

**Montessori Middle School, Inc.
Lakeland Montessori Schoolhouse, Inc.
Evaluation Committee Meetings
March 31, 2016**

Attendance

Board members in attendance

Susan Truett, Nancye Black

Board members not in attendance

Nicole Marsh, Tim Seldin, Harlan Crosswait, Lori DeAngelis, Nancy Moses

Others Present in School Capacity

None

Location:

215 E Bay Street, Suite #5, Lakeland, FL 33801

Called to order by Susan Truett at 7:40 PM.

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

The committee shared updates on the administrator's evaluation progress. Nancye Black shared that the evaluation process has begun with the Director of Finance and Strategic Planning. Susan Truett reported that the issue with gaining access to the district's web portal for the principal's evaluation was never able to be resolved. She will be completing the 2015-2016 evaluation using the same tool and process, but without entering it into the web portal. The committee also discussed the potential to gather feedback from the schools' staffs in the evaluation process. The committee will brainstorm separately about using or creating a possible staff survey tool to gather this feedback and will bring their input to the next meeting. The committee anticipates both evaluations will be completed on schedule.

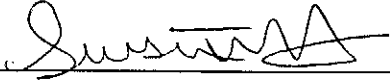
The committee discussed possible changes to tools, processes, and evaluators for the administrators' evaluations in future school years. They also discussed how the co-heads of school administrative model affects the evaluation tool and process. Susan Truett volunteered to contact other Montessori schools to gather information about how they evaluate their administrators and bring that information to the next committee meeting.

The committee discussed the process for the upcoming Board self-evaluation, which will take place at the April Board meeting. Susan Truett is creating the self-evaluation tool and will officiate the process. The committee also discussed the future possibility of creating a tool that would allow the schools' administrators to provide feedback to the Board.

Meeting adjourned by Susan Truett at 9:22 PM.

These minutes were faithfully recorded by Nancye Black, Secretary.

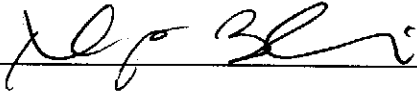
We agree that these minutes honestly and faithfully represent the business of the Lakeland Montessori Schoolhouse, Inc. and Montessori Middle School, Inc. Boards of Directors at their committee meeting on March 31, 2016.



6/2/16

Susan Truett

Date



6/2/16

Nancye Black

Date