



**SUSSEX  
MONTESSORI**  
PUBLIC CHARTER SCHOOL

**Sussex Montessori School  
Board of Directors  
January 17, 2023, 6:30 p.m.**

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

**Others Present:** Lisa Coldiron (Head of School), Michelle Hastie (Business Manager), Kaneisha Savage (Community Engagement) Debra Smullin (Administrative Assistant)

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

**Approval of Agenda**

A Motion to approve the agenda with the addition of the State Annual Report was made by Jessica Bradley and seconded by Christine Gorowara. The Motion passed unanimously with no objections and no abstentions.

**Public Comment** – None

**Montessori Moment- Kaneisha Savage**

Kaneisha shared a video of SMS parents sharing how Sussex Montessori School has made such a great impact in their children's lives.

## **Consent Agenda-**

### ***Minutes***

A Motion to approve the November 15, 2022, minutes was made by Mike Nally and seconded by Jessica Bradley. The motion was approved unanimously with no objections and with no abstentions.

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

### ***State Annual Report- Lisa***

Lisa reviewed the 2021-2022 State Annual Report.

A motion to approve the 2021-2022 State Annual Report was made by Christine Gorowara and seconded by Jessica Bradley. The motion was approved unanimously with no objections and no abstentions.

### ***Committee Reports-***

#### ***Finance Committee – Michelle Hastie***

- Michelle presented the financials to date through December 31, 2022
  - December 31, 2022, represents two (6/12) months actual or 50.00% of the current fiscal year.
  - We have received 103.63% of our State and Local budgeted revenues.
  - We have spent 51.48% of our State and Local Expenses.
  - We have spent 49.64% on Federal Grants.

A Motion to accept the December 31, 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.

### ***Development Committee- Linda Zankowsky***

- Linda Zankowsky stated that we received 2 Grants from The Crystal foundation and The Welfare foundation, totaling, \$450,000.00.

### ***Facility Committee- Jessica Bradley***

- Jessica reviewed the cash flow statement as of December 31, 2022. Jessica also shared the different options for SMS to add 4 classrooms. After reviewing the options, the board agreed to have a Special Board meeting on Tuesday, January 24, 2023 @ 6:30 to finalize and vote on the decision for the 4 classrooms.

### ***Strategic Planning- Mike Nally***

- Mike stated that the committee will meet with the parents to get their input. They will then report back to the board.

### ***Charter Reauthorization- Lisa Coldiron/Trish Hermance***

- Trish reported that her and Lisa are working on the Board Oversight Evaluation, which is apart of the Charter Reauthorization. They will be meeting later this week.

### ***Head of School Report- Lisa Coldiron***

- Lisa Coldiron reviewed the Head of School report.
  - Montessori Fidelity and Efficacy
  - Parent Education
    - Watch me work days
  - Codifying Montessori Procedures & Policies
    - Regular coaching continues for all teachers
  - Looking ahead
    - Enrollment
    - Extended day option for 23/24
    - Curriculum
    - Staffing Needs

## **Executive Session-**

A Motion was made by Jessica Bradley and seconded by Trish Hermance to move to Executive Session at 8:31p.m.

- Personnel and student issues were discussed. As well as a new Board member applicant.
- All Board members came out of Executive Session at 8:45 p.m.

A Motion to accept the application of the potential Board member discussed in Executive Session was made by Christine Gorwara and seconded by Lauren Connelly. The motion was approved unanimously with no objections and no abstentions.

A Motion to adjourn was made by Jessica Bradley and seconded by Sean Steward and passed unanimously at 8:47 p.m.