



The Palmetto School at the Children's Attention Home

Title I & Board Meeting Minutes

March 12, 2020 at 6:00 p.m.

STEAM Lab, 505 University Drive, Rock Hill, SC

Board Members Present: Dan Freeman, Dan Wilde, Debbie Burns, Elaine Bilton, Katie Arnold, Kristin Roche, Monique Constance-Huggins

Proxies provided to Dan Freeman: Rick Norwood

Executive Director/Principal – Chantell Tarver

Dan Freeman called the meeting to order at 6pm by reading the school Mission Statement.

Executive Director's Report:

1. Title I Report

- Ms. Tarver reviewed the Title I Executive Director's written report provided to the Board. The Executive Director's report included a progression of enrollment for the 2019-2020 schoolyear. Enrollment has increased monthly since January 2020. RHSD #3 continues to refer students to the School as the School is a Tier 3 school with the ability to serve at-risk students. Ms. Tarver briefly discussed the training and qualifications of the school staff to serve Tier 3 students.
- 39 students are currently enrolled at the school (38 from offsite; 1 from CAH). The Kindergarten-2nd grade class is currently at capacity and has a waiting list. Ms. Tarver mailed letters of intent to all current students and staff to determine intentions for the 2020-2021 schoolyear.
 - Kindergarten – 2nd grade: 13 students enrolled (*at capacity*)
 - 3rd – 5th grade: 6 students enrolled
 - 6th – 8th grade: 9 students enrolled (*1 CAH student*)
- The Palmetto School has received the School Arts Material (SAM) grant to purchase new sound equipment that will be used for the May 2020 Arts Night program. Ms. Tarver reviewed grant applications in process for the 2020-2021 schoolyear.
- A facilities update was provided based on information received from Trinity Church. Two additional mobile units at Trinity Church are available for lease for the 2020-2021 schoolyear. This would provide the School with four total mobile units at Trinity Church. Because the School cannot operate at the current enrollment level in four mobile units, Ms. Tarver has discussed possible facilities options with CAH leadership including the possibility of reducing the space leased by the School for the 2020-2021 schoolyear or maintaining the current space occupied by the School for the upcoming schoolyear. A decision on the facilities availability at CAH will be made at the CAH Board of Directors meeting on March 24, 2020. Other possible facilities options and the associated logistics were also discussed.

Board and Committee Reports:

1. Financial Report – Elaine Bilton

- Elaine Bilton provided a review of the July 2019 – February 2020 Profit & Loss Statement. This review included a discussion regarding current revenue, expenditures, and the current deficit. The implications of the current deficit were discussed.
- The February 29, 2020 Balance Sheet was reviewed. The sustainability of the School was discussed if current revenue and expenditures remain as-is and also if current expenditures increase due to relocating the School. The average amount the School spends per enrolled student was compared to that of RHSD #3.

2. Fundraising Presentation – Ann Feldman

- Ann Feldman expressed interest in assisting the School with fundraising efforts by involving neighborhood residents in the Fort Mill area. The need for significant fundraising efforts was discussed. Ms. Feldman will postpone organizing or initiating any fundraising efforts until the future of the School is determined.

3. Future of the School – Dan Freeman

- Dan Freeman summarized the facilities update provided by Ms. Tarver during the Executive Director's report and provided an expected timeline for determining the future of the School. The CAH Board will vote on the CAH campus facilities available to the School for the 2020-2021 schoolyear on March 24, 2020. The Palmetto School Board will schedule an emergency Board meeting on March 26, 2020 to vote on the future of the School. Mr. Freeman reminded the Board of the School mission to serve the children.

Public Comments:

- No public comments were received.

Action Items:

- Dan Freeman requested a motion to accept the February 2020 Board meeting minutes as prepared. A motion to approve was made by Dan Wilde, second by Debbie Burns. The motion was unanimously approved.
- Dan Freeman requested a motion to postpone voting on agenda Action Item V. B. "Vote to approve moving the School campus if CAH allows the School to maintain at least 2 classrooms at the current campus location and 2 additional mobile units at Trinity Church are leased' until March 26, 2020. A motion to approve was made by Debbie Burns, second by Katie Arnold. The motion was unanimously approved.

Other Business:

- Dan Freeman announced that Ann Terry has retired from the Palmetto School Board effective immediately.
- Dan Freeman provided an update on the 2020 Board election process. The 2020 Board election will be held in May 2020 and will be similar to the 2019 election process. Rick Norwood does not intend to run

for reelection. Mr. Freeman will notify all other Board members with terms expiring in 2020 to determine intentions for reelection.

- In accordance with the Board attendance policy outlined in Section 11 of The Palmetto School Bylaws, Tammy Sessa is considered to have voluntarily resigned her position from the Board due to failure to attend the February and March Board meetings without notification. A letter of intent to terminate will be sent to Ms. Sessa by Dan Freeman.

With no further business the meeting adjourned at 7:13pm.

Next Meeting:

An emergency Board meeting will be held on March 26, 2020 at 6:00pm.

The next regular Board meeting will be held on April 9, 2020 at 6:00 p.m.