



MINUTES
Policy Committee Meeting
September 15, 2021

Attending: Interim Superintendent Akil Ross, Trustee Nikki Gardner, Trustee Rebecca Blackburn-Hines, and Trustee Ken Loveless

Chairperson Gardner called the meeting to Order at 4:37 p.m.

Trustee Loveless moved to have the agenda approved. Trustee Blackburn-Hines seconded the motion. It passed unanimously.

Trustee Loveless made the motion that Trustee Blackburn-Hines be appointed Vice-Chair. Chairperson Gardner seconded the motion which passed unanimously.

Trustee Blackburn-Hines brought in discussion to make certain that the SCSBA and attorneys for the district review any policy additions or revisions.

Policy Administrative Rules BG/BGD-R to clarify the Superintendent's role in Section B of the policy were discussed.

Review of Policy FA was discussed to possibly add language to include infrastructure for distance or E-learning.

Review of Policy FB was discussed to remove "Operations Division" in the second paragraph and substitute in lieu "Facilities Department".

Review of Policy FEC was discussed to modify the wording from the first reading Item 20 from the 9/13/21 Board Meeting. That wording is to be inserted as follows:

- 1) Members of the board of trustees be barred from voting or ad hoc membership on professional selection committees;
- 2) Candidates for voting or ad hoc membership of the selection committees be vetted to determine apparent or actual conflicts of interest and conflicts of interest are determined, that candidates must withdraw their name from consideration; and
- 3) Voting or ad hoc members of selection committees be required to sign and adhere to the district's Confidentiality and Conflict of Interest Policy.

Review of Policy DI/DIE was discussed to include the selection of construction project Close Out Professional selection as follows:

“On any project greater than \$5,000,000.00 in total value, it is the policy to use the services of a qualified Architect or Professional Engineer not associated in any way with the district personnel or design /construction/inspection teams, to close out and certify that project construction meets the specifications of the subject project. This project Close Out Professional shall be separate, in addition to and independent in duties from any project Resident Engineer or Construction Project Representative.

The project Close Out Professional shall be selected in accordance with this policy (FEC) and shall certify items including but not in any way limited to contract compliance with permits, commissioning, staff training, warranties, close out documents, inspection reports, construction deficiencies and completion of final lists of items to complete. This professional shall verify that bonds, contract amounts, lien waivers, change orders, retained amounts and other documents are correct and due and payable before contractors receive final payments.”

Chairperson Gardner asked for topics for future meeting discussion. Items suggested were:

- 1) Code of Ethics
- 2) Nepotism;
- 3) Use of Attorneys by the Superintendent and the Board
- 4) Proposed calendar for review of policies
- 5) Accountability- Board of Trustees Goals

Trustee Blackburn-Hines made the motion to adjourn which was seconded by Trustee Loveless. The motion passed unanimously. The meeting was adjourned at 5:27 P.M.