



## Sussex Montessori School Board Agenda

May 21, 2024 (6:30 – 8:30)

Virtual Meeting

A Zoom Link is available.

**The mission of the Sussex Montessori School (SMS) is to nurture the development of empathetic, collaborative, persistent and innovative global and community citizens in accordance with the time-tested philosophy of Maria Montessori.**

**The Vision of the Sussex Montessori School (SMS) is to use the Montessori Method to educate children through authentic personalized learning experiences, respectful relationships, opportunities to innovate, and a focus on global citizenship.**

### **Call to Order (6:30)**

Roll Call

Approval of the Agenda

Board Chair

### **Public Comment \*(3 minutes each)**

### **Consent Agenda**

Minutes – April 2024 (vote)

Board Chair

### **Executive Session – (6:40 – 7:40)**

Executive Session - personnel, property contracts

### **Committee Reports (7:40 – 8:30)**

Finance Committee

Financials April 30, Actuals (Vote)

Enrollment update

Sean Steward

Michelle Hastie

Lisa Coldiron

Facility Committee

Jessica Bradley

Development

Linda Zankowsky

HOS report – Planning Forward

Lisa Coldiron

### **Close of Meeting**

Board Chair

**\*Public Comment** – People desiring to make public comments should inform the school 24 hours in advance of the board meeting by contacting the school at [info@sussexms.k12.de.us](mailto:info@sussexms.k12.de.us). All members of the public attending a Zoom meeting must sign in listing their name in the identification for their screen or in the chat. Attendees who do not sign in will leave the meeting. Attendees attending an in-person meeting will be asked to sign into the meeting.

**Regular Board Meetings** FY 2024 Third Tuesday of each month (6:30 -8:00) –

**Zoom Meetings** - August 15, 2023; September 19, 2023; **December 5, 2023**; February 20, 2024; March 19, 2024; May 21, 2024; June 18, 2024.

**In Person Meetings** – Exec Sessions 4:30 – 7:00/ Business Session 7:00 PM – 8:30 PM  
July 18, 2023; October 17, 2023, Annual Meeting 6:30 -7:00; January 16, 2024; April 16, 2024

**Retreats:** September 16, 2023, November 18, 2023, March 2, 2023,

## Zoom Meeting Participant Details

**Zoom Meetings** - Pursuant to legislation, SB 94 signed by the Governor on 6/30/21, Sussex Montessori School will hold board meetings over Zoom. In addition, there will be an anchor site at the school for those who wish to attend the meeting in person. This will permit all members of the School Board and all interested members of the Public to be able to speak to and hear one another and be able to view materials presented at the meeting. Board members will receive an email with the access instructions. Access information for the Public is listed below.

To participate via audio and/or video, please use the below dial in information:

**Location:** Zoom Meeting

**Link:** <https://us06web.zoom.us/j/87136675515>

**Meeting ID:** 871 3667 5515

### One tap mobile

Meeting ID: 871 3667 5515

One tap mobile

+13126266799,,87136675515# US (Chicago)

+16469313860,,87136675515# US

**Meeting ID: 871 3667 5515**

Find your local number: <https://zoom.us/u/adVKq0xf9vIf> if you have the Zoom App installed on your device (computer or internet-capable phone), click the link provided on the agenda to join the meeting at the time of the meeting. If you are using a cellphone, connectivity will work for online access only by an internet-capable cellphone. If using a cell phone, when entering, you will be asked whether to connect via video or audio –choose video. Should you have any challenges with the video connection, attempt to cancel and re-enter choosing the audio option – leading to an audio only mode of access.

**Be sure to add your name when you are joining the meeting, otherwise (especially if you are dialing in) meeting participants won't know you are there.**

### INSTALLING ZOOM:

If you do not have the Zoom app installed on the device you wish to use (computer or internet-capable phone), you should install Zoom prior to the day and time of the meeting.

1. Navigate to the Zoom website (<https://zoom.us/>) and follow the prompts to install Zoom on your device. You can also install Zoom on your phone through Google Play or Apple App Store.
2. Once Zoom is on your device, on the day and near the time of the meeting, use the meeting link and follow the directions above and you will be entered into the meeting immediately.
3. When you are setting up Zoom on your device, allow (give permission for) video and audio when prompted.

Should challenges arise in taking the steps needed to be able to access the meeting through Zoom, please call or text or email seeking assistance prior to the day of the meeting. Phone/text: (302-249-4168) Email:

[lisa.coldiron@sussexms.k12.de.us](mailto:lisa.coldiron@sussexms.k12.de.us)