



The Palmetto School at the Children's Attention Home

Title I & Board Meeting Minutes

April 8, 2021 at 5:00 p.m.

Online meeting

Board Members Present: Austin Dawkins, Dan Freeman, JP McFadden, Kristin Roche

Proxy provided to Dan Freeman: Debbie Burns

Online meeting due to COVID -19 pandemic: Meeting attendees connected via Zoom (meeting ID #838 8461 3037).

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.

- Mr. Freeman reported that 35 RHSD #3 district zoned students are currently enrolled at the Palmetto School:
 - Kindergarten – 2nd grade: 10 students enrolled
 - 3rd – 5th grade: 10 students enrolled
 - 6th – 8th grade: 15 students enrolled
- There were no reported positive COVID-19 test results and no reported exposures in the previous month.
- 2021-2022 schoolyear staff contracts will be issued the week of April 12, 2021.
- A Dance Residency Artist has been secured for the remainder of the 2020-2021 schoolyear using ABC grant funds. Palmetto School students will participate in a virtual dance program on Tuesdays and Thursdays from mid-April – June 2021.
- An update was provided on Title I funds for the 2020-2021 schoolyear. The School currently has \$47,286.56 available in Title I funds.
- The School's lease with the Children's Attention Home ends on June 30, 2021. Ms. Tarver-Berry will provide School relocation plans in the coming weeks. The RHSD #3 Facilities Director and the Office of School Facilities will confirm the final process of building clearance after Spring Break. Dan Freeman will schedule a walk through of the main campus building with Hope Fellowship Church for Board members to tour the campus.

Board and Committee Reports:

1. Financial Report – JP McFadden

- JP McFadden reviewed the March 2021 financial statements with the Board. The July 2020 – March 2021 Profit & Loss Statement by Month, July 2020 – March 2021 General Ledger, and the March 31, 2021 Balance Sheet were provided to the Board prior to the meeting. March 2021 income was consistent with February 2021. Expenses for the month of March 2021 were slightly higher than previous months due to staff bonus payments totaling \$7,500.00 paid in March.
- The School received proceeds from the 2nd round of SBA Paycheck Protection Program (PPP) loans on March 19, 2021. The School is working with Blue Ridge Bank and will apply for the loan to be forgiven in accordance with SBA guidance when the forgiveness process is released by the SBA.

Public Comments:

- No public comments were received.

Action Items:

- Dan Freeman requested a motion to accept the March 11, 2021 Board meeting minutes as prepared. A motion to approve was made by Kristin Roche, second by JP McFadden. The motion was unanimously approved. Debbie Burns voted by proxy given to Dan Freeman.
- Vote to approve additional staff bonuses of \$500.00 for teachers and \$250.00 for support staff to be distributed in April 2021. A motion to approve was made by Austin Dawkins, second by JP McFadden. The motion was unanimously approved. Debbie Burns voted by proxy given to Dan Freeman.

Other Business:

- **2021-2022 schoolyear salaries** – The process for determining 2021 – 2022 schoolyear salaries were discussed. JP McFadden will provide current salary information for review during the May 13, 2021 Board meeting.
- **Fundraising** – A Spring newsletter will be sent to previous donors via ConstantContact in April 2021. Possible fundraising ideas were briefly discussed.

With no further business the meeting adjourned at 5:55pm.

Next Meeting:

The next regular Board meeting will be held online on May 13, 2021 at 5:00 p.m.