



Space Family Education, Inc.

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SFEI Board of Directors General Meeting Minutes

March 20, 2026

1. Opening Comments:

- 4/5 Board members present, Director Karen Holt presented Director's Report.

2. Director's Report:

- See attached document below.

3. Action Item Status

- Playground equipment update: it has been purchased! Delivery in the next couple weeks.
- Volunteers needed! Please contact sfei.board@gmail.com.
 - We will also start a new effort for the next fundraiser: splashpad!

4. Public Comments, Future Agenda Topic Proposals

- Local JSC community news:
 - True Anomaly is going out of business. Encourage other parents to encourage supporting them until their last day (April 26). Good idea might be during PNO
- Discussion of fundraising ideas
 - If you have ideas or want to volunteer for coordinating, please contact the SFEI board.

5. Remaining 2025/2026 Meeting Dates (4:00-5:00 pm unless otherwise noted):

- April 17
- May 15
- June 12 (Note: June 19 is a holiday)
- July 17

Meeting Attendance:

- Director
Karen Holt
- Board
Jonathan Rickert
Kristine Davis
Zach Florida
Kirstyn Johnson (virtually)
- Members
Ben Honey

Irene Chan
Barbara Rohde
Kirstyn Zapata
Cinnamon Wright

Link to the recording:

https://drive.google.com/file/d/1agA_fp54kBQD7pq-UdEKfVDkK-7s5TNo/view?usp=sharing

**Director's Report: Monthly Board of Director's Meeting 3/20/2026
Reporting Month of February 2026**

Director: Karen Holt

-Health & Safety- February 2026

- -Mishaps- none
- -Illness- stomach virus, rooms 1,2, and 4
- -Licensing Reports- We self-reported a child injury requiring medical attention. The child hit their head on the underside of the large play structure steps, resulting in a scalp laceration that required one stitch to close. Licensing investigated and no deficiencies were found.
- -JSC Reports – none

Income:	February
Tuition	156,877
Fundraisers, Donations, State Grants, Membership Dues Supply Fees	2,690
Total Income	159,567
Expenses:	
Salaries	(95,817)
Employee Benefits	(15,587)
General Operating Exp	(28,849)
Total Expenses:	(141,253)
Budget Income/Deficit	(1,757)
Actual Income/Deficit	\$18,314
Money Market Protected Funds	\$382,309

-Financial –

- Budgeted to run at a deficit to use Federal Child Care Relief Fund Grant
- Savings due to February being a short month and substitute shortage
- Enrollment for February 131

Operations –

- Saturday 2/21/26 Scheduled power outage due to mechanical repairs
 - Friday Prepared by moving all food to walk in cooler (holds temp for 4-5 hours)
 - Saturday after power restored, reset the cooler logging

thermometers

- Sunday checked cooler logging thermometers to ensure cooler working properly

-Enrollment- Current

- 3/20/2026 133/133
- All Infant and Toddler Rooms full
- Openings in PreK Rooms 8 (PreK 4/5-year-olds) and 6 (3.5 year olds)

-Staff-

- Ms Wanda on medical leave, doctor extended leave to April 15
- Ms Amanda on maternity leave
- Renewed United Health Care medical insurance for 2026-2027
- Interviewing for 2 new Substitute Teachers (available 8:30-5:30 at least 3 days a week)

-Special Events-February

- Class and Graduate Pictures
- Classroom Valentine Parties
- Trail Riders
- Go Texan Day
- Parent's Night Out

-Looking Ahead-

March 27	Trike-A-Thon fundraiser for St Jude (Rooms 4-9: 9:00-12:00)
April 03	Spring Parties & Egg Hunt
April 10	Parents Night Out 5:30-10:30
April 22	Earth Day- Special activities school wide
April 22-24	Spring Pictures – Sibling and Individual
May 18-22	Teacher Appreciation Week
May 08	Muffins in the Morning
May 08	Parents Night Out 5:30-10:30
May 14	Pre-K Graduation at the Gilruth Center- 6:00 pm
May 25	Memorial Day – SFEI Closed
May 26	Summer at SFEI begins!
June 12	Parents Night Out 5:30-10:30
June 18	Donuts with Grownups
June 19	Juneteenth – SFEI Closed