

**Palmetto Charter School Board of Directors Meeting  
August 12, 2020 Meeting Minutes**

<p><b>CALL TO ORDER AND WELCOME</b></p>	<p>The meeting was called to order at 5:05pm by Chairperson Ron Witt. In attendance were Mr. Ameres, Mrs. Woithe, Mr. Guido, Mrs. Johnson, and Mr. Fernandez.</p>
<p><b>ADOPTION OF MINUTES FOR JULY 22, 2020 MEETING</b></p>	<p>A motion was made to approve the July 22, 2020 meeting minutes by Mr. Guido and seconded by Mr. Ameres. All approved.</p>
<p><b>UPDATES FROM MR. BUSTLE</b></p>	<ul style="list-style-type: none"> <li>A. Our brand-new bus is here! It's all set to transport our students.</li> <li>B. Work on the pavers between the gym and field is going great. We will be working on getting names of the donors together to be engraved in the next several weeks.</li> </ul>
<p><b>GRANTS</b></p>	<p>We have applied for several grants that are available right now. Some of the things that we are looking into are:</p> <ul style="list-style-type: none"> <li>A. Magnetic locks for office front door</li> <li>B. Chromebooks for Middle School</li> <li>C. PPE supplies/reimbursement.</li> </ul>
<p><b>PERSONNEL</b></p>	<p><b>Mrs. Schmidt Resignation</b> – Mrs. Schmidt is resigning her position as Assistant Principal with the desire to return to the classroom. She will fill the vacancy of Mrs. Howard in 2<sup>nd</sup> grade. Upon researching salaries for Assistant Principals in the district, Mr. Ameres found that in the time that Mrs. Schmidt served as A/P that she was considerably underpaid. Mr. Bustle asked the Board to consider a one-time award be given to Mrs. Schmidt to make up for this. A motion was made by Mr. Fernandez to award Mrs. Schmidt \$10,000 to compensate her for the seven years that she served as Assistant Principal. Mrs. Johnson seconded the motion. All approved.</p> <p><b>Consideration of Mr. Durrance as new Assistant Principal</b> - Mr. Bustle would like the Board to consider Mr. Durrance for the position of Assistant Principal. He has the credentials to work in a leadership position in the public school and Mr. Bustle feels it would be a great fit. A motion was made by Mr. Fernandez to accept Mr. Bustle's recommendation for Mr. Durrance to become the new Assistant Principal. Mrs. Johnson seconded the motion. All approved. Mr. Guido made a motion to set Mr. Durrance's salary at \$66,000. Mr. Fernandez seconded the motion. All approved.</p> <p><b>Review sick day policy for PCS Staff</b> – It was discussed whether teachers should be penalized if they are removed from the classroom due to COVID related illness (themselves or direct family members). Mr. Ameres</p>

	<p>made a motion that if Administration determines it is necessary for a staff member to stay home that they will not be penalized. Mrs. Woithe seconded the motion. All approved.</p>
<p><b>PREFERENCE POLICY AND REVIEW OF CURRENT ENROLLMENT POLICY</b></p>	<p>We have had several families that have chosen to leave our school due to COVID concerns. Mr. Bustle is asking the Board to consider giving them preference when things clear up and if/when they feel it is safe to return.</p> <p>Mr. Fernandez made a motion to institute a preferential policy should a parent withdraw their child before the start of school or during the 1<sup>st</sup> semester due to COVID concerns. The motion states that they will be given preference should a spot come open during the 2<sup>nd</sup> semester and through the beginning of the next school year. A lottery within a lottery will be done where there may be situations with multiple students vs. available spots open. Mr. Ameres seconded the motion. All approved.</p>
<p><b>SAFETY PROTOCOLS</b></p>	<p>Mr. Bustle touched on some of the major areas when it comes to student and staff safety and COVID-19 concerns. It was agreed that Board action isn't necessary on these issues however, Mr. Bustle wanted to bring the board up to date. All agreed to continue to give him the latitude. All students and staff will have their temperatures taken every morning as parents are dropping off their child(ren). Parents will be asked to wait until their child is cleared.</p> <ul style="list-style-type: none"><li><p><b>A. Plexiglas Partitions</b> – we have hired Jim Alderman to produce 36 Plexiglas cubbies for our kindergarten students. This will enable them to remove their masks when they are sitting in their seats.</p></li><li><p><b>B. Manatee County Commission Mandate on Face Masks</b> – The Manatee County Commission recently mandated that masks are to be worn by those 6 years and older where social distancing is not possible. As it will not be possible to social distance in our classrooms, masks will need to be worn by all our students and staff in the classroom. We will have face shields available for those students with breathing issues or with glasses. Students will be given several mask breaks and will be able to take them off at recess and PE.</p></li><li><p><b>C. Lunch</b> – we can spread out students 3 to a table. Students will arrive with masks on until they sit down to eat their lunch. Anytime they are moving around the cafeteria they will have their masks on. It is Mr. Bustle's desire to give the teacher's a break during their lunch and he believes that he can make this happen. We will also have a peanut free table.</p></li><li><p><b>D. Class Changes</b> – for the first few weeks, Art and Music will travel to the Elementary classes. We will have a one-way direction in the halls. Students will not use lockers and will carry their back packs. Students will be wiping down desks in between class changes.</p></li></ul>

