

**Montessori Middle School, Inc.
Lakeland Montessori Schoolhouse, Inc.
Board of Directors Meetings
October 1, 2015**

Attendance

Board members in attendance

Lori DeAngelis, Susan Truett, Nancye Black, Nancy Moses, Tim Seldin, Nicole Marsh

Board members not in attendance

Harlan Crosswait

Others Present in School Capacity

Heather Manrow, Principal of LMS and MMS

Josie Hill (formerly Josie Zininger), Director of Finance and Strategic Planning for LMS and MMS

Location:

Lakeland Montessori Schoolhouse, 1124 N. Lake Parker Ave, Lakeland, FL 33805

Called to order by Lori DeAngelis at 4:38 PM.

Lori DeAngelis noted that this is a simultaneous Board Meeting of both the Lakeland Montessori Schoolhouse, Inc. (LMS) and Montessori Middle School, Inc. (MMS), which are separate legal entities.

REPORTS AND DISCUSSION

Public Comment on Agenda Items

- None

Audit Report

Mike D. Brynjulfson, CPA, the independent auditor for both charter schools, gave the results of the audits concluding on June 30, 2015. The auditor stated that LMS and MMS received all clean reports with both schools in compliance and having no internal control deficiencies.

Josie Hill gave the current financial reports for LMS and MMS. Both reports displayed a positive net income through August 2015.

Josie Hill also reported that for 2015-16 Lakeland Montessori Schoolhouse is working with Lake Mary Montessori Academy for curriculum coaching for all classrooms. Lake Mary Montessori Academy is an American Montessori Society accredited school for ages 3-12.

Approval of Board Minutes

Susan Truett made a motion to approve the combined LMS and MMS minutes from the August 15, 2015 Board meeting.

- Second: Lori DeAngelis
- Approval: Unanimous

Academic and general reports:

Review state assessment results:

- Heather Manrow reported that FSA Reading and Math results for 2014-2015 were released yesterday at 6 a.m. in the form of T-scores and percentile rankings. She also said there will be 5 achievement levels. Parent reports will be available to send home in mid-October.
- Lori DeAngelis asked if there was a sense or overall reaction to the results. Heather Manrow said we are within the mean or above.
- 6th grade English Language Arts- We had the highest of the reported T-scores in the county.
- 8th grade English Language Arts - We had the highest of the reported T-scores in the county.

Summary report of first internal baseline assessments results:

Heather Manrow reviewed the chart below. She stated that FSA is not represented below.

Progress monitoring data is listed below. Also, values of "na" indicate areas of no high stakes end of the year test and are not in the accountability plan.

| <p align="center">Summary of Standardized Formative Assessment Baseline Data Assessment Period 1 of 3</p> | | | | | | | | |
|---|---------------------------|----------------|-------------------------------------|------------------|-------------------------------------|---|---|-------------------------------------|
| <p>Baseline data table to be completed by September 25 of each school year. Numbers to be inserted under each assessment type are the number of students at or above grade level over the total number of students. Table elements will be a work in progress as Administrators work with the Board to decide what should be on the summary report. The results in this table should be compared to the schools' Accountability Plan (AP) standardized summative Math, Science, and Reading goals.</p> <p>Key AP=Accountability Plan FAIR-FS=Florida Assessment in Reading-Florida Standards FCAT=Florida Comprehensive Assessment Test (will be used in 2016 for Science) *=further research required</p> | | | | | | | | |
| Grade Level | Total enrolled on 9/25/15 | Scantr on Math | AP required goal (% on grade level) | Scantron Reading | AP required goal (% on grade level) | FAIR-FS Reading (grade level PLS cut scores used are 70% for 3rd grade and 80% for 4th to 8th grades) | Internal Science assessments created from previous FCAT Sample Questions chosen by Heather Manrow (grade level cut score used is 70% correct) | AP required goal (% on grade level) |
| K | 18 | na | na-70% | * | na-75% | na | na | na |
| 1 | 13 | na | na-70% | * | na-75% | na | na | na |
| 2 | 9 | na | na-70% | * | na-75% | na | na | na |

| | | | | | | | | |
|---|----|---|-----|----|-----|-----------|-----------|-------------|
| 3 | 10 | * | 70% | na | 75% | 6/10=60% | na | na |
| 4 | 11 | * | 70% | na | 75% | 6/11=55% | 0/11=0% | na-52% |
| 5 | 8 | * | 70% | na | 75% | 5/8=63% | 1/8=13% | 53% in 2015 |
| 6 | 11 | * | 70% | na | 75% | 7/11=64% | na | na |
| 7 | 34 | * | 50% | na | 70% | 24/34=71% | 4/34=12% | na-48% |
| 8 | 26 | * | 50% | na | 70% | 14/26=54% | 10/26=38% | 48% in 2015 |

- **Enrollment Report:**

Heather Manrow presented the enrollment report by reviewing the chart below.

Table created by Josie Hill using PCSB Genesis data, attendance sheets for grades K-8, and teacher signed attendance sheets for age 3's and 4's

| Lakeland Montessori Schoolhouse Grade Level in 2015-16 | # of students that were enrolled the last day of 14-15 but did not return for 15-16 | # of students that have attended any school day this school year but are no longer here as of 9/25/15 | # of students currently enrolled as of 9-25-15 |
|--|---|---|--|
| Age 3 Willow | NA | 0 | 7 |
| Age 3 Banyan | NA | 0 | 9 |
| Age 4 Willow | 0 | 0 | 9 |
| Age 4 Banyan | 1 | 0 | 9 |
| Kindergarten Willow | 0 | 0 | 10 |
| Kindergarten Banyan | 0 | 0 | 8 26 total in Banyan 26 total in Willow |
| First grade | 2 | 0 | 13 |
| Second grade | 0 | 2 | 9 |
| Third grade | 0 | 0 | 10 32 total in Lower El |
| Fourth grade | 0 | 0 | 11 |
| Fifth grade | 1 | 0 | 8 |
| Sixth grade | 2 | 0 | 11 30 total in Upper El |

| Montessori Middle School 15-16 | # of students that were enrolled the last day of 14-15 but did not return for 15-16 | # of students that have attended any school day this school year but are no longer here as of 9/25/15 | # of students currently enrolled as of 9/25/15 |
|--------------------------------|---|---|--|
| Seventh grade | 1 | 0 | 34 |
| Eighth grade | 3 | 1 | 26 60 total in Secondary expected # |

Josie Hill

Update on accreditation process (one of our strategic goals)

Josie Hill gave an update on the AMS accreditation process. The AMS School Accreditation Self Study Report will be submitted by midnight tonight. It can be found here:

<https://docs.google.com/a/lakelandmontessori.com/document/d/11-CFS4C85ntNlnIURo3pevJxT9TxUNxwDO5Vz6AcqkE/edit?usp=sharing>

Josie Hill Update on task forces/Sunshine Law

Josie Hill provided an update on task forces as they relate to Sunshine Law. Josie Hill stated that Curtis Fuller of the Florida Charter Support Unit will be sponsoring attorney led presentations on the topic of Sunshine Law in October. She will share any new information at the next meeting.

Josie Hill Montessori Middle Preference list revision discussion

Josie Hill provided an update on conversations with Magnolia Montessori regarding enrollment preference. Magnolia has said if we make a preference for students coming from a Full member AMS school, they will move forward with applying to be an AMS full member school. The Board discussed tiering preferences.

Susan Truett moved to add item 6 and 7 to the preferences of the current Montessori Middle School Enrollment Plan to read:

6. Previous Montessori attendees, which only includes attendance at a school that is an Accredited member of the American Montessori Society; or a school accredited by the International Montessori Council; or a Recognized member of Association Montessori International.
 7. Previous Montessori attendees, which only includes attendance at a school that is a Full member of the American Montessori Society; or an Affiliated member of the American Montessori International.
- Second: Tim Seldin
 - Approval: Unanimous

Tim Seldin left the meeting at 6:45 p.m.

Heather Manrow discussed Florida's Best and Brightest Scholarship and shared that Kelly DeLaCruz has applied.

Nancy Moses moved to designate Heather Manrow as the designee to evaluate and submit Kelly DeLaCruz's application.

- Second: Nicole Marsh
- Approval: Unanimous.

- **ACTION ITEMS**

*Lori DeAngelis/Josie Hill/Heather Manrow Strategic goals
School Blueprint reference Section 1.1.1.1. We will reference the Essential Elements of Successful Montessori Schools in the Public School Sector as the criteria for the definition of authentic Montessori programs (Appendix A).*

<http://www.public-montessori.org/resources/essential-elements-successful-montessori-schools-public-school-sector>

The Board discussed strategic planning.

- Susan Truett asked about the status of a policy manual. Josie Hill said all policies are made, however the policies that have been adopted by the board at board meetings are being organized into a single document for easier reference. Susan Truett recommended we reevaluate strategic plan every year.
- Per the discussion at the May 2012 Board meeting, the three strategic goals that continue to be worked on or are already complete are AMS accreditation; a board policy manual; and contract renewal with the Polk County school district.
- Nicole Marsh moved to approve a Strategic plan, including:
 1. The Strategic Plan in the AMS Self Study
 2. Finishing the AMS Accreditation
 3. Finishing the Board Policy manual
 - Second: Susan Truett
 - Approval: Unanimous

Lori DeAngelis moved to adopt the AMS School Accreditation Self Study Report as a whole.

- Second: Susan Truett
- Approval: Unanimous

BOARD MEMBER MATTERS

Lori DeAngelis moved to empower Nancy Moses to work with parents and staff to develop guidelines for section 9 of the Blueprint.

- Second: Susan Truett
- Approval: Unanimous

Public Comment on Non-Agenda Items:

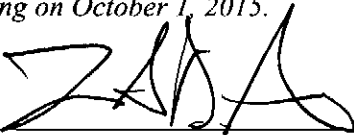
None.

The next board meeting will be on December 10, 2015 at 4:30 PM at the Lakeland Montessori Schoolhouse.

Meeting adjourned by Lori DeAngelis at 7:29PM.

These minutes were faithfully recorded by Nicole Marsh, Board Member.

We agree that these minutes honestly and faithfully represent the business of the Lakeland Montessori Schoolhouse, Inc. and Montessori Middle School, Inc. Boards of Directors at their meeting on October 1, 2015.

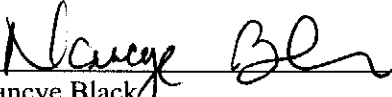


Lori DeAngelis

12-10-15
Date

Susan Truett

Date




Nancye Black

12/10/15
Date



Nancy Moses

12/10/2015
Date



Nicole Marsh

12/10/15
Date

Tim Seldin

Date