

**Montessori Middle School, Inc.
Lakeland Montessori Schoolhouse, Inc.
Board of Directors Meetings
May 26, 2015**

Attendance

Board members in attendance

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

Board members not in attendance

Harlan Crosswait, Tim Seldin

Others Present in School Capacity

Heather Manrow, Principal of LMS and MMS

Josie Zinninger, 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 4:34 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 April 9, 2015 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 gave a report on upcoming events, including moving-up ceremonies for kindergarteners, third graders, and sixth graders as well as eighth grade graduation. She reported that all FSA testing was successfully completed. Manrow also reported that the MMS students elected to cancel their end-of-the-year trip and instead contribute the money raised from their student business to Nepalese families recovering from a recent earthquake.

Manrow also reported that the parent climate surveys were completed at LMS and at MMS. Additionally, the MMS student survey was completed. The survey results were generally very positive. This year the schools also administered a staff survey, which also garnered very positive results.

Heather Manrow gave a report on enrollment. Both schools have full enrollment projected for the 2015-2016 school year, with additional students on the waiting list.

Financial Report

Josie Zinninger gave the current financial reports for LMS and MMS through April 30, 2015. Both reports displayed a positive net income for the 2014-2015 fiscal year.

Preference List Revision Discussion

Josie Zinninger presented and the Board discussed various factors and perspectives regarding the possibility of updating the preference list of LMS and/or MMS to include students with previous Montessori schooling.

ACTION ITEMS

2015-2016 Budgets (Blueprint Section 4: Finances)

Susan Truett moved to approve the proposed LMS 2015-2016 budget.

- Second: Nicole Marsh
- Approval: Unanimous

Susan Truett moved to approve the proposed MMS 2015-2016 budget.

- Second: Nicole Marsh
- Approval: Unanimous

Nancy Moses moved to allow the current Director of Finance and Strategic Planning to approve adjustments to the budget expenditures as needed for additional expenses to be paid by the current Principal as long as the total expense do not exceed the total income for the fiscal year through June 2015.

- Second: Lori DeAngelis
- Approval: Unanimous

2015-2016 Busing Contract (Blueprint Section 4: Finances)

Nancye Black moved to empower Josie Zinninger to negotiate and sign a 2015-2016 contract for busing with either McKeel Academy or Polk County School Board for both LMS and MMS.

- Second: Nancy Moses
- Approval: Unanimous

Board Member Application and Evaluation (Blueprint Section 8: Governance)

The Board discussed issues surrounding gathering information about potential board members and an annual board member evaluation process.

Board Member Elections (Blueprint Section 8: Governance)

Lori DeAngelis moved to retain Nancye Black for another two-year term as a board member for both MMS and LMS.

- Second: Susan Truett
- Approval: Unanimous

Lori DeAngelis moved to retain Nicole Marsh for another two-year term as a board member for both MMS and LMS.

- Second: Susan Truett
- Approval: Unanimous

Lori DeAngelis moved to retain Nancy Moses for another two-year term as a board member for both MMS and LMS.

- Second: Susan Truett
- Approval: Unanimous

Lori DeAngelis moved to retain Susan Truett for another two-year term as a board member for both MMS and LMS.

- Second: Nicole Marsh
- Approval: Unanimous

Nancye Black moved to elect Lori DeAngelis as President of the LMS and MMS Boards for the 2015-2016 school year.

- Second: Nancy Moses
- Approval: Unanimous

Lori DeAngelis moved to elect Susan Truett as Vice-President of the LMS and MMS Boards for the 2015-2016 school year.

- Second: Nicole Marsh
- Approval: Unanimous
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Lori DeAngelis moved to elect Nancye Black as Secretary of the LMS and MMS Boards for the 2015-2016 school year.

- Second: Nicole Marsh
- Approval: Unanimous

Lori DeAngelis moved to elect Josie Zininger as Non-voting Treasurer of the LMS and MMS Boards for the 2015-2016 school year.

- Second: Nicole Marsh
- Approval: Unanimous

2014-2015 Audit Contracts (Blueprint Section 4: Finances)

Nancy Moses moved to approve the Audit Services Agreements for LMS and MMS with Brynjulfson CPA, P.A. for the 2014-2015 school year.

- Second: Nicole Marsh
- Approval: Unanimous

2015-2016 Board Meeting Schedule (Blueprint Section 8: Governance)

Nicole Marsh moved to approve the following Board meeting schedule for 2015-2016, each to be held at the Lakeland Montessori Schoolhouse:

August 15, 2015, 9 AM – 3 PM

October 1, 2015, 4:30 PM
December 10, 2015, 4:30 PM
February 4, 2016, 4:30 PM
April 7, 2016, 4:30 PM
June 2, 2016, 4:30 PM

- Second: Lori DeAngelis
- Approval: Unanimous

BOARD MEMBER MATTERS

The Board discussed topics for the agenda of the Board meeting on August 15, 2015.

Public Comment on Non-Agenda Items:

None.

The next board meeting will be on August 15, 2015 at 9:00 AM at the Lakeland Montessori Schoolhouse.

Meeting adjourned by Lori DeAngelis at 7:05 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 May 26, 2015.

Lori DeAngelis

Date

Susan Truett

Date

Nancye Black

Date

Nancy Moses

Date

Nicole Marsh

Date