



**Sussex Montessori School
Board of Directors
February 21, 2025, 6:30 p.m.**

Board of Directors Present: Linda Zankowsky, Jessica Bradley, Trish Hermance, Mason Falligant, Penny Short, Bob Wheatley & Kyle Morgan
Absent: Taquil Foster-Lewis & Sean Steward

Others Present: Lisa Coldiron (Head of School), Debra Smullin (Administrative Assistant)

The meeting was called to order at p.m.

Approval of Agenda-

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

Public Comment – No public comment

Consent Agenda-

Minutes

A Motion to approve the January 21, 2025, minutes, was made by and seconded by . The Motion was approved unanimously with no objections.

New Business-

- Personnel: HOS Search Firm Update (Executive Session)
- Student Progress Report- Peter McClure
 - Smarter Balanced Proficiency Over Time
 - Star Reading Proficiency Over Time
 - Dibels Comparisons Over Time
 - State of Delaware- Read Literary
 - Smarter Balance (ELA/Literacy)
 - Assessing the Future

Committee Reports-

Community Engagement/Enrollment- Jessica Bradley

Enrollment:

K- 41, 1st- 14, 2nd- 11, 3rd- 9, 4th- 5, 5th- 3, 6th- 4

Total= 87

Retention:

- Curriculum night-parents using materials, home involvement, explain state tests
- Parent conferences-feedback
- Staff meeting- green light, red light, yellow light

Community Engagement:

- Rob Waters-Aerial photo
- Facebook, I love Sussex Montessori Month-Board participation
- Bunny Run-marketing, health focus, sponsorships
- New sign for front
- Healthcare/pediatricians/Children and Families-how to capitalize

Financials – Precious Benson

Precious presented the financials to date through January 31, 2025

- January 31, 2025, represents (7/12) months actual or 58.33% of the current fiscal year.
- We have received 97.0% of our State and Local revenues.
- We have received 64.5% of our federal revenues.
- We have spent 59.0% of our Total operating budget.

A Motion to accept the January 31, 2025, financial report was made by Linda Zankowsky and seconded by Bob Wheatley. The Motion passed unanimously with no objections and no abstentions.

Facility Committee- Bob Wheatley

Bob discussed the following assignments that should take priority in the next year

- Regularly scheduled appeals and request
 - Community leaders and Donors in Sussex County
- Keeping Fund Proposals in the Pipeline
 - Potential public and private funders identified early in the year
- Increased Donor Stewardship
 - Event recognizing major donors
- Board Development
 - Members with strong community presence
- 5K Fun Run event
 - 5K run fundraiser in April
 - Recognition of Lisa Coldiron

Executive Committee-

The Interactions Law Enforcement and Immigration Authorities policy was reviewed and voted on.

A Motion to accept the Interactions Law Enforcement and Immigration Authorities policy was made by Penny Short and seconded by Jessica Bradley. The Motion passed unanimously with no objections and no abstentions.

HOS Report- Lisa Coldiron

Lisa reviewed the current enrollment, school updates and discussed the Crisis Response Policy

- Current Enrollment- 379
- Conferences- Feb 18th and 19th
- 5K Run- April 19th
- Curriculum Day
- Parent Camp
- Family Visiting Days
- Read-a-thon
- Flag Football
- Chess Team- Nationals
- Social Studies Testing- Feb 4th- 6th Graders
- DeSSA testing- May
- Luncheon- Bus Drivers
- SEL classes happening monthly
- PLC's and PD- On-going
- Autumn Camlin- attending a National Science Conference
- George Waters- Certification for Behavior Technician

A Motion to accept the Crisis Response Policy was made by Bob Wheatley and seconded by Sean Steward. The Motion passed unanimously with no objections and no abstentions.

A Motion to adjourn the meeting was made by Jessica Bradley and seconded by Sean Steward. The Motion passed unanimously at 8:38 p.m.