

SAPMS Board Meeting

January 17, 2024

The meeting was called to order at 6:02 pm via Google Meet.

MISSION

The Mission of St. Augustine Public Montessori School is to provide students with a learning culture grounded in Montessori philosophy and practice that inspires a love of learning and respect for self, others and the environment.

AGENDA

1) Roll call

Board Members:

Jason Ferrante, President
Burt Froehlich, Treasurer
Andres Kerllenevich, Secretary
Kim MacEwan, Trustee

Others Present:

Diane Dodds
Rebekah Andreu
Brooke Daniello
Cora Good
Crystal Jones
Jaclyn Briand
Janet Myer
Michelle
Monique Lyman
Morgan Lewis
Mr. Casey
Natalie Clark
Nicole Khrisafidis
Noelle Cassado
Shawn Lindstrom
Sheri Sanchez
Stephanie Ribeiro
Will Good

2) Review of Public Notice

Notice was posted on the school calendar, the school website, and via email at 3:01 pm on January 16, 2024.

3) Approval of Minutes

MOTION:

Made by: Andres Kerllenevich

Seconded by: Jason Ferrante

Motion: To approve the minutes for the December 13, 2023 board meeting which were emailed to the board by Andres Kerllenevich.

Vote: All in favor.

Disposition: Approved.

4) Public comment on Agenda items -- NONE

5) President's Items

DISCUSSION: Jason would like to add two more board members. There are a couple of interested parties from the school community. Jason would like everyone to reach out to their networks outside of the school to find two more non-parent community board members. Kim asked if Jason was looking for any particular skill sets. Jason said people with building experience for the new school. Diane said that someone that can help getting into a new property.

6) Director's report

DISCUSSION: Diane presented her report. Diane went over upcoming schedule items. Enrollment stands at 34 preschool and 134 district students. Annual fund is at \$20,000 out of the \$250,000 annual goal. Donations \$6,100, sponsorships are at \$0. Diane recommends re-hiring Price and Associates accounting firm. The quote is \$7,200 for the upcoming year which is a \$200 increase from last year. Burt pointed out that the quote is for a review, not an audit (which would cost in excess of \$20,000). Price & Associates tests in samples rather than reviewing more deeply for an audit. Burt recommends retaining Price & Associates for another year. Diane reported that the Loggerhead building was painted and looks great. The deck repairs are almost completed. The back deck still needs inspection and repair. Diane had a meeting with Growth School (fka Charter School Capital) and the Colliers realtors. Diane said that the Colliers realtors were unprepared for the meeting. Colliers is supposed to present some properties. Tony at Growth School apologized and said he will refer another realtor. Diane asked for status of building inspections. Jason added regarding the Colliers realtors that they had not prepared for the meeting. Jason asked to reschedule the February Community Meeting to Feb 13 at 6:00 pm and asked if all board members can be there. Jason asked Diane to review the school grades. Diane explained that historically we have been a B school except for one year that we were a C school. This year we are at a C since some data was not used in computing the score. Diane is working with the district to see if the grade can be recalculated.

MOTION:

Made by: Jason Ferrante
Seconded by: Burt Froehlich
Motion: To retain Price & Associates CPAs for this year at a price of \$7,200.
Vote: All in favor.
Disposition: Approved.

7) Committee Reports

-- Financial Committee

DISCUSSION: Burt said the 501(3)(c) is being refiled. Burt is reviewing the application for accuracy, specifically prior board members that are listed. It has been a busy month and not all information has been provided to the accountants in time to turn around reports for this month. December income \$128,000+, expenses \$153,000+, a \$25,000 operating deficit. At the end of November the balance was \$213,000, December ended with \$188,000. Burt said this deficit was expected and planned to be raised by the annual fund and donations. Only 10% of families have contributed to the annual fund. Burt said that the school needs to be doing more with fundraising. There were three payrolls in December which contributed to the deficit. Each payroll is \$40,000 so the extra payroll in December contributed \$40,000 towards the deficit. When there is staff turnover, there is cost that must be paid in arrears which contributed to the deficit (approximately \$4,000). Burt said we are in a good cash position but we need to do more fundraising in order to not run into problems in the coming months.

-- Fundraising Committee

DISCUSSION: Kim will attempt to engage with parents to improve parent donations and fundraising at the next committee meeting. Oyster Roast is on January 20 from 5-7 at the Fish Camp, posted on Facebook. Regarding the fundraiser (Peggy Downs) the references were good and Kim likes that she is strategic and does not create a lot of work for staff. Her cost is \$3,500 over 90 days but that she has research capacity that we do not have and that she can help the school set up a grant program. Kim said her writing samples/books were excellent. Jason was equally impressed by the writing samples and recommendation. The price is \$3,500 for three applications and research for other grants that we can apply for ourselves.

MOTION:

Made by: Jason Ferrante
Seconded by: Andres Kerllenevich
Motion: To accept the proposal of Peggy Downs for grant writing services at a price of \$3,500.
Vote: All in favor.
Disposition: Approved.

-- Communication/Community Outreach Committee

DISCUSSION: No committee meeting or report this month.

-- Facility: Maintenance and Beautification Committee

DISCUSSION: Facility cleanup this weekend from 10-2 after the committee meeting. The last roll of turf will be installed behind Loggerhead. The school has a storage unit holding maker fest supplies and tents. An idea was raised to rent the tents to other non-profits to raise funds. Jason started to draft a hurricane plan with Diane.

-- Facility: New Facility Search Committee

DISCUSSION: See notes above in Director's report. We will be working with a Growth School realtor.

8) Other Board Business -- NONE.

9) Public comment on non-agenda items

1. Michelle asked how the Maker's Fest did financially. Jason answered the PTO is still working on calculating numbers but that it was not a loss.

10) Adjournment

MOTION:

Made by: Jason Ferrante
Seconded by: Burt Froehlich
Motion: To adjourn the meeting.
Vote: All in favor.
Disposition: Approved.

Jason Ferrante adjourned the meeting at 7:02 pm.

Minutes by: Andres Kerllenevich

Date approved: February 21, 2024