

SAPMS Board Meeting

September 20, 2023

The meeting was called to order at 6:05 pm via Google Meet and in person in the Green Sea Turtle room.

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
Tristan Alfant, Trustee
Kim MacEwan, Trustee

Others Present:

Diane Dodds
Rebekah Andreu
A Tarfa
Amanda Shields
Amy Collins
Billy Knight
Cora Good
Crystal Jones
Dana Wendel
Emily Stoll
Erica Carlson
Faith Corley
Hannah & Keith Rosen
Janet Myer
Jen Sacharow
Jennifer Cato
Kate Alfieri
Lauren Ferrante
Lauren K
Monique Lyman
Mr. Casey
Nisha Shaw
Noelle Cassado
Ussimandias
Zach Hobbs

2) Review of Public Notice

Notice was posted on the school calendar, the school website, and via email at 1:12 pm on September 19, 2023.

3) Approval of Minutes

MOTION:

Made by: Andres Kerllenevich

Seconded by: Burt Froehlich

Motion: To approve the minutes for the August 23, 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) Director's Report

~ Monthly update, requests for next month

DISCUSSION: Diane presented the Director's report. She went over calendar items. Enrollment is 161 students consisting of 130 district and 31 preschool. Pledge cards have gone out. Diane met with Charter School Capital and they will set up another meeting to present options. Total fundraising goal for year is \$250,000.

6) PTO Annual Update

~ Makers Fest, Read-A-Thon, Fundraising calendar

DISCUSSION: Lauren Ferrante reported results of read-a-thon, discussed renting fairgrounds for Maker's Fest, and adding grounds to our insurance policy. Upcoming fund raising activity: two oyster roasts, garage book sale, winter dance, BBQ, movie night, spirit nights, plant sale, and flag. There is a form for people who want to do a fund raiser. Jason added that he circulated a field rental agreement to the board to review.

7) President's Items

~ Budget

DISCUSSION: Jason suggested having a special meeting to discuss (and review/approve) the school budget after the district gets final numbers to us later this week. Diane suggested combining that with the Charter School Capital meeting with the board. Virtual meeting set for Wednesday, September 27, 2023 from 6-8 pm.

~ Employment Contracts

DISCUSSION: Jason asked if stipends were subject to FICA, Diane answered yes. The employment contracts do not exceed the amount approved by the board for payroll expense.

MOTION:

Made by: Jason Ferrante

Seconded by: Andres Kerllenevich

Motion: To approve the employment contracts for admin, ESE, leads and co-leads, and assistant guides presented to the board by Diane.

Vote: All in favor.

Disposition: Approved.

~ Community Handbook

DISCUSSION: Jason discussed the community handbook presented by Diane to the board. The changes consist of how to layout certain areas of the handbook as mandated by the school district. Jason gave an overview of the community handbook and how it reflects the Montessori mission (vs. the district's non-Montessori policies).

MOTION:

Made by: Jason Ferrante

Seconded by: Burt Froehlich

Motion: To approve the community handbook presented by Diane to the board.

Vote: All in favor.

Disposition: Approved.

~ Standing Committees: Schedule A

DISCUSSION: Jason listed and described each of standing committees listed in the Schedule A circulated to the Board by Jason. They consist of the Finance Committee, Fundraising Committee, Community Relations Committee, Facilities Committee, and the Grievance Committee.

MOTION:

Made by: Jason Ferrante

Seconded by: Burt Froehlich

Motion: To approve Schedule A presented to the Board by Jason to the By-Laws.

Vote: All in favor.

Disposition: Approved.

~ Training/strategic planning

DISCUSSION: Tabled, Jason will send out an email to schedule a meeting.

~ By-Law Amendment (dollar value of contracts requiring board approval).

DISCUSSION: Jason presented a proposed change to the by-laws increasing to \$1,000 the dollar value of any contracts that must be approved by the board.

MOTION:

Made by: Jason Ferrante

Seconded by: Andres Kerllenevich

Motion: To approve the amendment to the By-Laws increasing to \$1,000 the dollar value of any contracts that must be approved by the board.

Vote: All in favor.

Disposition: Approved.

8) Committee Reports

~ Establish Chairpersons

DISCUSSION: Jason asked the committee liaisons to report back to the board the names of the chairperson for each committee.

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

DISCUSSION: Burt presented the increases and decreases in funds to be received by the school district and will revise the budget to reflect those changes. At the end of July, the school had approximately \$270,000 in the bank (vs. \$133,000 the previous year). Burt described the need for more fundraising and the reason for the increase of the “ask” from \$1,000 to \$2,000 per student for the annual fund. Burt reminded everyone that donations to the school are tax deductible.

~ Fundraising committee (liaison: Kim/Tristan): Sponsorships, grants and donations

DISCUSSION: Tristan encouraged everyone to attend tomorrow’s fund raising committee meeting.

-- *Community Relations* committee (liaison: Jason): Monthly/Quarterly letters

DISCUSSION: Jason will be sending out an email to schedule a committee meeting.

-- Facilities committee: (liaison: Jason): Turf, bathrooms, tarps, hurricane preparedness; New facility: Capital funds (plan meeting)

DISCUSSION: Jason discussed turf, bathrooms, tarps, hurricane preparedness (Diane said preparations for Idalia went well) a possible campus cleanup, and a capital fund. Jason is trying to sell the remaining roll of turf. Diane will be trying to buy some replacement [tables](#).

9) Other Board Business -- NONE.

10) Public comment on non-agenda items --

1. Billy Knight asked about grants. Jason said one grant was approving for \$200. Diane explained that there could be some corporate matching grants available. Jason suggested asking people if their employer offers matching grants.
2. Faith Corley disussed a project that provide ukuleles to the school.

11) 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 7:33 pm.

Minutes by: Andres Kerllenevich

Date approved: October 18, 2023