

Meeting of the Governing Board of
Atlantic Montessori Charter School, Inc

Atlantic Montessori Charter School – 5029

Atlantic Montessori Charter School West Campus K-5 – 5164

Board Meeting:
June 7, 2021
6:15pm

MINUTES:

Mrs. Garcia began the meeting at 6:30pm

Minutes:

Approval of minutes from last Board Meeting **APPROVED**

Meeting:

- Annual Audit /King and Walker – Ms. Garcia explained that King and Walker have been our auditors and that they should be considered to continue being our auditors.
- AMCS Pines Renewal – Ms. Garcia presented to the Board the information that AMCS Pines is up for renewal. Ms. Canetti reminded the Board that a remote review was conducted in April. Ms. Canetti further explained that a second Programmatic Review by the Charter School Support team is expected to be held prior to the end of the 2nd Quarter of the 21-22 school year. The 2nd review/visit is expected to be done in-person.
- ESSER Grant Ms. Garcia explained the ESSER grant. Ms. Canetti and Ms. Garcia went over what the funds given to the school have been utilized for. A copy of the budget and documents were provided.
- GEER Grant Ms. Garcia explained the GEER grant. A copy of the budget and documents were provided.
- New Hire(s) Ms. Canetti and Ms. Garcia went over the new hires and the requirements for each new hire needed in accordance with their job specifications.
- Volunteer Hours Ms. Garcia began by reminding all present the each AMCS family is to complete 30 volunteer hours per school year. Ms. Garcia and Ms. Canetti presented the information of the AMCS families (from both campuses) missing the volunteer hours, including a letter from the parents providing the reason why they were unable to complete the hours by the extended deadline of May 28, 2021. Due to Covid and all the restrictions, it was requested by Ms. Canetti that the Board consider extending the deadline and not terminating the contracts.
- Attorney Services Ms. Garcia explained to the Board members that AMCS Pines had been contacted by an attorney representing a parent of a student attending the Pines campus. Ms. Garcia went over the meeting held with AMCS administration, AMCS involved staff (teachers, ESE Specialist), and the student's parent, parents' attorney, and a translator (for the parent). It was explained that due to a parent being represented by an attorney, AMCS staff felt it was best to have an attorney represent AMCS school and staff in this matter and in any needed matter moving forward. Ms. Canetti provided the information for the Arnold Law Firm and provided information on the documents presented (contract).
- Contracts Ms. Canetti presented the Board and all present with all the contracts for the new school year. AMCS employee contracts remain the same for the most part as the ones from the previous

school year, with the exemption of the new dates reflected (21-22 school year), pay increases, and 21-22 school year items.

- **PPP/SBA** Mrs. Garcia reminded the Board that after applying for the PPP and SBA the schools had been approved for the respective programs. PPP loan was approved for AMCS West and AMCS Pines. Mrs. Garcia submitted the PPP loan forgiveness documents. AMCS PPP loan was forgiven, AMCS does not need to pay back. AMCS West was approved for the SBA loan. The SBA loan is not a forgiven loan, AMCS West will begin making the monthly payment for the SBA loan July 2021 (first payment due). The schools' lost revenue during the school closures and AMCS West was affected more by the Covid closures than AMCS Pines campus. These funds are helping in ensuring that the school can fully operate as usual. It is currently anticipated that the full amount of the loan is not needed and that it will be paid prior to the last payment due date.
- **School Uniform Policy** Mrs. Garcia explained the uniform policy, students are allowed to wear the t-shirt option Monday-Friday versus from it just being allowed on Fridays. This change comes after the current pandemic. The t-shirts are more cost effective for both the schools and the parents buying them.
- **FCPCS Evaluation Tool** FCPCS Evaluation tool was explained to the Board and all present by Ms. Canetti and Ms. Garcia. This is utilized to evaluate AMCS Staff. Ms. Betty will use the evaluation tool to evaluate administration and Ms. Canetti and/or Ms. Garcia to evaluate teachers. There were no questions from those present.
- **Employee Handbook** Mrs. Garcia presented and explained the employee handbook, the COVID safety precautions/requirements added for the 20-21 school year remain for the 21-22 school year, with a few edits (for example, wearing a mask will be optional not mandatory).
- **Family Handbook and Contract** Mrs. Garcia explained the family handbook, it continues to reflect the COVID safety/precautions (such as the option to wear a mask).
- **Emergency Procedures/School Safety/Mental Health Plan** Mrs. Canetti explained all the emergency procedures (Codes, protocols, etc.), she also explained the school safety plan (protocols, Guardians, procedures) and that of the Mental Health Plan.
- **Budget (Preliminary Budget)** Ms. Garcia and Ms. Canetti explained the preliminary budget for the 21-22 school year. She went over any budget adjustments, additions, etc. from previous school year.
- **Staff members and Teacher Pay Scale** Ms. Garcia and Ms. Canetti explained that the teacher pay scale remains the same for the 21-22 school year from the 20-21 school year.
- **ACH/OASIS Contract** Mrs. Garcia explained who and what ACH does for our schools. She also explained that ACH recently changed companies/name to OASIS.
- **Sublease agreement** Ms. Garcia and Mr. Garcia explained that due to the closures of all schools, and low enrollment (class size restrictions because of Covid) our sublesser, Atlantic Montessori Academy, out of the Davie campus continues to have significant losses. It was then presented to the Board that the Sublesser's monthly payment be reevaluated. Mr. Garcia will present documents to review, and the Sublease payment will be reevaluated during the next Board meeting, August 2021.
- **New HMH Curriculum** – Ms. Canetti explained that the current ELA curriculum, Journey's, is not aligned to the New FL Best Standards. Therefore, Ms. Canetti advised that AMCS needed to adapt a new ELA curriculum that was properly aligned. Ms. Canetti presented the Board and all present with the information sent by the district with the list of curricula that is aligned/recommended. Ms. Canetti mentioned that Journeys was bought through HMH and recommended to adapt the New FL Best Standards curriculum provided by HMH as they are on the list of accepted curricula.
- **Electronic Grade Book** Ms. Canetti explained the electronic grade book, it remains the same for the new school year.

New Business:

- **Public Input** No public input

Vote:

Approve for 5029 and 5164 the following:

- Annual Audit /King and Walker –
- ESSER Grant
- GEER Grant
- New Hire(s)
- Volunteer Hours
- Attorney Services
- Contracts
- PPP/SBA
- School Uniform Policy
- FCPCS Evaluation Tool
- Employee Handbook
- Family Handbook and Contract
- Emergency Procedures/School Safety/Mental Health Plan
- Budget (Preliminary Budget)
- Staff members and Teacher Pay Scale
- ACH/OASIS Contract
- Sublease agreement
- New HMH Curriculum
- Electronic Grade Book

Mrs. Aurora Vales motioned to approve all items. Ms. Betty Gordon second the motion.

Meeting ended at 7:45pm

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