



**Sussex Montessori School Board Agenda**  
**August 20, 2024 (6:30 – 8:30) / Zoom Link Available**  
**Virtual Meeting**

**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)** Board Chair  
Roll Call  
Approval of the Agenda

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

**Consent Agenda** Board Chair  
Minutes – July 16, 2024 (vote)

**Committee Reports (6:40-7:30)**

|   |                 |
|---|-----------------|
| Finance Committee                       | Sean Steward    |
| Interest Policy (Vote)                  | Sean Steward    |
| Financials July 30, 2024 Actuals (Vote) | Michelle Hastie |
| ESSER Funds Report (in packet)          | Lisa Coldiron   |
| Enrollment update (in packet)           | Lisa Coldiron   |

|                    |                 |
|--------------------|-----------------|
| Facility Committee | Jessica Bradley |
|--------------------|-----------------|

|             |                 |
|-------------|-----------------|
| Development | Linda Zankowsky |
|-------------|-----------------|

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|--|-----------------|
| Executive Committee                    | Linda Zankowsky |
| Review of Board Committees (in packet) |                 |

|   |               |
|---|---------------|
| HOS report – Beginning of the Year Activities | Lisa Coldiron |
| DDOE – new systems and impact on school       |               |

**Executive Session – (7:30-8:15)**  
Executive Session – Personnel and Board Succession

**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 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)