

St. Augustine Montessori Community, Inc.

Board Meeting Minutes 02/01/16
7 Williams Street, St. Augustine, FL 32084

Meeting called to order at 6:04 pm by Jean McDowell.

I. Roll Call

Present: Jean McDowell, Rachel Cremona, Irene Arriola, Joe Ryan, Jamie Shiels, Andre Daniels, Endo Pascasio, & Judi Dunlap.

Absent: DeAnne Deleon

Quorum present? Yes

Others present: Lielanie Aguilar-Pascasio, Melissa Gatewood, Kirsten Miller Starling, Bryon Starling, Cristina Pope, & Teri Aboulafia

II. Review of Public Notice: The notice of meeting was advertised via email to the school community.

III. Approval of Minutes. Rachel moves to approve the January minutes. Jamie seconds, and all are in favor.

IV. Public Comment on Agenda Items: None

V. Items from Officers: None

VI. Parent Make-Up Reports

- Melissa submitted a written report.
- The Starlings have not been getting emails from the School. Jean and Bryon exchanged emails.

VII. Information from ABLE School

- Teri clarified that Montessori is not mentioned at all in their Charter renewal document, and that they are working to turn around the confusion regarding the relationship between SAPMS and ABLE.
- Cristina will take over Scott Beebe's position. They look forward to collaborating with SAPMS.

VIII. Director's Report

- Current enrollment is 91 with two openings in UE. We are in the middle of the eleven day window 1/29 – 2/12. Our enrollment during this time period will determine our FTE payments for the remainder of the school year. One student is moving to GA. When he's gone enrollment will drop to 90.
- 2016-17 Enrollment. We have received five enrollment forms: 2 first graders. 2 second graders, and 1 fourth grader.
- Classroom Reports – Every class had students write letters for charter renewal.
- Incident Reports. LE – ten reports, three involved verbal aggression. UE – one report.
- Parent Education
 - 54 people attended the Community Meeting
 - Jenga Paradigm was well received at the meeting
 - Student demonstration night will be on 2/18.
 - Completing the cycle of work – Montessori for the Sixth Year – We need a date for this.

- Personnel & Training
 - Test preparation in LE – Judi has identified 3rd grade students possibly at risk for FSA failure.
 - Judi will test this group on Discovery Education test C, which is an optional test.
 - Students who fall below a certain scale score will produce a reading portfolio.
 - UE test prep – FSA writing at the end of this month. Judi provided practice tests and info on the test format and content.
 - Judi is assisting Kim with lesson plans and material demonstrations and spending much of the morning work cycle giving lessons in her classroom.
- Service Learning – We'll do our mapping activity on Monday.
- Special Events – Grandparents' Day is on 2/12.
- Judi has contacted the City regarding a School Crossing sign or speed bump in front of the School. Judi talked to X. Pellicer and sent email with her concerns at his request. Judi has not heard back yet.
- Staff meeting will be held on Friday (as school is out that day) instead of Wednesday.

IX. Finance and Development

A. Financial Report

- Evelyn will pick up the folder on Wednesday and we will get the Reports via email.

B. Fundraising Plan

- Growing Gardens of Success
 - A lot of people signed up on the volunteer sheets.
 - Ticket sales have not picked up.
- Lielanie will finalize Serenata Joining Fee auction plan for the Thursday Fundraising Committee meeting. And an email will be sent out to promote it.
- Jamie will look into using GoFundMe.

XI. Facility

- Still in discussions with HTA regarding a future lease.
- A hole in the deck is waiting for a parent who has already volunteered to fix it.
- A hole in the side of the building is going to be fixed by HTA.

XII. Personnel

- Mid-year Teacher Evaluations just went out today. These are to be discussed with Judi by each teacher.
- Judi's evaluation forms have been emailed to Board members.
- Board will meet for Judi's evaluation on February 18, at 6 p.m.
- Jean is also waiting for feedback from teachers and staff.

XIII. District Requirements

- February 9, 8:30 is when The School Board votes on our Charter Renewal. We are asking for a possible 15-year renewal to be eligible for a loan. Jean, Judi, Irene, and Endo will speak.
- An UE and LE student will speak for Public Comments, as well.

XIV. Adjourned at 7:42 p.m.

Minutes by Endo Pascasio, Secretary

Date Approved: