

Sussex Academy
Executive Board of Directors Meeting Minutes
February 15, 2017

CALL TO ORDER AND ROLL CALL

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

Board Members Present: Denise Westbrook, Susie Mitchell, Lauren Wisely, Debbie Fees, Jennifer Scott, Chanta Wilkinson, Ana Vargas and Chris Benjamin (arrived at 4:00 p.m.)

Board Members Absent: Marty Cosgrove, Joe Schell, Steve Burke, and Chris Moody

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

Visitors: Maria Edgerton, Julia Martiner, Brian Dayton and Allison Dayton

APPROVAL OF MINUTES

A motion was made by Denise Westbrook to accept the minutes of the January 18, 2017 Executive Board meeting. Jennifer Scott seconded; the motion carried. The motion passed unanimously (7-0).

DIRECTORS' REPORTS

Student Council

Julia Martiner, 2016-17 Student Government President, gave an over view of upcoming events:

- Dodgeball Tournament – Moved to March 3, 2017
- Junior/Senior Prom is May 25, 2017 at Baywood
- Auditions for Beauty and the Beast started February 16, 2017
- Last High School basketball game is February 16, 2017

Professional Development

Dr. Oliphant reported that Friday, February 17, 2017 is a Professional Development Day. The topic will be on Rigor.

School Culture

Dr. Oliphant made the board aware of the insert she made in the Sussex Academy News last week on School Culture.

School Calendar

Mr. Stafford presented a draft of the 2017-2018 school year calendar to the board. This calendar needs to approved by March 31, 2017 so that it can be forwarded to DOE on time.

Aquatics Center

Maria Edgerton, Aquatics Coordinator, presented the board with an update on pool memberships and a fee schedules.

MONTHLY BOARD FINANCIAL REPORT

Denise Westbrook made a motion to add Dr. Patricia Oliphant to the Student Government checking account as a third signer and to remove an existing signer. Chanta Wilkinson seconded; the motion carried. The motion passed unanimously (8-0).

A motion was made by Susie Mitchell to approve the January 31, 2017 Financial Reports. Jennifer Scott seconded; the motion carried. The motion passed unanimously (8-0).

SUSSEX ACADEMY FOUNDATION UPDATE

No written report was presented. Denise Westbrook stated the Sussex Academy Foundation had a meeting. Denise spoke about fundraising updates and the senior class award scholarship.

Debbie Fees presented the board with compiled information regarding scholarships that are awarded to Sussex Academy students.

COMMITTEE REPORTS

Executive

No report was presented. Denise Westbrook reported that succession planning and strategic planning for the future of Sussex Academy would start being discussed on the February 21, 2017 meeting.

Finance

Written report was presented.

Recognition

Jennifer Scott stated that the Recognition Committee needs to start looking into the anniversary dates of staff and outgoing board members so that service awards can be ordered.

Outreach

Written report was presented.

Building and Grounds

Mr. Stafford reported that the construction of the Nest should take place with the next 2 weeks. The conditions of the grounds has been an issue.

Program Development

No report was presented.

Athletics

Written report was presented.

Legislative

No report was presented.

Governance

No report was presented.

OLD BUSINESS

Preference Enrollment

Dr. Oliphant reported that Preference Interviews have been schedule for Tuesday, February 21st and Wednesday, February 22nd.

NEW BUSINESS

No New Business.

PUBLIC COMMENTS

Allison Dayton asked for updated information in regards to the start time of school. Denise Westbrook, President stated start times would remain the same for next school year.

EXECUTIVE SESSION

A motion was made by Denise Westbrook to enter Executive Session at 4:47 p.m. to discuss personnel matters. Susie Mitchell seconded; the motioned carried unanimously (8-0). A motion was made to come out of Executive Session at 5:45 p.m.

ADJOURNMENT

Denise Westbrook made a motion to adjourn the Executive Board meeting at 5:45 p.m. Susie Mitchell seconded; the motion carried. The motion passed unanimously. (8-0)

Respectfully submitted,

Andrea Rogers,
Board Secretary