



**Sussex Montessori School Board Agenda**  
**July 16, 2024 (6:30 – 8:30) / Zoom Link Available**  
**In Person Meeting – Sussex Montessori Barn**

**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 – June 18 and July 2, 2024 (vote)

Board Chair

**Committee Reports (7:40 – 8:30)**

Finance Committee

Financials June 30, 2024 Actuals (Vote)  
FY 25 Preliminary Budget  
ESSER Funds  
Enrollment update

Sean Steward  
Michelle Hastie  
Michelle Hastie  
Sean Steward/Lisa Coldiron  
Lisa Coldiron

Facility Committee

Jessica Bradley

Development

Linda Zankowsky

HOS report – Planning for FY25 School year  
Legislative issues impacting the school

Lisa Coldiron

**Executive Session – (6:40 – 7:40)**

Executive Session – personnel

**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 2025 Third Tuesday of each month (6:30 -8:00) –

**Zoom Meetings** - August 21, 2024; September 17, 2024; November 19, 2024; December 17, 2024; February 18, 2025; March 18, 2025; May 20, 2025; June 17, 2025.

**In Person Meetings** – Retreat/Work Session – 4:00 – 6:00/ Business Session 6:30 PM – 8:00 PM

July 16, 2024; October 15, 2024, Annual Meeting 6:30 -7:00; January 21, 2025; April 15, 2025

**Retreats:** TBD

## 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/adVKq0xf9vlf> 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 you 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)