

Countryside Montessori Charter School
Board of Directors Agenda
September 23, 2014

Call to Order

Roll Call

Public Comments

- None scheduled

Approval of Minutes from the August 14, 2014.

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

Old Business

1. King Walker CPA audit – for Board review/approval.
2. School Administrator Evaluation.
3. Niketa Patel to receive copy of CMCS charter.
4. Niketa Patel to receive copy of Bylaws.
5. Niketa Patel fingerprinting update.
6. Niketa Patel Board training update.
7. Re-adoption of Ethical Standard for Educators.
8. Categorical Spending Plan reviewed for approval/non-approval.

New Business

1. Digital Classroom allocation.
2. Parking issues.
3. Turn lane issues.
4. Crosswalk issues.
5. Administrative makeup.
6. Upper level meeting with parents.
7. Upper level update (communication, discipline, etc.).
8. FTE count letter to parents.
9. Out of Field Teachers.
10. School Improvement Plan.
11. Employee Handbook – Approval/Non-Approval.
12. Student/Parent Handbook – Approval/Non-Approval.

Off Agenda Items

Discipline Matters

Adjournment

Meeting Minutes of the 09/23/14 Meeting
Countryside Montessori Charter School Board of Directors
Countryside Montessori Charter School, Inc., a Florida Not for Profit Corporation

A scheduled meeting of the Board of Directors of the Countryside Montessori Charter School, Inc. (CMCS) was held at the school in Land O' Lakes, Florida on Tuesday, September 23, 2014.

Call to Order:

Director Monica Santana who declared that a quorum was present and that the meeting was open for business called the meeting to order at 1532 hours.

Roll Call:

In attendance: Directors Monica Santana, Michelle Ferraro, Alice Godwin and Niketa Patel. Also in attendance were Karen Mantei, Mary Rivers, Lori Spurr, and Dr. Mike Rom.

Public Comment:

- None Scheduled

Approval of Minutes:

The minutes from the August 14, 2014 meeting were reviewed. Some necessary correction were noted. Director Michelle Ferraro will make the appropriate corrections and will present for approval at the next scheduled meeting on October 10, 2014.

Approval of Financials:

Financials form August (including regular comparison to actual budget) were reviewed. Director Monica Santana 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.

Old Business:

1. The annual financial audit from King Walker was presented and reviewed by the board. Director Michelle Ferraro motioned for approval. Director Monica Santana seconded the motion. A unanimous vote of 4/0 was entered and **APPROVED** by a signature of a majority of Directors.
2. School Administrator evaluation – **TABLED**.
3. Director Niketa Patel received her copy of the CMCS charter.
4. Director Niketa Patel received her copy of the CMCS bylaws.
5. Director Niketa Patel has her fingerprint appointment scheduled for 10/03/2014.
6. Director Niketa Patel received her BOD training information.
7. CMCS is using the same training materials as the Pasco County School District. 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.
8. Categorical Spending – **TABLED**. Pasco County has still not sent the template. Mary will contact to clarify.

New Business:

1. Digital Classroom – need clarification on program details from the district. Dr. Rom will follow-up with the new Charter School Director, Jeff Yungmann.
2. Parking – Shortages mainly during large school events. Solutions to the problem are a work in progress.
3. Traffic / Turn Lane – Director Alice Godwin is working to provide some solutions to help alleviate some of the traffic issues. She has plans to meet with Pasco County officials to brainstorm some ideas.
4. Crosswalk – too dangerous. Will not pursue at this time.
5. Role of Volunteer / Fundraising Director was discussed. The BOD determined it was necessary to re-define the role to encompass additional duties. The Administration is currently working on new job descriptions for Administrative personnel.
6. Several parents approached the Administration with Upper Level Concerns. During the 3-hour meeting, the parents discussed concerns with the UL teachers and the administration. Many of the concerns were already on the agenda for the upcoming open house. Other concerns were addressed during the meeting. Changes

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have been implemented to address the concerns and the situation has improved. The UL students are very pleased with the new method.

7. Upper Level update – communications need some improvement and need to be coordinated. The administration will put into place measures to help make communications more regular and cohesive.
8. FTE letter to parents – notice goes out to parent of the importance of the FTE count. CMCS has not had issues with absenteeism during FTE week.
9. Out of Field Teacher –
 - a. Holly Murdico = Out of Field for Middle School Science.
 - b. Latania Nicholson = Out of Field for ESOL.
10. School Improvement Plan is being completed by Lori Spurr. She will submit to District when completed.
11. Employee Handbook – being emailed to BOD – **TABLED**.
12. Student / Parent Handbook – being email to BOD – **TABLED**.

Off Agenda:

1. The Board was presented with a refund request for maintenance fees, planner, and Edu Kit purchases totaling \$496.00. 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.

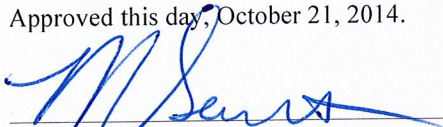
Discipline Matters:

No discipline matters requiring the action of the Board were reported.

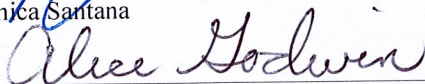
Adjournment:

The meeting adjourned at 1720 by Director Michelle Ferraro at the close of business. The next meeting is scheduled for Tuesday, 10/21/2014 at 3:30.

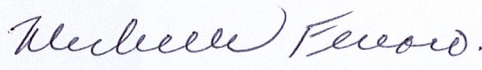
Approved this day, October 21, 2014.



Monica Santana



Alice Godwin



Michelle Ferraro

Niketa Patel