

(Minutes submitted are unofficial until approved at the next month's regular meeting of the Board of Trustees.)

**FLORENCE COUNTY SCHOOL DISTRICT FIVE  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
November 18, 2024**

**MEMBERS PRESENT:**

Mr. Ervin J. Richardson, Chairman  
Mr. Andrew B. Gaster  
Mrs. Deanna H. Green

Mr. Roger A. Parsons  
Mrs. Mary C. Powell  
Mr. Frank A. Travaglio

**MEMBERS ABSENT:**

Mr. Joshua B. Timmons

**STAFF PRESENT:**

Mrs. Allana Prosser, Superintendent  
Mrs. Robin Altman, Recorder  
Mr. Paul Amann  
Mrs. Lacinda Burrows  
Mr. Terrell Fleming

Mr. Brian Goins  
Mr. Adam Kennedy  
Mrs. Mirandi Squires  
Mrs. Wanda Willis

**OTHERS PRESENT:**

Mrs. Brenda Jackson, CPA with Kenneth Cobb & Company

The Board of Trustees of Florence County School District Five met for regular session on Monday, November 18, 2024, at 7:00 p.m. in the District Office Board Room.

- 1. Call to Order, Welcome, and Pledge of Allegiance** – Chairman Richardson called the meeting to order at 7:00 p.m. He welcomed those present and asked everyone to stand and join in the Pledge of Allegiance.
- 2. Confirmation of Notice to Media** – Chairman Richardson stated that in accordance with the S.C. Code of Laws, 1976, as amended, Section 30-4-80(E), the following were notified of this meeting: *Morning News, NPO News, Post & Courier, WMBF-TV, WPDE-TV*, and [www.fsd5.org](http://www.fsd5.org).
- 3. Approval of Agenda** – The Agenda was approved by general consent of the Board.
- 4. Recognition of Re-Elected Board Members and Oath of Office**
  - A. Superintendent Prosser administered the Oath of Office to Mr. Andrew B. Gaster (At-Large, Seat 7) and Mr. Frank A. Travaglio (Seat 4) returning Board Members and congratulated them on their re-election to the Board.
- 5. Public Forum** – There was no one present to address the Board in Public Forum.
- 6. Consent Agenda (A-D)** – Chairman Richardson reviewed the items of the Consent Agenda which included Board Minutes for October 28, 2024, Monthly Financial Statements for October 2024, Child Nutrition Services fiscal year 2023-2024, and Child Nutrition Services Monthly Statement for July-October 2024. All items passed by general consent of the Board.

**7. Regular Agenda**

**A. Superintendent's Report**

1. Finance – Mrs. Wanda Willis introduced and welcomed Mrs. Brenda Jackson, CPA, with Kenneth Cobb & Company.
  - a. Presentation of 2023-2024 Fiscal Audit – Mrs. Jackson presented the audit report for fiscal year ending June 30, 2024. She stated that the FY 2024 General Fund balance of \$3,250,068 equates to 98 days of operating capital and falls within the acceptable range established by the state. The 2023-2024 General Fund ended with a positive balance of \$56,132.
2. Academics – Mr. Brian Goins congratulated Angie McClellan and Vickie Hood as recipients of the \$1000 Bright Ideas Grant. He gave an overview of a new class beginning in January at JHS. Habitudes is an image-based leadership development curriculum that teaches valuable perspectives and leadership habits to young adults. Mr. Goins also reviewed testing dates for the district.
3. Operations – Mr. Adam Kennedy informed the Board that the lighting project at JHS softball field is complete and work is continuing at JHS baseball field. He also gave an update of the status of security grants and ongoing projects.
4. Updates and Events – Mrs. Prosser gave an overview of upcoming events.

**8. For Action Agenda**

- A. Second Reading for the Revision of Policy JICJ – (Possession/Use of Electronic Communication Devices in School) – Mrs. Green moved, seconded by Mr. Travaglio, that the Board approve Second Reading for the Revision of Policy JICJ as presented by the Superintendent. The motion carried unanimously.
- B. Acceptance of 2023-2024 Fiscal Audit – Mr. Gaster moved, seconded by Mrs. Green, that the Board give acceptance to the 2023-2024 General Fund Audit. The motion carried unanimously.
- C. Acceptance of Application for Johnsonville Booster Club – Mr. Gaster moved, seconded by Mr. Travaglio, that the Board give acceptance to the application for continuation of the Johnsonville Booster Club based on the adoption of policy KBE-R as pertains to parent/booster organizations. The motion carried unanimously.
- D. Acceptance of Application for JES PTO – Mr. Travaglio moved, seconded by Mrs. Powell, that the Board give acceptance to the application for continuation of the JES PTO based on the adoption of policy KBE-R as pertains to parent/booster organizations. The motion carried unanimously.

**9. Executive Session Agenda** – Mr. Travaglio moved, seconded by Mrs. Green, that the Board enter the Executive Session Agenda to discuss a contractual matter. The motion carried unanimously, and the Board entered Executive Session at 7:58 p.m.

**10. Reconvene in Open Session with Action, if Necessary, from Executive Session** – Following Executive Session, Mr. Parsons moved, seconded by Mr. Travaglio, that the Board exit Executive Session and return to Open Session at 8:45 p.m. with no action taken.

- 11. Election of Officers** – In Election of Officers, Mrs. Prosser declared all positions vacant and then opened the floor for nominations.

Mrs. Prosser called for nominations for chairman. Mr. Gaster nominated Mr. Richardson as chairman, seconded by Mrs. Green. Mr. Richardson was declared chairman by a vote of 5-0-1, with Mr. Richardson abstaining.

Mrs. Prosser called for nomination for vice chairman. Mr. Richardson nominated Mrs. Green for the vice chairman, seconded by Mrs. Powell. Mrs. Green was declared vice chairman by a vote of 5-0-1, with Mrs. Green abstaining.

Mrs. Prosser called for nominations for secretary. Mrs. Green nominated Mr. Travaglio for secretary, seconded by Mr. Richardson. Mr. Travaglio was declared secretary by a vote of 5-0-1, with Mr. Travaglio abstaining.

- 12. Adjournment** – There being no further business, Mr. Travaglio, seconded by Mr. Gaster, that the meeting be adjourned. The motion carried unanimously, and the meeting adjourned at 8:47 p.m.

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Robin Altman, Board Secretary

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Minutes Approved