

**Palmetto Charter School Board of Directors Meeting
September 18, 2019 Meeting Minutes**

Call to Order and Welcome	The meeting was called to order by Ron Witt (filling in for Chairperson, Billy Eurice) at 3:36pm. In attendance were Ron Witt, Robert Montgomery, Michael Ameres and David Fernandez.
Adoption of Minutes for June 4, 2019	Mr. Montgomery made a motion to accept the minutes as submitted. Mr. Ameres seconded the motion. All approved.
Audit Presentation	The auditors had a couple more things to wrap up and were not able to present the final copy of their audit. Mr. Bustle will receive clarification from the district on how we can formally approve the audit once it's complete.
Enrollment	We are at 362 students right now. We made two calls today. We fully expect to fill those spots quickly.
Personnel Changes	<p>Mrs. Kate Horne was hired to replace Mrs. Rand in Middle School Science. As of right now she is out of field. Mrs. Horne is certified in Agriculture and will be taking the test by the end of the semester which will get her certified in Physical, Earth, and Life Sciences.</p> <p>Mrs. Margaret Curulla was hired to replace Mrs. Christensen in 1st Grade.</p> <p>Mrs. Erica Hanley was hired to replace Mrs. Williams in 4th grade.</p> <p>It is noted that Mrs. Horne and Mrs. Gerren (Art) lack their ESOL Certification and will be working toward receiving it.</p> <p>Mr. Ameres made a motion recognizing these new hires and those that are out of field. Mr. Montgomery seconded the motion. All approved.</p>
Consideration of Plans/Procedures	<p>BOARD APPROVAL NEEDED FOR PLANS/PROCEDURES</p> <p>A. Active Shooter Emergency Response Procedures</p> <p>The Marjorie Stoneman Douglas Act has created many new polices and procedures surrounding school safety. The Board was provided with what the district has adopted as their Active Shooter Emergency Response Procedures. All our staff has watched a video provided by the district and they have read the Active Shooter Emergency Response Procedures and have received trainings that have</p>

	<p>been required by the State. The state is collecting a lot of data and we are working hard to be in 100% compliance.</p> <p>Mr. Fernandez made a motion to adopt the Active Shooter Emergency Response Procedures. Mr. Montgomery seconded the motion. All approved.</p> <p>B. Mental Health Plan We have hired Mrs. Zika who is a mentor/liaison to meet with students that need social/emotional strategies, coping skills, and encouragement. We are required to teach 5 hours of mental health to our middle school this year. We are implementing this using Responsive Classroom in our Morning Meetings. The Board was provided with our Mental Health Plan.</p> <p>Mr. Fernandez made a motion to adopt the Mental Health Plan as submitted. Mr. Montgomery seconded the motion. All approved.</p> <p>C. Safe Schools Policy and How Safe School Funding Expended The Board was provided a copy of the Safe Schools Policy and How Safe Schools Funds Expended Form.</p> <p>Mr. Fernandez made a motion to adopt the Safe Schools Policy and How Safe Schools Funds Expended Form. Mr. Montgomery seconded the motion. All approved.</p>
<p>Building Update</p>	<p>Mr. Roby and Mr. Affolter have been meeting once every two weeks with Mr. Bustle. All this rain has pushed back the finish date to late February. Some fundraising ideas have been discussed. Mr. Ameres informed the Board that Popi's would like to outfit the kitchen in the cafeteria.</p>
<p>Transportation</p>	<p>We purchased an additional bus for \$17,000 over the summer. We secured Sam Byram as our bus driver. He went through the district bus training this summer and the report from the training staff was that he was exceptional, and we need to keep him! We had a few hiccups with the route in the beginning and have spent the past few weeks figuring out how we can be more efficient. It's going much smoother.</p> <p>Right now we are transporting 45-55 kids.</p> <p>Both buses are running well. We are very thankful for Jim Alderman and all that he has done to help us maintain both buses.</p>

Hardship Case for Enrollment	Mr. Witt will work with Carly Lambert to present something to the Board at the next meeting.
School of Excellence	We were given the distinction of being a "School of Excellence" by the State of Florida. We were in the top 20% of K-8 schools. The Board congratulated the entire staff and administration for this.
Board Comments	None
Public Comments	None
Adjourn	A motion was made by Mr. Ameres and seconded by Mr. Fernandez to adjourn. All approved. The meeting was adjourned at 4:08pm.

RESPECTFULLY SUBMITTED TO RECORDS OF PALMETTO CHARTER SCHOOL BY RON WITT. (Fill-in for Billy Eurice)



RON WITT

12/18/19

DATE

Recorded by Teri Council, Registrar Palmetto Charter School