



The Palmetto School at the Children's Attention Home

Title I & Board Meeting Minutes

October 8, 2020 at 5:00 p.m.
Online meeting

Board Members Present: Dan Freeman, Deann Segal, Debbie Burns

Proxies provided to Dan Freeman: Rick Norwood, Monique Constance-Huggins, Katie Arnold, Kristin Roche, JP McFadden, and Kina Thompson

School staff members present: Debs Feldman (Bookkeeper)

Online meeting due to COVID-19 pandemic: Meeting attendees connected via Zoom (meeting ID #869 4674 3023).

Dan Freeman called the meeting to order at 5pm by reading the school Mission Statement.

Executive Director's Report:

1. Title I Report

Dan Freeman reviewed the Title I Executive Director's written report provided to the Board prior to the Board meeting.

- 36 students are currently enrolled at the School (all from offsite). K thru 2nd - 10 students, 3rd thru 5th - 9 students, 6th thru 8th – 17 students.
- Dan Freeman upcoming Title 1 meeting dates:
 - 10/27/20: Falling in Love with Books (1-2pm)
 - 10/29/20: Title 1 Annual Parent Mtg (11-12pm)
 - 10/30/20: Terrific Kids recognition (virtual)

Board and Committee Reports:

1. **Financial Report** – Debs Feldman

- Debs Feldman (School Bookkeeper) reviewed the September 2020 financial statements. The July 2020 – September 2020 Profit & Loss Statement by Month, July 2020 – September 2020 General Ledger, and the September 30, 2020 Balance Sheet were provided to the Board prior to the meeting.

- The required documentation to apply for SBA Paycheck Protection Program (PPP) loan forgiveness has been submitted to Arthur State Bank. The Bank has advised that they made a recommendation to the SBA for 100% forgiveness of the loan.

Public Comments:

- No public comments were received.

Action Items:

- Dan Freeman requested a motion to accept the September 10, 2020 Board meeting minutes as prepared. A motion to approve was made by Deann Segal, second by Debbie Burns. The motion was unanimously approved.

Other Business:

- **Fundraising** – Discussions were made about the contact list for donors. Some successes were reported, as were the challenges of contacting donors through mail. Dan Freeman shared information about the Capital Campaign Toolkit's \$100,000 Mini-Campaign. He will send the webpage link to the board. He asked that board members visit the website for information about the campaign. He also asked the board to consider the cost of the campaign. A one-time payment of \$2,400.00 or three payments of \$899.00. (<https://capitalcampaigntoolkit.com/mini-campaign/>)

With no further business, the meeting adjourned at 5:45 PM.

Next Meeting:

The next regular Board meeting will be held online on November 12, 2020 at 5:00 p.m.