



## **Sussex Montessori School Citizen Budget Oversight Committee Agenda July 20, 2021 5:30-6:15pm**

*The mission of the Sussex Montessori School (SMS) is to nurture the development of empathetic, collaborative, persistent and innovative global and community citizens in accordance with the time-tested philosophy of Maria Montessori.*

<b>Call to Order</b>	<b>5:30pm</b>	<b>Lauren</b>
<b>Approvals</b> Minutes from April	<b>5:35pm</b>	<b>All</b>
<b>Finances</b> Finances PCard Transactions	<b>5:40pm</b>	<b>Michelle</b>
<b>Reminders</b> Finance Training / Certificates Next Meeting (October 19, 2021)	<b>6:00pm</b>	<b>Lauren</b>

## Participant Details

Pursuant to legislation, SB 94 signed by the Governor on 6/30/21, Sussex Montessori School will hold board meetings over Zoom. In addition, there will be an anchor site at the school for those who wish to attend the meeting in person. This will permit all members of the School Board and all interested members of the Public to be able to speak to and hear one another and be able to view materials presented at the meeting. Board members will receive an email with the access instructions. Access information for the Public is listed below.

To participate via audio and/or video, please use the below dial in information:

**Location:** Zoom Meeting

**Link:** <https://zoom.us/j/93960734131>

**Meeting ID: 939 6073 4131**

One tap mobile

+19292056099,,93960734131# US (New York)

+13017158592,,93960734131# US (Washington D.C)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 939 6073 4131

Find your local number: <https://zoom.us/u/acbaTn0hcl>

If you have the Zoom App installed on your device (computer or internet-capable phone), click the link provided on the agenda to join the meeting at the time of the meeting.

If you are using a cellphone, connectivity will work for online access only by an internet-capable cellphone. If using a cell phone, when entering, you will be asked whether to connect via video or audio –choose video. Should you have any challenges with the video connection, attempt to cancel and re-enter choosing the audio option – leading to an audio only mode of access.

**Be sure to add your name when you are joining the meeting, otherwise (especially if you are dialing in) meeting participants will not know you are there.**

### INSTALLING ZOOM:

If you do not have the Zoom app installed on the device you wish to you use (computer or internet-capable phone), you should install Zoom prior to the day and time of the meeting.

1. Navigate to the Zoom website (<https://zoom.us/>) and follow the prompts to install Zoom on your device. You can also install Zoom on your phone through Google Play or Apple App Store.
2. Once Zoom is on your device, on the day and near the time of the meeting, use the meeting link and follow the directions above and you will be entered into the meeting immediately.
3. When you are setting up Zoom on your device, allow (give permission for) video and audio when prompted.

Should challenges arise in taking the steps needed to be able to access the meeting through Zoom, please call or text or email seeking assistance prior to the day of the meeting. Phone/text: (302-249-4168); Email: [Elaine.Mulford@sussexms.k12.de.us](mailto:Elaine.Mulford@sussexms.k12.de.us)