



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

BOARD MEETING MINUTES

SBMCS Board Meeting on Campus & via Zoom, Wednesday, November 19, 2025 at 5:30pm

0.0 Call to Order: 5:40pm

1.0 Roll Call: Ms. Sandra Sketnevskaya-Khoffner, Ms. Idali Medina (Zoom), Ms. Rhina Etienne, Ms. Caridad Ramos.

Invited & attended by: Ms. Livia Moreno, Ms. Jennifer Gomez, Ms. Vanessa Havel.

2.0 Moment of Reflection.

3.0 Former Minutes for Approval.

A. Board Meeting Minutes from September 24, 2025 were reviewed and approved.

4.0 Reports

A. **Financial Reports:** Ms. Jennifer reviewed financial reports with the Board and Ms. Livia read notes from Ms. Margot with her observations about the costs of maintenance, salaries, fees, and professional services. After review, the Board approved the August & September 2025 Profit & Loss and Balance Sheets, including General Ledger and GASB-87 for leases.

B. **New or revised contracts:** No new or revised contracts were reported. Ms. Livia will follow up on contracts with accounting services. Ms. Livia and Ms. Sandra are closing PNC Bank accounts and making all accounts with TD Bank. Ms. Margot's access to accounts has been removed and Ms. Sandra's access has been added. Appointment will be made for Ms. Rhina to visit TD Bank to be enrolled as authorized board member.

5.0 Board Member Business.

A. Ms. Livia emailed an update and reviewed it with the Board. The School Improvement Plan 2025-26 has been approved by both the State and the District. The SBMCS Annual Audit concluded with no negative findings. A copy of the audit report was sent to the SBMCS Board and Ms. Margot shared her feedback and analysis in a separate email. Ms. Livia emailed the updated Employee Handbook and Parent/Student Handbook for the Board's review.

B. Ms. Livia reported the results of a meeting with Ms. Diana, the accounting team, and the Dept. of Agriculture Financial Advisor regarding the school lunch program. New monitoring and reporting of the lunch program was put in place. SBMCS has regained Title I status, with funding available starting this month of November.

C. Board discussed accounting of fundraisers. Ms. Jennifer created and uploaded Excel spreadsheets to record the income and expenses of future fundraisers.

D. Ms. Livia reported that all required documents have been uploaded in Anvilar, and it's currently up-to-date.

E. Ms. Livia reported that the current student enrollment is 169.

F. Ms. Livia followed up on a parent's complaint sent to the Broward School District on 10/7/25. She reported that the parent's concerns have been resolved. The Broward School District was informed and the SBMCS Board was copied on the email summarizing the meeting and closing of the matter. All documentation is complete and transparent, and Ms. Livia will answer any questions the Board may have.

G. Ms. Vanessa reported that she will continue to forward Arnold Law Firm's informative emails to the Board.

H. Community Outreach, PTA, events: Ms. Livia reported the parents' participation in the 10/22 Math Night was low. The 10/31 Trunk-Or-Treat participation was outstanding. The 10/24 PTA Meeting included discussing possibly transitioning from PTA to PTO. PTA is still recruiting members and board officers. Ms. Livia presented a list of the November and December events. Board discussed current publicity for the school.

6.0 Other Business.

No other business was discussed.

7.0 Public Comments. No public comments.

8.0 Adjournment. Motion to Adjourn by Sandra Sketnevskaya. Second by Rhina Etienne. All yes, 7:40pm

The Board of South Broward Montessori Charter School

Sandra Sketnevskaya, Pres./Sec. Idali Medina, Secretary Rhina Etienne, Treasurer Caridad Ramos, Vice Pres.