



# Space Family Education, Inc.

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## SFEI Board of Directors General Meeting Minutes September 24, 2021

1. **Opening Comments**
  - a. **Dena leading as Alex is on console**
  2. Board and Staff: Karen Holt, Dena Mahan, Jacob Adams, Thilini Schlesinger, Erin Coscia
2. **Director's Report**  
**Director's Report: Monthly Board of Director's Meeting 09-24-2021**

### Reporting Month of August 2021

Director: Karen Holt

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### **-Health & Safety–August 2021**

- -Mishaps- none
- -Accidents- none
- -Illness-
  - 4 children, 1 teacher with Strep Throat
  - 5 children with HFM
- -Licensing Reports- none

	<b><u>August</u></b>
<b>Income:</b>	
Tuition, Supply Fees	102,570
Fundraisers, Donations, State Grants, Membership Dues	1,672
<b>Total Income</b>	<b>\$104,242</b>
<b>Expenses:</b>	
Salaries	(78,076)
Employee Benefits	(12,472)
General Operating Exp	(22,198)

<b>Total Expenses:</b>	<b>(\$112,746)</b>
<b>Net Excess/Deficit</b>	<b>(8,504)</b>

***-Financial -***

- Yearly supply expenses hit in August and September
- Received Federal Child Care Relief Fund check, awaiting approval for deposit

***-Operations -***

- Continuing to operate under JSC COVID guidelines, including all adults wearing masks
- Staff wearing KN95 masks
- Continuing to follow JSC Return to Site after illness: 7-10 days post symptoms
- Staff are either vaccinated for COVID-19 or testing weekly for it.

***-Enrollment- Current***

- 09/24/2021 116 (137) 84.6% up from (111) 81% in August
- Openings in PreK 4's

***-Staff- August 2021***

- Professional Development: August classroom walk throughs:
  - Cleanliness, Clutter, Child Centered
  - Continued COVID guidance/expectations

***-Special Events- August 2021***

- End of Summer parties
- Dino Rocks fun fossil presentation in the playroom
- Mad Science learning fun on the front patio
- Open House Week

***-Looking Ahead- Fall 2021***

- Parent Involvement in Halloween Fun Day
- Scheduling Field Trips for PreK 3's and 4's
- Teacher Training Day October 11

- **Financial Report**

- Still under what we budgeted for enrollment, would like to get enrollment up. Voting soon on how to spend extra PPE funds. We received the childcare relief funds as well
- We do keep some money in the emergency fund, but as a non profit, we have to spend a certain amount to keep our excess/deficit within non profit guidelines, so we are looking at projects to fund at the school.

- **Special Topics**

- None

- **Action Items Status**

- Nothing to report, no updates
- **Public comments, future agenda topic proposals**
  - What field trips are the school looking at? Alligator encounters is one they are looking at. Ms. Karen is always up for suggestions. Armond Bayou is a suggestion. Bayou wildlife zoo is another suggestion. Discovery Green is a fun one.
  - Also as a sidenote to the field trip conversation, we will be looking at additional extra curriculans. Please send in any ideas.
    - i. Question about Tumblebus- JSC occupational health right now is not OK with this as it is an enclosed space, so we need to wait for Covid to get better
- **2021 Meeting Dates**
  - October 29
  - November – No Meeting
  - December 3