



**SUSSEX
MONTESSORI**
PUBLIC CHARTER SCHOOL

**Sussex Montessori School
Board of Directors
March 17, 2022**

Board of Directors Present: Linda Zankowsky, Sean Steward, Christine Gorowara, Jessica Bradley, Penny Short, Mike Nally, Trish Hermance, Chantel Janiszewski, Mason Falligant
Absent: Lauren Connelly

Others Present: Lisa Coldiron (Head of School), Michelle Hastie (Finance Director), Debra Smullin (Administrative Assistant)

The meeting was called to order at 6:35 p.m.

Approval of Agenda

- A Motion to approve the agenda was made by Jessica Bradley and seconded by Trish Hermance. The Motion passed unanimously with no objections and no abstentions.

Linda Zankowsky welcomed our new board member, Mason Falligant to the Board.

Montessori Moment- The Board reflected on the Board Retreat that was held on Saturday, March 12, 2022.

Public Comment – None

Consent Agenda-

Minutes

- A Motion to approve the February 15, 2022, Minutes was made by Jessica Bradley and seconded by Penny Short. The motion was approved unanimously with no objections and with the abstention of Trish Hermance due to absence.
- A Motion to accept the February 28, 2022, Special Board meeting minutes was made by Penny Short and seconded by Jessica Bradley. The motion was approved unanimously with no objections and with the abstention of Mason Falligant due to absence.

New Business-

2022-2023 SY Calendar- Lisa Coldiron

- A Motion to approve the 2022-2023 Calendar with 2 date changes to UDMTR Training was made by Trish Hermance and seconded by Jessica Bradley. The motion was approved unanimously with no objections and no abstentions.

Enrollment- Lisa Coldiron

- Lisa Coldiron stated that we are still waiting on some families to turn in the commitment form for 2022-2023 SY. Currently we have 387 enrolled and looking to have 405.

Bylaws Changes- Christine Gorowara

- Christine Gorowara reviewed and discussed the changes that have been made to the Bylaws for board approval.
 - Section 5.08.- Changes to the “Term of office of Directors”
 - Section 4.05. & Section 6.02.- Changes to the wording
 - Section 5.03.- Changes to the wording
 - Elect a Secretary and a Treasurer
- A motion to approve the accept the Bylaws as presented was made by Trish Hermance and seconded by Jessica Bradley. The motion was approved unanimously and with no objections and no abstentions.

Committee Reports-

Finance Committee – Sean Steward and Michelle Hastie

- Sean Steward reported on the March 8, 2022, meeting of the Finance Committee.
- Michelle Hastie presented the financials to date through 2/28/2022 including income/expenses and Federal Grants.
 - We have received 97.80% of our State and Local budgeted revenues.
 - We have spent 63.80% of our State and Local Expenses.
 - We have spent 58.94% in Federal Grants of our annual budget.
- Michelle Hastie noted that we received \$10,125.00 in ARP funding for the Bud Driver Retention Bonus (DOE Program)
- A Motion to accept the February 2022 financial report as presented was made by Sean Steward and seconded by Chantel Janiszewski. The motion was approved unanimously with no objections and no abstentions.

Facility Committee- Barn Renovation Plans- Jessica Bradley

- Jessica Bradley stated that the GGA contract has been submitted to the attorney for review. He will follow up for signatures as soon as the contract is complete.
- Jessica Bradley also mentioned the meeting with There Dupont about the Longwood Grant. She thought the meeting went very well.

Development Committee – Linda Zankowsky

- Linda Zankowsky discussed the meeting held with There Dupont about the Longwood Grant. We will be hearing back from the at the end of May/Beginning of June.

Covid Task Force – Lisa Coldiron

- Lisa Coldiron stated that we will be receiving 500 Covid Home tests for everyone (Staff, students, bus drivers, etc.) to take before returning from Spring Break.

Executive Committee- Linda Zankowsky

- Linda Zankowsky explained that the Head of School Evaluation will be reported back to Lisa by April 30, 2022.

Head of School Report- Lisa Coldiron

- Lisa Coldiron discussed the Head of School Report. She stated there were a few changes since it was completed.
 - The Staff has asked for more Collaborative planning time.
 - 3 staff members (2-teachers) from the Boys & Girls Club will be coming on Wednesday's from 12:30-2:30 to work with the students and give the Teachers the planning time they need.

Executive Session-

- Personnel issues were discussed during Executive Session

A motion to adjourn was made by Christine Gorowara and seconded by Jessica Bradley and passed unanimously at 8:52 p.m.