

Sussex Academy

Executive Board of Directors Minutes

January 24, 2024

CALL TO ORDER AND ROLL CALL

Jennifer Donahue, Board President, called the meeting to order at 4:07 p.m.

Board Members Present: Jennifer Donahue, Ed Hale, Patches Hill, Chris Moody, Board Member Emeritus, Brittany Burslem, Erin Perchiniak, Justina Thomas, Jill Green, Amy Goodhue, Uday Jani, Shante Hastings, Lance Manlove (arrived @ 4:25 p.m.)

Board Members Absent: Joe Schell, Board Member Emeritus

Staff Present: Janet Owens, Interim Head of School, Connie Hendricks, Director of Elementary School, Sherry MacBury, Director of Student Services, Franny Silcott, Director of Human Resources, Andi Davis, Finance Manager, Sade Truiett, Director of Communications, and Andrea Rogers, Board Secretary.

Staff Members Absent: Michelle Haiste, Business Manager

Faculty Present: Lauren Hvorecny, Teacher and Megan Reed, Teacher

Visitors: Mike Tritapoe, Melissa Gaull, Don Tollett, Ted Layton, Jerry Green, Berley Mears, Matt Brittingham, Jen Montgomery, and Annie Caswell

MODIFY AGENDA

A motion was made by Amy Goodhue to remove Executive Session from the beginning of the meeting. Shante Hastings seconded; the motion carried. The motion passed unanimously (10-0).

Policy 801 – Tabled until the February 28, 2024 meeting.

APPROVAL OF MINUTES

A motion was made by Patches Hill to approve the minutes of the November 15, 2023 Executive Board meeting. Ed Hale seconded; the motion carried. The motion passed unanimously (10-0).

INTERIM HEAD OF SCHOOL REPORT

Janet Owens reported:

- SA Elementary Campus visited Schellville
- Lots of service projects school-wide, holiday activities, and many community service organizations were helped over the holidays
- Santa & Mrs. Claus made a visit to the elementary campus
- SGA – 1/11 Pep Rally & 1/12 Winter Formal
- Our CTE application has been submitted for the new Environmental and Natural Resource pathway. Once the application is approved, we can apply to have the FFA chapter added to our charter.
- New soundboard and stage box are being installed by Mid-South Audio. This project has been funded jointly by the Performing Arts Boosters, Sussex Academy & Drama Dept.
- Choice Open Application ended January 10, 2024. A total of 1,250 applications were received.
- 1/26 - Honor Roll breakfast
- 1/30 – FSFA Workshop

- Upcoming Fundraisers:
1/30 - Swim Team Dine & Donate
Swim Team - Chance Drawing
2/3 - Performing Art Boosters - MS Valentine's Day Dance
2/18 - Wrestling Team – Dine & Donate
- HS Student Directed Play – Anne of Green Gables
- MS Spring Musical – Mary Poppins, Jr.
- Disney Senior Class Trip – 2/14 – 2/20

MONTHLY BOARD FINANCIAL REPORT

Brittany Burslem reported:

A motion was made by Shante Hastings to approve the November 30, 2023 Financial Report as presented. Jill Green seconded; the motion carried. The motion passed unanimously (11-0).

A motion was made by Amy Goodhue to approve the December 31, 2023 Financial Report as presented. Uday Jani seconded; the motion carried. The motion passed unanimously (11-0).

AGENDA MODIFICATION

A motion was made by Ed Hale to move the Building & Grounds report before the Foundation Update. Shante Hastings seconded; the motion carried. The motion passed unanimously (11-0).

Building & Grounds

Mr. Brittingham presented two options for placement of the new baseball field for the board to review. There is a donor that is willing to support the project financially. Mr. Brittingham is asking for the board's approval to move forward.

Emerson Layton, Student/Captain, read a letter on his support of a new baseball field.

Doug Knoll, SA coach, spoke on his support of a new baseball field and the opportunity it would bring to the school.

PUBLIC COMMENT

Jerry Green reported on information he received from Robert Tunnel regarding the soil testing of Option A.

FOUNDATION REPORT

No report was presented.

COMMITTEE REPORTS

Executive/Nominating/Succession

No report was presented.

Finance

Presented under Monthly Board Financial Report. CBOC meeting was held January 23.

Outreach

Sade Truiett reported:

- 2025 – Sussex Academy 25th Anniversary
- Spring/Summer social is being planned at either Salted Vines or The Starboard
- Giving Tuesday – raised 10K

Governance (Policy & Legislative)

No report was presented. Next meeting planned in February.

School Performance Committee

Jennifer Donahue asked Justina Thomas and Erin Perchiniak if they would like to either chair or co-chair on the hiring committee with the resignation of Chris Brown. Both accepted.

Committee:

Ed Hale

Uday Jani

Chris Moody

Erin Perchiniak

Justina Thomas

Janet Owens

Connie Hendricks

OLD BUSINESS**FY23 Audit Approval***

A motion was made by Ed Hale to approve the FY23 Audit Report as presented. Patches Hill seconded; the motion carried. The motion passed unanimously (11-0).

NEW BUSINESS**Proposed Change to By-Laws***

A motion was made by Brittany Burslem to approve the By-Law changes as presented. Those changes will add two faculty board representatives instead of one. There will be one certified teacher from the elementary campus and one certified teacher from the secondary campus. Those representatives will not be present during executive session when student or personnel related matter are discussed. Jill Green seconded; the motion carried. The motion passed unanimously (11-0).

Funding for Athletic Trainer – House Bill 244*

Shante Hastings reported on House Bill 244. The goal would be that in the next few years that all schools would receive funding for an athletic trainer. Mrs. Hastings wrote a letter supporting the bill as a parent and will also write a letter on behalf of the SA Board showing its support. Vote will tabled until the March meeting.

McKinney-Vento Homeless & Foster Care Policy – Policy 520*

A motion was made by Uday Jani to approve Policy 520 as written. Amy Goodhue seconded; the motion carried. The motion passed unanimously (11-0).

Policy for Responding to Adult Sexual Misconduct – Policy 521*

A motion was made by Ed Hale to approve Policy 521 as written. Shante Hastings seconded; the motion carried. The motion passed unanimously (11-0).

Title IX – Policy 522*

A motion was made by Erin Perchiniak to approve Title IX as written. Jill Green seconded; the motion carried. The motion passed unanimously (11-0).

Teacher Representative*

New Teacher Representatives:

- Lauren Hvorecny – 8th grade Science Teacher

- Megan Reed – 2nd Grade Science/Math Teacher

They will both be sworn in at the February 28, 2024 meeting.

Executive Session

A motion was made by Shante Hastings at 5:12 p.m. to enter into Executive Session. Justina Thomas seconded; the motion carried. The motion passed unanimously (11-0). The board will not be returning to regular session.

Respectfully submitted,

Andrea Rogers, Board Secretary