

**Sussex Academy**  
**Executive Board of Directors Meeting**  
**Minutes**  
**May 18, 2016**

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 3:38 p.m. by Jennifer Scott, Board President.

Board Members Present: Jennifer Scott, Denise Westbrook, Chis Benjamin, Steve Burke, Marty Cosgrove, Susie Mitchell, Chris Moody, Dustin Parker, Joe Schell, and Lauren Wisely

Board Members Absent: Ilona Holland, Jaime Nutter, Dean Swingle

Staff Present: Patricia Oliphant, Director of Curriculum and Instruction, Allen Stafford, Director of Finance and Operations and Gina Derrickson, Community and Communications Manager.

Visitors: Steve Oscar, outgoing Sussex Academy Athletic Director; Steve Bastinelli, incoming Sussex Academy Athletic Director and Katherine Haley, Philanthropy Roundtable.

**ATHLETIC DIRECTOR**

Dr. Oliphant introduced Steve Bastinelli, new Athletic Director.

Jennifer Scott recognized outgoing Athletic Director, Steve Oscar, for his years of service

**NATIONAL HONOR SOCIETY**

National Honor Society students Padraig Loftus, Jamie Riddle, Rachael Weidman, and Sarah Bixler presented the Executive Board with a candy jar gift for their service.

**APPROVAL OF MINUTES**

A motion was made by Denise Westbrook to accept the minutes of the April 20, 2016 Executive Board meeting. Susie Mitchell seconded; the motion carried. The motion passed unanimously (10-0).

**DIRECTORS' REPORTS**

Legislative Hall

Dr. Oliphant reported that a group of students visited Legislative Hall on May 5. Ms. Desmond's Civics class presented board games that they created and Mr. Birl's group performed the School House Rock "I'm Just a Bill" song.

Enrollment

Mr. Stafford reported that there are currently 700 students enrolled for the 2016-2017 school year.

Ferguson Scholarship

Dr. Oliphant reported that Zachary Babbie, Sarah Buoni, Brock Diaz, Ronald Faust, Stephanie Gomez-Sanchez, Rebekah Hitchcock, McKenna Longo, Mahammad Mahmood, Rachel Mills, Cailey Murphy, Madison Rice, Taylor Rix, and Mercedes Spray received a Michael C. Ferguson Scholarship Award based on their 2014-2015 SBAC Reading test scores. The award is \$1,000.00.

Carson Scholar

Dr. Oliphant reported that junior Cohen Davis received the Ben Carson Scholarship. The award is \$1,000.00.

PSAT/SAT

Dr. Oliphant reported PSAT test results. SAT results will be provided to the Board when available.

## Title IX

Dr. Oliphant reported that new compliance guidance relative to Title IX has been sent. The guidance relates to transgender use of facilities. Schools will now be required to allow student access to the lavatories and locker rooms based on their gender preference.

## Faculty

Dr. Oliphant reported that a Special Education Coordinator, Jamie Hurlock, has been hired for the 2016-2017 school year. At this time no additional teachers have been hired.

Denise Westbrook suggested partnering with colleges and/or universities to work with their education students for help in our school. Mrs. Westbrook volunteered to facilitate.

## Calendar of Events:

Dr. Oliphant reported the following end of the year events

May 20 & 21 High School Musical Legally Blonde

May 23 Visit to DC International (charter school)

June 1 Middle School Spring Concert

June 2 High School Spring Concert

June 4 High School Formal

June 8 Grade 8 Luncheon/Dance

June 9 Last Day of School for Grades 6,7,9,10,11

June 10 Grade 8 Moving Up Ceremony

Dr. Oliphant requested that item I, Delaware Charter School Network be added to the agenda.

## Charter School Network of DE Annual Meeting

Dr. Oliphant reported that the Delaware Charter School Network will hold their annual meeting at Sussex Academy on July 28 and 29. The Sussex Academy Executive Board will consider hosting a welcome reception for the group on July 28.

