

St. Augustine Montessori Community, Inc.

Board Meeting Minutes 4/8/15

7 Williams Street, St. Augustine, FL 32084

Board Members:

Present: Jean McDowell, Nan Nutt, deAnne Deleon, Endo Pascasio and Judi Dunlap

Quorum present? Yes

Others present: no

Proceedings: Meeting called to order at 6:00 pm by Jean McDowell.

Review of Public Notice: The meeting was advertised on the school website, school newsletter and by email to the school community.

Approval of Minutes

- A. March 11, 2015 meeting minutes- motion to approve with minor edits by Jean, seconded by Endo Pascasio, all in favor.

Public Comment on Agenda Items: none.

Items from Officers:

- A. **Items from the President** –None
- B. **Items from the Secretary**- None
- C. **Items from the Treasurer** – None

Director's Report

A. Classroom Reports

- Upper Elementary has completed the obelisk art for Compassionate St Augustine and the city's 450 anniversary. Every student participated in some or multiple ways, design, painting, or varnishing. The obelisks will be displayed around town then be returned to the school.
- Third and fourth year students sat for paper & pencil based testing last week. Students are still completing make-up testing and testing for students who have the accommodation to be tested individually.
- Fifth and sixth year students are doing training tests on the computer this week with the actual testing to begin next week.
- SAPMS Science Fair is tomorrow 4:30 – 6:30. Everyone is invited to attend. Many thanks to Jean for making this happen and to Nan for being a judge.

B. Incident Reports Log

- Five new incident reports since last month, all in LE.
- Three were playground falls and two involved disruptive behavior.
- One student received a bloody lip when another student with a cast hit him.

C. Health

- Health has been challenging the past three weeks. Many kids have been out with high fevers, upper respiratory congestion, and two UE students had strep throat.
- Only one additional case of chickenpox over spring break.

D. Parent Education

- Two parent orientation classes have been scheduled: Saturday, 6/6 and Tuesday, 7/28 and Thursday, 7/30.

E. Personnel

- Judi will update the AMS ad to move it to the top of the list. Have received no additional resumes from this.
- Placed an ad in Jax Times Union and have received two resumes from unqualified applicants.
- Judi move Lorraine to UE next year and Kirby to LE.

F. Enrollment

- Electronic notification has gone out to all applicants.
- Judi has not had time to print and send hard copies.

Finance and Development

- A. Financial Report-** Nan Nutt reported that the net assets are \$10,000 higher than the previous budget, assuming that the gala will meet the budgeted goal.

B. Fundraising Plan 2014-2015

- a. Fundraising Committee Report-** Gala will be 4/18.
- b. Annual Fund-** Nan reported the Annual Fund is currently at \$32,000 received and pledges of \$42,000. The board is at 100% and the families are at 60%, 29 of the 48 families. The goal is 100% participation.
- c. Silent Auction-** Lielani and her team have been working hard with auction items and plan to be ready for the Gala next weekend.

C. Budget

- a. Current 2014-15**
- b. 5-year 2015-2020**

Facility

A. 2015-16 Facility

- a. Lease-** Jean is still working on getting the lease.
- b. Utilities-** FPL said there are 5 meters on the property that SAPMS uses. The average is \$200 a month. The school currently pays Scott \$300 a month.
- c. Building**
- d. City Requirements-** The Mary Peck location will require a new meter. The new meter deposit is \$1,100.

Strategic Plan

- A. Montessori Consultant Report-** Was received from Kathy Graham. The board and/or Judi may have further questions about specifics.
- B. Enrollment**
- C. Facility Needs**
- D. Board Members-** Nan is moving May 9th.

Minutes submitted by deAnne Deleon, Secretary