



**Sussex Montessori School
Board of Directors
December 20, 2022, 6:30pm**

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

Others Present: Lisa Coldiron (Head of School), Michelle Hastie (Business Manager) Jonathan Moll (Director, Accounting and Auditing- Belfint, Lyons & Shuman), Michael Mast (Manager of Accounting & Auditing- Belfint, Lyons & Shuman)

The meeting was called to order at 6:40 p.m.

Approval of Agenda

A Motion to approve the agenda with the change to add the Recognition of Mark Chura was made by Jessica Bradley and seconded by Mike Nally. The Motion passed unanimously with no objections and no abstentions.

Public Comment – None

Consent Agenda-

Minutes

The minutes from November and December will be voted on in the January 20, 2023, Board meeting.

Committee Reports-

Audit Review- Jon Moll and Mike Mast

Jon and Mike reviewed the Audit for SYE June 30, 2022.

Finance Committee – Michelle Hastie

- Michelle presented the financials to date through November 30, 2022
 - November 30, 2022, represents two (5/12) months actual or 41.67% of the current fiscal year.
 - We have received 85.04% of our State and Local budgeted revenues.
 - We have spent 40.93% of our State and Local Expenses.
 - We have spent 41% on Federal Grants.

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

Facility Committee- Jessica Bradley

- Jessica Bradley reviewed the statement of Financial Position as of November 30, 2022

A motion to purchase (2) modulars, up to \$750,000.00 was made by Trish Hermance and seconded by Sean Steward. The motion did not pass with (7) No's and the abstention of Linda Zankowsky.

A motion to authorize the purchase of (1) modular and continue to work with the vendor on the second purchase was made by Trish Hermance and seconded by Jessica Bradley

Development Committee- Linda Zankowsky

- Linda Zankowsky stated that we are moving with the Grants with the help of Irving Taylor.
 - AAA Education Grant- Potentially \$200,000.00
 - Cap-Trust

Strategic Planning- Mike Nally

- 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
- Sussex Montessori School will achieve procedural, 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.

Charter Reauthorization- Lisa Coldiron/Trish Hermance

- A meeting is being held on December 21, 2022. Everything is going well and is getting prepared.

Head of School Report- Lisa Coldiron

- Lisa Coldiron reviewed the Head of School report.
 - Site Base Team is working on- Release time for Lead teachers and associates.
 - 1st Parent Education meeting was held. 10 parents showed up and it was a productive meeting.
 - Enrollment at the time is 10

Executive Session-

A Motion was made by Jessica Bradley and seconded by Trish Hermance to move to Executive Session

- Personnel and student issues were discussed
- All Board members came out of Executive Session at 9:37 p.m.

A Motion to adjourn was made by Jessica Bradley and seconded by Trish Hermance and passed unanimously at 9:38 p.m.

