



**SUSSEX  
MONTESSORI  
PUBLIC CHARTER SCHOOL**

**Sussex Montessori School  
Board of Directors  
February 21, 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, Irving Taylor

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

The meeting was called to order at 7:13p.m.

**Approval of Agenda**

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

**Public Comment** – None

**Consent Agenda-**

***Minutes***

A Motion to approve the January 17, 2023, minutes was made by Jessica Bradley and seconded by Jessica Penny Short. The motion was approved unanimously with no objections and with no abstentions.

**Committee Reports-**

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

- Michelle presented the financials to date through January 31, 2023
  - January 31, 2023, represents two (7/12) months actual or 58.33% of the current fiscal year.
  - We have received 104.33% of our State and Local budgeted revenues.
  - We have spent 59.44% of our State and Local Expenses.
  - We have spent 55.44% on Federal Grants.

A Motion to accept the January 31, 2023, financial report as presented was made by Sean Steward and seconded by Lauren Connelly. The motion was approved unanimously with no objections and no abstentions.

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

- Jessica Bradley stated that we are moving forward with purchasing 3 modulars through Above & Beyond
- We had money donated to the school for a flagpole and we are looking into having that completed.

### ***Development Committee- Linda Zankowsky & Irving Taylor***

- Grants Submitted
  - Chick-Fil-A- \$300,000.00 (Barn)
  - Enterprise- \$50,000.00 (Classroom)
- Spoke with Verizon- \$25,000.00
- USDA Grant- Allocate Funds
- Working with Senator Carper office for Grant

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

- The team has developed a presentation and will be meeting with Parents on Thursday, February 23, 2023, at 5:00 pm via Zoom. He will report back to the Board.

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

- Lisa and Trish continue to meet each month to complete the Charter Reauthorization.
- Trish explained the process that will happen over the next 4-6 months.

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

- Lisa Coldiron reviewed the Head of School report.
  - Montessori Fidelity and Efficacy
  - Parent Education
    - Watch me work days
    - Parent Camp
    - Kindness Week
  - Codifying Montessori Procedures & Policies
    - Montessori materials updated in classrooms
  - Looking ahead
    - Calendar- Early release Fridays for Staff PD
    - Extended day option for 23/24
    - Curriculum
    - Hiring a COO and Dean of Students
    - Equity across our climate and culture

### **Executive Session-**

A Motion was made by Jessica Bradley and seconded by Trish Hermance to move to Executive Session at 8:55 p.m.

- Personnel and student issues were discussed.
- All Board members came out of Executive Session at 9:24 p.m.

A Motion to approve the Offer Letter, as presented in Executive Session, pending final approval of legal counsel, was made by Trish Hermance and seconded by Jessica Bradley. The Motion was approved unanimously with no objections and no abstentions

A Motion to adjourn was made by Jessica Bradley and seconded by Trish Hermance and passed unanimously at 9:25 p.m.