

Sussex Academy
Executive Board of Directors Meeting
Minutes
June 15, 2016

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 3:00 p.m. by Jennifer Scott, Board President.

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

Board Members Absent: Chris Benjamin and Jaime Nutter.

Staff Present: Patricia Oliphant, Director of Curriculum and Instruction, Allen Stafford, Director of Finance and Operations and Andrea Rogers, Board Secretary.

Visitors: Ms. Allison Dayton, Ms. Marissa Hawtof, Ms. Abigail Hearn and Ms. Sydney Elliott, Mary Ellen Hearn and Dr. Nancy Gideon.

New Board Members for 2016 - 2017: Chanta Winkinson and Ana Vargas.

PUBLIC COMMENTS

Ms. Allison Dayton, Ms. Marissa Hawtof, Ms. Abigail Hearn and Ms. Sydney Elliott presented the board with information regarding school hours of operation.

APPROVAL OF MINUTES

A motion was made by Susie Mitchell to accept the minutes of the May 18, 2016 Executive Board meeting. Joe Schell seconded; the motion carried. The motion passed unanimously (11-0).

DIRECTORS' REPORTS

State Assessments

Dr. Oliphant reported on state assessments for the 2015-2016 school year.

End of Year Activities

Dr. Oliphant reported on the end of year activities planned at Sussex Academy.

Programs 2016 - 2017

Dr. Oliphant reported on modifications on the STEM and computer service programs that Sussex Academy will be offering next school year.

Charter Renewal

Dr. Oliphant reported that Sussex Academy's (2013-2018) Charter will be up for renewal this upcoming year.

MONTHLY BOARD FINANCIAL REPORT

A motion was made by Dean Swingle to approve the May 31, 2016 Financial Report. Chris Moody seconded; the motion carried. The motion carried unanimously (11-0).

SUSSEX ACADEMY FOUNDATION UPDATE

Joe Schell reported that Stacey Short is now a board member of the Sussex Academy Foundation Board.

COMMITTEE REPORTS

Executive

No report was presented.

Finance

Allen Stafford reported there was no finance meeting for the month of June 2016.

Mr. Stafford reported that a salary increase for faculty/staff of 1.5% or \$750 (which ever is greater) was included in the approved May 2016 budget. A decision by the legislators should be made by June 30, 2016.

Recognition

Jen Scott recognized the boards outgoing members. Ilona Holland, Jaime Nutter, and Dean Swingle were presented with a silver engraved cup.

Public Relations

A written report was presented.

Building and Grounds

Report was presented during the Foundation Update.

Program Development

No report was presented

Athletics

No report was presented.

Legislative

No report was presented.

Policy

Policy 504 – Honor Roll

A motion was made by Steve Burke to approve Policy 504 with modifications. Ilona Holland seconded; the motion carried. The motion passed unanimously (11-0).

Policy 503A – Promotion Policy

A motion was made by Denise Westbrook to approve Policy 503A with modifications. Ilona Holland seconded; the motion carried. The motion passed unanimously (11-0).

Policy 510 – Graduation Requirements

A motion was made by Denise Westbrook to approve Policy 510 with modifications. Joe Schell seconded; the motion carried. The motion passed unanimously (11-0).

Policy 506C – Mobile Electronic Devices

A motion was made by Denise Westbrook to approve Policy 506C to include modifications which Susie Mitchell will provide. The board will vote to approve through email.

Library

Ilona Holland requested that if you have not made a donation to the library there is still time to do so.

OLD BUSINESS

No new business.

NEW BUSINESS

There was an agreement made to have a summer board meeting on Wednesday, July 27, 2016 at 3:30.

Chanta Wilkinson and Ana Vargas took the Oath of Office.

Jennifer Scott made a motion to appoint Susan Mitchell as the 2016-2017 Vice President to the Board of Directors. Steve Burke seconded the motion; the motion passed unanimously (11-0).

Jennifer Scott made a motion to appoint Denise Westbrook as the 2016-2017 President to the Board of Directors. Joe Schell seconded the motion; the motion passed unanimously (11-0).

PUBLIC COMMENTS

Moved to the beginning on the meeting.

EXECUTIVE SESSION

There was no Executive Session

ADJOURNMENT

Jennifer Scott, Board President made a motion to adjourn the meeting at 6:00 p.m. Marty Cosgrove seconded the motion; the motion carried unanimously (11-0).

Respectfully submitted,

Andrea Rogers,
Board Secretary