

**Montessori Middle School, Inc.
Lakeland Montessori Schoolhouse, Inc.
Board of Directors Meetings
April 7, 2016**

Attendance

Board members in attendance

Nancye Black, Nancy Moses, Susan Truett, Harlan Crosswait

Board members not in attendance

Tim Seldin, Nicole Marsh, Lori DeAngelis

Others Present in School Capacity

Heather Manrow, Principal of LMS and MMS

Josie Hill, 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 Susan Truett at 4:35 PM.

Susan Truett 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.

Public Comment on Agenda Items

- None

Approval of Board Minutes

Harlan Crosswait made a motion to approve the amended combined LMS and MMS minutes from the February 4, 2016 Board meeting.

- Second: Nancye Black
- Approval: Unanimous

ACTION ITEMS

2016-2017 Principal Contract

The Board discussed the principal contract for 2016-2017. The Board briefly discussed the process for developing the contract and compensation package for future years, concluding that they would need to table that for further discussion at their summer board meeting.

Susan Truett moved to approve the proposed principal contract, which will include a raise equal to the State's percent funding increase, if any, in dollars per student for 2016-2017. (Blueprint Section 2: Faculty)

- Second: Nancy Moses
- Approval: Unanimous

Audit Contract

Nancy Moses moved to approve the proposed audit agreements for LMS and MMS with Brynjulfson CPA, P.A. for the 15-16 school year audit. (Blueprint Section 4: Finances)

- Second: Nancye Black
- Approval: Unanimous

School Calendars

Susan Truett moved to approve the proposed 2016-2017 school calendars for LMS and MMS. (Blueprint Section 6: Building the School Community)

- Second: Nancy Moses
- Approval: Unanimous

Museum Contract

Nancye Black moved to approve the proposed Polk Museum of Art Space Use Agreement for MMS. (Blueprint Section 3: Facilities)

- Second: Susan Truett
- Approval: Unanimous

Teacher Contracts

Nancye Black moved to approve the proposed LMS and MMS teacher contracts for Disha Patel, Kelly De La Cruz, Mabel Garcia, Margo Frinzi, Sandra Moss, Anna Clarke, and Samari Simpson. (Blueprint Section 2: Faculty)

- Second: Nancy Moses
- Approval: Unanimous

Expansion

Josie Hill presented a proposal for the expansion of LMS, which would include the addition of a new building and two additional classes of students – one primary and one elementary – by fall of 2018. The Board and administrators discussed some of the pros and cons of the proposal. The Board decided to continue discussions about expansion at the next Board meeting with the hope of coming to a decision at that meeting about whether or not to move forward with expansion.

REPORTS AND DISCUSSION

Financial Report

Josie Hill gave the financial reports for LMS and MMS through February 29, 2016. Both reports displayed a positive net income for the 2015-2016 fiscal year. Josie also stated that she is working on the LMS and MMS budgets for 2016-2017 for presentation at the next board meeting; she welcomed input from board members.

Principal's Report

Heather Manrow reported on the general academic progress of students at LMS and MMS. State standardized tests will begin soon.

Heather Manrow gave a report on enrollment. LMS currently has 114 students. MMS currently has 59 students.

As far as projected enrollment for 2016-2017, Heather reported that all current primary through seventh graders intend to return. Student acceptances have been sent to applied students for spots at levels, and we anticipate full enrollment.

Strategic Goals Report

Josie Hill reports that the three primary strategic goals previously set by the board have been completed: finishing the AMS accreditation process, creating a board policy manual, and completing the LMS and MMS district charter contract renewals. The board discussed the significant accomplishment of completing the accreditation process. The school anticipates receiving final word from AMS on accreditation after their April 28th meeting.

Josie Hill also reported successful progress on the four strategic goals laid out in the accreditation document's strategic plan.

Evaluation Committee Report

As annually scheduled for our April board meeting, Susan Truett led a brief Board self-evaluation discussion.

BOARD MEMBER MATTERS

Nancye Black asked the Board how they would like to handle the minutes for the February 21, 2016 Board meeting, which was scheduled during the accreditation team's visit, but turned out to be informal and no Board business was discussed. The Board agreed that the minutes should be written to reflect those circumstances. Nancye Black said she would have them ready for approval at the next Board meeting.

Public Comment on Non-Agenda Items:

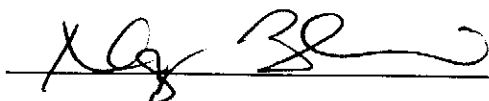
None.

The next board meeting will be on June 2, 2016 at 4:30 PM at the Lakeland Montessori Schoolhouse.

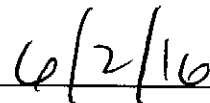
Meeting adjourned by Susan Truett at 6:35 PM.

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 meeting on April 7, 2016.



Nancye Black



Date

Nancy B. Moses

06/02/2016

Nancy Moses

Date

Susan Truett

6/2/16

Susan Truett

Date

Harlan Crosswait

6/2/16

Harlan Crosswait

Date