



Brandy Caler

MONTESSORI HEAD OF SCHOOL

CONTACTO



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www.peaceful-place.com

SKILLS

- Advertising to build a successful business
- Organization
- Consulting for Montessori at home and in school
- Leading groups

EDUCATION

- **Southwest Institute of Montessori Studies**
AMI Primary Diploma
2020
- **Scottsdale.Mesa Community Colleges**
Interior Design
Certificate 2010

PROFESSIONAL SUMMARY

Purpose-driven Montessori leader with a strong foundation in AMI Primary training, school administration, and family-centered educational support. Experience in managing operations, guiding parent communication, and creating enriching Montessori-aligned learning and supporting children and families through authentic Montessori principles. Dedicated to leading a collaborative team of Montessorians and fostering a peaceful, growth-oriented school culture.

CORE COMPETENCIES

- **Montessori Leadership** – Child-centered decision-making, observation, and prepared environment support
- **School Administration** – Enrollment, communication systems, scheduling, and compliance
- **Family & Community Engagement** – Clear communication, parent education, and relationship building
- **Operational Management** – Bookkeeping, invoicing, budgeting, and vendor coordination
- **Classroom Management** – Lesson planning, environment preparation, and student engagement
- **Marketing & Outreach** – Advertising, social media, and community visibility

REFERENCES

Leslie Kitchen 619.504.0895 or
Carly Esquerro 619.966.8752
homeschoolenrichmentcenters@gmail.com

Crystal Villegas 562.686.4238 cvillegas11@gmail.com

Ann Velasco
ann@sims-ami.org

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MONTESSORI HEAD OF SCHOOL

Peaceful Place – Independent Contractor / Vendor 2022–2026

Administration & Operations

- Marketed Montessori-based classes at vendor fairs and across social media platforms.
- Communicated with charter schools regarding invoicing, pricing, class descriptions, and program details.
- Managed all administrative workflows as an independent educational vendor.

Bookkeeping & Financial Management

- Tracked enrollment, deposits, reimbursements, billing, invoicing, and overall cost analysis.
- Monitored profit and loss to maintain sustainable program operations.

Classroom Management & Parent Communication

- Delivered weekly updates to families through **Google Classroom**.
- Designed engaging lesson plans and curated materials aligned with monthly themes and state standards.
- Supported children's independence and curiosity through Montessori-inspired activities.

Additional Skills

- Advertising & business development
- Organization & systems creation
- Montessori consulting (home & school)
- Leading groups and facilitating learning environments

Professional Objective

To utilize my background in Montessori education and management to lead a collaborative, mission-aligned school community and cultivate a strong, peaceful environment for children, families, and staff.