

Sussex Academy

Executive Board of Directors Meeting Minutes

October 16, 2019

CALL TO ORDER AND ROLL CALL

Marty Cosgrove, Board President, called the meeting to order at 3:58 p.m.

Board Members Present: Marty Cosgrove, Lauren Wisely, Jennifer Scott, Uday Jani, Lance Manlove, Sara Messina, Darlene O'Neil, Chris Schell, Precious Benson, Heather Crown (arrived at 4:08), and Denise Westbrook (arrived at 4:10)

Board Members Absent: Steve Burke and Chris Moody

Staff Present: Eric Anderson, Head of School, Tom Peet, Dean of STEM, Janet Owens, Dean of Humanities, Allen Stafford, Chief Operating Officer, Franny Silcott, Director of Human Resources, Gina Derrickson, Director of Development, and Andrea Rogers, Board Secretary

Visitors: Brian Dayton, Joe Schell, Kate Walker, and Officer Walker

APPROVAL OF MINUTES

A motion was made by Marty Cosgrove to accept the minutes of the September 18, 2019 Executive Board meeting. Jennifer Scott seconded; the motion carried. The motion passed unanimously (9-0).

PUBLIC COMMENTS: None

EXECUTIVE DIRECTORS' REPORT

Eric Anderson reported:

- Mayhem Poets visit was September 19
- Middle School Expedition – “Beyond Our Borders” just wrapped up.
- School Choice Open House – October 19
- September 30 Unit Count – Total of 858 students
- HS Parent Social – Oct 3 at Arena’s
- Sussex Academy hosted the DE Charter School Conference on Oct 11. There were 400+ attendees
- College Application week – 10/14 – 10/18
- Juniors took the PSAT on 10/16/19
- 10/25/19 School-wide assembly for the Rehoboth Jazz Festival 1pm – 2 pm
- Homecoming Spirit week – 10/22 – 10/25
- MS Fall Halloween Dance – 10/25/19
- MS Parent Social – Oct 23 @Bethany Blues, Lewes, DE (5:30 pm – 7 pm)
- Benefit at Bethany Blues, Lewes, DE 10/28/19 to help the senior class (15% back)
- 10/31/19 Halloween costume (with guidelines)
- Senior Class Trip to Disney (1/15/20 – 1/21/20)
- Italy Exchange trip – 11/14/19 – 11/30/19)
- Green Ribbon School Process – Green Building United will do a school audit 11/6/19 @ 8:30 am
- Jade Carter will be recognized at a Youth Environmental Leadership Task Force in Feb 2020
- University of DE Storm Project – Skype with researchers
- Teachers of Critical Language Program – teach Arabic, Chinese, etc. to expand language at the school
- SA 20th Anniversary Gala – Fort Miles on May 2, 2020
- National School Choice Conference – Orlando, FL June 2020 (open to board members)

MONTHLY BOARD FINANCIAL REPORT

Allen Stafford reported:

Mr. Stafford reported on the September 30th count units. 47.4 Units with a school budget of 46.68. Mr. Stafford gave a breakdown of students in each grade.

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A motion was made by Marty Cosgrove to approve the September 2019 Financial Reports. Lance Manlove seconded; the motion carried. The motion passed unanimously (11-0).

SUSSEX ACADEMY FOUNDATION UPDATE

Joe Schell reported there is a balance of \$284K in the foundation account. The foundation is looking to support the expansion of our science labs next year. Mr. Schell gave an update on the Route 9/Airport Rd improvements coming up next year. We are still waiting for the Balloons Over Sussex financial report.

COMMITTEE REPORTS

Executive/Nominating/Succession

No report was presented.

Finance

Tim Sawyer, CPA, of Barbacane, Thornton & Company was here to give the results of the June 30, 2019 audit results.

Outreach

Written report was presented.

Building & Grounds

Lance Manlove gave an update on the solar project. Pre-construction meeting is planned the week of October 21st.

Governance (Policy & Legislative)

No report was presented.

Ad Hoc Grant Research

No report was presented.

Ad Hoc Director Evaluation Committee

Denise Westbrook reported on the meeting that was held with Mr. Anderson regarding the director evaluation, which will be discussed further in Executive Session.

Ad Hoc Student Welfare Committee

No report presented.

OLD BUSINESS

K – 12 Charter Modification

Joe Schell reported on the financial long-term impact that a charter modification would have on Sussex Academy if we chose to move forward as a K-12 school.

Jennifer Scott made a motion that the board give authority to the administration of Sussex Academy to move forward with a major modification application to expand our grades from 6 – 12 adding grades K – 5. Marty Cosgrove seconded; the motion carried. The motion passed unanimously (11-0).

Director Evaluation*

Under Ad Hoc Director Evaluation

NEW BUSINESS

2019 – 20 Board Committee Formations

Heather Crown supplied the board with the updated 2019-2020 Board Terms and Committees.

Lottery Waitlist

Eric Anderson reported on the Charter Law that states that Sussex Academy's waitlist should expire at the September 30th unit count deadline and should not be carried over year after year. Parents should re-apply during the Choice Application

and a new lottery should be held for grades 7, 8, 10 and 11. The board will vote at the November 20th meeting to allow Data Services to conduct our 2020 – 2021 lottery.

EXECUTIVE SESSION

Marty Cosgrove made a motion to enter Executive Session at 5:43 p.m to discuss employment issues. Jennifer Scott seconded; the motion carried. The motion passed unanimously (11-0). Marty Cosgrove made a motion at 6:31 p.m. to come out of Executive Session.

Jennifer Scott made a motion to approve the salary changes discussed in Executive Session. Uday Jani seconded; the motion carried. The motion passed unanimously (11-0).

ADJOURNMENT

Marty Cosgrove made a motion at 6:42 p.m. to adjourn the meeting.

Respectfully submitted,

Andrea M. Rogers, Board Secretary