

# St. Augustine Montessori Community, Inc.

Board Meeting Minutes 12/07/15  
7 Williams Street, St. Augustine, FL 32084

Meeting called to order at 6:05 pm by DeAnne Deleon.

## I. Roll Call

Present: Rachel Cremona, Joe Ryan, Endo Pascasio, Judi Dunlap

Absent: Jean McDowell, Irene Arriola

Quorum present? Yes

Others present: Lielanie Aguilar, Andre Daniels

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

**III. Approval of Minutes.** DeAnne moves to approve both the October and November minutes. Rachel seconds and all are in favor.

**IV. Public Comment on Agenda Items:** None

**V. Items from Officers:** None

## VI. Director's Report

### A. District & State Tasks

- Charter school application update has been done.
- Judi's getting ready for computer based testing certification.

### B. Enrollment

- 92 - Another 5th grade student withdrew last Friday. Mom felt that he wasn't able to be successful in the Montessori environment. The child has a sibling who is remaining in the school.
- Judi met with the parent of a 4<sup>th</sup> grade student who would like to start immediately.
- Judi has contacted the parents of a 5<sup>th</sup> grader on waitlist and offered a January enrollment. She has not yet received a response.

### C. Classroom Reports

- LE is still dealing with the disruptive student in the east class. At a recent meeting with the parent, she stated she may move the child back to her neighborhood school in January, because they have a behavior specialist and psychologist on site to help with the child's issues.
- All three LE classes enjoyed a great trip to the FL Agricultural Museum.
- UE students, directed by city workers, replaced storm drain markers around our school neighborhood.

### D. Incident Reports

- Five new reports in LE. None involved aggression.
- Five new reports in UE. One involved disruption and aggression towards another students.
- We had a broken finger in UE. The student ran into a tree during a ball game and jammed his finger into the trunk.

E. Parent Education

- Judi sent the attendance policy and assignment to 8 parents who did not attend orientation. She also sent a follow-up reminder. These are supposed to come to the meeting tonight.
- Judi has heard from two parents regarding this.
- Our second parent visiting day is this afternoon.

F. Personnel and Training

- Judi thinks the Montessori Foundation conference was the best she has attended in years.
- The teachers have been asked to follow-up on this by identifying the most important thing they learned, implementing this in the classroom and reporting back on their results.
- We need a replacement for Miss Carole.
- Miss Gwen is asking for health reimbursement. Judi thinks we do not owe her anything. Joe motions to reimburse her for a prorated \$150. DeAnne seconds and all are in favor. **Judi will send Miss Gwen an email about this and get a response from her.**

G. Special Events

- Holiday Lights train tour is on Tuesday, December 8. 120 adults and children signed up. Our social committee is providing holiday cookies for a treat.
- Winter Festival on Thursday, December 17 at 6:00 p.m. Due to our increased enrollment, this will be held on the ABLE field.
- A BINGO and a bake sale fundraiser were also held for the Navajo children. A package was shipped to New Mexico.

## VII. Finance and Development

A. Financial Report

B. Fundraising Plan

- Annual Fund
  - 14 families have donated so far.
  - **DeAnne will send a reminder email.**
- Equal Exchange & Yard Sale
  - We raised \$1700 from the Equal Exchange Catalog orders.
  - We raised \$1300 from the yard sale.
- Upcoming Meetings
  - A letter-stuffing party for the Gala will be held on Thursday, December 10.
  - The next Gala meeting is set for January 7, at 6 p.m.
- Growing Garden Garden
  - The tentative date is on February 20, 6 p.m. at the Colonial Quarter.
  - The Fundraising Committee is looking into having Sponsorships this time around. The values that will be offered will still be discussed.

## VIII. Strategic Plan and Charter Renewal

- A. The Strategic Plan meeting is set for December 11, at 4:30. The Charter Renewal will also be discussed at that meeting.

**IX. Non-Agenda Items**

- A. There is a serious concern that some parents have signed a petition to revive the ABLE school, which covers Grades 5 and 6. The concern is that School Board will understand that SAPMS parents want a new school for their 5<sup>th</sup> and 6<sup>th</sup> grade students.
- B. ***Endo will draft a letter to SAPMS parents regarding the conflict of interest in signing the petition for the ABLE school.***

**X. Action Items:** See ***Bold Italicized*** Items

**XI. Adjourned** at 7:11 p.m.

Minutes by Endo Pascasio, Secretary

Date Approved: