



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

## BOARD MEETING MINUTES

**PLACE AND DATE: Meeting via Zoom Video Conference Call. Thurs. June 18, 2020, 10:30am**

**0.0 Call to Order:** 10:40 am

**1.0 Roll Call:** Ms. Margot Luque, Ms. Vanessa Havel, Ms. Sandra Sketnevskaya, Ms. Andrea Carrasquilla.

**Invitation extended to & attended by:** Ms. Elizabeth Kpenkaan, Ms. Elizabeth Behrentz, Ms. Caridad Ramos, and Ms. Nancy Monroe (Office Manager).

**2.0 Moment of Reflection.**

**3.0 Former Minutes for Approval.**

A. Board Meeting Minutes from April 1, 2020 were approved.

**4.0 Reports**

A. Ms. Behrentz presented and the board approved the financial reports for April & May 2020.

**5.0 Board Member Business.**

- A. Ms. Kpenkaan gave an update about the Corona Virus action plan, including information about the Broward School District expectations, requirements, and a Covid-10 School Opening Checklist. Sandra spoke about installing plexiglass protection in front of Ms. Nancy's desk and about diagnosing any learning gaps as a result of classes being done online.
- B. Board discussed accounting and reviewed the new engagement letter from Craig Kahle, CPA.
- C. Ms. Behrentz presented the draft of the budget for 2020-21 and will be able to finalize it once a final template is received from Broward County.
- D. Board discussed and agreed to change from BenefitMall to ADP Payroll Service.
- E. Ms. Kpenkaan gave an update about the teachers and Board approved of the school's Out-of-Field teachers.
- F. Board discussed and approved the Broward County Public Schools Premium Services Agreement.
- G. Board discussed documents due to upload in Charter Tools.
- H. Board discussed the need for more classroom space. Sandra shared an e-mail from "Vesta Modular", informing that in order to meet the Broward County 180 mph wind code, they would have to build an entirely new modular building for the school, which would take up to 90 days and cost more than \$135,000, plus the cost of delivery & set-up. Board discussed any other possible options, including demolition of the vacant building, in order to build a small new building for classrooms. Margot explained that the City of Hallandale Beach is expected to approve/permit demolition of the vacant building in October.
- I. Board discussed safety & security. The contract with Dynamic Integrated Security will continue and when classes begin at the school again, a Safe School Officer will be at the school per State Mandate.
- J. Ms. Kpenkaan gave an update regarding the fraud incident last year. It is still an open criminal case. Margot and Vanessa will further investigate insurance records to find more information about insurance coverage.
- K. Board discussed status of SBMCS lease agreement and communications with landlord and landlord's attorney, which are still on hold due to Covid-19. Margot will talk to insurance adjuster about carpet damage.
- L. Board discussed alternative fundraisers, such as virtual fundraisers and a possible car wash in the future. Sandra is sending letters to potential donors/sponsors, such as Home Depot, to particularly raise \$6,500 for artificial grass to improve the school's outdoor areas.
- M. Board discussed possible new board members. Ms. Livia (Parent Liaison) knows one possible new member.

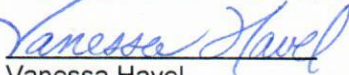
**6.0 Other Business.**

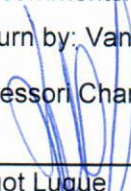
No other business was discussed.

**7.0 Public Comments.** No public comments.

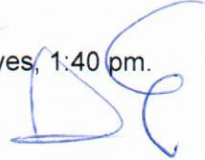
**8.0 Adjournment.** Motion to Adjourn by: Vanessa Havel. Second by board members. All yes, 1:40 pm.

The Board of South Broward Montessori Charter School

  
Vanessa Havel

  
Margot Luque

  
Sandra Sketnevskaya

  
Andrea Carrasquilla