



Space Family Education, Inc.

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SFEI Board of Directors General Meeting Minutes August 15, 2025

- Opening Comments:
 - 5/5 Board members present, Director Karen Holt presented Director's Report.
- Director's Report:
 - See attached document below.
- Action Item Status
 - Create action items from SFEI survey
- Public Comments, Future Agenda Topic Proposals
 - For the November 21 BOD meeting, we will be discussing the book, "The Let Them Theory" by Mel Robbins. We invite our membership to participate in this book club for a future discussion led by Ann McKitrick.
 - Ask: If anyone has a double stroller to donate to the school, it would be welcome. Please contact Karen Holt.
 - Fundraiser
 - Mod Pizza: Raised \$332
 - Need \$991 to meet our goal. Brainstorming ideas for the final push to raise the final amount.
 - Volunteers needed. Contact Jonathan Rickert. Need help contacting businesses for direct donations.
 - Ideas:
 - Sell a calendar - drawing contest
 - Kristine Davis will help coordinate with Karen
 - SFEI Cookbook - Will hold off for future
 - Stickers - Jonathan Rickert will coordinate
 - Direct donations - Jonathan Rickert will work on creating a flyer to put on the door

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

- September 19
- October 17
- November 21 (Meeting at 12-1)
- December 19 (Meeting at 12-1)
- January 16
- February 20
- March 20
- April 17
- May 15
- June 12 (Note: June 19 is a holiday)
- July 17

Meeting Attendance:

- Director

Karen Holt

- Board

Carly Meginnis

Zach Florida

Jonathan Rickert

Kirstyn Johnson

Kristine Davis

- Members

Hannah Rickert

Rachael Doll

Audora Zambrano

Shelby Bergman

Barbara Janoiko Rohde

Irene Chan

Khadijah Shariff

Link to the recording:

https://drive.google.com/file/d/12R2-oCWWyW7Mwfy4NPye6-BgbBl_lw08/view?usp=sharing

**Director's Report: Monthly Board of Director's Meeting 08/15/2025
Reporting Month of July 2025**

Director: Karen Holt

-Health & Safety- July 2025

- -Mishaps- none
- -Illness- none
- -Licensing Reports- none
- -JSC Reports – none

Income:	July
Tuition	162,717
Fundraisers, Donations, State Grants, Membership Dues Supply Fees	3,140
Total Income	165,857
Expenses:	
Salaries	(116,393)
Employee Benefits	(14,203)
General Operating Exp	(38,303)
Total Expenses:	(168,899)
Budget Income/Deficit	(1,757)
Actual Income/Deficit	(3,042)

-Financial –

- Budgeted to run at a deficit to use Federal Child Care Relief Fund Grant
- 25-26 tuition rates will be reflected in August financials
- Some annual operating and staff expenses hit in July
- Enrollment for July was 136

Operations –

- Floors in Rooms 2-4 stripped and waxed over 2 nights. Plan for the rest of the building over time.
- Met with new photographer and planned dates
- Met with Enrichment providers and planned start dates

- 2025-2026 Calendar approved, posted on website, and sent to members.

-Enrollment- Current

- 08/15 129/133
- 104 Returning children, 25 new
- All Infant and Toddler Rooms full
- Summer Drop In enrollment for next summer full with waitlist

-Staff-July

- Sandra Layne retired after 27 years at SFEI!
- Carla Giesen moved to Infant Room 0
- Amy Montelongo hired for Room 9
- Sharrell Powell hired as substitute
- Leti Aguirre hired as substitute

-Special Events-July

- Backhoe visit and demonstration at SFEI
- Petting Zoo visit at SFEI
- Moody Gardens presentation at SFEI
- Parent's Night Out
- Summer fun Calendar

-Looking Ahead-

September 1

September 12

September 29-October 3

October 10

Labor Day – SFEI Closed

Parents Night Out 5:30-10:30

Scholastic Book Fair Fundraiser

Parents Night Out 5:30-10:30

October 13	Indigenous People/Columbus Day – SFEI Closed / Staff Prof Dev
October 24	Fall Festival -Games and Activities School Wide 9a-12p
October 29	Vision and Hearing testing
October 31	Costume Parades Rm 2-5 @ SFEI, Rm 6-9 @ JSC Building-1
November 11	Veterans Day – SFEI Closed
November 14	Parents Night Out 5:30-10:30
November 21	Thanksgiving Pie Party - 4:00pm
November 27	Thanksgiving Day – SFEI Closed
December 3-5	Holiday Pictures – Sibling and Individual w Holiday Background
December 12	Parents Night Out 5:30-10:30
December 19	Holiday Parties & Santa Sighting
December 24 & 25	Winter Holidays – SFEI Closed