## **MONTHLY BOARD FINANCIAL REPORT**

A motion was made by Joe Schell to approve the April 30, 2016 Financial Report. Chris Benjamin seconded; the motion carried. The motion carried unanimously (10-0).

## **SUSSEX ACADEMY FOUNDATION UPDATE**

Joe Schell reported that the Foundation currently has \$2Million in the bank that will be spent on payment for the construction that will take place over the summer. Additional donations are needed to re-pay outstanding loans.

Recommendations for potential Sussex Academy Foundation Board members should be provided to Mr. Schell.

## **COMMITTEE REPORTS**

### **Executive**

No report was presented.

### **Finance**

Allen Stafford reported that if Sussex Academy wants to extend the current contract with Barbacane, Thornton & Company, LLP the decision must be made by June 30, 2016. Steve Burke made a motion to request a four-year agreement with Barbacane, Thornton & Company, LLP to ensure that the agreement includes favorable answers to the Executive Board questions and concerns and consider for a four-year renewal. Chris Benjamin seconded; the motion carried unanimously (10-0).

A motion was made by Steve Burke to accept the 2017 preliminary budget as provided. Marty Cosgrove seconded; the motion carried unanimously (10-0).

### **Recognition**

No report was presented

## **Public Relations**

Lauren Wisely reported that the committee working to complete a list of organizations to be contacted during recruitment period.

The Sussex Academy Derby Day event raised \$25,000 for the capital campaign,

## **Building and Grounds**

Joe Schell reported that additional landscaping will be added following the completion of the sidewalks around the sports fields area.

## **Program Development**

No report was presented

## **Athletics**

No report was presented.

## **Legislative**

No report was presented.

## **Policy**

No report was presented.

## **Library**

No report was presented.

## **OLD BUSINESS**

### **Executive Board Vacancies**

Jennifer Scott reported that Ilona Holland, Jamie Nutter, and Dean Swingle will be vacating their Board positions. Four potential candidates applied for the open positions. A recommendation was made to accept two candidates and hold the third position for a person from western Sussex County. A motion was made by Jennifer Scott to invite Ana Vargas and Chanta Wilkinson to serve on the Sussex Academy Executive Board. Steve Burked seconded; the motion carried unanimously (10-0).

Allen Stafford reported that the sign agreement with Sussex County is complete. Installation will take place mid to late June and the current sign will be relocated to the Route 9 entrance (not in use). Sign content is still under discussion.

DANA training will be held from 4PM to 8PM on Wednesday, June 15 in the Sussex Academy conference room. The Executive Board meeting will be held from 3PM-4PM on June 15. Jennifer Scott will invite the new Board members to attend the June meeting and DANA training.

### **Board Scholarship**

Dr. Oliphant suggested an annual Executive Board scholarship where the recipient is chosen by his/her current senior classmates. Criteria would include representation of Sussex Academy based on academics, service, athletics/arts. Executive Board members are to work with Academic Counselor, Debbie Fees to create and name the scholarship.

Joe Schell reported that the Sussex Academy Foundation is willing to pay one half of expenses for Sussex Academy college tours.

Dr. Oliphant reported that Lou Hirsch will hold a seminar with Sussex Academy teachers in June to provide instruction on how to write college letters of recommendation for students

Jennifer Scott reminded the Executive Board that the Executive Board needs a vice president.

### **NEW BUSINESS**

Jennifer Scott reported that the Executive Board has received a request from the Sussex Academy Odyssey of the Mind group to help fund their trip to the Worlds competition. The Board agreed not to fund the team at this time. The Board agreed to a later discussion on creating a discretionary fund for these types of requests in the future.

Chris Moody reported that he has had conversation with Senator Ernesto Lopez about correcting the Airport Road and Route 9 intersection. The Board agreed that this is a Sussex County issue.

### **PUBLIC COMMENTS**

There were no public comments.

### **EXECUTIVE SESSION**

There was no Executive Session

### **ADJOURNMENT**

Jennifer Scott, Board President adjourned the meeting at 6:00 p.m.

Respectfully submitted,

Gina Derrickson  
Community and Communications Manager