

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

May 10, 2018 at 6:00 p.m.
Science Lab, 505 University Drive, Rock Hill, SC

Board Members Present –Cindy Kelly, Monique Constance-Huggins, Trish Johnson, Dan Wilde, Kevin Davis, Tricia Palm, Elaine Bilton, Emily Brown, Phillip Stevens

Proxy to Phillip Stevens: Ann Terry

Executive Director/Principal – Dr. Hugh Wilson

The meeting was called to order by chair, Phillip Stevens.

Executive Director's Report

- Current enrollment 39 students – 24 from CAH and 15 from outside
- State conducted a progress monitoring review. The school needs to improve assessment, curriculum, and professional development. Overall, the school showed great improvement and met all improvement standards from the prior review.
- Three teacher contracts were not renewed due to a loss of some funding next year.

Board & Committee Reports

1. Dr. Wilson discussed the organization of the school.
2. Financial Report – Elaine Bilton
 - a. The board decided to hold a budget workshop on May 24 at 11:00 a.m. at Williams and Fudge. Elaine will explain funding and the budget.
 - b. Elaine met with Dr. Wilson and Tricia (bookkeeper) to develop the 2018-2019 budget based on anticipated revenue. They are developing better record keeping methods and plan to present the budget at the June meeting.
 - c. The school received \$243,000 from the district, which was more than anticipated.
 - d. The school had the highest average daily membership in its history at 34.5 children.
3. The Expansion Task Force Committee was unable to accompany Dr. Wilson to a scheduled meeting with the Rock Hill School District. The meeting did not lead to progress with the district partnership. Another meeting is scheduled for May 15 with Dr. Pew and Dr. Cook.
4. Nominating Committee - No report. The Board will vote on officers in June.
5. Cindy Kelly reported the board notebooks will be ready by the August retreat.

Fundraising

1. Taste of Fort Mill – Cindy Kelly
 - a. The TOFM raised \$98,407.58. There were some additional expenses from acquiring a presenting sponsor.
 - b. Cindy explained the composition of the volunteers and expressed a need for chairs and volunteers for next year's event. The board discussed hosting an open house for volunteers. Interested volunteers may contact Cindy.
2. Circle of Caring Breakfast Committee
 - a. Tricia Palm, Phillip Stevens, and Emily Brown volunteered to serve on the committee. Other board members interested in volunteering should contact Phillip.
 - b. The committee will begin meeting in June. The breakfast location will move to Oakland Baptist Church.

Other Business

1. Motion by Dan Wilde to approve the April minutes. Second by Elaine Bilton. The board unanimously approved the minutes.