

Countryside Montessori Charter School
Board of Directors Agenda
September 22, 2015

Call to Order

Roll Call

Public Comments

- None Scheduled

Approval of Minutes from the 08/11/2015 meeting.

Review / Approve July Financials (includes regular comparisons to actual budget).

Old Business

1. New BOD Member
2. Follow-up on Chain of Command and Team Building.

New Business

1. New BOD Member – Contract and Bylaws
2. New BOD Member – Fingerprinted
3. New BOD Member – Board Training
4. New BOD Member – District Notified
5. New Staff Transition
6. School Improvement Plan / Academic Goals
7. Teacher Allocation Fund Distribution
8. Out-of-Field / Not Highly Qualified Teachers

Off Agenda Items

Discipline Matters

Teacher / Staff Resignations

Adjournment

Workshop Minutes of the 09/22/2015 Meeting
Countryside Montessori Charter School Board of Directors
Countryside Montessori Charter School, Inc., a Florida Not for Profit Corporation

A meeting of the Board of Directors of the Countryside Montessori Charter School, Inc. (CMCS) was held at the school on Tuesday, September 22, 2015.

Call to Order:

Director Michelle Ferraro who declared that a quorum was present and that the meeting was open for business called the meeting to order at 1542 hours.

Roll Call:

In attendance: Directors Michelle Ferraro, Niketa Patel and Alice Godwin. Also in attendance were Karen Mantei, Mary Rivers, Lori Spurr, Dr. Rom, Robin Blinder, Sandra Ramkissoon, and Jack Licht.

Public Comment:

- None Scheduled.

Approval of Minutes:

The minutes from the August 11, 2015 meeting were reviewed. Director Michelle Ferraro motioned for approval. Director Niketa Patel seconded the motion. A unanimous vote of 3/0 was entered and **APPROVED** by a signature of a majority of Directors.

Approval of Financials:

Financials from July (including regular comparison to actual budget) were reviewed. Director Niketa Patel motioned for approval. Director Alice Godwin seconded the motion. A unanimous vote of 3/0 was entered and **APPROVED** by a signature of a majority of Directors.

Old Business:

1. New Board of Director Candidate, Robin Blinder was introduced. She confirmed her interest in becoming a member of the Board of Directors. Director Michelle Ferraro motioned for approval. Director Niketa Patel seconded the motion. A unanimous vote of 3/0 was entered and **APPROVED** by a signature of a majority of Directors.
2. The chain of command and team building initiatives were discussed. To date, the employee atmosphere is much better and the proper chain of command is being followed. There is still some tweaking to do, but overall, it is much better.

New Business:

1. New BOD Member – received copy of the bylaws but not the contract. She will see if she can get an electronic copy via the Districts website.
2. New BOD Member – Fingerprinting will be coordinated with Nancy Agudo.
3. New BOD Member – Board training will be coordinated with Nancy Agudo.
4. New BOD Member – Notification to the district will be handled by CMCS administration.
5. New Staff member transition was discussed. The new teachers and staff members are transitioning well, and returning staff and teachers are working well with the new teachers.
6. School Improvement Plan was reviewed by the Board. Director Michelle Ferraro motioned for approval. Director Niketa Patel seconded the motion. A unanimous vote of 4/0 was entered and **APPROVED** by a signature of a majority of Directors.
7. **TABLED** – Since there are no school grades, it is unknown as to whether there will be school recognition funds for this school year. It is also unknown as to if there will even be school grades for this year.
8. A list of out-of-field / not highly qualified teachers was presented to the Board.
 - Kelly Picone – Middle Grades Social Science
 - Michael Picone – Middle Grades Science

Director Michelle Ferraro motioned for approval. Director Robin Blinder seconded the motion. A unanimous vote of 4/0 was entered and **APPROVED** by a signature of a majority of Directors.

Off Agenda:

1. FSA scores have not been released. It is not known if official scores will be released. The preliminary scores that were released show students scoring in the lowest 20%. No CMCS students were listed.
2. FTE count is currently 303 students. By the official FTE count in October, the count is expected to be approximately 293 students.
3. The need for a Curriculum Coordinator was discussed. It was originally thought that an outside contractor would be providing support as needed. This is no longer the case. Director Michelle Ferraro proposed that an already employed teacher could take on these additional responsibilities. Administration is considering the idea.
4. Students will perform at the Community Center Christmas Event this year, as they did last year.
5. A new CMCS Board of Directors President was discussed. Director Niketa Patel agreed to serve in this position. Director Michelle Ferraro motioned for approval. Director Alice Godwin seconded the motion. A unanimous vote of 3/0 was entered and **APPROVED** by a signature of a majority of Directors.
6. A request for refund was presented to the Board. Avery and Stella Bartlett requested a refund for \$320.00 for their edukit and maintenance fee. Director Michelle Ferraro motioned for approval. Director Alice Godwin seconded the motion. A unanimous vote of 4/0 was entered and **APPROVED** by a signature of a majority of Directors.

