



**Sussex Montessori School
Board of Directors
November 19, 2024, 6:30 p.m.**

Board of Directors Present: Linda Zankowsky, Jessica Bradley, Trish Hermance, Sean Steward, Bob Wheatley, Mason Falligant, Taquil Foster-Lewis, 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 6:33 p.m.

Approval of Agenda

A Motion to approve the agenda was made by Mason Falligant and seconded by Jessica Bradley. The Motion was approved unanimously with no objections and no abstentions

Public Comment – No public comment

Consent Agenda-

Minutes

A Motion to approve the October 15, 2024, minutes, was made by Sean Steward and seconded by Mason Falligant. The Motion was approved unanimously with no objections. Penny Short and Taquil Foster-Lewis abstaining due to absence

Committee Reports-

Student Success Committee Presentation- Peter McClure

- Attendance
 - Current rate: 92%
 - Goal: 95%
 - Recent increase in illnesses affecting both students and staff
- Behavior
 - Overall behavior is improving
 - Interventions are being put in place
- Academic Achievement
 - Star Assessments
 - Smarter Balance

Building Community/Enrollment- Jessica Bradley

- Current Status:
 - 22 applications in queue with a goal of 100 by January 6th
 - Efforts to retain current families alongside attracting new ones
- Strategies
 - Engaging with local libraries and community organizations
 - Participating in children-oriented events
 - Advertising through Hispanic radio and TV stations during December
- Upcoming Events:
 - Crescent Montessori visiting days and museum visits
 - Open houses and registration stations during story time and music events
 - Rising Kindergarten family events for tours and initial paperwork
- Parent Engagement
 - Encouraging parents to refer to friends and participate in enrollment events
 - Collaboration with PTO to organize and promote events

Financials – Precious Benson

Precious presented the financials to date through October 31, 2024

- October 31, 2024, represents (4/12) months actual or 33.33% of the current fiscal year.
- We have received 78.2 % of our State and Local revenues.
- We have received 57.4 % of our federal revenues.
- We have spent 35.3 % of our Total operating budget.

A Motion to accept the October 31, 2024, financial report was made by Sean Steward and seconded by Taquil Foster. The Motion passed unanimously with no objections and no abstentions.

Facility Committee- Bob Wheatley

- Barn
 - Basement Storage ongoing, inventory to be cataloged
 - Phase 1 North and South Towers scopes to be completed by 11/30/24
 - Longwood visit completed- Schedule is holding
- Carriage House
 - Exploring the construction of a small storage lean-to shed for tables and chairs
- Ongoing Maintenance
 - Several Bids for storage building received- All-in cost to be around 40-50K
 - Lawn equipment for purchase consideration
 - City of Seaford- Offered 50/50 splitting the cost of a blinking light at entrance

Development Committee- Linda Zankowsky

- Longwood Grant-
 - Secure funding of 750K
 - Additional funding of \$30-40K from USDA by September 9th
 - Future application to the Welfare Foundation for approximately 100K
- Donations-

- Discover Bank commitment of \$10K
- Potential funding from Capital One and other sources

HOS Report- Lisa Coldiron

- School Choice Applications:
 - KN- 13
 - 01- 2
 - 02- 1
 - 03- 3
 - 04- 1
 - 05- 0
- Title 3- Immigrant students and Multi-Lingual Learners support
- Academics- Goal setting conferences
- Site Based Decision Making Team- Fun Run
- SEL- Behavioral reports
- Attendance- 92.4%
- Title 4- Well-rounded Education
- What's going on at SMS?
 - Book Fair
 - Field Trips
 - Montessori Visit days
 - Fall fest
 - Staff Thanksgiving
 - NCMPS

Executive Session-

A motion to enter Executive Session was made by Jessica Bradley and was seconded by Sean Steward. The Motion passes unanimously with no objections and no abstentions. The Board entered Executive Session at 8:05 p.m. and ended at 8:31 p.m.

A Motion to accept the withdrawal requests as discussed in Executive Session was made by Trish Hermance and was seconded by Jessica Bradley. The Motion passed unanimously with no objections and no abstentions

A Motion to adjourn the meeting was made by Bob Wheatley and seconded by Jessica Bradley. The Motion passed unanimously at 8:32 p.m.