



**Sussex Montessori School  
Board of Directors  
February 16, 2021**

**Board of Directors Present:** Linda Zankowsky, Sean Steward, Lauren Connelly, Penny Short, Christine Gorowara, Rebecca Thomas, Jessica Crampton-Bradley, Chantel Janiszewski, Patricia Hermance

**Others Present:** Lisa Coldiron (Head of School), Michelle Hastie (Finance Director), Carolyn Fuhrman (to take notes)

The meeting was called to order at 6:39 p.m.

**Approval of Agenda**

Motion to approve the agenda was made by Sean Steward and seconded by Jessica Crampton-Bradley. The motion passed unanimously with no objections and no abstentions.

**Consent Agenda**

*Minutes*

Motion to approve the 1/19/21 Minutes was made by Christine Gorowara and seconded by Jessica Crampton-Bradley. The motion was approved unanimously with no objections and no abstentions.

**Committee Reports**

*Finance Committee*

- Sean Steward reported on the 2/9/21 meeting of the Finance Committee and noted the following discussions:
  - Teacher salaries and banding vs the state
  - Overflow Transportation Funds and where to shift those monies
  - 2021 Budget
- Michelle Hastie presented the financials to date through 1/31/21 including operating income/expenses and federal grants
- Motion to accept the Financial Report made by Sean Steward and seconded by Jessica Crampton-Bradley. The motion passed unanimously with no objections and no abstentions.
- Michelle then made a presentation explaining the sources and uses of local, state, and federal funds

*Facility Committee*

- Jessica Crampton-Bradley presented the Phase II review

- Phase 2A encompasses four additional classrooms for which a change order was sent to USDA for approval
- Phase 2B includes the Phase I punch list, Flagpole, outdoor environment, and Barn stabilization
- A discussion of the proposed Barn work followed

### ***Development Committee***

- Linda Zankowsky reported that we received \$147,716 from state non-profit CARES grant
- Have \$450,000 from previous grant that can be put towards the costs of the modulars
- Discover Grant will be submitted this week for \$125K for work on the Barn
- Other possible grant opportunities were discussed

### ***Head of School Report***

- The Application Lottery has been completed, families notified, and acceptances are due back by March 19<sup>th</sup>.
- Last chance for remote families to return to in person learning – notify by 2/25/21 to start on 3/8/21
- Discussed hiring plans for next year
- Discussed Covid-19 testing and protocols
- Lisa listed the dates of the Smarter Balance State assessments
- 2021-2022 draft calendar was presented
- Lisa reports a positive impact for children due to the work of Children and Families First and contracted counselor
- Discussion of teacher vaccinations

Reminder that the following trainings are required of Board Members:

- Financial Responsibility Training for Charter Board and CBOC Members (Course #26379)
- Session 1: Great Schools Need Great Boards: How effective is your charter school board? (Course # 28301)
- Session 2: School Leaders Need Love Too: Does your charter school board provide the evaluation and support that school leaders need and want? (Course # 28302)
- Session 3: The Board's Role in Academic Oversight: How do you know whether students are on track to achieve at high levels? (Course # 28303)

At this point a motion was made by Jessica Crampton-Bradley and seconded by Christine Gorowara to move to Executive Session.

### ***Executive Board Actions***

- Discussed several personnel issues related to certification

Board Chair noted that the Ground Breaking ceremony was a year ago next week. We have come a long way since that day. She thanked everyone for the unique contribution they have and continue to make to the school with their time and expertise.

A motion to adjourn was made by Jessica Crampton-Bradley, seconded by Patricia Hermance and passed unanimously at 8:39 p.m.