



**Sussex Montessori School
Board of Directors
August 20, 2024, 6:30 p.m.**

Board of Directors Present: Linda Zankowsky, Jessica Bradley, Trish Hermance, Sean Steward, Lauren Connelly, Mason Falligant and Penny Short
Late: Bob Wheatley @ 7:47 p.m.

Others Present: Lisa Coldiron (Head of School), Precious Benson (Director of Operations), Debra Smullin (Administrative Assistant), Stephanie Reissner (Special Education Coordinator)

The meeting was called to order at 6:35 p.m.

Approval of Agenda

A Motion to approve the agenda with moving Executive Session on the Agenda to after the Consent Agenda was made by Jessica Bradley and seconded by Penny Short. The Motion was approved unanimously with no objections and no abstentions.

Public Comment – No public comment

Consent Agenda-

Minutes

A Motion to approve the July 16, 2024, minutes was made by Trish Hermance and seconded by Jessica Bradley. The Motion was approved unanimously with no objections and with 2 abstentions (Penny Short and Mason Falligant)

Executive Session-

A Motion to move into Executive Session was made by Linda Zankowsky and seconded by Jessica Bradley at 6:40 p.m. The Motion was approved unanimously with no objections and no abstentions. Executive Session concluded at 7:21 p.m.

- Personnel, Board Succession, Special Education Issue and student withdrawals were discussed in Executive Session.

A Motion based on the extenuating circumstances shared by the families of three SMS students, we accept the submitted withdrawal requests effective immediately was made by Trish Hermance and seconded by Jessica Bradley. The Motion was approved with no objections and no abstentions.

Committee Reports-

Finance Committee – Precious Benson

Precious presented the financials to date through July 31, 2024

- July 31, 2024, represents (1/12) months actual or 8.33% of the current fiscal year.
- We have received 39.5% of our State and Local revenues.
- We have received 12.5% of our federal revenues.
- We have spent 10.2% of our Total operating budget.

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

Interest Policy- Sean Steward

Sean presented the Utilization of Accrued Interest for teacher's Professional Development Policy. The Board will review and vote on the Policy in the September Board Meeting.

ESSER Funds- Lisa Coldiron

Lisa reviewed the remaining ESSER funds and what it will be spent on.

- UDMTR- Teacher Training- \$214,000.00
- NCMPS- Coaching for Peter/Lisa- \$12,000.00
- Books for Classrooms- Reading Groups

Enrollment update- Lisa Coldiron

- As of August 20, 2024, enrollment is at 406

Facility Committee- Jessica Bradley

- Jessica discussed updates from the facility committee meeting, including:
 - ARPA Status (Request extension/Complete applications)
 - Carriage House (September timing)
 - Security Systems (Advantech repairs/New hardware)
 - Barn Project (Timing/Clean-up/Storage)
 - Cash Balance (\$449k)
 - Donations (Plaque prepared/Lot donation expected)
 - Playground (Total costs/Community volunteers/Site prep)

Development Committee- Linda Zankowsky

- Linda reviewed our Future projects and Potential Funders

Future Projects

- Carriage House (\$95K)
- Modular (\$300K)
- Balance on the Barn (\$1.4M)
- Kitchen
- Potential Funders
 - Longwood (Fall 2024-\$750-1M)

- Welfare (Re-visit Spring 2025/Fall 2025)
- Crystal (Fall 2024- \$100K)

HOS Report- Lisa Coldiron

- All teachers have been hired for the 24/25 SY
- Classrooms have been moved around
 - All K/1, 2/3 and 4/5/6 classes are now in each quad
- Ice Cream Social
 - Students and Parents meet teachers and see classrooms
 - Ice Cream Truck for everyone
- Alan and Garrett have been working hard all summer with many projects
 - New offices in the Farmhouse
 - Moved classrooms
 - Cleaned the Carriage House and Barn
 - Maintained the grounds

A Motion to adjourn the meeting was made by Jessica Bradley and seconded by Bob Wheatley and passed unanimously at 8:25 p.m.