



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

BOARD MEETING MINUTES

SBMCS Board Meeting via Zoom, Monday, October 28, 2024 at 5:00pm

0.0 Call to Order: 5:30 pm

1.0 Roll Call: Ms. Vanessa Havel, Ms. Sandra Sketnevskaya-Khoffner, and Ms. Idali Medina.

Invited & attended by: Ms. Livia Moreno and Ms. Rhina Etienne.

2.0 Moment of Reflection.

3.0 Former Minutes for Approval.

- A. Board Meeting Minutes from Aug. 28, 2024 (continued Sept. 12th) were reviewed and approved. The review of Board Meeting Minutes from Sept. 30, 2024 was postponed.

4.0 Reports

- A. **Financial Reports:** No financial reports were reviewed. A grant allocation that came from "Uni-sign" will be reviewed and clarified in the next board meeting.
- B. **Florida School Recognition Program Awards:** Ms. Livia reported that the school was awarded the FL School Recognition Program Awards for 2024-25. Based on last year's enrollment of 169 students, the school was allocated \$23,499 which will be distributed to all staff based on their performance. It will be paid to the staff in the payroll of Oct. 31st. Ms. Livia sent the Board an email with the three lists of the different criteria used to evaluate the performance of Administrative Staff, Teachers, and Support Staff.
- C. **New or revised contracts:** There were no new or revised contracts for review. Ms. Livia spoke with the Board about the contract with Craig Kahle, CPA and the CPA's shared responsibility to communicate with the School District with questions and for clarification to manage the school's accounting correctly.

5.0 Board Member Business.

- A. The Board discussed with Ms. Livia the school's policies and procedures to avoid fraudulent transactions or scams. Any large transactions or payments to vendors are always confirmed with the Board Treasurer via phone or in-person, especially electronic payments or wire transfers. The Board also discussed the accounting of fundraisers. Ms. Livia will work with accounting to make reports of the 4/27/24 Family Fun Field Day and the 4/29/23 10th Anniversary Celebration, then schedule a meeting with the Board to review them.
- B. Board discussed the Settlement of the public records lawsuit. Ms. Livia filed an errors & omissions insurance claim to cover the lawsuit costs. The insurance company has started their investigation.
- C. Ms. Livia gave an update on the status of new board members. Ms. Rhina asked Ms. Livia to resend the info about fingerprints and the training course. Ms. Vanessa asked for info about taking the refresher course.
- D. Board discussed status of documents due to upload in Charter Tools. The compliance score is currently 85.
- E. Ms. Livia reported school enrollment is currently 171 students. The staff is advertising the school on social media and offering tours. Board discussed ideas to improve communication and to send announcements to parents. Sunny, PTA Pres. will create a newsletter to send to the parents and post on their social media.
- F. Ms. Livia gave an update about the new playground equipment. Ribbon cutting ceremony for inauguration of the playground is 10/30. Ms. Livia will get more quotes for possible additional equipment.
- G. Ms. Livia update about events: Pumpkin Patch Field Trip to a farm in Davie 10/18 was a success; PTA Movie Night was 10/25, Eric is PTA Treasurer and Marisa is PTA Secretary; Trunk-Or-Treat 10/31; Scholastic Book Fair 11/18-11/22; Fall Lunch 11/21. Ms. Olmary & Ms. Alexi go to FL Charter School Conference 11/19-21.


6.0 Other Business.

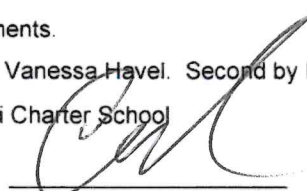
No other business was discussed.

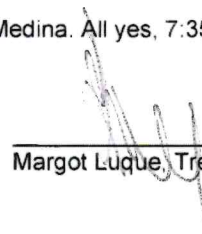
7.0 Public Comments. No public comments.

8.0 Adjournment. Motion to Adjourn by Vanessa Havel. Second by Idali Medina. All yes, 7:35pm

The Board of South Broward Montessori Charter School


Vanessa Havel, Pres./Secretary


Sandra Sketnevskaya, V.P.


Margot Luque, Treasurer