



**SUSSEX
MONTESSORI
PUBLIC CHARTER SCHOOL**

**Sussex Montessori School
Board of Directors
June 23, 2022**

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

Absent: Mike Nally & Trish Hermance

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

The meeting was called to order at 6:36 p.m.

Approval of Agenda

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

Public Comment – None

Consent Agenda-

Minutes

- A Motion to approve the May 19, 2022, Minutes was made by Sean Steward and seconded by Mason Falligant. The motion was approved unanimously with no objections and with no abstentions.

New Business- Proposed Policy Changes for FY23

Personnel & Discipline Handbook- Lisa Coldiron

- Lisa stated that she and Jessica Bennett have been working to review and update the handbooks. They will have all changes ready in July, for review at the retreat.

Committee Reports-

Finance Committee – Sean Steward & Michelle Hastie

- Sean Steward and Michelle Hastie presented the financials to date through May 31, 2022, including income/expenses and Federal Grants.
 - May 31, 2022, represents ten (11/12) months actual or 91.67% of the current fiscal year.
 - We have received 99.75% of our State and Local budgeted revenues.
 - We have spent 85.08% of our State and Local Expenses.
 - We have spent 71.56 % in Federal Grants of our annual budget.
- A Motion to accept the May 2022 financial report as presented was made by Jessica Bradley and seconded by Chantel Janiszewski. The motion was approved unanimously with no objections and no abstentions.

Enrollment Report-

- Lisa Coldiron stated that our current enrollment for the 22/23 SY is currently at 410 with no other updates at this time.

Facility Committee- Barn Renovation Plans- Jessica Bradley

- We may have to rent Pods for storage from materials in the barn.

Executive Committee-

Linda Zankowsky recognized and thanked Chantel Janiszewski for her service to the board. Chantel started her work as co-chair of the community Engagement Committee, chaired the Student Success Committee, and the Covid Task Force. We are greatly appreciative of the many contributions Chantel has made to the founding of Sussex Montessori School.

***The Board retreat will be held on Saturday, July 16, 2022, in Dover, DE.

HR Task Force-

- The committee has reviewed the letters/re-commitment letters for the teachers. The committee will have proposed revisions for the board by September.

Development Committee – Linda Zankowsky

- Linda Zankowsky reported that we received \$200,000 in donations from Chick and Barbara Allen. This will make us eligible for the \$100,000 match from the Longwood Foundation. She has initiated the request for these funds. Horizon Philanthropy is working with us on the campaign for the \$3,000,000 needed for the last four classrooms.
- We are close to closing on our USDA Loan.

Covid Task Force – Penny Short

- Penny Short reported that things are getting better. Sussex County, DE is back at Level Green.

Head of School Report- Lisa Coldiron

- Lisa reviewed the new staff that will be coming on board this year.
 - 2- New Leads
 - Several current associate teachers will be moving to lead teaching positions
 - 1- New Associate
 - Nurse
 - Special Ed Coordinator
 - Maintenance Crew
- The Staff took an Active shooter training.

Executive Session-

- A Motion was made by Penny Short and seconded by Jessica Bradley to move to Executive Session at 7:46p.m.
 - Personnel issues and financing were discussed
- All Board members came out of Executive Session at 8:34 p.m.

A motion to adjourn was made by Jessica Bradley and seconded by Chantel Janiszewski and passed unanimously at 8:35 p.m.