

**Sussex Academy**  
**Executive Board of Directors Meeting**  
**Minutes**  
**March 16, 2016**

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 3:33 p.m. by Jennifer Scott, Board President.

Board Members Present: Jennifer Scott, Denise Westbrook, Chis Benjamin, Steve Burke, Lauren Wisely, Susan Mitchell, Marty Cosgrove, Chris Moody, Dean Swingle and Joe Schell (by phone).

Board Members Absent: Jaime Nutter, Dustin Parker and Ilona Holland.

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

**APPROVAL OF MINUTES**

A motion was made by Dean Swingle to accept the minutes of the February 16, 2016 Executive Board meeting. Marty Cosgrove seconded; the motion carried. The motion passed unanimously (9-0).

**DIRECTORS' REPORTS**

Allen Stafford gave an update on the 2016-2017 enrollment.

Dr. Oliphant gave a report on the MYP program for IB and middle school math. Vertical articulation at the high school level and high school electives that will be offered for the 2016-17 school year.

Dr. Oliphant reported that a tentative SBAC testing schedule is posted for May 2016.

Dr. Oliphant stated that she would be forming a committee to plan for graduation events.

The 2016-17 drafted school calendar was discussed. It will be tabled until the April meeting.

**MONTHLY BOARD FINANCIAL REPORT**

A motion was made by Dean Swingle to approve the February 29, 2016 Financial Report. Steve Burke seconded; the motion carried. The motion passed unanimously (9-0).

**SUSSEX ACADEMY FOUNDATION UPDATE**

Joe Schell reported that 260 tickets were sold for the SA Gala. There will be a Donor dinner at the school on Saturday, April 16 at 5:30. There will be approximately 75 guests. The first annual SA Kentucky Derby will be held on Saturday, May 7. There will be a limit of 200 tickets on sale.

Joe Schell gave an update on the USDA loan and Phase III construction.

**COMMITTEE REPORTS**

**Executive**

No report was presented.

**Finance**

Allen Stafford reported on the USDA grant application for furnishing the middle school wing.

**Recognition**

No report was presented

**Public Relations**

Written report presented.

**Building and Grounds**

Joe Schell reported under Foundation Update.

**Program Development**

Dr. Oliphant reported under Curriculum.

**Athletics**

Written report was presented.

**Legislative**

No report was presented.

**Policy**

Written report was presented.

**Library**

No report was presented.

**OLD BUSINESS**

No Old Business was discussed.

**NEW BUSINESS**

Jen Scott reported on board vacancies for 2016-17. There are 6 seats that will need to be filled.

**PUBLIC COMMENTS**

There were no public comments.

**EXECUTIVE SESSION**

There was no executive session help.

**ADJOURNMENT**

A motion was made by Dean Swingle to adjourn the meeting at 5:48 p.m. Lauren Wisely seconded; the motion carried. The motion passed unanimously (9-0).

Respectfully submitted,

Andrea Rogers,  
Board Secretary