



**SUSSEX
MONTESSORI
PUBLIC CHARTER SCHOOL**

**Sussex Montessori School
Board of Directors
March 21, 2023, 6:30 p.m.**

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

Absent: Lauren Connelly and Irving Taylor

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

The meeting was called to order at ____ p.m.

Approval of Agenda

A Motion to approve the agenda with the adding the review of the 2023-2024 School Calendar was made by Sean Steward and seconded by Jessica Bradley. The Motion passed unanimously with no objections and no abstentions.

Public Comment – None

Consent Agenda-

Minutes

A Motion to approve the February 21, 2023, minutes was made by Jessica Bradley and seconded by Christine Gorowara. The motion was approved unanimously with no objections and with no abstentions.

Guest Presenter- Charter School Network- Kendall Massett

Kendall discussed Charter School Advocacy Issues with the Board.

School Calendar- Lisa Coldiron

- 1- day a week- Early Dismissal
- Less full-day PD days
- More time for teachers to planning and meetings

Committee Reports-

Finance Committee – Michelle Hastie

- Michelle presented the financials to date through February 28, 2023
 - February 28, 2023, represents two (8/12) months actual or 66.67% of the current fiscal year.
 - We have received 94.18% of our State and Local budgeted revenues.
 - We have spent 60.98% of our State and Local Expenses.
 - We have spent 62.58 % on Federal Grants.

A Motion to accept the February 28, 2023, financial report as presented was made by Sean Steward and seconded by Penny Short. The motion was approved unanimously with no objections and no abstentions.

Facility Committee- Jessica Bradley

- Jessica stated that she will have the Projected Cash flow information to present at the Board retreat.
- Modulars will be completed by April and we will have a schedule for installation.

Development Committee- Linda Zankowsky & Irving Taylor

- Grants Submitted
 - Chick-Fil-A- \$300,000.00 (Barn)
 - Enterprise- \$50,000.00 (Classroom)
- Letter to USDA Grant- Allocate Funds to Modulars

Strategic Planning- Mike Nally

- The team met with parents and reviewed the plan moving forward
 - Clear Strategic Initiatives
 - Start/Finish date for each initiative
 - Estimated budget for each initiative
 - Team Leader/Team members
 - Format for reporting

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.
 - Enrollment- New Students
 - KN- 62
 - 1st – 9
 - 2nd- 3
 - 4th- 1
 - 6th- 1
 - Montessori Fidelity and Efficacy
 - Lesson Practice
 - Observations have started
 - NCMPS Visit 3/22-3/24
 - Parent Education
 - Meeting with 5th grade parents about moving up to 6th grade
 - Parent Camp
 - Watch Me Work days
 - Codifying Montessori Procedures & Policies
 - Responsive classroom coaching continues in all classrooms
 - Looking ahead

- Calendar- Early release on Wednesdays for Staff PD
- Extended day option for 23/24
- Hiring a Director of Operations and Dean of Students
- Equity across our climate and culture
- Reviewing data trends from Winter Assessments

Executive Session-

A Motion was made by Jessica Bradley and seconded by Christine Gorowara to move to Executive Session at 8:14 p.m.

- Personnel and student issues were discussed.
- Special Education
- All Board members came out of Executive Session at 8:26 p.m.

A Motion to approve the withdrawal request of the two parents on behalf of two children who submitted letters by 03/21/2023, based on the best interest of the children was made by Christine Gorowara and seconded by Trish Hermance. The Motion was approved unanimously with no objections and no abstentions.

A Motion to accept the Promissory Note as presented was made by Trish Hermance and seconded by Sean Steward. The Motion was approved unanimously with no objections and no abstentions.

A Motion to adjourn the meeting was made by Trish Hermance and seconded by Sean Steward and passed unanimously at 8:29 p.m.