

**Montessori Middle School, Inc.
Lakeland Montessori Schoolhouse, Inc.
Board of Directors Meetings
April 3, 2014**

Attendance

Board members in attendance

Lori DeAngelis, Susan Truett, Nancye Blair, Nancy Moses, Nicole Marsh

Board members not in attendance

Tim Seldin, Harlan Crosswait

Others Present in School Capacity

Heather Manrow

Josie Zinninger

Location:

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

Called to order by Lori DeAngelis at 4:10 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.

Approval of Board Minutes

Susan Truett made a motion to approve the combined LMS and MMS minutes from the February 6, 2014 Board meeting.

- Second: Lori DeAngelis
- Approval: Unanimous

Public Comment on Agenda Items

- None

REPORTS AND DISCUSSION

Lakeland Montessori Schoolhouse, Inc. and Montessori Middle School, Inc. Principal Report

- Heather Manrow reported staff changes at Lakeland Montessori Schoolhouse that will begin on April 14 as well as anticipated staff changes for the 2014-2015 school year. For the open 2014-2015 school year positions, the principal is seeking candidates with current credentials and/or prior Montessori experience.
- Heather Manrow reported that MMS has accepted 20 students (19 7th graders and 1 8th grader) for the 2014-2015 school year. There are 18 additional applicants who have not yet submitted the snapshot portion of their application. There are 14 more open spots available for the 2014-2015 school year.
- She reported that the Montessori parenting course that we advertised to our parents for April and May was not full enough to offer at this time; therefore, she has postponed the course until August 2014.

- FCAT testing will run from April 14 – 28, 2014.

Evaluation and Survey Reports

- Susan Truett reported on the Student Survey and Parent Survey results, which were overall very positive. She also reported on the staff survey.
- Susan Truett reported on the progress of the Principal Evaluation process. The mid-year review has been submitted to the Polk County School Board.
- Susan Truett shared thoughts on possible internal evaluation procedures for the Board, including the recommendation of an annual Board retreat that includes time for Board performance self-evaluation.

School Renewal/Contract Process

- Josie presented an update on the school renewal/contract process for both LMS and MMS. The Polk County School Board approved a contract extension for MMS through June 30, 2025, which is a fifteen year contract term, in response to our designation as a high-performing school. The Polk County School Board also unanimously consented to renew LMS's charter for a minimum of seven years. The full contract renewal process for LMS must be complete by June 30, 2014. We have applied for a fifteen year contract renewal.
- The School Improvement Plan for this school year was approved. Josie is working on writing Accountability Plans for LMS and MMS.

Polk Museum of Art Lease Renewal

- Josie Zininger reported on the negotiations for the lease agreement between MMS and the Polk Museum of Art.

Lori DeAngelis moved to approve the amendment to the MMS lease agreement with the Polk Museum of Art, reflecting that both the museum and MMS will give notice by December 31st of each year.

- Second: Susan Truett
- Approval: Unanimous

Blueprint Process

- Josie Zininger reported on the Blueprint Process. 34 people attended the meeting on February 22, 2014. Since then, two other meetings have been had to make necessary changes identified in the Blueprint meeting. Josie presented the *Essential Elements of Successful Montessori Schools in the Public School Sector* as a possible touchstone reference in our School Blueprint as our schools' definition of authentic Montessori programs. A finalized draft is anticipated to go to the Board for discussion or possible approval at the June Board meeting.

Financial Report

- Josie Zininger gave the current financial reports for LMS and MMS. Both reports displayed a positive net income as of February 28, 2013.
- Josie Zininger reported on the MMS retirement plan adoption process.

ACTION ITEMS

LMS and MMS School Calendars for 2014-2015

Lori DeAngelis moved to approve the proposed school calendar for LMS with the removal of bussing information and a change in language to “First day of school for K-6 students.”

- Second: Nancye Blair
- Approval: Unanimous

Lori DeAngelis moved to approve the proposed school calendar for MMS with the removal of bussing information and a change of early release time to 12:30 PM for all early release dates.

- Second: Nancye Blair
- Approval: Unanimous

Lori DeAngelis moved to approve the Polk County School Board’s start and end dates for the LMS 2015-2016 school calendar.

- Second: Nancye Blair
- Approval: Unanimous

Lori DeAngelis moved to approve the Polk County School Board’s start and end dates for the MMS 2015-2016 school calendar.

- Second: Nancye Blair
- Approval: Unanimous

Admission Preference Language

Nancy Moses moved to add preference criteria 6 and clarify language of preference criteria 5 to the enrollment preferences list.

Enrollment preferences are given as follows, in the listed order:

1. Students who have successfully completed a voluntary prekindergarten education program under ss. 1002.51-1002.79 provided by Lakeland Montessori Schoolhouse during the previous year (per Florida law 1002.33).
2. Previous Montessori preschool attendees, which only includes attendance at a Montessori school that is a Full Level or Accredited Member of the American Montessori Society; or a Recognized or Affiliated member of the American Montessori International; or is a preschool operated by a Montessori public school.
3. Students of board members.
4. Students of employees.
5. **Enrolled Lakeland Montessori Schoolhouse students’ siblings that did not previously attend one of the schools listed in #2.**
6. **Siblings of enrolled Montessori Middle School students. This would not apply to a sibling that has been dismissed from Lakeland Montessori Schoolhouse or Montessori Middle School. Those students may reapply, but will be placed on the waiting list by the date of their application.**

- Second: Nicole Marsh
- Approval: Unanimous

Teacher and Principal Contracts – Annual Process and Timelines

Nancye Blair moved to approve the 2014-2015 LMS teacher contracts for the following teachers:

Mabel Garcia, Sandra Moss, Disha Patel

- Second: Nancy Moses
- Approval: Unanimous

Nancye Blair moved to approve the 2014-2015 MMS teacher contracts for the following teachers:

Anna Clarke , Kelly DeLaCruz

- Second: Lori DeAngelis
- Approval: Unanimous

Josie Zininger asked the Board to consider for future discussion the possibility of meeting the criteria of an experienced Montessori teacher serving as a curriculum coordinator.

The Board discussed the process of establishment and approval for the 2014-2015 Principal's contract. Consideration was given to the budget implications of a pay raise and the comparison of current salary to that of comparable district positions. The Board determined that further discussion was needed on this topic before a decision could be made.

Lori DeAngelis left the room at 6:35 PM.

Lori DeAngelis returned to the room at 6:38 PM.

Susan Truett moved to have Nancy Moses begin salary negotiations with the Principal on behalf of the Board.

- Second: Lori DeAngelis
- Approval: Unanimous

Board Meeting Schedule

Nancye Blair moved to add a Board meeting on Wednesday, April 16 at 4:00 PM.

- Second: Susan Truett
- Approval: Unanimous

IMC or AMS Accreditation

The Board tabled this discussion until the June Board meeting.

BOARD MEMBER MATTERS

None.

Public Comment on Non-Agenda Items:

None.

The next board meeting will be on April 16, 2014 at 4:00 PM at the Lakeland Montessori Schoolhouse.

Meeting adjourned by Lori DeAngelis at 5:54 PM.

These minutes were faithfully recorded by Nancye Blair, 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 3, 2014.

Lori DeAngelis

Lori DeAngelis

Date

Lori DeAngelis

6-5-14

Susan Truett

Date

Susan Truett

6/5/14

Nancy Blair

Date

Nancy Blair

06/05/2014

Nancy Moses

Date

Nicole Marsh

06/05/14

Nicole Marsh