



**Sussex Montessori School  
Board of Directors  
July 16, 2024, 6:30 p.m.**

**Board of Directors Present:** Linda Zankowsky, Jessica Bradley, Trish Hermance, Sean Steward, Lauren Connelly and Bob Wheatley  
**Absent:** Mason Falligant and Penny Short

**Others Present:** Lisa Coldiron (Head of School), Precious Benson (Director of Operations), Debra Smullin (Administrative Assistant)

The meeting was called to order at 6:48 p.m.

**Approval of Agenda**

A Motion to approve the agenda was made by Trish Hermance and seconded by Bob Wheatley. The Motion was approved unanimously with no objections and no abstentions.

**Public Comment** – No public comment

**Consent Agenda-**

***Minutes***

A Motion to approve the June 18, 2024, minutes was made by Trish Hermance and seconded by Lauren Connelly. The Motion was approved unanimously with no objections and no abstentions.

A Motion to approve the July 2, 2024, minutes was made by Trish Hermance and seconded by Jessica Bradley. The Motion was approved unanimously with no objections and no abstentions.

## **Committee Reports-**

### ***Finance Committee – Michelle Hastie***

- Michelle presented the financials to date through June 30, 2024
  - June 30, 2024, represents (12/12) months actual or 100 % of the current fiscal year.
  - We have received 100% of our State and Local revenues.
  - We have received 76.2 % of our federal revenues.
  - We have spent 98.6% of our Total operating budget.

A Motion to accept the June 30, 2024, financial report was made by Sean Steward and seconded by Jessica Bradley. The Motion passed unanimously with no objections and no abstentions.

### ***ESSER Funds- Sean Steward***

- Sean stated that we have \$100K of ESSER funds that will need to be spent by the end of November

### ***Enrollment update- Lisa Coldiron***

- As of July 16, 2024, we are at 430 for total enrollment (Pending Withdrawals/Unsure- 25)

### ***Committee Assignments- Linda Zankowsky***

- Linda reviewed each committee and who would be assigned to which.
  - Search Committee
  - Model for Future Public Montessori Schools in DE
  - Create a Diverse, equitable and inclusive community mindset
  - Achieve procedural, governance and financial goals
  - Facilities vision of the Campus

### ***Facility Committee- Jessica Bradley***

A motion to approve the purchase of the lot at Sussex Montessori School for the purchase price of \$275,000.00 plus closing cost was made by Jessica Bradley and seconded by Sean Steward. The Motion passed unanimously with no objections and no abstentions.

### ***Development Committee- Linda Zankowsky***

- Longwood Grant due on September 1, 2024- Mike Rawls office should have it completed by August 5<sup>th</sup>-10<sup>th</sup>
- Crystal Foundation will be visiting the school on Wednesday, July 23, 2024.

### ***HOS Report- Lisa Coldiron***

Lisa reviewed the following topics:

- 30K Grant- McKinney-Vento
- 60K Grant- Summer Support
- New Legislative Guidelines
- Teachers for the 24/25 SY are hired

### **Executive Session-**

A Motion to move into Executive Session was made by Linda Zankowsky and seconded by Jessica Bradley at 7:29 p.m. The Motion was approved unanimously with no objections and no abstentions. Executive Session concluded at 7:37 p.m.

A Motion to approve 30K for a special project was made by Bob Wheatley and seconded by Jessica Bradley. The Motion was approved unanimously with no objections and no abstentions.

A Motion to adjourn the meeting was made by Jessica Bradley and seconded by Trish Hermance and passed unanimously at 7:38 p.m.