

SAPMS Board Meeting

December 13, 2023

The meeting was called to order at 6:04 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
Andres Kerllenevich, Secretary
Kim MacEwan, Trustee

Others Present:

Diane Dodds
Amanda Shields
Billy Knight
Jaclyn Briand
Janet Myer
Monique Lyman

2) Review of Public Notice

Notice was posted on the school calendar, the school website, and via email at 8:43 pm on December 11, 2023.

3) Approval of Minutes

MOTION:

Made by: Jason Ferrante

Seconded by: Andres Kerllenevich

Motion: To approve the minutes for the November 15, 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 discussed wanting to have a workshop in January regarding raising capital for a new home.

6) Director's report

DISCUSSION: Diane presented her report and gave dates for upcoming events and schedule items. Current enrollment is 166 total: 32 pre-school and 130 district students. By the end of January 170 full capacity enrollment is projected. Fundraising to date is \$18,199 in annual fund with no sponsorships for the school. Turner Pest Control treated for ants. There is a problem with an exterior panel. The landlord came by to see it and talked about repainting the Loggerhead building. The Health Department made a random visit, inspected three classrooms, and the school passed with flying colors. Diane presented the proposed calendar for 2024 – 2025. Diane also presented proposed updated pricing for 2024-2025 for Early Childhood and extended day. FTE increased to by \$5,000 2x per month.

1. Proposed calendar was discussed.

MOTION:

Made by: Jason Ferrante

Seconded by: Kim MacEwan

Motion: To approve the 2024-2025 calendar presented by Diane

Vote: All in favor.

Disposition: Approved.

2. Early Childhood increased pricing was discussed.

MOTION:

Made by: Jason Ferrante

Seconded by: Andres Kerllenevich

Motion: To approve the 2024-2025 Early Childhood pricing presented by Diane.

Vote: All in favor.

Disposition: Approved.

7) Committee Reports

-- Financial Committee

DISCUSSION: In Burt's absence, Jason presented financial information prepared by Burt.

-- Fundraising Committee

DISCUSSION: Kim presented her report. Peggy the grant writer said her fee is \$3,500 paid in two installments over 90 days (possibly increased to 120 days). For that we receive research on 10 grants that are a fit for the school. Peggy would write three grants and let us use those as templates for the other 7 grants. Many grant writers are charge \$75 per hour. Kim will follow up on four references and writing samples then report back to the board for further discussion. Kim reported on two grants that were applied for (JSO and Costco). The Oyster Roast fundraiser will be held on January 20 and they are looking for a \$500 sponsor for that. No new sponsorships.

-- Communication/Community Outreach Committee

DISCUSSION: No volunteers yet to chair this committee. Jason is working on finding someone. Diane said hits to the school website increased after the Christmas Parade that the school participated in (handing out promotional materials).

-- Facility: Maintenance and Beautification Committee

DISCUSSION: Jason discussed rolling out the last pieces of turf. Billy is looking for a structural inspector to produce a report and then discuss structural deficiencies (which the lease obligates the landlord to correct/repair) with the landlord.

-- Facility: New Facility Search Committee

DISCUSSION: Diane heard from Charter School Capital today and gave Diane the name of a realtor, Ryan Mountour with Colliers, based out of North Florida. Diane will contact him to provide a copy of our facilities flyer and discuss our facility needs.

8) Other Board Business -- None.

9) Public comment on non-agenda items -- NONE.

10) Adjournment

MOTION:

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

Jason Ferrante adjourned the meeting at 7:05 pm.

Minutes by: Andres Kerllenevich

Date approved: January 17, 2024