



**SUSSEX
MONTESSORI
PUBLIC CHARTER SCHOOL**

**Sussex Montessori School
Board of Directors
April 18, 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, Lauren Connelly, and Irving Taylor

Others Present: Lisa Coldiron (Head of School), 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 reviewing the 990 form and a brief discussion of the salary decision made by the state was made by Jessica Bradley 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 March 21, 2023, minutes was made by Irving Taylor and seconded by Mike Nally. The motion was approved unanimously with no objections and with Lauren Connelly in abstention due to absence.

Old Business- Lisa Coldiron

Lisa stated that a survey was sent out to the parents to see if they would rather have a full day off of professional development or weekly early dismissals. 70 parents took the survey and 64% voted to have full day off of professional development.

A motion to approve the 2023/2024 school calendar was made by Sean Steward and seconded by Jessica Bradley. The motion was approved unanimously with no objections and no abstentions.

Strategic Planning- Mike Nally

Mike Nally reviewed the Board Survey including:

- Successful Reauthorization of SMS
- Becoming one of the top-rated schools in Delaware
- Creating long-term stability and sustainability
- Academic investment items

Committee Reports-

Finance Committee – Sean Steward, Linda Zankowsky & Lisa Coldiron

- Sean presented the financials to date through March 31, 2023
 - Marc 31, 2023, represents two (9/12) months actual or 75% of the current fiscal year.
 - We have received 95% of our State and Local budgeted revenues.
 - We have spent 67.8% of our State and Local Expenses.
- Linda reviewed the 990 forms with the Board. Linda will now submit the form to our accountants.
- Lisa discussed the new position of Director of Finance and Operations. She reviewed the responsibilities and duties of the DFO

A Motion to approve the position of Director of Finance and Operations was made by Mike Nally and seconded by Trish Hermance. The motion was approved unanimously with no objections and no abstentions.

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

Facility Committee- Jessica Bradley

- Jessica stated that we are making progress with the Modulars. We are waiting for approval from The City of Seaford on water, sewer and electricity.

Development Committee- Linda Zankowsky & Irving Taylor

- Grants in progress
 - USDA- Lunch Program
 - Reading based extended year school grant
 - It's a small world grant

Head of School Report- Lisa Coldiron

- Lisa Coldiron reviewed the Head of School report.
 - Montessori Fidelity and Efficacy
 - Researching new assessments for Language and Math
 - NCMPS visit report will be coming soon
 - Parent Education
 - Montessori Parent Education 4/20/23
 - Parent Camp 4/26/23
 - Watch Me Work days
 - Codifying Montessori Procedures & Policies
 - Material inventory checks will begin this month in preparation for end of school year.

Executive Session-

A Motion was made by Jessica Bradley and seconded by Trish Hermance to move to Executive Session at 8:36 p.m.

- Personnel issues were discussed.

- All Board members came out of Executive Session at 8:54 p.m.

A Motion to adjourn the meeting was made by Trish Hermance and seconded by Jessica Bradley and passed unanimously at 8:55 p.m.