

Sussex Academy
Executive Board of Directors Virtual Meeting Minutes
February 23, 2022

CALL TO ORDER AND ROLL CALL

Chris Moody, Board President, called the meeting to order at 4:05 p.m.

Board Members Present: Chris Moody, Patches Hill, Brittany Burslem, Jennifer Donahue, Uday Jani, Darlene O’Neill, Jennifer Scott, and Lauren Wisely

Board Members Absent: Precious Benson, Lance Manlove, Chris Schell, and Sara Messina

Staff Present: Eric M. Anderson, Head of School, Franny Silcott, Director of Human Resources, Duncan Smith, Chief Operating Officer, and Gina Derrickson, Director of Communications, and Andrea Rogers, Board Secretary

Visitors: Grace Brubacker (parent)

APPROVAL OF MINUTES

A motion was made by Darlene O’Neill to approve the minutes of the January 19, 2022 Executive Board meeting. Jennifer Donahue seconded; the motion carried. The motion passed unanimously (8-0).

PUBLIC COMMENTS

Public comments were made by Grace Brubacker.

HEAD OF SCHOOL REPORT

Eric Anderson reported:

The High school production of Clue was performed on 1/21 & 1/22 was a huge success.

The Middle school production of Matilda, Jr. will be performed on the weekend of March 18th.

SY23 Lottery was held on Thursday, January 20th.

Intent to Return requests were sent to our current families and responses are due on March 18th.

The new Secretary of Education, Dr. Holodick and Deputy Secretary, Christine Alios visited the school on February 8th.

State of the School Address was held virtually on February 9th and a recording is posted on the school’s website. Following the address, we held our strategic plan kick-off meeting. The plan will be presented to the board in June.

High school counselors are meeting with students to provide Naviance training.

Seniors returned home from Senior Class Trip to Disney World last night. 59 students attended.

Ladies swim team won the State Conference Title

Sadie Tunnell, senior, won the State Championship for indoor track 400 meter (individual)

Spring sports will begin on March 1

Exams will be held on March 3

March 4 will be an asynchronous day and end of 2nd trimester (schedule change)

School tours will be offered on March 5 at the elementary campus and March 9 at the secondary campus

Vaccine clinic will be held at SA on February 24

Items for March Board meeting discussion:

Governor Carney ended the mask mandate for schools effective March 31. Eric recommends that the Board vote to make masks optional beginning April 1.

Board needs to decide when they want to return to in person meetings. The March meeting will be virtual and a decision will be made at that meeting.

Patches Hill recognized the SA wrestling team and reported that one wrestler, Cole Windish, will be participating in the state tournament this weekend.

Jen Scott wants to confirm that the lottery date in the January minutes is correct as it is not the same date that Eric reported.

MONTHLY BOARD FINANCIAL REPORT

Duncan Smith reported:

Monthly Financial Reports

A motion was made by Jenn Scott to approve the January 31, 2022 Financial Report as presented. Darlene O'Neill seconded; the motion carried. The motion passed unanimously (8-0).

Mr. Smith reported that the school has used 45% of the ESSER III grant funds. The grant is for 3 years and is being used as follows:

Air Quality first year only
Technology first year only
Counselor support-3 years
DEI position-3 years

COMMITTEE REPORTS

Executive/Nominating/Succession

No report presented.

Finance

Under Finance Report.

Outreach

Written report was presented.

Building & Grounds

No report presented.

Governance (Policy & Legislative)

Jen Scott reported that the committee will be meeting on March 1 and she will have a report at the March board meeting.

School Performance Committee

No report presented.

OLD BUSINESS

No Old Business

NEW BUSINESS*Board Member Resignation*

Chris Moody reported that Steve Burke has resigned from the Board. He was asked to stay on to assist with the financial transition to Duncan and Brittany. He has fulfilled that request and resigned.

Board Treasurer Vacancy

A motion was made by Darlene O'Neill to appoint Brittany Burslem to replace Steve Burke as the new board treasurer. Uday Janu seconded; the motion carried. The motion passed unanimously (8-0).

Board Scholarship

Chris Moody reported that board members donate \$200 each for the annual board scholarship. Donations can be mailed to the school to attention Andrea Rogers. Donations should be made by the March 23 Board meeting and anyone unable to make the donation should contact Chris. Jen Scott suggested that if each board member is unable to contribute that the contributing board members be asked to donate more to keep the scholarship at \$2,500.

EXECUTIVE SESSION

At 4:44 p.m. Chris Moody announced that the Executive Board would be going into Executive Session to discuss personnel matters and would not return to the public session. Uday Jani made a motion to move to Executive Session. Jennifer Donahue seconded; the motion carried. The motion passed unanimously (8-0).

Respectfully submitted,

Andrea Rogers, Board Secretary