

**ST. PETER'S ACADEMY
GOVERNING BOARD
MEETING MINUTES
April 23, 2024**

PRESENT:

- **Rev. Andrew Jefferson**
- **Mr. Robert Temple**
- **Mr. Lawrence Baker**
- **Mr. John Rorick**
- **Mrs. Ruth Jefferson**
- **Mrs. Weronika Haack**
- **Ms. Barbara Andrews**
- **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, April 23, 2024, with prayer by Mr. Temple.

II. READING OF THE MINUTES: The minutes of December 19, 2023, 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 2023** - Mr. Rorick reviewed the Quarterly Financial Report ending December 31, 2023. As of December 31, 2023, on the Balance Sheet, Total Fund Balance was \$129,564. After discussion, Mr. Rorick motioned for approval of the Quarterly Financial Report ending December 31, 2023; Mr. Temple seconded the motion. The motion was carried out; the Quarterly Financial Report was approved.
- **Budget Amendments 2023- 24:** Mrs. Haack presented the 2023 - 24 Budget Amendments required for approval. The Total Amended Budget is \$1,392,00.00. She reviewed each line item that needed to be amended and explained each in detail. After review and discussion, Mr. Rorick motioned for approval of the 2023 - 24 Budget Amendments; Mr. Temple seconded the motion. The Budget Amendments were approved.

- **Proposed Operating Budget 2024 - 25:** Mrs. Haack presented the 2024 - 2025 Proposed Operating Budget for approval. She stated that the Projected General Funds is \$1,105,000.00 and the Total Budget including capital projects fund and special revenue funds is \$1,412,000.00. She stated that the Projected Budget as proposed is very close to the Final 2023 – 24 Budget and is planned to ensure that expected revenues cover expenses. After review and discussion, Mr. Temple motioned for Approval of the 2024 – 25 Proposed Operating Budget; Mr. Rorick seconded the motion, the 2024 - 25 Proposed Operating Budget was approved.

IV. DISCUSSION:

Mrs. Jefferson provided an update on school operations, marketing, and school enrollment. Rev. Jefferson underscored the importance of prioritizing marketing efforts to raise awareness of the school within the community. Mr. Rorick proposed engaging a skilled graphic web designer to enhance the school's website, thereby increasing its online visibility, and attracting more attention across various digital platforms. It is anticipated that an improved digital marketing strategy will facilitate a significant uptick in enrollment for the upcoming school year. A concrete plan of action will be developed and implemented in the near term to achieve these objectives. Mrs. Jefferson discussed the upcoming Summer Program, staffing, and program dates.

V. TITLE 1:

- Ms. Andrews informed everyone of the recent news that St. Peter's is now a grade "A" school.
- Ms. Andrews also advised the Board of the following activities:
 - FAST PM3 (Grades 3, 4, and 5)
 - May 1 to 30, 2024
 - Star for KG, 1st, and 2nd
 - May 6 to May 17, 2024
- **After school Tutoring:** (Tuesday and Thursday)
 - April 1 to 30, 2024
- **Graduation:** May 30, 2024, 6 p.m.
- **Family Involvement:** Mother's Day Celebration, Friday, May 10, 2024, at 2 p.m.
- **Family Celebration Dinner:** May 23, 2024, at 5:30 p.m.

VI. PRESCHOOLER PROGRAM REPORT:

Ms. Constance Smith discuss the results of the accreditation review, done by the Florida League of Christian Schools. She gave insight on the positive feedback that the VPK program received. She will provide more information once the results are given to her by the FLOCS program. She made the Board aware of the following dates:

- Early Learning Coalition (date not confirmed)
- PM3 – STAR Early Literacy Assessment, May 20th – 24th, 2024
- Family Celebration Dinner, May 23, 2024

VII. INFORMATION:

- Graduation: May 30, 2024
- End of Year Fun Day & Last Day of School – May 31, 2024
- Start of Summer School: June 5, 2024

VIII. ADJOURNMENT:

- The meeting was adjourned at 11:00 a.m.