	<p><b>E. Sanitizing Machine</b> – We will be using the sanitizing machine everyday in the afternoons in each classroom.</p>
<p><b>CONSIDERATION OF NEW BOARD MEMBERS</b></p>	<p>This Agenda Item is tabled until the September meeting.</p>
<p><b>URINE GOOD HANDS</b></p>	<p>Greg Stevenson with Urine Good Hands addressed the Board and those in attendance. UGH will be able to provide our faculty and students (where parents desire) the rapid COVID test. This will enable us to find out right away if we have active virus situations or just a common cold or flu. There are still details to iron out as far as payment and procedures are concerned. They also have the antibody testing available. A lot of very helpful information was shared and given to the Board and those in attendance.</p> <p>Mr. Ameres made a motion to provide antibody testing for those staff members including substitute teachers that wish to be tested. Mr. Fernandez seconded the motion. All approved.</p>
<p><b>BOARD COMMENTS</b></p>	<p>There was much discussion regarding protocols for notifying parents if/when a student or faculty member tests positive for COVID-19. There are FERPA and HIPPA laws that must be followed when handling these sensitive issues. Mr. Bustle explained that each case will present a different scenario. We will keep accurate seating charts and group the same students together as much as possible so if/when it comes time to draw a circle around a positive case, we will have a good picture of who all may be inside that circle and what action needs to be taken.</p>
<p><b>PUBLIC COMMENTS</b></p>	<p>There were several parents that addressed the Board with questions and concerns.</p> <p><b>What will virtual learning look like if we must close?</b> It will look much like the 4<sup>th</sup> quarter of 2020 but we will be using Google Classroom. We are working with our teachers to setup their own websites, give them training, etc.</p> <p><b>Clarification on mandatory masks.</b> We do not have a choice here. It has been mandated by the Manatee County Commission. We will have masks available in cases where one is dirty, lost, broken, etc.</p> <p><b>Clarification on lunchtime/recess.</b> Mr. Bustle went over the plan again regarding lunch and recess. It is our desire that students can sit three to a table. This will allow them time to eat and socialize with their masks off while maintaining a safe distance. Hand sanitizer will be dispensed before and after PE and a recess.</p> <p><b>Volunteer Hours</b> – Since parents are not permitted on campus, only 10 hours will be required. We will revisit this in the 2<sup>nd</sup> semester and adjust accordingly.</p>

	<p><b>Our School Plan:</b> There was some concern by parents that Administration has not communicated the plan for reopening. Mr. Bustle and Mr. Durrance both assured parents that we DO have a plan but perhaps we have not communicated well enough with parents. Mr. Bustle will put something together first thing tomorrow morning to get out to all our parents. Mr. Fernandez dispelled the notion that every other school has a concrete plan in place as CDC recommendations and guidelines are constantly changing. The Board encouraged those in attendance to keep a positive attitude and by doing that, together we will continue to be the best school in Manatee County.</p>
<p><b>ADJOURN</b></p>	<p>Mr. Witt thanked everyone for coming and assured everyone that we will continue to do the best that we can to keep our students and staff as safe as possible.</p> <p>Mr. Ameres motioned to adjourn the meeting and Mrs. Woithe seconded the motion. The meeting was adjourned at 7:26pm.</p>

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

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**RON WITT, CHAIRPERSON**

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**DATE**

Recorded by Teri Council, Registrar Palmetto Charter School