

Saint Augustine Montessori Community, Inc.
Meeting of the Board of Trustees
March 2, 2017
St. Augustine Public Montessori School
7 Williams Street, St. Augustine, FL 32084

The meeting was called to order at 6:04 p.m.

I. Roll Call: Andre Daniels, DeAnne DeLeon, Jean McDowell, Endo Pascasio, Joe Ryan

On teleconference: Irene Arriola

Others present: Sara Bloomberg, Craig Dewhurst, Sarah Lahtinen

II. Review of Public Notice. The meeting was advertised on the newsletter, and a community email was sent out.

III. Approval of Minutes. Andre moves to approve the minutes. All are in favor.

IV. Public Comment on Agenda Items. None.

V. Items from Officers. None.

VI. Director's Report

A. District and State Tasks. Jaime completed the Annual Accountability reports last week.

B. Current Enrollment is 99. We lost an UE student. Jaime, the parents, and the teacher worked hard to help the student and his family. In the end, the student wanted to try a new school. Andre will get feedback from the parent. We gained two Montessori-experienced children: 1 UE and 1 LE.

C. We have 49 applications for next year.

D. Parent Education. Coffee Chats with Sara were held this week. They went very well. Parent Ed was about screen time and freedom from screens. The UE parents in attendance committed to a screen free week, something that is hoped would become a school wide 'event' annually. Sara's coffee chat hosted a handful of LE parents. The parents were very engaged and Sara shined as she guided them through many parenting "rough waters".

E. Classroom Reports.

UE had their FSA writing test this week. All went well.

Materials. Teachers still need some materials for their classrooms. Jaime wants to purchase a set of albums to be shared between LE. They also need the golden bead set, and some trinomial and binomial cubes. UE needs a fire ladder.

DeAnne will figure out where the money can come from.

Sara will put out a wishlist/registry on Amazon, or on similar sites, as suggested by Sarah.

F. Incident Reports Log. Four incidents in LE. Rough language and rough hands.

G. Personnel & Training. There has been some great open communication about the role of the assistants. Assistants wanted a bigger role in the classroom and working more as a team than a hierarchy. Jaime, Sara, and Jean reworked the job description of the assistants. *Joe motions to move ahead with the reassessment of the roles of the assistants and to change the language in their contracts. Andre seconds and all are in favor.*

VII. Finance and Development

DeAnne, Sara, Lielanie, met with Evelyn.

DeAnne will train Sandi to use Forms and Google Sheets. And DeAnne will also inform Evelyn about Sheets.

A. We have the Financial Report for January. Our FTE's are on track.

B. 2016 – 17 Fundraising. DeAnne, Sara, Lielanie, & Evelyn discussed a school credit card for fundraising events to keep accounting separate from the school's..

VIII. Facility

A. 149 San Marco Building. Irene says there is a possible two-year-minimum tenant, an organization with the ARC, for the two buildings. This tenant would be a great fit and a good payer. Jean will need to do a chart to compare the funding for leasing or using it ourselves. If we take on this tenant, we cannot start a new LE class and we will need to delay the start of Primary for another year.

B. Lawn Maintenance. *Jean moves to retroactively approve lawn care, and seek free lawn care. DeAnne seconds, and all are in favor.*

IX. Public Comment on Non-Agenda Items. None.

X. Action items. ***See bold and italicized.***

The meeting adjourned at 7:06 p.m.


Minutes by Endo Pascasio

Date approved: April 3, 2017