

**Palmetto Charter School Board of Directors Meeting  
September 27, 2023**

<p><b>Call to Order, Pledge to Flag and Welcome</b></p>	<p>The meeting was called to order by Chairperson, Dr. Mike Mears at 3:33pm. In attendance were Dr. Mears, Mr. Evan Guido, Mrs. Carly Lambert, Mrs. Jelane Broxson, and Mrs. Kelli Douglas.</p>
<p><b>Adoption of Previous Meeting Minutes</b></p>	<p>Dr. Mears suggested that a modification be made to the May 17, 2023 Meeting Minutes. In the 2022-2023 Revisions and 2023-2024 Budget Agenda item, the Board approved bonuses be awarded however the amounts were not included in the minutes. The amounts that were approved were \$2000 for full-time teachers, ESE teachers, the Guardian and Admin. \$1000 for full-time support staff and other support staff are to be awarded according to hours worked per week. Mr. Guido made a motion to accept this revision to the minutes. The motion was seconded by Mrs. Douglas. There was no discussion. All approved 4-0.</p>
<p><b>Audit Presentation – CS&amp;L</b></p>	<p>Jeff Gerhard presented the 2022-2023 audit findings to the Board. Mr. Gerhard thanked Mr. Bustle, Mr. Durrance, Mrs. Tina Affolter and Mrs. Council for their cooperation. He presented the Board with the draft audit letter. This audit was a very open and transparent process. We did have one compliance finding in regard to our Budget but it was explanatory. All internal controls were found to be in good order. Overall, a very positive audit. A motion to approve the audit as presented was made by Mr. Guido and seconded by Mrs. Lambert. There was no discussion. All approved 4-0.</p>
<p><b>Public Comments</b></p>	<p>No public comments.</p>
<p><b>Principal Updates</b></p>	<ol style="list-style-type: none"> <li>1) Enrollment – with adding our 3<sup>rd</sup> grade classroom we are at capacity at 436</li> <li>2) Mrs. Jan Alderman was the original Registrar at PCS and a vital part of our administrative staff. She passed away in early August. We would like to explore building a bridge on the back side of building 5 that would give us a safer way to access the playground. We would honor Mrs. Alderman with a plaque on this bridge as she was the bridge that connected people and touched so many lives. More information will to come.</li> <li>3) 8th Grade Trip Update - We will be heading to D.C. again. Last year the group had a private tour of the Capitol, which was an amazing opportunity! This year, the Hotel Harrington is no longer taking group reservations. Mr. Bustle is working on new lodging options.</li> <li>4) Personnel Update New Hires</li> </ol>

	<ul style="list-style-type: none"> <li>a) Mrs. Holly Hall, 3rd Grade</li> <li>b) Mrs. Robin Vance, Computers</li> <li>c) Mr. Joel Spinks, Custodian</li> <li>d) Mr. Philip Burns, Additional Bus Driver</li> </ul>
<b>Cafeteria Update</b>	Mrs. Council reported that due to the red tape and what is involved in equipping our kitchen and getting the program up and running, Administration felt it best to table providing our own lunches until the summer. All agreed this would be best.
<b>AMERIS Bank CC &amp; Mr. Durrance Signer on Accounts</b>	We would like to close our Truist credit card account and to open a credit card with Ameris Bank with a \$50,000 limit providing Mr. Bustle, Mr. Durrance and Mrs. Council with a card. We would also like to add Mr. Durrance as an authorized signer on our accounts. A motion was made by Mrs. Lambert to approve Mr. Durrance as a signer on the accounts. Mrs. Douglas seconded the motion. There was no discussion. All approved 4-0. Mrs. Douglas made a motion to approve opening the Ameris credit card account with a \$50,000 limit. Mrs. Lambert seconded the motion. There was no discussion. All approved 4-0.
<b>Class Size Compliance</b>	A motion was made by Mrs. Lambert to accept the documentation as provided. Mr. Guido seconded the motion. There was no discussion. All approved 4-0.
<b>Reunification Plan</b>	A motion was made by Mr. Guido to accept the documentation as provided. Mrs. Lambert seconded the motion. There was no discussion. All approved 4-0.
<b>Internet Safety</b>	A motion was made by Mrs. Lambert to accept the documentation as provided. Mrs. Douglas seconded the motion. There was no discussion. All approved 4-0.
<b>Library/Media Center</b>	The Board commended Ms. Leigh Evans on getting these documents together. Thank you, Ms. Evans. A motion was made by Mr. Guido to accept the documentation as provided. Mrs. Douglas seconded the motion. There was no discussion. All approved 4-0.

<b>Out of Field Fall 2023</b>	Robin Vance is out of area while teaching the Digital Information Technology course. A motion was by Mrs. Douglas to approve of Mrs. Vance teaching out of field. Mrs. Lambert seconded the motion. No discussion. All approved 4-0.
<b>Reading Plan</b>	A motion was made by Mrs. Lambert to accept the documentation as provided. Mrs. Douglas seconded the motion. There was no discussion. All approved 4-0.
<b>Policy on Complaints Related to House Bill 1557</b>	A motion was made by Mrs. Lambert to accept the documentation as provided. Mr. Guido seconded the motion. There was no discussion. All approved 4-0.
<b>Mental Health Plan</b>	A motion was made by Mrs. Douglas to accept the documentation as provided. Mrs. Lambert seconded the motion. There was no discussion. All approved 4-0.
<b>TSIA (HB 641 State Funds) Teacher Salary Increases</b>	A motion was made by Mr. Guido to accept the documentation as provided. Mrs. Lambert seconded the motion. There was no discussion. All approved 4-0.
<b>Teacher Bonuses</b>	After much discussion the Board reiterated their desire to provide more for our teachers and staff. Mr. Guido made a motion to award a \$5000 Retention Bonus for instructional staff, ESE staff, our Guardian and Administration; to award \$1500 Retention Bonuses to hourly support staff to be paid out accordingly in consideration of hours worked. These awards will be paid out over the remaining pay periods. Mrs. Lambert seconded the motion. There was no discussion. All approved 4-0.
<b>Legal Update Case #2021CA004310</b>	Our lawsuit is still with the appellate court. We have incurred \$160,000 in legal fees to date.
<b>Potential New Board Member Mr. Zach McClary</b>	A motion was made by Mrs. Lambert to welcome Mr. Zach McClary to the Board. Mrs. Douglas seconded the motion. There was no discussion. All approved 4-0. Welcome, McClary!
<b>Board Comments</b>	No comments.

Adjourn	A motion was made by Mr. Guido to adjourn the meeting. Mrs. Douglas seconded the motion. The meeting was adjourned at 5:10pm
---------	--

RESPECTFULLY SUBMITTED TO RECORDS OF PALMETTO CHARTER SCHOOL BY SECRETARY, KELLI DOUGLAS.

Dr. Mike Mears

Dr. Mike Mears

Recorded by Thresea Council, Registrar Palmetto Charter School

9/28/23

DATE