

# The Palmetto School Title I & Board Meeting Minutes

November 11, 2021 at 5:00 p.m.

Online Meeting

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

School staff - Chantell Tarver-Berry, Debs Feldman

Proxies provided to Dan Freeman: Austin Dawkins

## I. Call to Order:

The Board meeting was called to order by Chairman Dan Freeman at 5:05 pm by reading the Mission Statement

## II. Executive Director's Report:

*Mrs. Tarver-Berry reviewed the report*

- There are currently 43 students enrolled at the school.

K-2	15 Students
3rd-5 <sup>th</sup>	13 Students
6 <sup>th</sup> -8 <sup>th</sup>	15 Students
- Dr. Berry included a breakdown by age group to assigned schools and demographics.
- Enrollment numbers are increasing due to referrals from RHSD because district programs are full. More support is needed for mental health services for students. This will be addressed in a report to RHSD. Catawba Mental health comes to the school on Fridays
- Covid numbers are down. There were 0 reported student positive COVID-19 test results and 0 positive staff test with 2 students quarantined for close contact exposures in the previous month. COVID protocols have been updated in the staff handbook and shared with families.
- July 2021 was School Board Recognition and Appreciation Month. Mrs. Berry requested again updated pictures of each individual Board member as well as a group picture of the Board of Directors.
- The Reading Coach position is still vacant. It has been posted and the District reading coach has been working with teachers.
- There is a continued need for paraprofessionals in the classrooms as numbers increase.
- PBIS/School store - items needed to stock the store - especially food and soda, room decor for older students. Thank you to everyone who has donated to the store.
- Winthrop Partnership will place a Social Work Field Study/Intern in the Spring.
- Dr. Berry is discussing the contract with RHSD as expenses have increased due to the move.
- **Title 1 Funding**
  - Parenting Courses continue on Zoom and in person.
  - Dr. Berry will attend the SCCSC - SC School Conference Nov. 29-Dec. 1 in Charleston, SC.

## III. Board & Committee Reports:

- **Financial Report:** Submitted by Debs Feldman, the Profit and loss statement for October was discussed. Large expenditures included the cost of the Alarm system which was not budgeted and the cost is not known. The utility bill continues to be an issue.
- **PPP Loan Update:** Portal is open and paperwork is processed.. The submission is under review and awaiting approval by the SBA.
- The audit report was received 11/10/21 and sent to Dan Freeman, Dr. Tarver-Berry and Rickina Thompson.

The board was reminded of the Sunshine Fund and given a preview of projections that will be presented by the Auditors at the December 9th meeting.

- The 2022-23 budget forecast was shared and discussed. The \$160,000 board fundraising goal will be imperative to meet operating costs for the upcoming school year. Individual and Business donors are being engaged through school mailers and sponsorship requests. Donations and fundraisers have suffered during this pandemic time.
- A January deadline was recommended to determine the state of the school and viability for the upcoming school year. (vote needed at the January board meeting)

**IV. Public Comments:** Christine Miller and Gary Baggett offered public comments on the need for the school and services provided to our students.

**V. Action Items:**

- Dan Freeman requested a motion to approve the October 14, 2021 Board meeting minutes. A motion was made by Debbie Burns, second by Dan Freeman. The motion was unanimously approved.
- Discussion was tabled about a Development Associate, an unbudgeted investment.
- Donors and Sponsors will be contacted with an updated Constant Contact and a list of Corporate Contacts from the Chamber of Commerce.
- Dr. Berry will discuss alternative sponsorship with the Charter Association and report after the conference. We will revisit the contract with Rock Hill SD about providing funds for increased costs.

**VI. Other Business:**

- Circle of Caring Fundraiser - Final total has not been determined as donation checks continue, but around \$3000 was raised.
- Fundraising: Board members were asked to share their ideas for utilizing resources for donations and fundraising and to contact donors.
- Dan asks the board to continue study of documents for the Development Director/Fundraiser position to develop a sustainable strategy. The board will consider investment versus cost, and full time or contract position if we decide to move forward.
- Mrs. Tarver-Berry is in the process of scheduling a meeting with RHSD to update our contract. At that time, the ESSER funds for the school will be confirmed.
- Dan Freeman announced that Monique Constance Huggins has stepped down from the board.

With no further business, the Board meeting adjourned at 6:30pm.

**Next Meeting:**

The next regular Board meeting will be held on December 9, 2021 at 5pm.