



Pattison's Academy
BOARD OF DIRECTORS
April 23, 2018

BOARD MEMBERS PRESENT: Richard Gross, Randy Disharoon, Gerry Kelly, Laurie Sessa, Tom Reilly, Jeff Crudup, Paige Knowlson

Attending on Conference Call: None

Board Members Excused: None

PA Staff Present: Laura DelDuca, Paige Bogucki, Mason Duffy, Beck McCarthy, Patty Sailer, Kathryn Bouziane, Maureen Cannon (Volunteer).

Guests: Several members of the community

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

Call to order: 5:00 pm

Call to Order and Welcome

Richard called the meeting to order at 5:00 pm and welcomed everyone in attendance.

Approval of Minutes

The minutes of the March 15, 2018 Pattison's Board meeting were reviewed. Tom made a motion for approval and Laurie seconded the motion. With no further discussion, the minutes were unanimously approved.

Committee Reports

Finance

Randy and Patty Sailer presented the budget report through the month of March 31, 2018. The Statement of Activity shows a total revenue up to April 23, 2018 of \$725,598 and total expenditures of \$684,701 leaving a net revenue of \$40,897 as of April 23, 2018. Randy thanked Patty for her work on QuickBooks in helping to reconcile several entries in

the system. Patty stated that she has reconciled the books from the beginning of the fiscal year and said that QuickBooks is now completely current and up-to-date.

Patty also reported that Keeping the PACE netted a total of \$104,000 which is crucial to the overall budget. She is also trying to recuperate some of the taxes that were paid to companies which should not have been paid by a non-profit. In addition, she is finding where Pattison's has been overcharged for goods and services (transportation in particular) and trying to identify alternate vendors for our needs. Finally, she emphasized once again that there is a critical need for a new bus which is high on the list of priorities.

The Board commended her on all her efforts and the positive results since she has only been working for Pattison's for two months.

Fundraising

Laurie reviewed the results of the Keeping-the-PACE (KTP) fundraiser and was extremely pleased by the final financial result. This is definitely a positive event for the school. There are several fundraising items in the planning stage for the fall. We are still looking to hire a full-time fundraiser since this is a central element of non-profits. Laurie then introduced Maureen Cannon who has been volunteering for Pattison's and has taken the initiative on fundraising by applying for grants for the school.

Maureen Cannon presented a list of grants that she has initiated for Pattison's. She is actively working to secure both Corporate and Foundation grants for the school. She is adopting the Caritas Grant theme which is: "The goal is to invest in strong, well-run organizations that are clear about what results they will achieve and how the results will be measured". She emphasized that our grants must have an impact. To date, there are two grants that are provisionally approved: Sisters of Charity Caritas Grant and Blackbaud/Coastal Community for a total of \$12,500. In addition, there are several grants in process and Maureen will continue to pursue appropriate funding sources.

The Board members thanked Maureen for her initiative in successfully competing for grants and her enthusiasm in writing to so many organizations. She stated that she would welcome the opportunity to work either on the Board or as a staff member of Pattison's. The Board will consider her interests.

Program Updates

Executive Director's Report

Paige reported that the past month has been focused on the new facility determination (see PACE Charter School board minutes) and grant writing (Maureen's update). Presentations/proposals for support have been presented to: Ally Bank, Daniel Island Rotary, Dorchester Chamber Leadership, Charleston Chamber Leadership. Support/Donations have been received from: TekNaturals, Mikel Foundation, St. Andrew's Rotary, Knights of Columbus, South Carolina Federal Credit Union, St. Joe's Catholic, Christ

our King, Network for Good, City of Mount Pleasant and anonymous foundation grants. Many of these have been unsolicited and Pattison's is most appreciative.

The overall result from the grant processes, community engagement and fiscal/supply donations over the past month, indicate that our community support and engagement are on the rise. Paige emphasized that she will continue to target increases in grant writing over the coming months (Duke Endowment, CCF general grants), as well as increase volunteer opportunities for partnering organizations. Additionally, she will target quotes and support for a new bus to improve our transportation fleet for the upcoming school year. She will start to address our fall fundraising plan, including at least a part time director of development to assist in donor acquisition, stewardship and fundraising for the coming year.

Nursing Update

Kat reported that billing has been submitted to the necessary computer systems and now it is a matter of waiting for approval and ultimate reimbursement. Coding and maintaining written documentation is the constant focus. She hopes to submit additional documentation to Medicaid in about three weeks.

Therapy Services

School Therapy

Paige Bogucki reported that School Therapy is going well since they are fully staffed. They are busy with IEP meetings and planning/writing goals that integrate rehabilitation with education. The department has had a MUSC PT student, Hope, for the past 12 weeks but she is finishing her rotation this Friday. She provided our staff with a fantastic in-service on positioning within the classroom this past week. In preparation for the move, the staff spent time over Spring Break organizing/purging the school and storage areas of excess equipment. The Department is 3,000 pounds lighter in the therapy equipment category, which was a 26 foot long truck full of equipment.

Outpatient Therapy:

The focus of outpatient therapy has shifted to Summer Camp evaluations. Over the past month, we have completed PT, OT, and SP evaluations on 33 future summer campers! We are now shifting focus back to billing and credentialing so that we are receiving as much reimbursement as possible for our outpatient services.

Staffing:

Heather Nelson, our full-time speech therapist, has submitted her resignation. Her last day will be May 31st. We are now looking for a full-time speech therapist to fill that spot beginning with summer camp.

Early Intervention

Mason reported that Kerry Litten, new Case Manager, started on March 3 and has been doing a great job of contacting families, seeing where she could be generating income and reorganizing files. Lindsay Gallagher will begin May 1st to replace Elise Forsberg. There are 11 new BabyNet Referrals in the past month which is great!! Mason reported

that she is very excited to have an increase in referrals. She also stated that she has been busy seeing Elise's caseload and providing service to the new referrals. Other than this, family support has been going well.

Summer Camp

Becky McCarthy reported on the upcoming summer camp. She is finalizing plans for our 2018 summer camp! A camp committee of therapists, the nurse, director and assistant director has been meeting monthly to discuss planning, evaluations, and logistics of summer camp. Here are some updates on progress so far:

Three quarters of the staff has been hired: Nursing students, college students, special education teachers, teacher assistants.

Five junior counselors with mild disabilities from local high schools will be learning vocational tasks and job skills at camp - one will only be at camp for half the time.

Camper population

- 13 campers are outside of PACE Charter school
- 27 campers are students at PACE

Community based instruction/field trips: Aquarium, Adapted playground in West Ashley, Aquatic Therapy, and the Ice Palace.

Visitors on site will be from the: Serpentarium - Scaly Friends Visit, the Riverdogs, The Artist Guild, and Trident Tech OT program.

Evaluations are currently being completed by therapy staff.

Finally, Becky reported that she is very thankful to be the director this summer. It has been a pleasure communicating with parents and meeting the campers as evaluations are being completed.

Adjournment

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

Meeting Adjourned: 5:43pm

Next Meeting - Thursday, May 17, 2018

Location - To Be Determined

Time - 5:00pm

Gerard Kelly, PhD

Secretary