



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

BOARD MEETING MINUTES

SBMCS Board Meeting via Zoom, Wednesday, July 31, 2024 at 3:30pm

0.0 Call to Order: 3:45 pm

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

Invited & attended by: Ms. Livia Moreno and Ms. Idali Medina.

2.0 Moment of Reflection.

3.0 Former Minutes for Approval.

- A. Board Meeting Minutes from May 22, 2024 were reviewed and approved.

4.0 Reports

- A. **Financial Reports:** Board reviewed and approved the May 2024 Profit & Loss and Balance Sheets, including General Ledger and GASB-87 for leases, in a Workshop Meeting and they were uploaded in Charter Tools on 6/25/24. The Board reviewed and approved the June 2024 financial reports pending review by Ms. Margot with the accounting team tomorrow before uploading them to Charter Tools. Ms. Livia reported that the Budget for SY 2024-2025 has been completed and uploaded to Charter Tools.
- B. **New or revised contracts:** 1) The Board approved the additional ComSys proposal for IT & Internet Services. 2) The SBMCS Lease renewal was fully executed and expires in June 2028. 3) Ms. Livia's contract is renewed for the 2024-25 school year. 4) Craig Kahle CPA contract has been renewed for the school year 7/1/24-6/30/25. 5) Ms. Jennifer Gomez, BAE contract was renewed for 2 years, until 6/30/26. 6) Mr. Ron Weinbaum CPA, Galleros Robinson, will be doing the 2023-24 annual audit.

5.0 Board Member Business.

- A. Board discussed status of the bank fraud that occurred at PNC Bank. Ms. Livia went to PNC Bank this morning and found Ms. Lady Diaz is no longer the Case Manager. Ms. Margot will go to PNC Bank to push the bank to take action. Ms. Vanessa submitted a request online to Channel 7 News for the "Help Me Howard" program to help SBMCS get the funds back from PNC Bank.
- B. Board discussed accounting of fundraisers. Ms. Livia reported that the accounting reports from the 4/27/24 Family Fun Field Day and the 4/29/23 10th Anniversary Celebration have not been completed yet.
- C. The Board approved a contract for ComSys Co. to provide IT & Internet Services at the SBMCS campus.
- D. Ms. Livia and the Board discussed the teachers' PTO (Paid Time Off) and the Board approved changing the teachers' number of PTO and sick days from 5 days to 10 days. Ms. Livia gave an update on repairs and improvements being made at the school, and new computers & equipment in preparation for the new SY.
- E. Ms. Livia gave an update on the status of the new board members. Ms. Idali only needs to send her resume and information to be uploaded to Charter Tools. Ms. Lilly is not yet sure if she will be able to join the Board.
- F. Board discussed status of documents due to upload in Charter Tools. The compliance score is currently 99.
- G. Ms. Livia gave an update on the school enrollment, which is currently 173 students. There is a waiting list for 2nd, 3rd, and 5th grade. Tours are being given with the goal of increasing the kindergarten enrollment.
- H. Ms. Livia gave update about new playground equipment. Delivery will now be 9/14 and installation on 9/30.
- I. Community outreach, PTA & events: Ms. Livia gave an update about the success of Grad Day and Achievement Day and spoke about events being planned for the new SY. Ms. Olmary attended Biz-to-Biz Expo on 6/12. Ms. Olmary and Ms. Alexi Tye will attend the FL Charter School Conference in November.

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, 6:59 pm.

The Board of South Broward Montessori Charter School

Vanessa Havel, Pres./Secretary

Sandra Sketnevskaya, V.P.

Margot Luque, Treasurer