



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

BOARD MEETING MINUTES

Meeting at SBMCS Camput & via Zoom, Thursday, December 28, 2023 at 3:30pm

0.0 Call to Order: 3:55 pm

1.0 Roll Call: Ms. Vanessa Havel, Ms. Margot Luque, Ms. Sandra Sketnevskaya-Khoffner

Invited & attended by: Ms. Livia Moreno, Ms. Jennifer Gomez, and Mr. Robby Kahle.

2.0 Moment of Reflection.

3.0 Former Minutes for Approval.

A. Board Meeting Minutes from November 30, 2023 were reviewed and approved.

4.0 Reports

A. Financial Reports:

- 1) Board reviewed and approved of the Nov. P&L and Balance Sheets, including General Ledger and GASB-87 for leases. Board agreed the accounting team will consult with Ron Weinbaum (auditor) to clarify some of the accounting entries.
- 2) Board reviewed and approved revised Schedule of Financial Reporting and Board Meetings for 2023-24.

B. New or revised contracts: No new or revised contracts were reported.

5.0 Board Member Business.

- A. Ms. Margot reported on the status of recent bank fraud. The school completed the application and PNC Bank is doing the investigation of two fake checks created outside of the school (#3376 for \$4,490 and #3382 for \$4,720) that were cashed on 11/8/23.
- B. Board discussed improving accounting of fundraisers, such as using "EventBrite" or "Wufoo". Ms. Jennifer is creating an Excel spreadsheet. Ms. Jennifer and Ms. Livia will further consult with Craig Kahle, CPA to improve accounting to report results of fundraisers.
- C. Board discussed status of the new lease and will further review the lease in a workshop meeting.
- D. Ms. Moreno gave an update and explained how the improved accounting for fundraisers can begin with the next "Winter Bash" fundraiser.
- E. Board discussed and approved the Florida Consortium of Public Schools (FCPCS) Teacher/Administrator Evaluation System 2023-2024. It is the same system that was used for 2022-2023.
- F. Board discussed status of documents due to upload in Charter Tools. Compliance score is currently 89.
- G. Board discussed enrollment and classroom space. Enrollment is currently 168 students. Scott Mire obtained the CO for the new modular and the school needs a copy of it.
- H. Ms. Livia update about Classroom Outfitters playground equipment. The 1st deposit is still pending approval when the funding from grants is received. After 1st deposit, equipment will be delivered within 2 months.
- I. Community outreach, PTA & events: PTA is still doing the chocolate bar fundraiser. Due to bad weather, the Winter Bash is rescheduled for Jan. 13th.
- J. Board discussed new board members. Due to his job responsibilities, Mr. Gabriel Navarro can no longer join the board, but he is still on the PTA Board and will try to refer another parent to join the SBMCS Board.


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 Sandra Sketnevskaya. All yes, 6:20 pm.

The Board of South Broward Montessori Charter School


Vanessa Havel, Pres./Secretary


Sandra Sketnevskaya, V.P.


Margot Luque, Treasurer