



Mrs. Chantell Tarver-Berry, Principal
Gary Baggett (Mr. B), Assistant Principal

The Palmetto School
Title I & Board Meeting Minutes

August 12th, 2021 at 5:00 p.m.
Online and In Person Meeting

Board Members Present: Dan Freeman, Rickina Thompson, Hank Segal, Debbie Coccia, Debbie Burns, Deann Segal, Austin Dawkins

Staff members present: Chantell Tarver-Berry, Principal (ex-officio member), Deborah Feldmann (Bookkeeper)

Proxies provided to Dan Freeman: J.P. McFadden,, Monique Huggins

The Board meeting was called to order by Chairman Dan Freeman at 5:00pm by reading the Mission Statement

Executive Director's Report:

Chantell Tarver-Berry reviewed the report

There are currently 43 students enrolled at the school.

K-2	14 Students
3rd - 5th	15 students
6th - 8th	14 students

- There were no reported positive COVID-19 test results and no reported exposures in the previous month for the period of July 8th 2021 through August 12th 2021.

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- School Furniture (partnership with RHSD York 03 and GovDeals)
 - Mrs. Berry was able to partner with Rock Hill Schools Facilities dept to bid on furniture needs for the school. The website utilized was GovDeals where furniture was listed from the three (3) decommissioned schools in the district. The school district has been a great sponsor and Ms Tarver-Berry would like to honor them by presenting them with a plaque to show her appreciation. Ms Tarver-Berry is currently waiting to see if they can get some appliances that will keep the kids lunches warm and a refrigerator. Currently, those items have not been listed. Once they are listed Ms Tarver will bid on that as well.
- Facilities (Phase I Environmental Report, Maintenance/Repair, Office of School).
 - MillCreek prepared the Environmental report for \$1900.00. This report can typically cost around \$4000.00. Therefore the school received a huge discount. There are 6 big tasks to perform including determining if there have been any significant land changes or any problem with the land, water, sewage etc. The assessment will be completed next week. The school will continue to work on the things that needed to be addressed before the move in date. Ms Tarver-Berry will continue to work with David Taylor to get those maintenance repairs completed. David and Ms Tarver-Berry will assess what the maintenance responsibilities are of the school and the responsibilities of the church. The school may have to assume some of the repair costs
- Hope Fellowship Back to School Bash.
 - The event begins at 2pm - 6pm. . This event is on Saturday. The event is being held by their youth Pastor Frankie.
- Sneak-a-Peek (tomorrow evening from 5-6pm, Board Members welcome to attend)
 - Families can come see the classrooms and teachers.
- Facial masks will not be required but are highly recommended. Students are not required to wear masks but it is strongly recommended. Social distancing will be enforced. Temperature checks will be administered. There will be plenty of cleaning supplies at hand.

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Board & Committee Reports:

- Financial Report:
 - The school's financial year ends on the 30th of June. The report records one month of transactions through July.
 - The school received a \$5000.00 donation from Daimler Trucks.
 - Monthly funding from Rock Hill School district went back to the \$30,000 level. This funding is based on how many students the school has. It was decreased in June but went back up in July to the \$30,000 level. That level should continue until December.
 - There was a \$5000.00 insurance bill paid this month. (upfront payment)
 - There was the cost for the audit - \$770.00
 - There beginning of the years costs are always a bit more and expected; but it will level out
 - Dan contacted Arthur state bank and the information needed to update the signers on the account was forwarded to them. Kina, JP, Chantell and Dan are the signers on the account. We were paying electronically during Covid and now we are going to go back to signing the checks. Arthur state bank is requesting documentation that states that Deb will be accessing the online banking account. This will allow Debs to contact the bank herself instead of having to go through one of the signers just in case Debs' log in was lost. Deb is going to keep a copy of the letter in the file to complete the files.
- Mr Austin Dawkins has donated a check in the amount of \$500.00 from Duke energy for his time served on the Board.
- The audit is currently in full swing
- The PPP loan is through Blue Ridge Bank and we will be providing them the documentation upon request. Debs has prepared a spreadsheet which itemizes the cost. Blue Ridge does not have access for the system as of yet.
 - The PPP funds will be rolled into the budget for this year.

Action Items:

The Board agreed to get together again on Tuesday August 24th 2021 to discuss the upcoming fundraising event.



Other Business:

● **Fundraising - Brunch will be from 10am to 2pm November 6th 2021**

- : A “to do list” from a previous Circle of Caring Breakfast was distributed to the Board members for review and discussion. Board members were asked to share
- their ideas for utilizing resources to organize a breakfast or other similar event. In addition, board members discussed possible fundraising ideas:
- Dan reached out to Oakland Baptist Church. The school is penciled in on the first Saturday in November 2021
- The Board has unanimously agreed to have the event at our own campus. considering having a food truck on site or having the food catered.
 - considering selling the tickets in advance for the food truck
- **Publicity**
 - Mr. Freeman and Mrs. Berry
- **Volunteers** - used Winthrop in the past. We could possibly use York High School and Rock Hill Police
 - Monique
- **Program**
 - School Administration will create Powerpoint
 - The children will perform
 - The dance teacher may be able to pull the children together.
- **Art and Crafts for sale**
 - The Board decided to keep the sponsorship level format
- **Auction & Raffle AND/OR Sponsorship donations**
 - Kina & Debbie Coccia
- **Ticket sale (has been \$10,00 in the past)**
 - Selling tickets in advance for the food truck
 - Mrs. Berry is going to look into finding a food truck
 - Mr. Freeman is going to reach out to Southern Salads

The Board has agreed to meet every 2 weeks to discuss the Fundraising brunch. The next meeting will be on August the 26th at 5pm. Mrs. Berry will set up the zoom meeting.

Next Meeting:

The next regular Board meeting will be held on September 9th 2021