

**Montessori Middle School, Inc.
Lakeland Montessori Schoolhouse, Inc.
Board of Directors Meetings
August 15, 2013**

Attendance

Board members in attendance

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

Board members not in attendance

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 4:07 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.

Simultaneous Board Meeting

Susan Truett made a motion to conduct the Board Meetings of Lakeland Montessori Schoolhouse, Inc. and Montessori Middle School, Inc. simultaneously. The Board will vote on business separately for each school, yet keep one set of minutes.

- Second: Nancy Moses
- Approval: Unanimous

Approval of Board Minutes

Nancye Blair made a motion to approve the MMS minutes from the June 6, 2013 Board meeting.

- Second: Susan Truett
- Approval: Unanimous

Nancye Blair made a motion to approve the MMS minutes from the August 3, 2013 Board meeting.

- Second: Susan Truett
- Approval: Unanimous

Nicole Marsh made a motion to approve the LMS minutes from the August 3, 2013 Board meeting.

- Second: Lori DeAngelis
- Approval: Unanimous

Nicole Marsh made a motion to approve the LMS minutes from the June 6, 2013 Board meeting.

- Second: Lori DeAngelis
- Approval: Unanimous

Public Comment on Agenda Items

- None

REPORTS AND DISCUSSION

Lakeland Montessori Schoolhouse, Inc. Principal Report

- Heather Manrow reported that LMS is fully enrolled plus one additional student in the 6th grade class. The first day of school – August 15, 2013 - was successful. LMS earned the equivalent number of points to a school grade of “A.”

Montessori Middle School, Inc. Principal Report

- Heather Manrow reported that MMS has 55 students enrolled, 24 7th graders and 31 8th graders. The first day of school – August 15, 2013 - was successful. MMS received a school grade of “A.”

MMS and LMS 2013-2014 Principal Contract

- Nicole Marsh and Nancy Moses reported on the completion of the 2013-2014 Principal Contract for Heather Manrow.

Polk Museum of Art Building Expansion/Future of MMS Location

- Lori DeAngelis reported that she met with a representative from the Polk Museum of Art. PMOA is at the beginning stages of building expansion discussions. Additionally, PMOA noted that they are planning for the future with MMS’ presence on site in mind.

Financial Report

- Josie Zininger reported that she met with the accountant to complete the end of the year adjustments for MMS and LMS financial statements for the 2012-2013 school year, which she presented to the Board. The Board discussed having Josie share “view only” documents within the Lakeland Montessori Google Drive for Board Members’ on-going access.

ACTION ITEMS

2012-2013 Proposed Amended Budget

Lori DeAngelis moved to approve the proposed 2012-2013 amended budget for LMS.

- Second: Nancy Moses
- Approval: Unanimous

Lori DeAngelis moved to approve the proposed 2012-2013 amended budget for MMS.

- Second: Susan Truett
- Approval: Unanimous

Management Policy Manual Changes

Lori DeAngelis moved to adopt the revised LMS Management Policy Manual to be effective July 1, 2013.

- Second: Nancy Moses
- Approval: Unanimous

Bank Account Signers

Susan Truett moved to approve the Bank of America corporate resolution form regarding bank signatories as included in the agenda for LMS.

- Second: Nancy Moses
- Approval: Unanimous

Susan Truett moved to approve the Bank of America corporate resolution form regarding bank signatories as included in the agenda for MMS.

- Second: Nancy Moses
- Approval: Unanimous

Principal Evaluation Process

Susan Truett presented options regarding the 2013-2014 Principal Evaluation Process for LMS and MMS. The Board discussed continuing to adopt the Florida DOE's process for Principal Evaluation.

Susan Truett moved to create an LMS Principal Evaluation committee.

- Second: Nancy Moses
- Approval: Unanimous

Lori DeAngelis moved to appoint Nancye Blair and Susan Truett to the LMS Principal Evaluation Committee and to designate Susan Truett as the Chair of the LMS Principal Evaluation Committee.

- Second: Nancy Moses
- Approval: Unanimous

Susan Truett moved to create an MMS Principal Evaluation committee.

- Second: Nancy Moses
- Approval: Unanimous

Lori DeAngelis moved to appoint Nancye Blair and Susan Truett to the MMS Principal Evaluation Committee and to designate Susan Truett as the Chair of the MMS Principal Evaluation Committee.

- Second: Nancy Moses
- Approval: Unanimous

Blueprint

Tim Seldin shared about the Blueprint visioning process. Lori DeAngelis tabled further discussion of the Blueprint until the October Board meeting.

BOARD MEMBER MATTERS

Board Members' Conflict of Interest Disclosure

Josie Zininger shared the Florida Statute, LMS by-laws, and MMS by-laws regarding voting conflicts for board members.

Susan Truett left the meeting at 5:35 PM.

Susan Truett returned to the meeting at 5:39 PM

Lori DeAngelis appointed Susan Truett to continue conducting the Board Meeting in her absence.

Lori DeAngelis left the meeting at 5:41 PM.

Susan Truett moved to authorize LMS to make monthly payments with CGMS for teacher training, membership dues for IMC, and conference expenses to IMC and CGMS for Montessori Conference. Tim Seldin disclosed his personal conflict with these decisions and abstained.

- Second: Nicole Marsh
- In favor: Nancy Moses, Nancye Blair; Abstained: Tim Seldin

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- Second: Nicole Marsh
- In favor: Nancy Moses, Nancye Blair; Abstained: Tim Seldin

Board Member Elections

Susan Truett moved to re-elect Nancye Blair and Nancy Moses to the Montessori Middle School, Inc. Board.

- Second: Nicole Marsh
- Approval: Unanimous

Public Comment on Non-Agenda Items:

- None

The next board meeting will be on October 3, 2013 at 4:00 PM at the Lakeland Montessori Schoolhouse.


Meeting adjourned by Susan Truett at 5:45 PM.

These minutes were faithfully recorded by Nancye Blair, Secretary.

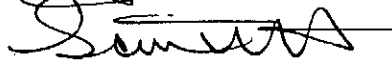
We agree that these minutes honestly and faithfully represent the business of the Lakeland Montessori Schoolhouse, Inc. and Montessori Middle School, Inc. Boards of Directors at their meeting on August 15, 2013.

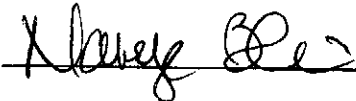
Lori DeAngelis

Date


10-3-13

Susan Truett

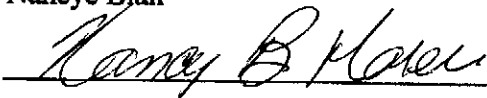

Date
10-3-13



10/3/13

Nancye Blair

Date



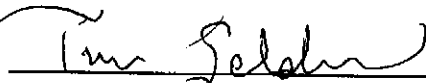
10/03/2013

Nancy Moses

Date

Nicole Marsh

Date



10/3/2013

Tim Seldin

Date