Discipline Matters:

NONE

Teacher / Staff Resignations:

Bridgett Bullock-Lombino, Administrative Assistant, resigned. Her replacement, Ashly Holcomb, will start on 10/05/2015.

Adjournment:

The meeting adjourned at 1639 by Director Michelle Ferraro at the close of business.

Approved this day, October 20, 2015.



Michelle Ferraro



Niketa Patel

Alice Godwin



Robin Blinder

Michelle Ferraro

From: Mary Rivers <mrivers813@verizon.net>
Sent: Wednesday, July 22, 2015 9:22 PM
To: Michelle Ferraro; Monica Matthews Santana; Alice Godwin; N patek
Cc: Karen Mantei
Subject: Loan refinance

Hi Board members,

Karen and I have a loan at Bank of America that has a balloon payment. This is the mortgage on Ehren Cut-off that we redid to get the money for the portables. Due to the lease agreement with CMCS, CMCS signed a guarantee document that the bank requested. Now BB&T has approached us about refinancing. The interest rate will be slightly lower and there will not be a balloon payment. They want the same paper signed by CMCS.

Could we have Board approval for this?

Thanks,

Mary

Sent from my iPad=

VannFann

From: Alice Godwin <alicejoyg@hotmail.com>
Sent: Thursday, July 23, 2015 7:31 AM
To: Michelle Ferraro
Subject: RE: Loan refinance

I approve as well.

Alice

> From: michelle.ferraro63@verizon.net
> To: mrivers813@verizon.net; kwg8r@hotmail.com; alicejoyg@hotmail.com; npatel@health.usf.edu
> CC: karen.mantei@verizon.net
> Subject: RE: Loan refinance
> Date: Wed, 22 Jul 2015 21:25:02 -0400

>

> Michelle Ferraro - I APPROVE

>

> -----Original Message-----

> From: Mary Rivers [mailto:mrivers813@verizon.net]
> Sent: Wednesday, July 22, 2015 9:22 PM
> To: Michelle Ferraro; Monica Matthews Santana; Alice Godwin; N patek
> Cc: Karen Mantei
> Subject: Loan refinance

>

> Hi Board members,
> Karen and I have a loan at Bank of America that has a balloon payment. This
> is the mortgage on Ehren Cut-off that we redid to get the money for the
> portables. Due to the lease agreement with CMCS, CMCS signed a guarantee
> document that the bank requested. Now BB&T has approached us about
> refinancing. The interest rate will be slightly lower and there will not be
> a balloon payment. They want the same paper signed by CMCS.
> Could we have Board approval for this?

> Thanks,

> Mary

>

> Sent from my iPad=

>

VannFann

From: Monica <kwg8r@hotmail.com>
Sent: Thursday, July 23, 2015 10:30 AM
To: Patel, Niketa; Michelle Ferraro; mary rivers; 'Alice Godwin'
Cc: karenmantei
Subject: RE: Loan refinance

I approve.

Be Blessed,

MONICA S. SANTANA

Luke 6:31 *And as you wish that others would do to you, do so to them.*

> From: npatel@health.usf.edu
> To: michelle.ferraro63@verizon.net; mrivers813@verizon.net; kwg8r@hotmail.com; alicejoyg@hotmail.com
> CC: karen.mantei@verizon.net
> Subject: Re: Loan refinance
> Date: Thu, 23 Jul 2015 13:30:30 +0000
>
> I approve.
>
>
> Niketa A. Patel, Ph.D.
> James A. Haley Veterans Hospital
> Research Service
> And
> University of South Florida
> Associate Professor, Department of Molecular Medicine
> Tampa, FL 33612
> Tel: +1 (813) 972-2000 X 7283
> Labs: +1 (813) 972-2000 X 7121; X 7020; X 7443; X 6964
> Fax: +1 (813) 972- 7623
>
>
> _____
> From: Michelle Ferraro <michelle.ferraro63@verizon.net>
> Sent: Wednesday, July 22, 2015 9:25 PM

> To: 'Mary Rivers'; 'Monica Matthews Santana'; 'Alice Godwin'; Patel, Niketa
> Cc: 'Karen Mantei'
> Subject: RE: Loan refinance
>
> Michelle Ferraro - I APPROVE
>
> -----Original Message-----
> From: Mary Rivers [mailto:mrivers813@verizon.net]
> Sent: Wednesday, July 22, 2015 9:22 PM
> To: Michelle Ferraro; Monica Matthews Santana; Alice Godwin; N patek
> Cc: Karen Mantei
> Subject: Loan refinance
>
> Hi Board members,
> Karen and I have a loan at Bank of America that has a balloon payment. This
> is the mortgage on Ehren Cut-off that we redid to get the money for the
> portables. Due to the lease agreement with CMCS, CMCS signed a guarantee
> document that the bank requested. Now BB&T has approached us about
> refinancing. The interest rate will be slightly lower and there will not be
> a balloon payment. They want the same paper signed by CMCS.
> Could we have Board approval for this?
> Thanks,
> Mary
>
> Sent from my iPad=
>

VannFann

From: Patel, Niketa <npatel@health.usf.edu>
Sent: Thursday, July 23, 2015 9:31 AM
To: Michelle Ferraro; 'Mary Rivers'; 'Monica Matthews Santana'; 'Alice Godwin'
Cc: 'Karen Mantei'
Subject: Re: Loan refinance

I approve.

