

Anderson School Districts One and Two Career and Technology Center Board Minutes October 29, 2020

The meeting was called to order at 11:35 a.m. on Thursday, October 29 by Mr. Phil Ashley, Chairman. Board members present were: Mr. Jimmy Ouzts, Mr. Phil Ashley, Ms. Nancy Upton, and Ms. Wendy Burgess.

Administration present were: Ms. Hollie Harrell, Director of The Anderson One and Two Career and Technology Center, Ms. Jenny Gilbert, Business Director, Mr. Don Andrews, interim Superintendent of Anderson District Two, Mr. Robbie Binnicker, Superintendent of Anderson District One.

The minutes of the May 28th meeting were reviewed. No changes were noted and all voted in favor to approve the minutes.

Mr. Ken Meadows of Green Finney LLP presented the ACTC 2019-2020 audit report. Highlights include the Center receiving an unmodified opinion which is the best the Center can receive. He also noted that the Center was in a strong financial position as of June 30, 2020.

Ms. Gilbert presented the local financial report to date and reports no concerning variances to budget. She did make note of equipment repairs to the walk-in freezer in Culinary and out of the ordinary expenses in Instructional Equipment and Instructional Technology due to readying classrooms for social distancing and wireless setups for learning. Covid related supply expenses including gloves, masks, sanitizer, and plexiglass fittings were also elevated. Some of these expenses are expected to be reimbursed by the state in weeks to come.

Ms. Gilbert presented the annual fund balance report. After June 30, 2020 audit, \$522,212 was available for board appropriation. This amount is the total in unassigned fund balance over the amount required by the Center's fund balance policy. Ms. Harrell requested that all of this be designated for future capital expansion. Ms. Upton made a motion to designate \$522,212 to the capital fund balance. Ms. Burgess seconded this motion. All voted in favor.

Ms. Harrell updated the board on the enrollment, work-based-learning experiences, and covid costs to date. She also reviewed the previously presented master plan and discussed starting work on the next phase which would be to build Maintenance / Technology facilities to free up the existing areas for CNC training facility and Vet science facility. She presented a budget for this facility and suggested that waiting until the Spring of 2021 would be prudent as building costs are high now and expected to be lower in the Spring. Site work costs, however, are down currently and she requested that \$370,000 of capital funds be released to begin site work for this new facility. Ms. Upton made the motion to release these funds as requested. Ms. Burgess seconded the motion and all voted in favor.

Ms. Harrell informed the board that the Law Enforcement instructor would be retiring at end of the school year. She also may have one more instructor in Bio Med that is considering retirement and would know by January of the decision. She requested that she be able to start search for the Law Enforcement Instructor position as soon as possible. Ms. Upton motioned that this be started. Ms. Burgess seconded. All voted in favor.

Ms. Harrell publically thanked Mr. Robbie Binnicker, Superintendent of Anderson District One, for his excellent plans, guidance, and leadership during the pandemic.

Ms. Burgess motioned for meeting to adjourn. All voted in favor.

Meeting adjourned at 12:15 p.m.