

Sussex Academy
Executive Board of Directors Meeting
Minutes
July 27, 2016

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: Jennifer Scott, Denise Westbrook, Chris Benjamin, Steve Burke, Marty Cosgrove, Susie Mitchell, Chris Moody, Joe Schell, Ana Vargas, Chanta Wilkinson and Lauren Wisely

Board Members Absent: None

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 and Mr. Brian Dayton

APPROVAL OF MINUTES

A motion was made by Jennifer Scott to accept the minutes of the June 15, 2016 Executive Board meeting. Joe Schell seconded; the motion carried. The motion passed unanimously (10-0).

DIRECTORS' REPORTS

State Assessments

Dr. Oliphant reported that state assessment scores for the 2015-2016 school year were released on July 21st. There will also be a new math program starting this school year and an extra class for students that are struggling in the area of math.

Charter School Network

Dr. Oliphant reported there would be a Charter School Network meeting here at Sussex Academy on July 28 and July 29. There are 75 guests expected.

Auditor's Inspection Report and Follow-Up

Mr. Stafford reported on the inspection of an old petty cash account. This account may have to be closed and reopened in another name.

Sussex County Sign

Mr. Stafford reported on the new digital signage that is now on the corner of Route 9 and Airport Road.

Status of Opening

Mr. Stafford reported that the new middle school wing is expected to be open on time for the start of school. A motion was made by Susan Mitchell to give Directors' the empowerment to make the final decision of the start of school, if the new middle school wing was not opened on time. Marty Cosgrove seconded; the motion carried (11-0).

Lunch Works

Mr. Stafford reported that Sussex Academy would be using a new lunch program called Lunch Works. This new program will allow parents to create their own account to order lunches and to take credit card payments.

MONTHLY BOARD FINANCIAL REPORT

A motion was made by Jennifer Scott to approve the June 30, 2016 Financial Report. Joe Schell seconded; the motion carried. The motion carried unanimously (11-0).

SUSSEX ACADEMY FOUNDATION UPDATE

Joe Schell gave an update on the aquatic center. Completion is slated for October 15, 2016.

COMMITTEE REPORTS

Executive

No report was presented.

Finance

No report was presented.

Recognition

No report was presented.

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 516 – Suicide Prevention Training

A motion was made by Susan Mitchell to approve Policy 516. Denise Westbrook seconded; the motion carried. The motion passed unanimously (7-0).

Policy 202 – Membership and Organization

A motion was made by Jennifer Scott to approve Policy 202. Denise Westbrook seconded; the motion carried. The motion passed unanimously (7-0).

Library

No report presented.

OLD BUSINESS

No old business.

NEW BUSINESS

Mr. Stafford reported that there will be financial training offered online on August 2016.

PUBLIC COMMENTS

Allison Dayton stated she would like to see a Student Representative on the board.

EXECUTIVE SESSION

A motion was made by Susan Mitchell to enter Executive Session at 4:23 p.m. to discuss personnel. Joe Schell seconded; the motion carried unanimously (11-0). A motion was made by Jennifer Scott to come out of Executive Session at 5:15 p.m. Susan Mitchell seconded; the motion carried unanimously (11-0).

PERSONNEL

A motion was made by Marty Cosgrove to approve Director recommendation discussed during executive session concerning employee 07-16-01 regarding hiring and termination. Jennifer Scott seconded; the motion passed unanimously (11-0).

SCHOOL PLANNING

A motion was made by Denise Westbrook to authorize spending authority of additional funding up to \$30,000 as discussed during executive session for school year 2016-2017 such that administration can address and appropriately support curricular and instructional needs.

ADJOURNMENT

A motion was made by Joe Schell to adjourn the meeting at 5:43 p.m. Steve Burke seconded the motion; the motion carried unanimously (7-0).

Respectfully submitted,

Andrea Rogers,
Board Secretary