

## **SAPMS Board Meeting**

February 16, 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  
Bryant Wilson, Vice President  
Burt Froehlich, Treasurer  
Andres Kerllenevich, Secretary  
Tristan Alfant, Trustee

#### Others Present:

Diane Dodds  
Rebekah Andreu  
Amy Collins  
Angela Lindstrom  
Beate Schroeder  
Billy Knight  
Cora Good  
Crystal Jones  
Emily Stoll  
Endo Pascasio  
Erika Forest-Martin  
Faith Corley  
Hannah & Keith Rosen  
James Carlos  
Janet Myer  
Jennifer Heffinger  
Jennifer Marshall  
Jessica Carlos  
Kaloita Florez  
Kate Alfieri  
Kathleen Cutler  
Leilani Pascasio  
Lyndsay Gamboa-Thompson

Matthew Martin  
Nicole Khrisafidis  
Shawn Lindstrom  
Sarah Proffitt

2) Review of public notice

Notice was posted on the school calendar, the school website, and via email at 9:42 pm on February 15, 2023.

3) Approval of minutes

**MOTION:**

Made by: Andres Kerllenevich

Seconded by: Jason Ferrante

Motion: To approve the minutes for the January 19, 2023 board meeting which were emailed to the board by Andres Kerllenevich.

Vote: All in favor.

Disposition: Approved.

4) Public comment on Agenda items

1. Kate Alfieri asked about the meeting with the District about how things look for next year. Jason answered about progress being tracked in monthly meetings.

5) President: update and task list

**DISCUSSION:**

~ Annual Report due May 1 to State

**DISCUSSION:** Jason advised that we received an email about an annual report that is due. He asked if any board member new what is was. Noone did, Jason will ask the State.

~ Mid-year review for Director: Set up process

**DISCUSSION:** Jason asked if any board members want to participate in the mid year director review. Jason asked if Andres Kerllenevich would take the lead, Andres will wait for Jason to share documents and information with the board.

~ Board Training

**DISCUSSION:** Burt discussed areas of board training that would make the board work better. Burt has worked with a member of his church (Kim) who can provide materials to help with that. Burt will obtain the materials and email them to the board.

~ New board membership

**DISCUSSION:** Jason reiterated the need for board members, especially non community board members. Andres suggested an email to the community asking for the community to search for non-community board candidates. Bryant will send out the email.

~ District meeting next week

**DISCUSSION:** Jason asked Burt to attend on behalf of the board, Burt said yes.

## 6) Director's Report

Diane presented Director's report. Enrollment is the highest it has been - 156 students. Diane is optimistic about enrollment for next school year. Diane listed calendar items. Diane is doing faculty observations. Diane presented the magistrate unresolved student complaint procedure for review and discussion.

**DISCUSSION:** All board members approved of it.

### **MOTION:**

Made by: Burt Froehlich

Seconded by: Tristan Alfant

Motion: To adopt the Magistrate for Unresolved Student Complaints procedure presented to the board by Diane.

Vote: All in favor.

Disposition: Approved.

## 7) Committee Reports

~ Financial committee (liason: Burt): Monthly report, CAP, Annual fund

**DISCUSSION:** Burt presented his financial report. The balance sheet looks strong. Income and expense are about the same, the school still has a \$20,000 monthly deficit which will remain until the higher headcount starts to generate more revenue (which may be reduced by a lower FTE number which has yet to be given to the school). The finance committee meeting went well, there are 9 members of the committee. Burt suggested establishing a Budget Development Committee as a subcommittee of the Finance Committee. Jason suggested that

Burt should write a organizing statement and define the roll of the committee and the director within the budgeting context.

**MOTION:**

Made by: Burt Froehlich

Seconded by: Andres Kerllenevich

Motion: The Board of Director's hereby resolves to establish a Budget Development Committee as a sub-committee of the Finance Committee, under the leadership of the Treasurer of the School. At the September 2023 annual meeting the Board shall affirm either that the Budget Development Committee continue as a subcommittee of the Finance Committee or that the two committees be combined by a name including both responsibilities.

Vote: All in favor.

Disposition: Approved.

~ Fundraising committee (liason: Tristan): Donations and Sponsorships; Grant writing WG

**DISCUSSION:** Tristan presented the Finance Committee report. A banner is being placed at the school listing the sponsors. Fundraising activities for the rest of the year were discussed. Jason gave update on grant writing meeting just before the board meeting. The group will work in smaller groups of 2-3 for individual grants. Jason invited community members to join the grant writing group.

~ Facility: New facility search committee (liason: Andres):

**DISCUSSION:** Andres presented an update from last meeting and what the committee is doing going forward.

~ Facility: Maintenance and beautification committee (liason: Jason): 1st meeting this Sat.; Campus clean-up to resume

**DISCUSSION:** Jason said the school will start monthly campus cleanups. The committee will meet and prepare a punch list of items that need to be improved. Jason gave date and time of next committee meeting.

~ Communication/Community Outreach committee (liason:Jason): 1st meeting Tuesday, Feb 21st.

**DISCUSSION:** Jason received a number of emails from people interested in joining this committee. Jason will send out a notice for the next meeting. Tristan suggested a newsletter.

8) Other Board business - NONE.

9) Public comment on non-agenda items NONE.

1. Tristan asked what amount of annual funds have been raised? Diane said not a large percentage.
2. Erika Forrest-Martin suggested that relevant updates be sent to the community rather than just at the board meetings. Jason suggested a survey to parents to ascertain what levels of updates and communications that the community would like.

10) Adjournment

**MOTION:**

Made by: Jason Ferrante

Seconded by: Bryant Wilson

Motion: To adjourn the meeting.

Vote: All in favor.

Disposition: Approved.

Jason Ferrante adjourned the meeting at 7:19 pm.

Minutes by: Andres Kerllenevich

Date approved: March 23, 2023