

**Sussex Academy**  
**Executive Board of Directors Minutes**  
**January 18, 2023**

**CALL TO ORDER AND ROLL CALL**

Patches Hill, Board President, called the meeting to order at 4:07 p.m.

*Board Members Present:* Patches Hill, Chris Moody, Brittany Burslem, Jennifer Donahue (via ZOOM), Lance Manlove, Shante Hastings, Erin Perchiniak, Justina Thomas, Sara Messina, Ed Hale, Uday Jani, and Jennifer Scott (arrived at 4:20)

*Board Members Absent:* Amy Goodhue and Joe Schell, Board Member Emeritus

*Staff Present:* Eric M. Anderson, Head of School, Michelle Hastie, Business Manager (via ZOOM), and Andrea Rogers, Board Secretary

*Staff Absent:* Franny Silcott, Director of Human Resources

*Visitors:* Jennifer Couch, teacher and parent

**APPROVAL OF MINUTES**

A motion was made by Chris Moody to approve the minutes of the November 16, 2022 Executive Board meeting. Brittany Burslem seconded; the motion carried. The motion passed unanimously (11-0).

**PUBLIC COMMENTS**

No public comments

**HEAD OF SCHOOL REPORT**

*Eric Anderson reported:*

Middle/High School students held their annual Winter Concert on December 13.

6<sup>th</sup> and 7<sup>th</sup> grade played holiday games before winter break and 8<sup>th</sup> grade held their annual holiday breakfast on December 16.

Over the winter break, there was an issue with the geothermal system at the elementary school. Lance Manlove will discuss details under Building and Grounds.

When we returned from break, we held our Trimester 1 Honor Roll brunch on January 5<sup>th</sup> hosted by our PTSA.

Elementary campus visited Schellville on January 6; it was used as a team building project and also a chance for students that didn't get to experience over the holidays.

At the beginning of the year, the Head of School for Newark Charter School resigned. He also was the Charter representative to the Public Education Compensation Committee. Dr. Holodick, Secretary of Education, and Representative Pete Schwartzkopf asked Mr. Anderson to fill the position. Mr. Anderson accepted the position and will be working to advocate for teacher raises.

On January 10, the 9<sup>th</sup> grade Math League placed 1<sup>st</sup> in the region. Jack Thomas and Noah Benz were the top students in the region and we are hoping they will go on to compete in states.

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On January 11, the Choice Application period closed. There were approximately 1,100 applications.

On January 12, Sussex Academy hosted a Legislative breakfast in partnership with The Bryan Allen Stevenson School and The Sussex Montessori.

Senator Carper will be visiting the Sussex Academy Elementary School on February 3, 2023.

On January 13, Odyssey Charter School hosted the annual Delaware Charter-thon Conference during the school-wide state Professional Development Day.

### **Upcoming Events:**

God's Favorite- (student high school directed)

Friday night, Jan. 20 @ 7pm

Saturday night, Jan. 21 @ 2 pm & 7pm.

High School Musical – Spelling Bee

Friday - Feb. 3 @ 7 pm (cast 1)

Saturday – Feb. 4 @ 2 pm & 7 pm (cast 1)

Sunday – Feb. 5 @ 2pm (cast 2)

SGA will be hosting a high school dance on January 28.

Senior Class Trip – Feb. 14 – Feb. 20 to Disney World.

Middle School Dance – Saturday, Feb. 25.

### **MONTHLY BOARD FINANCIAL REPORT**

*Michelle Haiste reported:*

#### ***Monthly Financial Reports***

A motion was made by Jennifer Scott to approve the November 30, 2022 Financial Report as presented. Shante Hastings seconded; the motion carried. The motion passed unanimously (12-0).

A motion was made by Lance Manlove to approve the December 31, 2022 Financial Report as presented. Uday Jani seconded; the motion carried. The motion passed unanimously (12-0).

A motion was made by Justina Thomas to approve the FY22 audit results as presented at November 16, 2022 Executive Board Meeting. Chris Moody seconded; the motion carried. The motion passed unanimously (12-0).

### **FOUNDATION REPORT**

*Jennifer Scott reported:*

The Foundation Board met this morning. Mr. Anderson and Mr. Keen requested \$28K for the Athletic Department to purchase a wrestling mat and to provide new weight room equipment. This request was approved. The Foundation Board requested information on the utility of the existing weight room and equipment versus the new weight room and what that would look like. Also, there was a request made for an available space for sports teams to meet to discuss strategies and to watch videos. The Foundation asks that a service contract comes with any new equipment purchased. Finally, there was discussion about the possibility of the Foundation Board funding a future request for the repair of the geothermal system at the elementary school. \$1.4M balance in The Foundation Board account.

### **COMMITTEE REPORTS**

#### **Executive/Nominating/Succession**

No report presented.

**Finance**

*Brittany Burslem reported:*

The January CBOC meeting was well attended. Lara Lane and Cameron Smith attended. The updated FY23 drafted proposed budget was presented to the board and will be voted on in the February meeting. The CBOC will start planning for the FY24 proposed budget and is hoping to present to the board in March.

**Outreach**

No report presented.

**Building & Grounds**

*Lance Manlove reported:*

Mr. Manlove presented the board with several options on costs to repair the broken geothermal system at the elementary school. For right now, the system needs to be repaired. Jennifer Scott recommended sending an email to Joe Schell with repair numbers to help fund the request. Lance Manlove would like the board to create a budget over the next five years to plan for replacing the system down the road.

**Governance (Policy & Legislative)**

*Jennifer Scott reported:*

Mrs. Scott reported that the by-laws are complete and ready to be reviewed. Policies 601A and 601B will also be reviewed, and the committee is drafting a policy to approve spending on budgeted funded positions. All these policies to be voted on at February's meeting.

**School Performance Committee**

*Patches Hill presented:*

Mr. Hill reported that the strategic plan review will be in March and the topic of discussion will be next year's activity fee.

**OLD BUSINESS**

No Old Business

**NEW BUSINESS**

No New Business

**EXECUTIVE SESSION**

A motion was made by Shante Hastings at 6:32 p.m. to enter into Executive Session to discuss personnel matters. Uday Jani seconded; the motion carried. The motion passed unanimously (12-0). The regular meeting will not be returning after executive session.

Respectfully submitted,

Andrea Rogers, Board Secretary