



**Sussex Montessori School
Board of Directors
October 18, 2022**

Board of Directors Present: Linda Zankowsky, Sean Steward, Mike Nally, Trish Hermance, Christine Gorowara, Mason Falligant, Penny Short, Lauren Connelly and Jessica Bradley (Late)

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

The meeting was called to order at 7:16 p.m.

Approval of Agenda

A Motion to approve the agenda was made by Christine Gorowara and seconded by Mason Falligant. The Motion passed unanimously with no objections and no abstentions.

Public Comment – None

Consent Agenda-

Minutes

A Motion to approve the September 20, 2022, minutes was made by Mike Nally and seconded by Penny Short. The motion was approved unanimously with no objections and with no abstentions.

Committee Reports-

Finance Committee – Sean Steward & Michelle Hastie

- Sean Steward reviewed the main topics of the Finance meeting held on October 11, 2022.
 - PPL (Parental Paid Leave)
 - Unpaid Leave
 - Substitute Funding (DOE Funding)
- Michelle Hastie presented the financials to date through September 30, 2022
 - September 30, 2022, represents three (3/12) months actual or 25% of the current fiscal year.
 - We have received 75.32% of our State and Local budgeted revenues.
 - We have spent 26.30% of our State and Local Expenses.
 - We have spent 31.68% in Federal Grants of our annual budget.

A Motion to accept the September 2022 financial report as presented was made by Mike Nally and seconded by Sean Steward. The motion was approved unanimously with no objections and no abstentions.

Facility Committee- Linda Zankowsky

Barn Renovation Plans-

- Linda stated that First floor of the Barn project is complete
- Linda reviewed the September Financial Statement

USDA Grants & ARPA County Funding-

- Highmark grant \$150,000.00- Playground
- Crystal Foundation paperwork has been submitted- \$500,000.00
- Welfare Grant paperwork has been submitted- \$200,000.00

Strategic Planning - Mike Nally/Linda Zankowsky-

Discussion was held about involving the entire staff in the strategic planning process. Lisa agreed that Mike Nally and Linda Zankowsky would work with Jonathan Wolf to bring the strategic plan ideas to the staff on the November 21st professional day.

Strategic Goals- Drafts as of October 2022:

- Sussex Montessori School will be reauthorized with no conditions in January 2024.
- Development of Sussex Montessori School as a top-rated Delaware school and a model of future public Montessori Schools
- Sussex Montessori School will develop a Diversity, Equity, and Inclusion mindset across the school community
- SMS will achieve governance and financial goals to ensure the long-term sustainability of the school
- Complete facilities vision of campus to include k-6 classrooms, shared space, outdoor education opportunities and community involvement – the school is a community resource.

Head of School Report- Lisa Coldiron

- Lisa reviewed the Head of School report
 - Montessori Fidelity and Efficacy
 - Parent Education
 - Codifying Montessori Procedures & Policies
- Important Updates
 - The Rural Grant is completed and submitted
 - Safe and Supportive School Improvement Grant is completed
 - Safety and Security Fund Application is completed
 - Coaching with Jonathan Wolff
 - Substitutes and Support staff are being recruited

Executive Session-

A Motion was made by Sean Steward and seconded by Penny Short to move to Executive Session at 8:26 p.m.

- Personnel issues were discussed

- All Board members came out of Executive Session at 9:15 p.m.

A motion to adjourn was made by Christine Gorwara and seconded by Penny Short and passed unanimously at 9:15 p.m.