



STATE OF SOUTH CAROLINA
DEPARTMENT OF EDUCATION

MOLLY M. SPEARMAN
STATE SUPERINTENDENT OF EDUCATION

Meeting Minutes

**SOUTH CAROLINA SCHOOL FACILITIES PLANNING AND
CONSTRUCTION GUIDE COMMITTEE**

Columbia, South Carolina

Tuesday, January 10, 2023, 10:00 a.m.

Committee Members Present: Wayne Stokes; Virgie Chambers; Nathan Ellis; Joel Carter, AIA; Scott Powell, AIA; Chris Partrich, P.E.; Dr. Thomas D. White, Jr.; Raquel Deschler, P.E.; Ken Kiser, Mike Doles, Will Ligon, Mark Faulk, attended in the absense of Ashley Johnson, P.E.

Committee Members Absent: Cole Owens, P.E.; Ashley Johnson, P.E.; Sally Cauthen

SC Department of Education Legal Present: Henry Gunter

Office of School Facilities (OSF) Staff Present: Kiawania Reed, David Blackwell, Darius Williams, Manuel Gonzalez-Del-Valle

Recorders: Kiawania Reed

OPENING

Director, Wayne Stokes welcomed everyone to the annual meeting for the South Carolina Facilities Planning and Construction Guide that is open to the public. Mr. Stokes indicated the purpose of the meeting is for the Committee Members to vote on potential updates to be included in 2023 South Carolina School Facilities Planning and Construction Guide.

Each Committee Member and School Facilities staff employee introduced themselves.

RECOGNITION OF VISITORS

Mr. Stokes welcomed all visitors and thanked them for attending.

MEETING CALLED TO ORDER

Mr. Stokes called the meeting to order at 10:00 a.m.

DECLARATION OF QUORUM

Mr. Stokes confirmed and declared a quorum of members present for the meeting.

APPROVAL OF THE AGENDA

Mr. Stokes stated that the agenda was distributed and posted on the SCDE website and made a motion to approve the meeting agenda. Committee Member seconded the motion. The motion carried.

COMMITTEE MEMBERS COMMENTS

Each Committee Member was given an opportunity to make a brief comment.

PUBLIC COMMENTS

None of the visitors in attendance indicated that they desired to make public comments.

APPROVAL OF CHANGES FOR THE 2023 SC SCHOOL FACILITIES PLANNING AND CONSTRUCTION GUIDE

Committee Members voted on and agreed upon all of the updates listed below:

1. Update Section 108 to: (1) adopt the building code editions as adopted by the SC Building Codes Council (SC BCC) that became effective on 1/1/2023 for all Counties and Municipalities in SC [the newer building codes were adopted by the SC BCC on October 6, 2021, approved by the Legislature (in SC State Register Volume 46-5 Doc. No. 5084) on May 27, 2022, and implemented on January 1, 2023]. Note that the language used in the Guide will include the Emergency Modifications to the SC Plumbing Code (SCPC) & SC Building Code (SCBC) approved by the BCC on November 15, 2022; (2) remove redundant direct adoption of standards already referenced in those building codes; (3) use the correct names of codes, standards, etc.; and, (4) remove reference to the outdated [1982] Governor's Executive Order.
2. Update the Guide to correct all errors in punctuation, formatting, numbering, etc. and improve grammar, where applicable throughout the Guide.
3. Remove outdated change markings from previous Guides.
4. Update the Guide Table of Contents and Division 10 to remove references to Forms that are no longer needed [F1/F2/F2A/F5/F7].
5. Expand Section 102 to include related statutory authority and clarification on overlapping authorities.
6. Added K4 and SC acronyms to Section 103 (Acronyms and Definitions) and the word "kindergarten" to 804.5.
7. Remove outdated reference in Section 104.2.2 to a previously separate document [the South Carolina Minimum Specifications Guide for Relocatable Classrooms] that was previously incorporated into the Guide in Division 9 of the 2014 edition of the Guide.
8. Standardize method of referencing statutes and regulations for consistency in Guide and also with the way it is referenced in the State Engineer's *Manual for Planning and Execution of State Permanent Improvements*.
9. Update and correct Section 109's Design and Construction Related Permits and Approvals table to match current Statutes & Regulations and use consistent terminology.
10. Remove dead hyperlink in Section 109.5 & outdated sentence in Section 110.5.
11. Correct miss-numbering [the second section 110.4 to 110.6].
12. Add new Section 116 to specifically allow the OSF to utilize new technologies to improve the efficiencies of OSF operations. [School Facilities Portal, virtual inspections, virtual site visits, virtual meetings, etc.].

13. Update Sections 202 and 203 to remove requirement for transmittal form [i.e. Form F7].
14. Update Sections 203 and 204 to add appropriate cross references to related requirements located in other Divisions.
15. Correct Section 206.4 to remove duplicate sentence and renumber remaining items in list.
16. Add reference to School Facilities Portal in Section 206.4.8.
17. Remove reference to the Form F5 [which is no longer needed] by deleting Section 206.6.2.
18. Improve the language in Section 302 to 1) clarify requirements and basis of [statutory] authority, 2) reference the School Facilities Portal, 3) remove references to Forms no longer needed [F2/F2A], and 4) provide more specific requirements for Plats consistent with the terminology of the *Standards of Practice Manual for Surveying in South Carolina* [Article 4 of Chapter 49 of the SC Code of Regulations].
19. Remove reference in Section 904.1 to the *Relocatable Annual Inspection Guide* last published in 2012 [and which has not been adopted nor updated since then].

NEW BUSINESS

Joel Carter suggested that the annual meeting possibly take place on the same day each year. The third Wednesday of January was recommended. Mr. Stokes made a motion to approve which was seconded by a Committee Member. The motion carried which was then voted on and approved by all Committee Members. The annual meeting is to take place on the third Wednesday of January; starting January 2024. Mr. Stokes will send all the Committee Members a copy of the official minutes from the meeting along with a memorandum when the new changes are made and become effective. The District Superintendent or their representative will also be notified.

ADJOURNMENT

No further business. Mr. Stokes made a motion for the meeting to be adjourned which was seconded by a Committee Member. The meeting was officially adjourned at 10:47 a.m.