

**Anderson School Districts One and Two
Career and Technology Center
Board Minutes
October 24, 2024**

The meeting was called to order at 11:30 a.m. on Thursday, October 24 by Mr. Phil Ashley, Chairman. Board members present were: Mr. Jimmy Ouzts, Mr. Phil Ashley, and via zoom Ms. Wendy Burgess, and Ms. Nancy Upton.

Administration present were: Ms. Hollie Harrell, Director of The Anderson One and Two Career and Technology Center, Ms. Jenny Gilbert, Business Director, Mr. Josh Burton, Executive Director of Secondary Education District Two, Dr. Seth Young, Superintendent of Anderson District One.

Mr. Larry Finney, Audit partner from Greene Finney Cauley, LLP was present.

The minutes of the May 23, 2024 meeting were reviewed. No changes were noted and all voted in favor to approve the minutes.

Mr. Larry Finney of Green Finney Cauley, LLP presented the ACTC 2023-24 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, 2024. Board presentation highlights are attached to the minutes.

Ms. Gilbert presented the local financial report to date and reports no concerning variances to budget.

Ms. Gilbert presented the annual fund balance report. After the June 30, 2024 audit, \$1,625,757 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 this be designated to the capital projects fund balance. Ms. Harrell reported that future plans for these funds include the parking lot project as well as the CNC lab and new paint booths to be shared by CNC and Auto Collision. She expects to have cost estimations for the parking lot project for the February meeting. Ms. Burgess motioned that the Board appropriate funds as requested by Ms. Harrell. Mr. Ouzts seconded. All voted in favor. The audited June 30, 2024 balance of this fund was \$2,209,146. The additional funds will bring this balance to \$3,834,903. It was noted that of this balance \$300,000 was already committed to a new greenhouse, \$20,000 for parking lot civil engineer service, and \$100,000 to continue Ag project/barn/ vet tech work.

Ms. Harrell presented plans for the center to initiate a new pathway- Esports Promotion and Management. She noted that the center has initiated several other pathway courses that are now SCDE pathways and she expects the center to continue to be a leader in these areas. Mr. Ouzts motioned to approve and Ms. Burgess seconded. All voted in favor.

Ms. Harrell reported that progress has been made for preparing grounds for the new greenhouse and build is expected to begin November 18th. It should be complete by January 2025. The Vet lab should also be complete by January 2025. She expects the parking lot civil engineer to begin work soon as well.

Ms. Harrell reported on STW numbers for the first quarter of the 24-25 school year. Sixty six students were working as co-ops earning over \$112,000 collectively. Hourly salaries ranged from \$9 to \$35 per hour.

Mr. Ashley called for the board to go into executive session. Mr. Ouzts motioned for the executive session. Ms. Burgess seconded. All voted in favor. No action was taken.

Mr. Ouzts motioned to renew Ms. Harrell's Director contract for 2025. Ms. Burgess seconded. All voted in favor.

Ms. Harrell requested the board go back into executive session. Ms. Burgess motioned for the executive session and Mr. Ouzts seconded. All voted in favor. No action was taken.

Ms. Harrell presented plans to update policies for the center so that in the absence of a specific written policy for the center, the center would defer to the policy of Anderson 1 and/or Anderson 2. The Board agreed to update by having two readings of the policy before the vote.

Ms. Burgess motioned for the meeting to adjourn. Mr. Ouzts seconded. All voted in favor
Meeting adjourned at 12:17 p.m.

The next Board meeting is planned for February 20, 2025.

Board meeting attachment: Auditor's Board presentation