promotional videos about the programs we offer.
- It has been decided that we will have the Advisory Council meeting here at the Center with approximately 3 business partners scheduled to attend for each program on Tuesday, November 17th.
- The Placement report has been submitted by Mr. Broderick and Mrs. Disher. We've managed to maintain 98% placement for our students. They are currently working on the CTE Assessment Data to send to the State Department of Education.

Without objection, this meeting stands adjourned.

Respectfully submitted

Chairperson or Designee

Secretary

Date