



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

BOARD MEETING MINUTES

Meeting via Zoom video conference, Friday, March 31, 2023

0.0 Call to Order: 1:23 pm

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

Invitation extended to & attended by: Ms. Livia Moreno

2.0 Moment of Reflection.

3.0 Former Minutes for Approval.

- A. Board Meeting Minutes from February 9, 2023 were reviewed and approved.

4.0 Reports

- A. Financial Reports: Board will review financial reports with Ms. Jennifer, Bookkeeper, in next board meeting.
- B. New or revised contracts:
 - 1) Board approved Broward Public Schools/Venture Design Premium Services Agreement for SY 2023-24.
 - 2) Board approved to apply for credit line of \$150K with TD Bank. Board agreed Margot Luque will be authorized signer. Authorized signers will have the authority to sign on behalf of SBMCS for a \$150K term loan from TD Bank. Authorized signers will have authority to grant collateral on behalf of SBMCS for a \$150K term loan from TD Bank. Margot & Livia will meet with Leduar Romero/TD Bank.
 - 3) Board reviewed and approved contract with Dave & Buster's to host the SBMCS 10th Anniversary Celebration / Fundraiser on April 29, 2023.

5.0 Board Member Business.

- A. Board discussed action plan regarding findings in annual audit. Ms. Livia and Ms. Jennifer regularly communicate with Robby and Craig Kahle, CPA. Board agreed to invite Craig and Robby Kahle to board meetings to review financials on a regular basis during the next school year. Ms. Margot will contact PNC Bank to complete the requirements for Ms. Sandra to also be an authorized signor at PNC Bank.
- B. Ms. Livia gave update about Programmatic Review and SIP. Ms. Livia submitted the narrative and data for SIP, and Terri Coyle will be evaluating it next week. Ms. Livia also sent a grants narrative for a grant in April.
- C. Board discussed insurance policies. Ms. Margot contacted the insurance agent, Ruth Caravasi, when the new insurance application was completed and sent in February. Margot will follow up on the status of the application and follow up on referrals to a new insurance company.
- D. Board approved signing the Charter School Renewal Agreement with the Broward County School Board. Ms. Anitra Hayes will advise when it is ready to be presented to the Broward County School Board.
- E. Board discussed Charter Tools. Compliance score: 93. Ms. Livia reported new ESE specialist starts Monday.
- F. Board discussed a Public Records Request received via e-mail 3/5/23 from Joel Chandler. Ms. Livia replied to the e-mail with the general information requested.
- G. Board discussed enrollment (currently 164 students) and the new modular. Irrigation work was done yesterday and per Scott Mire's update, the City will start review of the wind load calculations on April 10th
- H. Board discussed new playground equipment, expecting revised proposal for capacity of 35 children.
- I. School events: Field trip today at Ft. Lauderdale Museum of Discovery & Science; 10th Anniversary Celebration 4/29; 5th graders' Universal Studios field trip 5/18, Field Day 5/31, Talent Show/Graduation 6/1.

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 Sandra Sketnevskaya. All yes, 2:56 pm.

The Board of South Broward Montessori Charter School

Vanessa Havel

Margot Luque

Sandra Sketnevskaya