**ST. PETER’S ACADEMY**

**GOVERNING BOARD**

**MEETING MINUTES**

**DECEMBER 17, 2024**

**PRESENT:**

* **Rev. Andrew Jefferson**
* **Mr. Robert Temple**
* **Mr. Larry Taylor**
* **Mr. Lawerence Baker**
* **Mrs. Ruth Jefferson**
* **Ms. Barbara Andrews**
* **Ms. Constance Smith**
* **Mr. Dale Dawkins**

1. **CALL TO ORDER INVOCATION:** The St. Peter’s Academy Governing Board meeting was called to order at 10:00 a.m. Tuesday, December 17, 2024, with prayer by Mr. Temple.
2. **READING OF THE MINUTES: The** minutes of September 2024, were read. After discussion, it was motioned by Mr. Baker and seconded by Mr. Temple that the minutes be accepted. The motion was carried, and the minutes were approved.
3. **REVIEW OF FINANCIAL REPORTS**:

**Quarterly Financial 2024** – Ms. Jefferson reviewed the Quarterly Financial Report ending September 2024. As of September 30, 2024, the Balance Sheet, Total Liabilities and Fund Balance was $77,582.00. After discussion, Mr. Baker motioned for approval of the Quarterly Financial Report ending September 30, 2024; Mr. Temple seconded the motion. The motion was carried, and the Quarterly Financial Report was approved.

1. **DISCUSSION:**

* **Indian River County Sheriff’s SRO Agreement**: Mrs. Jefferson advised the Board that she researched other security solutions as directed by the Board; she stated that it was difficult at this point to find other means. She stated that after discussion with the Sheriff’s Office, the SRO Agreement annual cost for 2024 – 25 would remain the same as last year; as a result, the IRC SRO Agreement has been renewed for the 2024 – 25 School year.
* **Out of Field Teachers**: Ms. Andrews stated that the Board must approve Out of Field teachers. She stated that the three Teachers, Mrs. Magda Rodriguez, Ms. Janet Miranda, and Mrs. Sally Allen. She explained that Mrs. Allen is currently working on obtaining her temporary teaching certificate and ESOL endorsement. Currently, therefore, it is showing up as out of compliance. Ms. Andrews informed the Board that the “Teacher out of field notification|” was sent to all parents on October 01, 2024, she also informed the Board that there will be a Professional Learning Day for I-Ready on January 31, 2025. After discussion, it was motioned by Mr. Temple and seconded by Mr. Baker and the Board agreed that Mrs. Allen, Ms. Miranda, and Mrs. Rodriguez be allowed to work out of the field.
* **School Improvement – Unisig Grant**: Ms. Jefferson informed the Board that the school has hired additional instructional staff as planned from the Unisig grant. This included three teacher aides and one additional teacher. The additional support staff is providing small groups and one-on-one instruction for struggling students in reading and math. She stated that the Grant funds also provide the resources needed for afterschool tutoring which is planned to begin in February 2025. In addition , the school has scheduled an onsite full-day training session for teachers covering best practices, skills for reading, math and online supplemental instructional sites for assessing and monitoring student progress. |The training will occur after the winter break on January 6, 2025.
* **Records Request** – **Chandler Case** – Ms. Jefferson advised the Board that the school has received a notice of Court proceedings regarding the matter of public records. She stated that since the matter has moved to the Court, the school will need legal presentation. She stated that she would consult with the Florida Consortium of Charter Schools and the School’s Attorney. After discussion, the Board Agreed to move forward with Legal presentation.
* **Website** - Ms. Jefferson stated that as part of the marketing strategies, the school’s Website is being updated. She stated that the company is currently working on the site for enhancement. The school’s Facebook page is another avenue for marketing. |She stated that the school will have several planned community events to push student enrollment beginning in March with Kindergarten roundup and on-site family events.
* **Title One** - Ms. Andrews gave an update on the Title One Program – she stated that the activities are going as planned with no problems. She stated that she is working completing the BPIE plan for this year, updating student 504 plans and IEP’s.
* **Preschool Program Report** – Ms. Constance Smith stated that the VPK program is going great. She stated that the staff is working to ensure all children are successfully6 acquiring the skills needed each week. She stated that she is planning a few parent involvement activities for early next year.

1. **INFORMATION|**:

* Winter Break - December 23, 2024 – January 3, 2025
* Teachers return – January 6, 2025 from Winter Break
* Students return – January 8, 2025

**VI.** **ADJOURNMENT:** The meeting was moved for adjournment by Mr. Taylor and seconded by Mr. Baker; Mr. Taylor adjourned the meeting at 11:05 a.m..