



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

## BOARD MEETING MINUTES

**PLACE AND DATE: Meeting via Zoom Video Conference Call. Wed. April 1, 2020, 3:30pm**

**0.0 Call to Order:** 3:38 pm

**1.0 Roll Call:** Ms. Margot Luque, Ms. Vanessa Havel, Ms. Sandra Sketnevskaya, Ms. Andrea Carrasquilla.

**Invitation extended to and attended by:** Ms. Elizabeth Kpenkaan, Ms. Elizabeth Behrentz, and Ms. Livia Moreno.

**2.0 Moment of Reflection.**

**3.0 Former Minutes for Approval.**

- A. Board Meeting Minutes from January 10, 2020 were approved.

**4.0 Reports**

- A. Ms. Behrentz presented and the board approved the financial reports for February 2020 & March 2020.

**5.0 Board Member Business.**

- A. Corona Virus action plan: Ms. Kpenkaan gave an update about the Corona Virus action plan and the current school operations and classes being done via phone, video, & video conferencing.
- B. Instructional Continuity Plan: Ms. Kpenkaan reported on the plan to continue online instruction.
- C. Board discussed the budget, accounting, inventory update (including inventory of laptops), and approved temporary financial procedures due to the Corona Virus situation. Board also approved the purchase of 15 laptops needed for virtual classroom instruction.
- D. Board discussed documents due to upload in Charter Tools.
- E. Board discussed the resignation of Board Chairman Mr. Martin Saenz and elected Ms. Vanessa Havel as the Interim Board Chairman.
- F. Board discussed possible new board members.
- G. Board discussed the school safety & security. Security alarms are activated and maintenance staff are checking the property on a daily basis.
- H. Fraud incident: Ms. Kpenkaan gave an update on a police report and detective's investigation.
- I. Board discussed the status of the SBMCS lease agreement and communications with the landlord and landlord's attorney, which are on hold due to Covid-19.
- J. Status of PTO and fundraising: The "SBMCS Annual Celebration" fundraiser at Dave & Buster's, has been postponed until further notice. The board discussed alternative celebration/fundraiser plans.
- K. The new board members, Ms. Andrea Carrasquilla and Ms. Sandra Sketnevskaya completed their training requirements.

**6.0 Other Business.**

No other business was discussed.

**7.0 Public Comments.**

**8.0 Adjournment.** Motion to Adjourn by: Vanessa Havel. Second by board members. All yes, 5:50 pm.

The Board of South Broward Montessori Charter School

Vanessa Havel

Margot Luque

Sandra Sketnevskaya

Andrea Carrasquilla