Niketa A. Patel, Ph.D.
James A. Haley Veterans Hospital
Research Service
And
University of South Florida
Associate Professor, Department of Molecular Medicine Tampa, FL 33612
Tel: +1 (813) 972-2000 X 7283
Labs: +1 (813) 972-2000 X 7121; X 7020; X 7443; X 6964
Fax: +1 (813) 972- 7623

From: Michelle Ferraro <michelle.ferraro63@verizon.net>
Sent: Wednesday, July 22, 2015 9:25 PM
To: 'Mary Rivers'; 'Monica Matthews Santana'; 'Alice Godwin'; Patel, Niketa
Cc: 'Karen Mantei'
Subject: RE: Loan refinance

Michelle Ferraro - I APPROVE

-----Original Message-----

From: Mary Rivers [mailto:mrivers813@verizon.net]
Sent: Wednesday, July 22, 2015 9:22 PM
To: Michelle Ferraro; Monica Matthews Santana; Alice Godwin; N patek
Cc: Karen Mantei
Subject: Loan refinance

Hi Board members,
Karen and I have a loan at Bank of America that has a balloon payment. This is the mortgage on Ehren Cut-off that we redid to get the money for the portables. Due to the lease agreement with CMCS, CMCS signed a guarantee document that the bank requested. Now BB&T has approached us about refinancing. The interest rate will be slightly lower and there will not be a balloon payment. They want the same paper signed by CMCS.
Could we have Board approval for this?
Thanks,
Mary

Sent from my iPad=

Michelle Ferraro

From: Michelle Ferraro <michelle.ferraro63@verizon.net>
Sent: Wednesday, July 22, 2015 9:25 PM
To: 'Mary Rivers'; 'Monica Matthews Santana'; 'Alice Godwin'; 'N patek'
Cc: 'Karen Mantei'
Subject: RE: Loan refinance

Michelle Ferraro - I APPROVE

-----Original Message-----

From: Mary Rivers [mailto:mrivers813@verizon.net]
Sent: Wednesday, July 22, 2015 9:22 PM
To: Michelle Ferraro; Monica Matthews Santana; Alice Godwin; N patek
Cc: Karen Mantei
Subject: Loan refinance

Hi Board members,

Karen and I have a loan at Bank of America that has a balloon payment. This is the mortgage on Ehren Cut-off that we redid to get the money for the portables. Due to the lease agreement with CMCS, CMCS signed a guarantee document that the bank requested. Now BB&T has approached us about refinancing. The interest rate will be slightly lower and there will not be a balloon payment. They want the same paper signed by CMCS.

Could we have Board approval for this?

Thanks,
Mary

Sent from my iPad=

Michelle Ferraro

From: Monica Santana Law Office <monicasantanalaw@yahoo.com>
Sent: Monday, August 3, 2015 10:53 PM
To: Mary Rivers; Mike Rom; Michelle Ferraro; Alice Godwin; Niketa Patel (work); Lori Spurr; Bridgett Lombino; Karen Mantei
Subject: Board of Directors

Hi guys,

I am tendering my resignation from the Board of Directors. I hope you all know that CMCS will always have a **very** deep spot in my heart. However, I feel it's what is best for me and for CMCS at this time. There are a couple of reasons I feel I need to. 1) Most importantly, I don't like the message it sends when the BOD president does not have her own children enrolled at the school. I don't think it is doing any favors for CMCS. I have heard many gripes over the years from people when the teachers and/or staff don't have their children at the school. 2) I asked to volunteer at Robby's school and I am already the chair for two committees ;-). Plus, TCMS has asked me to consider being on their BOD, although I haven't attended any meetings yet. In other words, I really don't have time to be involved in three schools.

It's the start of the school year and I think a good time to introduce the BOD to the parents. For what it's worth, I think it is imperative to get a replacement that is a parent. Of course I heard the grumblings perhaps more than other board members because I was at the school so often, but mainly because I truly believe it is a great perspective for the board to be able to relay the "air" of the school, both good and bad, to the board. We have a unique and dynamic board that offers many viewpoints. I think it's important and helpful to have a parent.

Of course, if you have questions at any time or want a legal perspective, you know I will be glad to help out.

Blessings and my best,

Monica S. Santana
Attorney at Law
(813) 994-6760

The information contained in this communication/attachments is intended only for the individual(s) to whom addressed. This communication and attachments may be attorney-client communication and as such is privileged and confidential. Anyone receiving this information other than the intended recipient is notified that unauthorized distributing or copying of this communication and its attachments is prohibited. If you have received this communication in error please notify the sender at sender's e-mail address and delete all copies from your computer. Receipt by anyone other than the intended recipient is not a waiver of applicable attorney-client privilege or attorney work-

product doctrine protections. Communication by and responses to e-mail consume attorney time and such time is billable.