

**ST. PETER'S ACADEMY
GOVERNING BOARD
MEETING MINUTES
SEPTEMBER 24, 2024**

PRESENT:

- **Rev. Andrew Jefferson**
- **Mr. Robert Temple**
- **Mr. John Rorick**
- **Mr. Lawrence Baker**
- **Mrs. Ruth Jefferson**
- **Ms. Barbara Andrews**
- **Ms. Weronika Haack**
- **Ms. Constance Smith**
- **Ms. Cheridan Kimbrell**

I. CALL TO ORDER INVOCATION: The St. Peter's Academy Governing Board meeting was called to order at 10:00 a.m. Tuesday, September 24, 2024, with prayer by Mr. Temple.

II. READING OF THE MINUTES: The minutes of April 23, 2024, were read. After discussion, it was motioned by Mr. Rorick and seconded by Mr. Temple that the minutes be accepted. The motion was carried, and the minutes were approved.

III. REVIEW OF FINANCIAL REPORTS:

- **Quarterly Financial Audit Reports:** Ms. Weronika reviewed the Quarterly Financial Reports ending June 30, 2024. As of June 30, 2024, the Balance sheet showed a Total Fund Balance of \$65,372. After discussion, it was motioned by Mr. Rorick and seconded by Mr. Temple, the Board approved the Quarterly Financial Reports ending June 30, 2024.
- **2023 – 2024 Audit Financial Report** - Mrs. Haack presented the Audit Financial Report completed by McCrady & Associates, Certified Public Accountants, for the year ending June 30, 2024. She reviewed the financial highlights. She stated that the school's governmental fund balance sheet reported a combined ending fund balance of \$44,468. She said that as of June 30, 2024, the Total net position was \$1,004,685. She stated that the school had no recommendations for improvement and no issues referenced in the management letter. With no other comments, the Board congratulated the staff on the 2024 - 2025 Financial Audit as reported. After discussion, on the motion by Mr. Rorick seconded by Mr. Temple, the Board approved the 2023 – 2024 Audit Financial Report.

IV. DISCUSSION:

- **2024 - 2025 School Improvement Plan:** Mrs. Jefferson reviewed the School Improvement Plan. She explained that the Plan is already being implemented and new teachers and support staff have been hired. It was stated that her goal is to have a teacher's assistant in every classroom to compensate for the higher enrollment this year. She discussed school enrollment, staffing concerns and overall student achievement.
- **I.R.C Sheriffs SRO Agreement 2024 - 2025:** Mrs. Jefferson advised the Board of the costs associated with maintaining a school resource officer on campus. After discussion, the Board directed Mrs. Jefferson to explore other alternatives. Mr. Rorick suggested investigating the cost of security guards, as implemented by other schools. The Board also agreed that further negotiations should be conducted before renewing the agreement with the Sheriff's Department.
- **Parent Compact Agreement:** Ms. Andrews went over the 2024-2025 Student Compact Agreement. Members discussed and agreed that the compact would remain the same as last year and that only the date would need to be changed. Ms. Andrews explained that the compacts would be discussed and signed during the parent conferences at the end of the month.
- **Family Engagement Plan/Title 1:** Ms. Andrews updated the Board on Title I Plans for the upcoming year. The revision of the 2024-2025 Title I, she informed them Annual meeting, held on September 19th, 2024. Ms. Andrews discussed parental involvement, student retention and improved academic outcomes. She stated that teachers have received comprehensive training on effective communication with both parents and students, aimed at fostering positive feedback and maintaining enrollment numbers. She also said that from the family engagement survey results will be used to plan for more activities. The Board agreed with her and advised her that since enrollment numbers of different ethnicities are rising here at St. Peter's, that the school should attempt translate documents in the Creole and Spanish language to provide a sense of inclusion. The next family involvement event will occur on October 31, 2024, and that will be our Annual Harvest Festival.

- **Out of Field Teachers:** Ms. Andrews stated that the Board must now approve Out of Field teachers each year. She stated that this year we now have two teachers, Ms. Sally Allen and Mrs. Janet Miranda. She explained that Mrs. Allen is currently working on obtaining her temporary teaching certificate and ESOL endorsement. While Mrs. Miranda is currently changing her name legally and therefore is showing up as out of compliance. informed the Board that the “Teacher out of field notification” was sent to all parents on August 28, 2024, she also informed the Board that there will be a Professional Learning Day for I-Ready on September 16, 2024. After discussion, it was motioned by Mr. Temple and seconded by Mr. Rorick; the Board agreed that Mrs. Allen and Ms. Miranda would be allowed to work out of field, if the necessary actions are taken effectively to have all the teachers’ incompliant.

V. **VPK Program Update:** Ms. Constance Smith provided an update on the Pre-Kindergarten VPK program. She announced that the Preschool has achieved “School of Excellence” status following the Spring Inspection. Ms. Smith highlighted a positive start to the new school year, noting strong enrollment numbers and the program's renewed accreditation for an additional five years with the League of Christian Schools. The Board congratulated Ms. Smith and staff for achieving the Pre-School accreditation. After an overview of the “Frog Street Curriculum” the Board agreed that the program is effective. Ms. Smith concluded her presentation she stated that the goal was that the year goes well and that VPK students learn all the necessary skills effectively.

VI. **ADJOURNMENT:** The meeting was moved for adjournment by Rev. Jefferson and seconded by Mr. Rorick; Rev. Jefferson adjourned the meeting at 11:00 a.m.