



**Pattison's Academy for Comprehensive Education  
(PACE) Charter School  
BOARD OF DIRECTORS  
June 19, 2018**

**BOARD MEMBERS PRESENT:** Richard Gross, Randy Disharoon, Gerry Kelly, Laurie Sessa, Jeff Crudup, John Belissary, Maureen Cannon, Paige Knowlson

**Attending on Conference Call:** Tom Reilly

**Board Members Excused:** Maurice Johnson, Penny Lewis

**PA Staff Present:** Laura Del Duca, Paige Bogucki, Patty Sailer

**Guests:** Julianna Greenhaw

**MEETING LOCATION:** Conference Room, Charleston Medical Society, 198 Rutledge Place, Charleston.

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**Call to order: 5:00 pm**

**Call to Order and Welcome**

Richard called the meeting to order at 5:05 pm and welcomed everyone in attendance. Since there were two new members present, Randy reviewed the process of the meeting and explained that Charter school regulations require a separate Board meeting and minutes for the PACE corporation. Additional minutes are prepared for the Pattison's Board meeting. Those individuals elected to the PACE Board are also members of the Pattison's Board.

**Approval of Minutes**

The minutes of the May 17, 2018 PACE Board meeting were reviewed. Laurie made a motion for approval and Jeff seconded the motion. With no further discussion, the minutes were unanimously approved.

## **Treasurer's Report**

Patty distributed copies of the Statement of Revenues and Expenses for the period through May 31, 2018 as well as the Balance sheet for the same period. The Statement shows a total revenue of \$1,004,954 and total expenditure of \$991,277 leaving a total net income of \$13,677 for the year to date. The Balance sheet shows a Fund Balance of \$55,510.67 through May 31, 2018. Both documents reflect a positive picture of PACE and project a solid year end closing of the financials. Randy summarized several columns of the expenditures and clarified the process of the EFA and how we will not receive approximately \$30,000 through a change in student coding. This will negatively affect the closing statements.

Randy also noted that the budget's expenditures for bus repairs, which has been a major discussion at each meeting. After a lengthy discussion on how to improve the transportation situation, our new Board member, John Belissary, offered to contribute a bus to PACE to help solve the problem. John said the bus is slightly used and needs some adaptation, but this will absolutely address a major need. The Board was both surprised and very appreciative of the offer. As we have discussed, transportation for the PACE students is always a major priority that translates into a major expense. Again, the Board thanked John for his generosity.

## **Principal's Report**

Laura Del Duca presented the anticipated school census for the coming school year. Pattison's has a definite census of 32 students with 2-5 more candidates for enrollment. The Board discussed options for increasing the census and suggested that we possibly recruit from Berkley county since several parents have applied but cannot have their child attend Pattison's due to the Charleston County boundary regulation. One option may be to renegotiate the Charter school boundary to go beyond Charleston County. This issue will continue to be discussed.

Laura mentioned that the roller derby and the graduation were very successful. We had our largest graduating class with 3 students this year! Laura's focus during the summer is on prospective students, planning for the upcoming year and the move to North Charleston school. She will also be working on professional development and staff orientation of all school personnel.

## **Executive Director's Report**

Paige reported that WXNA logistics has offered to donate moving services to PACE. This is an incredible gift to the Organization and will minimize volunteer burn out. We are coordinating with POPs to schedule and cover lunches for our movers. The dates that are critical are: July 9 & 10 – packing all school equipment and supplies; July 12 – the actual move date to North Charleston.

As mentioned in the Financial Report, PACE received a \$30,000 reduction in June EFA funding as a result of reclassification of our homebound students in the data system. As a result, we are working with CCSD and our community partners to offset this

shortfall. We are implementing training and processes to ensure this does not happen in the future. Additionally, with Kat's assistance we have developed physician documentation to verify that our students qualify for the highest possible classification. At this time our focus is on recruitment of new students.

### **New Business**

The budget presented at the June 6<sup>th</sup> meeting was reviewed with the updates. The PACE budget for FY 2018 is ambitious, but solid in approach. The total anticipated revenue is \$1,067,113 and the total anticipated expenditures are \$1,037,914 leaving an anticipated budget balance of \$29,199 at the close of the year. Several members questioned the income and expenditure projections and Randy explained that with the renewed fundraising plan put into place by the Resource Development Committee plus an anticipated increase in student census, the budget should be very much on target.

Laurie presented her plan for fundraising to provide details of how the budget was developed which helped clarify the budget income and expenditure projections. She outlined how Pattison's hopes to develop a "Cultivation" of donors and increase fundraising events such as a fall orientation for potential community donors and several smaller events to develop a Mission-in-action process. The theme which will be emphasized is to have potential donors and other community individuals visit the school to see first-hand how PACE operates and the benefits of the school.

### **Budget Approval**

After the budget presentation and the fundraising plan, the Board took a formal vote on the FY 2019 budget. Following discussion, the above discussion, Randy made a motion for approval of the 2019 budget and Jeff seconded the motion. With no further discussion, the 2019 PACE budget was unanimously approved.

### **Adjournment**

With no further business to discuss, a motion for adjournment was made by Laurie and seconded by Jeff. The members unanimously concurred, and the meeting was adjourned.

**Meeting Adjourned: 5:32pm**

**Next Meeting - Tuesday, July 11, 2018**

**Location - Office of Charleston Medical Society, 198 Rutledge Ave, Charleston**

**Time - 5:00pm**

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**Gerard Kelly, PhD**

**Secretary**