



Space Family Education, Inc.

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SFEI Board of Directors General Meeting Minutes April 26, 2024

1. Opening Comments:
 - 5/5 Board members present (1 virtually), Director Karen Holt presented Director’s Report.
2. Director’s Report:

Director’s Report: Monthly Board of Director’s Meeting 4/26/2024 Reporting Month of March 2024

Director: Karen Holt

-Health & Safety- March 2024

- -Mishaps- none
- -Illness-
 - Flu:
 - Strep:
 - Covid:
 - One child had medical emergency due to fall that happened at home, JSC EMS responded.
- -Licensing Reports- none
- -JSC Reports – none

Income:	March
Tuition, Supply Fees	131,310
Fundraisers, Donations, State Grants, Membership Dues	2,624
Total Income	133,934
Expenses:	
Salaries	(94,444)
Employee Benefits	(17,642)
General Operating Exp	(32,430)
Total Expenses:	(144,516)
Budget Income/Deficit	(12,950)
Actual Income/Deficit	(10,582)

-Financial –

- Enrollment for March is 131
- YTD on budget with Federal Grant

-Operations –

- Bus repair: Test drove 1 hour on/off highway/town and shifting smooth!
- Space Act Agreement renewal process initiated (renews 6/26/2024)

-Enrollment- Current

- 04/26/24 132/127
- Openings in PreK 4's
- Fall enrollment offers out. All Infant and Toddler Rooms full.

-Staff- March

- Professional Development: Lunch Meeting with Board of Directors
- Kitchen assistant Angel Krawczyk resigned due to college schedule; substitute Jana Collins moved to full time in the position.
- Room 2 teacher Madison Holbert finished her semester with SFEI and found employment as a CNA, new Teacher Kimberli Peden joined SFEI in her place.

-Special Events-March

- Dr. Seuss Day!
- Spring Parties and Egg Hunt
- Parent's Night Out

-Looking Ahead-

- May 6-10 Teacher Appreciation Week
- May 7-9 Spring Pictures- Sibling and Individual, Family spots available
- May 10 Muffins in the Morning
- May 16 Pre-K Graduation at the Gilruth Center 6:00pm
- May 31 Pre-K Field Trip to The Play Place
- June 03 Summer at SFEI begins!
- June 14 Donuts with Grownups
- June 14 Parents Night Out 5:30-10:30
- June 19 Juneteenth – SFEI Closed
- July 04 Independence Day - SFEI Closed
- July 12 Parents Night Out 5:30-10:30

3. Financial Report – Discussed along with Director's Report

4. Action Item Status

- None

5. Public Comments, Future Agenda Topic Proposals

- Addressed a question from a member about how the Waitlist works, how long people are typically on the Waitlist, and when/whether alternate childcare may be required.
- Addressed another question from a different member about expected duration on the Waitlist.
- Proposed Board of Directors Election Dates

- Email sent asking for nominations – 5/16, due 6/6
- Special Meeting on 6/7
- Survey released for voting due on 6/21
- Announce results at Annual Meeting on 6/28
- Note: Members are entitled to place children on the waiting list, enroll children at the center (subject to availability), vote in elections for the Board of Directors, nominate others or run for Board positions, and vote to change by-laws. Each paid membership is entitled to one vote.

6. Special Topics

- None this month

7. Proposed 2024 Meeting Dates:

- June 28, 2024, 4:00-5:00
- July 26, 2024, 4:00-5:00
- May 31, 2024, 4:00-5:00
 - Special Topic: Delayed gratification – how to help your child with this (Ann McKitrick)
- June 28, 2024, 4:00-5:00
- July 26, 2024, 4:00-5:00
- Proposed Special Topics with Ann McKitrick (scheduling TBD):
 - Food options – what to offer so kids will eat healthy

Meeting Attendance:

- Director

Karen Holt

- Board

Cinnamon Wright

Monica Sheth

Nick Meyer

Rebecca Rapp

Carly Meginnis

- Members

Audora Zambrano

Elizabeth Tousant

Kirstyn Johnson

Nancy Meilahn Fowler

Molly Bannon

Khadijah Shariff