



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

BOARD MEETING MINUTES

SBMCS Board Meeting via Zoom, Thursday, January 18, 2024 at 3:30pm

0.0 Call to Order: 3:40 pm

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

Invited & attended by: Ms. Livia Moreno, Mr. Robby Kahle (accountant), and Mr. Ron Weinbaum (auditor).

2.0 Moment of Reflection.

3.0 Former Minutes for Approval.

- A. Board Meeting Minutes from December 28, 2023 were reviewed and approved.

4.0 Reports

A. Financial Reports:

- 1) Ron Weinbaum resolved Ms. Margot's questions about the financial statement presentation of the prior funds allocated to the ESSER III grant. The Board reviewed and approved of the December P&L and Balance Sheets, including General Ledger and GASB-87 for leases.

- B. **New or revised contracts:** Ms. Livia reported that Yasira Angulo is no longer working with the school on the website and marketing. Karyna Aburman (PTA Pres.) is collaborating with Ms. Olmary and has a new contract to do marketing, social media, & the website. Ms. Jennifer has her classified as an hourly employee.

5.0 Board Member Business.

- A. Board discussed status of the bank fraud that occurred at PNC Bank. PNC Bank is doing the investigation of two fake checks created outside of the school on 11/8/23. Ms. Lady Diaz, PNC Bank Merchant Services, has recommended minimizing the use of checks. Ron recommended putting a flag on checks so no individual can cash a check over \$500. Ms. Livia and Ms. Margot will go to PNC Bank to make changes through a new system called "Pinnacle". They will meet with Lady Diaz next week to get information, change the system to "Clover" for parents' payments, and make changes for better security in the new account.
- B. Board discussed improving accounting of fundraisers. Ms. Jennifer and Ms. Livia will further consult with Craig Kahle. Ms. Olmary is collecting information about companies such as, "EventBrite" or "Wufoo".
- C. Board discussed status of the new lease and will further review the lease in a workshop meeting on 1/26.
- D. Ms. Moreno gave an update that she also shared in a memo via e-mail. She reported that the school participated in the MLK holiday parade and distributed +/- 400 flyers. She listed the school's upcoming events, announced the new PTA Board officers, and gave a summary of the PTA upcoming activities.
- E. Board discussed the Florida School Recognition Program, per the e-mail message sent by Ms. Donte Collins, Broward School District, on Jan. 8th. If funds are received as an award from the FL School Recognition Program, then Board agreed to the option of distributing it to the SBMCS teachers and staff.
- F. Board discussed status of documents due to upload in Charter Tools. Compliance score is currently 90.
- G. Board discussed enrollment and classroom space. Enrollment is currently 168 students and expected to soon be 173. Scott Mire obtained the CO for the new modular and the school still needs a copy of it.
- H. Ms. Livia update about Classroom Outfitters playground equipment. The 1st deposit is still pending approval when the funding from grants is received. Classroom Outfitters will send a new quote with a 5% increase.
- I. Community outreach, PTA & events: PTA is doing chocolate bar fundraiser and Read-A-Thon. Due to bad weather, Winter Bash was cancelled. Literacy Week 1/22-1/26. Black History Month & Spirit Week 2/5-2/9. 100th Day of School Celebration 2/6. Love & Kindness (Valentine's) Celebration 2/14. Movie Night/PTA 2/23.


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, 5:40 pm.

The Board of South Broward Montessori Charter School


Vanessa Havel, Pres./Secretary


Sandra Sketnevskaya, V.P.


Margot Luque, Treasurer