

The Palmetto School at The Children's Attention Home
Title I & Board Meeting Minutes

June 14, 2018 at 6:00 p.m.
Science Lab, 505 University Drive, Rock Hill, SC

Board Members Present –Cindy Kelly, Dan Wilde, Kevin Davis, Tricia Palm, Elaine Bilton, Emily Brown, Phillip Stevens, Ann Terry, Wes Climer, Rick Norwood

Proxy to Phillip Stevens: Trish Johnson

Executive Director/Principal – Dr. Hugh Wilson

Executive Director's Report

- Current enrollment 34 total students on the last day of school (17 middle school students)
- Title I: Dr. Wilson is working on the Title I plan for next year, which should include a teacher salary, after school tutoring, and an instructional coach. Dr. Wilson met with the transformation coach to plan professional development.
- Priority School: Next year, the State will give funds to the 5% lowest performing schools classified as Comprehensive Support Intervention (CSI) Schools. Dr. Wilson anticipates the school will be classified as a CSI school due to the high percentage of special education students. The State will assign classifications and funding in November.

Executive Session

Motion to go into executive session to discuss employee compensation.

Motion: Ann Terry 2nd: Elaine Bilton Vote: Unanimous

The board exited executive session. No action was taken in executive session.

Motion to approve a salary increase of 2% for all employees.

Motion: Emily Brown 2nd: Dan Wilde Vote: Unanimous

Board & Committee Reports

1. Elaine Bilton presented the proposed 2018-2019 budget.
 - a. Motion to approve the 2018-2019 budget as proposed.
Motion: Kevin Davis 2nd: Cindy Kelly Vote: Unanimous
2. Expansion Task Force Report – Dan Wilde
 - a. Dan Wilde, Phillip Stevens, and Dr. Wilson met with Dr. Pew and Dr. Cook. Dr. Cook toured the school and asked for a proposal.
 - b. The task force began drafting an update to the charter.
3. Nominating Committee Report – Ann Terry
 - a. Nominating Committee recommended appointments and reappointments to the board for the terms stated in the written report. Unanimously approved.
 - b. Nominating Committee recommended appointing as officers for 2018-2019: Dan Freeman, Chair; Monique Constance-Huggins, Vice-Chair; Emily Brown, Secretary; Elaine Bilton, Treasurer. Unanimously approved.
4. Board of Directors Handbook – Cindy Kelly present revised forms for the handbook and asked board members to email feedback.
5. A Fundraising Task Force was formed to research fundraising ideas. Kevin Davis and Wes Climer volunteered for the task force. Other board members interested in participating should email Kevin and Wes.
6. **The Board Retreat will be August 18, 2018 at 9:00** at the Science Lab. At 8:30, Elaine Bilton will recap the information presented at the budget workshop for board members who wish to attend. Please email Elaine in advance if you plan to attend the budget session. The board will collect money for the Sunshine Fund at the retreat.

Fundraising

1. Taste of Fort Mill – Cindy Kelly
 - a. The reception went well and gave volunteers an opportunity to see the school

- b. The couple who won the trip in the raffle donated it back to the school increasing the revenue by \$1800.
2. Circle of Caring Breakfast Committee will begin meeting at the end of June.
3. Family Trust Golf Tournament is September 18. Dr. Wilson needs volunteers for the event and gift cards for the raffle.

Other Business

1. Motion by Elaine Bilton to amend the April minutes to correct the date. Second by Tricia Palm. Unanimously approved.
2. Motion by Ann Terry to approve the May minutes. Second by Kevin Davis. Unanimously approved.
3. Arts Night – The children performed energetically, and the event showcased lots of art created by the children. Junior Women’s Club provided the food. CN2 Today featured the event on its May 23 show