



**Sussex Montessori School
Board of Directors
August 15, 2023, 6:30 p.m.**

Board of Directors Present: Linda Zankowsky, Sean Steward, Mason Falligant, Jessica Bradley, Lauren Connelly, Mike Nally, Trish Hermance, and Irving Taylor
Absent: Penny Short

Others Present: Lisa Coldiron (Head of School), Debra Smullin (Administrative Assistant) Michelle Hastie (Finance Manager), Precious Benson (Director of Operations)

The meeting was called to order at 6:37 p.m.

Approval of Agenda

A Motion to approve the agenda was made by Jessica Bradley and seconded by Mike Nally. The Motion passed unanimously with no objections and no abstentions.

Public Comment – No public comment

Consent Agenda-

Minutes

The minutes were not uploaded to Boardable in time for the Board members to review. May, June, July, and August minutes will be reviewed and approved in the September meeting.

Committee Structure and Reporting- Linda Zankowsky

Linda reviewed the expectations with each committee. Each month, 1 committee will review the updates they have for their team. Reports should be uploaded into Boardable.

Committee Reports-

Finance Committee – Sean Steward & Michelle Hastie

- Sean presented the financials to date through July 31, 2023
 - July 31, 2023, represents (1/12) months actual or 8.33% of the current fiscal year.
 - We have received 72.40% of our State and Local budgeted revenues.
 - We have spent 11.77% of our State and Local Expenses.

A Motion to accept the July 31, 2023, financial report was made by Sean Steward and seconded by Irving Taylor. The Motion passed unanimously with no objections and no abstentions.

Enrollment- Lisa Coldiron-

- Lisa reviewed the enrollment number as of 8.15.23. We have had over 50 students leave from last year. We are about 20-25 students below our goal. We are looking to recruit in the area.
- A parent survey will go out to all exiting families to learn their reasons to leave Sussex Montessori School.

Facility Committee- Jessica Bradley

- Jessica stated that we are behind schedule with the Modulars. They are hoping that they will be completed by the second week of September.
- There has been water going into the basement in the Barn and the Farmhouse. These issues are being addressed.

Development- Irving Taylor

- We were awarded the Enterprise for \$5000.00 and \$7500.00 from CAP trust. We did not receive the Chick-fil-a grant.
- Linda stated that we will be able to return to Longwood in Spring 2024

Board Calendar Review- Linda Zankowsky

- The Board Calendar has been uploaded in Boardable and needs to be reviewed by each Board member before the retreat on September 16, 2023.

Executive Session

A Motion was made by Jessica Bradley and seconded by Mason Falligant to move to Executive Session at 8:05 p.m.

- Personnel issues were discussed.
- Student Withdrawals were discussed.

A Motion was made by Trish Hermance and seconded by Jessica Bradley to end executive session at 8:34 p.m.

A Motion to accept the withdrawal request made by 4 Families (8-students) was made by Trish Hermance and seconded by Sean Steward. The motion passed unanimously.

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