

## BOARD MINUTES

March 14, 2023

3:00 p.m.

### BOARD MEMBERS PRESENT

Mr. Brad Davis, Chairperson  
Mr. Jason Carraher, Vice Chairperson  
Mr. Willie Jenkins, Secretary  
Mrs. Michele Bryngelson  
Mrs. Mildred Heatley  
Dr. Greg Harrison – ex-officio (DD2)

### BOARD MEMBERS ABSENT

Dr. James Hodges – 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”.

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

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

**Approval of Minutes for Meeting held January 10, 2023:** Mr. Jenkins made the motion, seconded by Mr. Carraher, to approve the minutes for the meeting held January 10, 2023. The vote of the Board was unanimous.

**Discussion of Board’s Bills Claims for January/February 2023: – (Mrs. Garrick):** The Board reviewed the bills claims for January/February 2023.

**First Reading – Policy BG/BGD-R:** Mr. Carraher made the motion, seconded by Mr. Jenkins, to approve Policy BG/BGD-R for first reading. The vote of the Board was unanimous.

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

**District 2/District 4 Update:** Dr. Greg Harrison gave an update on District 2. Dr. Hodges from District 4 was unable to be present at today’s meeting. Mr. Behr gave an update on District 4.

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

1. Class counts for Spring 2023 were presented for review.
2. Third quarter grades are due by noon on March 24<sup>th</sup>. The end of the quarter will be March 20<sup>th</sup> for District 2 and March 27<sup>th</sup> for District 4.
3. District 2’s approved calendar was presented. District 4’s calendar has not been approved to date.
4. Budget preparation has been ongoing. We are still waiting for numbers from the County and from the State. Mr. Villeponteaux and Mrs. Garrick have met with every instructor in both facilities and reviewed their request. We need to schedule a workshop.

5. Mr. Broderick gave an update on the Trolley Road expansion.
6. We are currently meeting with the Dorchester County Fire Department to review the installation of a new fire burn building being placed on the Dorchester campus which will allow county training as well as training for our students. The site work and concrete for this project were presented to the Board. After discussion, the Board agreed to the estimated amount presented for this project.
7. The advisory council luncheon is scheduled for Thursday, March 16<sup>th</sup> at 12:00 p.m.
8. United Rentals will be here on March 20<sup>th</sup> for a presentation to our students.
9. The Cognia review is scheduled for April 7<sup>th</sup> for our accreditation.
10. Spring break is scheduled from April 10<sup>th</sup> to the 14<sup>th</sup>.
11. The location of the HVAC units on the front of the building are causing ventilation issues. After discussion, it was decided to reach out to other contractors to review the situation and make recommendations as to how to fix the problem.
12. Mr. Behr gave an update on the progress of the community garden.
13. Mr. Davis gave an update on the Food Share Program. Our Logistics program will be involved with this project. They will weigh and package the boxes and distribution centers will pick them up from here.
14. The next item discussed was to set a time for the budget workshop. After discussion, it was decided to schedule the next meeting for April 3<sup>rd</sup>. The HR planning meeting will run from 2:30 p.m. to 3:00 p.m., the budget planning meeting will run from 3:00 p.m. to 4:00 p.m. and the regular meeting will begin at 4:00 p.m.
15. Mrs. Disher is interested in the HR position we talked about earlier. She needs a job description and a list of duties and expectations.
16. Mr. Broderick gave an update on what's happening at Trolley Road.
17. Mr. Behr gave an update on what's happening at the Dorchester campus.

**Executive Session to Discuss Personnel Issues:** Mr. Jenkins made the motion, seconded by Mrs. Heatley to go into Executive Session to complete and review the Director's annual evaluation. The vote of the Board was unanimous.

Mr. Jenkins made the motion, seconded by Mrs. Bryngelson, to come out of Executive Session. No action was taken while in Executive Session.

Mrs. Heatley made the motion, seconded by Mrs. Bryngelson, to accept the Director's evaluation and to extend his contract. 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