

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

April 12, 2018 at 6:00 p.m.  
Science Lab, 505 University Drive, Rock Hill, SC

**Board Members Present** –Elaine Bilton, Ronnie Collins, Trish Johnson, Cindy Kelly, Rick Norwood, Phillip Stevens, Ann Terry, and Dan Wilde

**Executive Director/Principal** – Dr. Hugh Wilson

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

**Executive Director's Report**

- Security cameras have been installed in the mobile units.
- Title I Report: Title I funds in 2018-19 will support salaries of instructional coach, interventionist, after-school tutoring and instructional assistant. Must determine free and reduced lunch numbers for students not from CAH.
- Priority School funding for next year is not confirmed. School can carryover 15% (about \$95,000) to the next school year. There will be a Progress Monitoring Review on May 11 to review areas to improve from last review.
- School enrollment is 35 students – 20 from Home, 15 outside, 0 Safe Passage.
- Title I parenting workshops are being planned and conducted.

*A motion was adopted to go into Executive Session for the discussion of personnel issues.*

*A motion was adopted to come out of Executive Session.*

**Board & Committee Reports**

- Phillip Stevens inquired as to whether School has an active shooter safety protocol. Hugh reported that drills for such an event have been conducted at the School.
- Financial status was reviewed by Elaine Bilton. Booked revenue stands at \$514,000. *Taste of Fort Mill* has brought in \$21,000 to date (February). Expenses stand at \$519,000 through mid-February. Average expenses per month are \$63,000. There is \$187,000 in cash plus Foundation account.
- The Expansion Task Force Committee is waiting to meet again after Hugh meets on April 16 with RHSD staff to discuss how Palmetto School will enroll kids next year.
- Ann Terry reported for the Nominating Committee. Officers for 2018-19 will be Dan Freeman, chair; Monique Constance-Huggins, vice chair; Emily Brown, secretary; and Elaine Bilton, treasurer. New Board members will be Dan Freeman and Patti Mercer. Members being reappointed to 3-year terms are Mary Ann Bice, Emily Brown, Wes Climer, and Monique Constance-Huggins. Election of these officers and members will occur at the June 2018 annual meeting.
- Cindy Kelly presented new Board notebooks. Additional items are needed for the notebooks.
- Fundraising:
  - *Taste of Fort Mill* committee is busy at work. Preview Party is Sunday, April 22 from 4-6 pm. Everyone was encouraged to please come out for this. Volunteers are needed to help with clean-up both after the event closes and early Saturday morning. Tickets will be cut off at 525.
  - Board needs to work on getting more donations in to finish off the School year. Several fundraising events did not occur this year and general donations are down.
  - Need to work to revive sponsorship efforts for the *Circle of Caring Breakfast*. Committee needs to get working now. It was suggested that all Table Sponsorships be raised to \$500.
  - Perhaps an appeal letter is needed to gather up some additional donations.
- The Annual Arts Night will be held May 22 at Bethel Methodist Church.

**Other Business:**

- *A motion was approved to accept the February 2018 meeting minutes as prepared.*

**Next Meeting:**

The next regular Board meeting will be held on *May 10 at 6:00 p.m.*