



520 NW 5th St., Hallandale Beach, Florida 33009.

BOARD MEETING MINUTES

Meeting via Zoom video conference, Thursday, February 9, 2023

0.0 Call to Order: 3:50 pm

1.0 Roll Call: Ms. Vanessa Havel, Ms. Margot Luque, Ms. Sandra Sketnevskaya-Khoffner

Invitation extended to & attended by: Ms. Livia Moreno, Ms. Jennifer Gomez, and Ms. Olmary Rodriguez

2.0 Moment of Reflection.

3.0 Former Minutes for Approval.

- A. Board Meeting Minutes from January 12, 2023 were reviewed and approved.

4.0 Reports

A. Financial Reports:

Board reviewed and approved the P&L and Balance Sheets for December 2022 and the YTD Budget. Ms. Jennifer reported that Title 1 funds of \$13,000 were already received this month.

B. New or revised contracts:

- 1) Board discussed a few revisions and approved the Kahle CPA engagement letter.
- 2) Ms. Livia reported that Dr. Ramos resigned. No replacement has been contracted yet, so Dr. Ramos' responsibilities have been divided between other staff members whose salaries will be raised to compensate for it. Ms. Livia has discussed this with Robby of Kahle CPA. Ms. Yasi has replaced Ms. Dina as the school's website manager. Ms. Livia is planning for next school year to have 5 administrative staff, including one ESOL and one reading specialist.

5.0 Board Member Business.

- A. Board discussed action plan regarding findings in annual audit. Ms. Livia and Ms. Jennifer are regularly communicating with Robby and Craig Kahle, CPA. Ms. Vanessa is checking the Policies & Procedures.
- B. Ms. Livia gave update about the Programmatic Review and the SIP. Ms. Livia will meet with Raquel Espinosa on Monday to work on Safety & Security specifications to be added to SIP. Since the last SIP meeting, Ms. Olmary and her team are collecting data to prepare for Programmatic Review follow-up online.
- C. Board discussed insurance policies. Ms. Margot will contact insurance agent, Ruth Caravasi, for status of new insurance policy, including E&O. Margot will also follow up on referrals to a new insurance company.
- D. Board discussed Charter Contract Renewal. Changes or added info. to the application is due by Feb. 17th.
- E. Board discussed items due in Charter Tools. The school is currently compliant, with a score of 94. The school needs an ESE specialist and Ms. Livia has notified the District that she's working diligently to find one.
- F. Board discussed enrollment (currently 163 students) and the new modular. Ms. Livia & Ms. Nancy will request Vesta Modular compensation for failure to connect A/C ducts on time, causing inspection delays.
- G. Board discussed financing for playground equipment. TD Bank didn't approve credit line due to numbers on annual audit. Ms. Margot will contact Craig Kahle, CPA to give clarification to the bank. Ms. Livia will meet with Rick from Classroom Outfitters LLC tomorrow.
- H. Board discussed community outreach and events. The first Movie Night was a success. Activities are planned for Valentine's Day, a "Madame Tussauds" project, and Black History Month.

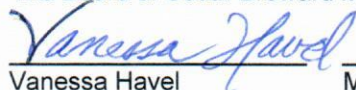
6.0 Other Business.

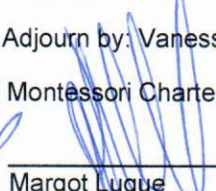
No other business was discussed.

7.0 Public Comments. No public comments.

8.0 Adjournment. Motion to Adjourn by: Vanessa Havel. Second by Margot Luque. All yes, 5:56 pm.

The Board of South Broward Montessori Charter School


Vanessa Havel


Margot Luque


Sandra Sketnevskaya