



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

BOARD MEETING MINUTES

Meeting at SBMCS Campus & via Zoom video conference, Thursday, October 13, 2022

0.0 Call to Order: 4:00 pm

1.0 Roll Call: Ms. Vanessa Havel and Ms. Margot Luque.

Invitation extended to & attended by: Ms. Livia Moreno, Ms. Jennifer Gomez, Ms. Amatulla Elamin (PTA Pres.), and Ms. Andrea Cabrera (PTA V.P.)

2.0 Moment of Reflection.

3.0 Former Minutes for Approval.

- A. Board Meeting Minutes from September 19, 2022 were approved.

4.0 Reports

- A. Board reviewed and approved the P&L and Balance Sheets for August 2022.

5.0 Board Member Business.

- A. Ms. Livia gave update. The Annual Programmatic Review will begin with a visit from District on 10/20. Board discussed School Improvement Plan (SIP) and preparation for Charter Contract Renewal. The 1st draft of SIP was submitted to District on 10/7 and waiting for feedback. Ms. Livia noted that the SIP includes professional development of teachers. Ms. Livia is working on the application for the Charter Contract Renewal with consultants, Raquel Espinosa and Elizabeth Kpenkaan, and Craig Kahle, CPA.
- B. Board discussed and approved the Florida Consortium of Public Schools (FCPCS) Teacher/Administrator Evaluation System 2022-2023. It is the same system that was used for 2022-2023.
- C. Board reviewed the budget and Ms. Livia's status as Interim Principal, and agreed to offer Ms. Livia the position of permanent School Principal with the salary increase stated in her May 2022 employment letter. Ms. Livia accepted the position as permanent School Principal.
- D. Board discussed annual audit, completed 9/30. On 9/29, Board had conference call with auditor, Ron Weinbaum, to review the final audit and discuss findings. It was found there was a change in accounting of teacher contracts that wasn't properly recorded and accounted for because it wasn't communicated with CPA (Craig Kahle). This error occurred when the previous Principal and Bookkeeper made the change and didn't communicate it to the CPA or Board. Board discussed action plan to ensure error won't happen again.
- E. Board discussed repairs needed at the school and the lease agreement. Ms. Livia, Ms. Nancy and Ms. Margot are following up with the landlord to complete the needed repairs and make amendment to the lease.
- F. Board discussed status of school's insurance policies. Ms. Livia and Ms. Margot are following up with insurance agent, Ruth Caravasi, to be sure the school has necessary coverage.
- G. Board discussed documents due in Charter Tools. All are up-to-date and should show as 100% compliant.
- H. Board discussed school enrollment, currently 166 students, and space in the new modular classroom, which will increase capacity to 224 students. Modular will be used as a kindergarten and 1st grade classroom.
- I. Board discussed proposals for playground equipment and will decide on a proposal at next board meeting.
- J. Board discussed website & community outreach. Ms. Livia & Ms. Nancy will be attending FCSC next week.
- K. Ms. Amatulla and Ms. Andrea gave PTA update and discussed concerns about lockdown drills.

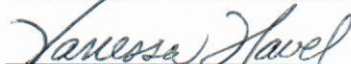
6.0 Other Business.


No other business was discussed.

7.0 Public Comments. No public comments.

8.0 Adjournment. Motion to Adjourn by: Vanessa Havel. Second by Margot Luque. All yes, 6:42 pm.

The Board of South Broward Montessori Charter School


Vanessa Havel


Margot Luque

Sandra Sketnevskaya