



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

BOARD MEETING MINUTES

PLACE AND DATE: Meeting via Zoom Video Conference Call. Thurs. July 16, 2020, 3:00pm

0.0 Call to Order: 3:10 pm

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

Invitation extended to & attended by: Ms. Elizabeth Kpenkaan, Ms. Elizabeth Behrentz, Livia Moreno, and Ms. Nancy Monroe (Office Manager).

2.0 Moment of Reflection.

3.0 Former Minutes for Approval.

A. Board Meeting Minutes from June 18, 2020 were approved.

4.0 Reports

A. Ms. Behrentz presented and the board approved the budget for school year 2020-2021.

5.0 Board Member Business.

- A. Ms. Kpenkaan gave an update about the Corona Virus action plan, following CDC guidelines, and reported that a document was sent to parents, giving them the option for students to continue online schooling or to attend classes at the school. Nancy will resend an e-mail to parents with a survey and information. School is scheduled to begin on August 19th (Kindergarten on Aug. 18th). Sandra requested an estimate for plexiglass protection at Nancy's desk. Board discussed need to make an open house video and to improve the website to make it more interesting and informative.
- B. Board discussed accounting and inventory updates and approved engagement letter from Craig Kahle, CPA.
- C. Board discussed and approved dates for monthly board meetings through December 2020.
- D. Board discussed documents due to upload in Charter Tools, everything is up to date. Ms. Kpenkaan will send a document to approve of Ms. Behrentz and Craig Kahle to also have access to Charter Tools.
- E. Board discussed the need for more classroom space. Vanessa will investigate another company to possibly lease or purchase another portable until construction of a new building can be done.
- F. Board discussed safety & security and July 7th memo from Brian Katz, Chief Safety & Security Officer.
- G. Board discussed the school's insurance policies and claims. Margot and Ms. Behrentz looked up and resent the previous and current insurance policies for review.
- H. Board discussed status of SBMCS lease agreement and communications with landlord and landlord's attorney, which are still on hold due to Covid-19.
- I. Board discussed status of the PTA and SBMCS fundraising, particularly to raise \$6,500 for artificial grass to improve the school's outdoor areas. Home Depot responded that they have not been making donations since March and Lowe's responded that they do not make donations, but Sandra is continuing to send letters to other potential donors/sponsors. Board discussed other platforms to do online fundraisers.
- J. Board discussed possible new board members. Ms. Livia knows one possible new member who is interested in meeting with Ms. Kpenkaan after the Covid situation improves.

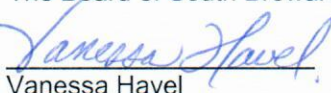
6.0 Other Business.

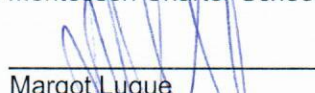
No other business was discussed.

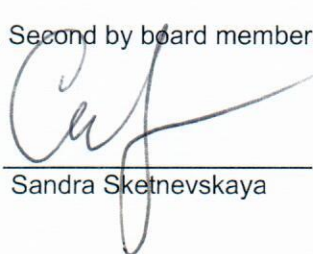
7.0 Public Comments. No public comments.

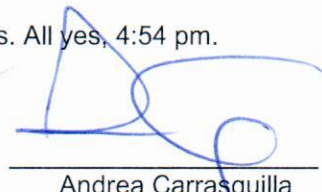
8.0 Adjournment. Motion to Adjourn by: Vanessa Havel. Second by board members. All yes, 4:54 pm.

The Board of South Broward Montessori Charter School


Vanessa Havel


Margot Luque


Sandra Sketnevskaya


Andrea Carrasquilla