

The Palmetto School at The Children's Attention Home

Title I & Board Meeting Minutes

May 9, 2019 at 6:00 p.m.
STEAM Lab, 505 University Drive, Rock Hill, SC

Board Members Present: Cindy Kelly, Dan Freeman, Dan Wilde, Kristin Roche, and Rick Norwood

Proxies provided to Dan Freeman: Ann Terry, Elaine Bilton, Emily Brown, Kevin Davis, Trish Johnson

The Board meeting was called to order by Chairman Dan Freeman at 6:00pm.

Executive Director's Report:

Interim Executive Director Gary Baggett was not present but provided a written report. Dan Freeman reviewed the report.

- There are currently 41 students enrolled at the school (15 from CAH; 26 from offsite).
- Three quotes were provided to replace 20 of the School's laptops with a recommendation to purchase the laptops from BridgeTek Solutions. RHSD#3 purchases equipment from BridgeTek and The Palmetto School has worked with BridgeTek in the past.
- Ms. Burns (grades 3 – 5 class) will not be returning for the 2019 - 2020 school year. There is currently a vacancy for this position.
- The Title I Summer Blastoff went well with 3 families and various CAH staff members in attendance. Students received summer books and activities.
- In an effort to encourage qualified School parents to join the Board, a School Board Vacancy Application form and a brief description of Board requirements and responsibilities was emailed to all parents and sent home with the offsite students on 5/9/2019. Those that are interested must return the completed School Board Vacancy Application by 5/17/19.

Board & Committee Reports:

1. On behalf of Gary Baggett, Dan Freeman asked the Board to approve the purchase of 20 HP ProBook laptops from BridgeTek Solutions. Priority school funds will be used for the estimated purchase amount of \$6,565.73. A motion to approve was made by Cindy Kelly, second by Dan Wilde. The motion was unanimously approved.
2. The Financial Report was not completed at the time of the Board meeting. The Financial Report will be provided to the Board for review the week of May 13, 2019.
3. Dan Wilde provided an update on the Executive Director Search Team. There were initially over 40 candidates for the Executive Director position. Phone interviews have been completed and the Committee will meet on 5/15/19 to determine the final 2 or 3 candidates. A credit, criminal, and educational background check will be completed on the final candidates and the total compensation package will also be discussed. The final candidates will visit the School before month end.

4. Dan Freeman provided an update from the Election Committee. The Committee will meet next week regarding the upcoming Board election. Patti Rubenzer from SC Charter Schools will be asked to attend the meeting. The Committee plans to schedule the Board election in May and create 1- and 2-year Board terms. 50% of the Board must be elected and the remaining officials can be appointed. Parents of offsite students are allowed 1 vote per household. The designated Child Services Coordinators at the Home (there are currently 3) are the legal guardians for CAH students. Each CAH students assigned Coordinator would receive 1 vote per student.

Other Business:

- Clarification of Gary Baggett's role with the School after hiring the Executive Director was discussed.
- Cindy Kelly reported that the School's website is currently hosted by SiteGround with a GrowBig plan. The contract is up for renewal on 5/22/19 will be changed from the GrowBig plan to the StartUp plan at a cost of \$143 per year with an annual contract renewal.
- The Fundraising Committee will meet on May 15 at 12pm in the STEAM lab.
- The annual Arts Night will be held on May 21 at Bethel Methodist in Rock Hill.
- Dan Freeman requested approval to accept the March 2019 Board meeting minutes as prepared. A motion to approve was made by Dan Wilde, second by Rick Norwood. The motion was unanimously approved.

With no further business the Board meeting adjourned at 6:42pm.

Next Meeting:

The next regular Board meeting will be held on June 13 at 6:00 p.m.