

Saint Augustine Montessori Community, Inc.
Meeting of the Board of Trustees
July 3, 2017
St. Augustine Public Montessori School
7 Williams Street, St. Augustine, FL 32084

The meeting was called to order at 6:21 p.m.

- I. Roll Call: Andre Daniels, Irene Arriola, DeAnne DeLeon,
On phone: Jean McDowell, Joe Ryan, Endo Pascasio, Lielanie Pascasio
Others present: Kate Gardiner
- II. Review of Public Notice. Notice of the meeting was sent out via email a week prior.
- III. Approval of Minutes. Irene moves to approve the minute. DeAnne seconds, and all are in favor.
- IV. Public Comment on Agenda Items. None.
- V. Items from Officers
 - Board members: ***Email your preferred week and day of the month for board meetings.***
- VI. Director's Report
 - A. District and State Tasks
 - The District is concerned about our performance, with a grade of C, but is supportive of our direction. We will need to work on our Corrective Action Plans per student. In particular, we will have to examine our math lessons and help our students with their test-taking skills.
 - Jamie spoke to Denise last week, completing a technical requirement to end the year. She is not sure when school grades will be out.
 - FSA scores and be delivered to schools. Jamie will notify parents when we get them and will review the scores with parents who wish to see their child's scores on an individual basis.
 - B. Personnel
 - Jamie will be meeting Ann Wednesday to Friday to jump start transitioning.
 - Melanie, Kimberly, Charlene, and Sabrina all have training this month.
 - Sandi did not get a vacation in June and will take a brief vacation this month. Jamie volunteers to cover for her.
 - C. Facility
 - Ballard building was tented today, July 3, for termites.
 - HTA has yet to address the roof and ceiling repairs. The roofer is out of town.
 - D. Enrollment
 - Sandi has received about half of the registrations and has been entering them into the system.

VII. Finance and Development

A. Fundraising

1. Makers Fest

- Scheduled for December 10, 2017, Sunday at the Mark W. Lance National Guard Armory.
- Website is transitioning to staugustinemakersfest.org. Emily Shred, of We Are Shred, is doing the all the graphic design and website work. It will be launched July 5. With it we can start cultivating vendors.
- Letters have been sent to vendors already. Vendor rates will be \$50, like last year's.
- Brewery donor: Intuition Ale
- Beer brewing Workshops can be signed up for and will be held in the space where the silent auction was held. Intuition Ale is also willing to work with Shipyard Dog to come up with a mug with logos of Makers Fest and Intuition Ale.
- A ticket-based system for the Maker's stations, food, and drinks (Parents will sell sheets. Sell 25 sheets, get one sheet free).
- Because of the rearranged outdoor space at the Armory, we will probably forego food trucks for tents.
- There will still be two stages, one inside and one out.
- Committees Meetings
 - Stephanie Massey heads Food and Entertainment
 - Becky Chapman is in charge of 15 Maker stations
 - We're looking to get 10 sponsors for hurricane fencing for the perimeter.
 - Social media will start Wednesday, courtesy of Laura, who works with LaKay. 3-4 posts per week to start.
- Advise Sandi to refer Vendor calls to Kate or LaKay.
- *Joe moves to approve the revised Corporate Sponsorship Policy. DeAnne seconds and all are in favor.*

2. Friends of SAPMS: The PTO

- *Irene makes a motion to approve of the Friends of SAPMS By Laws. DeAnne seconds, all are in favor.*
- *Andre motions for Kate's fundraising letter to be sent out, and all are in favor. Jamie will send out the "HELP!" letter as the PTO President.*

3. Crowdfunding.

- Lielanie will start an Indiegogo Generosity Hurricane Recovery Fund with a goal of \$75,000.
- Kate notes that people need to know about SAPMS, and what's distinguishes it from other schools, like the Moultrie Montessori.

B. Financial Report

- **DeAnne will email Evelyn about the \$27,000 FTE payment that did not come through.**
- **Irene will talk to Harvard Bank about a loan**
- We need \$73,000 this month. Board members will look into personal loans.

VIII. Facility

A. 149 San Marco Building

- ***Irene will email Kathy Johnson to offer a 3-yr lease.***

B. Concrete Renovations/New LE Classroom

- Sara will send out notices for work days on social media.

IX. Goals and Priorities 2017-18.

- Jean went over the Priorities for the Head of School 2017-18.

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

XII. Action items. ***See Bold and Italicized Items.***

Adjourned at 7:55 p.m.

Minutes by

Endo Pascasio, Secretary

Date Approved: August 7, 2017