

**Palmetto Charter School Board of Directors Meeting  
March 24, 2021 Meeting Minutes**

<p><b>Call to Order and Welcome</b></p>	<p>The meeting was called to order at 3:39pm. In attendance were Mr. Ron Witt, Mrs. Debra Woithe, Mrs. Kelli Douglas, Mrs. Mary Johnson, Mr. Michael Ameres, Mr. David Fernandez, and Mr. Evan Guido.</p>
<p><b>Adoption of Previous Meeting Minutes</b></p>	<p>A motion was made by Mrs. Woithe to accept the minutes as submitted. The motion was seconded by Mr. Fernandez. No discussion. All approved.</p>
<p><b>Principal Updates</b></p>	<ul style="list-style-type: none"> <li>A. <b>Enrollment</b> – Remains strong this year. Our lottery is complete and parents have been notified of their status. We did not receive as many Intent to Enroll forms this year, but we still received over 200 that are on our waiting lists for next year.</li>   <li>B. <b>Impact of Covid on Average Daily Attendance</b> – we ran a report to take a look at how Covid has affected attendance. For the year 2018-2019 our average daily attendance was 97%. When we looked at the first 3 Quarters of 2019-20, we were also at 97%. This year to date we were only down by 2%. We feel this data shows that we have been able to continue educating kids in person with very little effect on our attendance. We have not had any reported student to student transmissions. Mr. Bustle also pointed out that we have had a very successful athletic program with no reported transmissions.</li>   <li>C. <b>Testing is starting soon.</b> There is talk at the state level that accountability relating to standardized testing will be waived but we will still use this data for growth purposes. We will know more in the upcoming days.</li>   <li>D. <b>Spring Athletics</b> – Our Boy's Flag Football won their championship game as did our Girl's Volleyball Team. Way to go Eagles!</li>   <li>E. <b>8<sup>th</sup> Grade Trip</b> - We have decided to move the trip to St. Augustine due to the uncertainties of things in D.C. being open in May. Students will visit the Kennedy Space Center, historical museums and forts, visit the beaches there and then go to Sea World on the way home.</li>   <li>F. <b>Pavers</b> - Jim Alderman and Mr. Bustle worked over Spring Break to get the first round of pavers installed. We laid about 140 pavers. It's possible that there are more people out there that gave and we missed getting their information. We will work on following up with those and will also push another promotion</li> </ul>

	<p>before the year is over.</p> <p>G. <b>New Insurance Requirements</b> - Our new insurance is requiring us to fingerprint all of our parent volunteers that have one on one contact with students. This could cost us \$50-\$60 per person. We would need to fingerprint field trip chaperones, coaches, etc.</p> <p>Mr. Bustle will look into whether or not we are bound to have the School Board do the fingerprinting or if they can be done elsewhere where it may not be as expensive. We will table this until May. Mr. Bustle will make sure we are compliant for the rest of this year with the few field trips that we have scheduled for the year.</p>
<p><b>Updated Cash Statement</b></p>	<p>There were no questions or concerns regarding our Cash Statement as provided.</p>
<p><b>Retention Pond</b></p>	<p>Work is going on as we speak! We are hoping to dig out to 7 feet deep. We have saved a large part of the cost of the project by allowing dirt to be hauled off by Billy Eurice.</p>
<p><b>Building Project Update</b></p>	<p>Mr. Bill Robey and Mr. Mikel Sharpe from BBVA were both in attendance to address any questions. Mr. Sharpe shared that PCA will be acquiring BBVA in July/August. He does not feel that there would be any issues for approval for an additional loan.</p> <p>Mr. Robey addressed the Board and asked them to consider how they want to approach managing a project like this. He sent an email on January 20 and it was also provided to the Board in this meeting's packet. He feels this is a pretty straightforward project. The Board will need to decide if we are going to use a Construction Manager or go with a Design/Build delivery process. He recommends we use the Design/Build delivery process. Either way, the building should be ready by August 2022.</p> <p>There was discussion as to whether or not we would have to go through the advertised and formal selection/procurement process again. The general consensus was that because our original project ended up being scaled back to not include the classroom building, that this could be considered a contract continuation with KB3 Construction.</p> <p>Mrs. Woihte made a motion that we move forward with the Design/Build model and utilize KB3 Construction as a continuation of Mr. Robey's original contract. Mrs. Johnson seconded the motion. All approved.</p> <p>There was a general consensus that a committee should be formed to help oversee this project. Mr. Bustle will put the committee together and give the Board his recommendation for Board approval at our May meeting.</p>

	Mr. Guido made a motion that we begin the process of obtaining architectural designs and identifying construction and project costs not to exceed \$50,000. Mr. Ameres seconded the motion. All approved.
<b>Principal Evaluation</b>	It's that time of year for Mr. Bustle and Mr. Durrance's annual evaluation. Mrs. Douglas volunteered to perform the evaluations this year. Mrs. Woithe is willing to show her the ropes on how they are conducted. A motion was made by Mr. Guido to accept Mrs. Douglas's willingness to perform the evaluations. Mr. Ameres seconded the motion. All approved.
<b>Mask Mandate</b>	As the Parent Liaison, Mr. Ameres addressed the Board as he has received numerous texts and emails from parents and teachers regarding the masks mandate. Mr. Witt opened the meeting up to public comments at this time so that the Board could hear how people feel about our current situation. There was a lot of discussion from parents, staff, and Board members weighing in on the pros and cons. Mr. Guido doesn't feel there is anything to vote on here unless there is an actual change in policy. The policy will remain unchanged and we will revisit the mask issue at our May meeting. Perhaps at this meeting a decision can be made regarding the 2021-2022 school year.
<b>Board Comments</b>	Mrs. Woithe wanted to make sure that we continue to properly maintain our existing buildings and that they are kept up as we are looking toward our new building projects.
<b>Public Comments</b>	There were no further public comments.
<b>Adjourn</b>	Mrs. Johnson made a motion to adjourn the meeting and Mr. Fernandez seconded the motion. All approved. The meeting was adjourned at 6:00pm.

**RESPECTFULLY SUBMITTED TO RECORDS OF PALMETTO CHARTER SCHOOL BY CHAIRPERSON, RON WITT.**



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**RON WITT, CHAIRPERSON**

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**DATE**