

## Sussex Academy Executive Board of Directors Minutes

May 17, 2023

### CALL TO ORDER AND ROLL CALL

Patches Hill, Board President, called the meeting to order at 4:06 p.m.

Board Members Present: Patches Hill, Jennifer Donahue, Brittany Burslem (via ZOOM), Lance Manlove (via ZOOM), Sara Messina, Ed Hale, Jennifer Scott, Joe Schell, Board Member Emeritus

Board Members Absent: Erin Perchiniak, Chris Moody, Shante Hastings, Uday Jani, Justina Thomas, and Amy Goodhue.

Staff Present: Sherry MacBury, Dean of Secondary Campus, Connie Hendricks, Dean of Elementary School, Michelle Hastie, Business Manager (via ZOOM), Janet Owens, Assistant Dean of Secondary Campus, and Matt Keen, Dean of Students & Athletics

Staff Absent: Eric M. Anderson, Head of School, Tom Peet, Director of Student Services, Franny Silcott, Director of Human Resources (via ZOOM), and Andrea Rogers, Board Secretary

Visitors: Debbie Hunt, Community Member

### APPROVAL OF MINUTES

Note: Michelle Hastie was not at the April meeting. (Need correction)

A motion was made by Jennifer Donahue to approve the minutes of the April 19, 2023 Executive Board meeting. Ed Hale seconded; the motion carried. The motion passed unanimously (7-0).

### AGENDA MODIFICATIONS

Motion made by Jennifer Scott to move the Head of School Report to the beginning of New Business. Jennifer Donahue seconded; the motion carried. The motion passed unanimously (7-0).

Motion made by Ed Hale to move the Financial and SA Foundation Reports to the end of the agenda before Executive Session. Jennifer Donahue seconded; the motion carried. The motion passed unanimously (7-0).

## PUBLIC COMMENTS

No public comments

## COMMITTEE REPORTS

Executive/Nominating/Succession

Board application period closed. Will vote in June meeting.

Finance

(Burslem) CBOC meeting last week- calendar for next year, 3 meetings by quarter, no summer meeting.

Outreach

No report presented. Not meeting? Data needs to be tracked to show outreach efforts.

Building & Grounds

(Manlove) HVAC contractor made recommendations to cut costs and increase efficiency. Would like to include in budget.

Governance (Policy & Legislative)

(Donahue) Meeting on June 6. Finalizing policies to be ready for vote at June meeting. Activity fee update needed for next year.

School Performance Committee

No report presented.

## OLD BUSINESS

None.

## NEW BUSINESS

## HEAD OF SCHOOL REPORT

Janet Owens reported:

## Past Events:

End of April- Congressional Youth Summit at DSU went well.

DelDot Bridge Building competition. Our students placed and won awards.

Elmer- National Cyber Scholarship- earned 5 out 10 awards.

Activity Fee committee- recommendations, will send to Governance Comm.

Chart School Rally- students, Eric and Sadé attended.

Testing past 2 weeks- SBAC in ELA and math, 100% complete. DeSSA science and social studies now being administered.

497 AP exams completed.

## Upcoming Events:

May 19 & 20 – Aladdin, Jr. Musical

Dr. Sherry MacBury presented:

- Number of intent to return in spring v. attrition during the summer- showing impact on scheduling following year. Showed 2021-22 data.

Will be inviting families to enroll to fill enrollment

Onboarding sessions- 1:1, will have conducted 148 by the end of this week. Getting great feedback from families regarding sessions.

Mr. Matt Keen presented:

Spring athletics update: Girls' soccer and Girls' LAX continuing into post season.

## MONTHLY BOARD FINANCIAL REPORT

Michelle Hastie reported:

A motion was made by Jennifer Scott to approve the April 30, 2023 Financial Report as presented. Jennifer Donahue seconded; the motion carried. The motion passed unanimously (7-0).

SY24 Preliminary Budget – No vote until June 2023.

## FOUNDATION REPORT

Joe Schell reported:

\$1.7 million in account. Will consider funding projects, make formal request from entire Board.

## EXECUTIVE SESSION

A motion was made by Ed Hale at 5:45 p.m. to enter into Executive Session. Jennifer Scott seconded; the motion carried. The motion passed unanimously (7-0). The regular meeting will not be returning after Executive Session.