

# **Sussex Academy**

## **Executive Board of Directors Meeting Minutes**

### **September 18, 2019**

#### **CALL TO ORDER AND ROLL CALL**

Marty Cosgrove, Board President, called the meeting to order at 4:00 p.m.

Board Members Present: Marty Cosgrove, Lauren Wisely, Jennifer Scott, Uday Jani, Heather Crown, Chris Moody, Lance Manlove, Denise Westbrook, and Steve Burke (arrived at 4:05).

Incoming Board Members Present: Darlene O'Neil, Precious Benson, Chris Schell and Sara Messina.

Board Members Absent: None

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

Staff Members Absent: None

Visitors: Brian Dayton, Susie Mitchell, Joe Schell, Debbie Fees, Jennifer Leonard, Kate Walker, Erin Hearn, Officer Walker, Margaret Boyder, Natalie Downey.

#### **APPROVAL OF MINUTES**

A motion was made by Jennifer Scott to accept the minutes of the June 19, 2019 Executive Board meeting. Uday Jani seconded; the motion carried. The motion passed unanimously (8-0).

#### **PUBLIC COMMENTS**

#### **EXECUTIVE DIRECTORS' REPORT**

*Eric Anderson reported:*

- Kudos to the custodial staff for working hard over the summer to come back to a clean school
- Mindful space for teachers this year is available
- New Student Service Center has opened
- New science lab timeline was not met- next summer may be more achievable
- New teacher leader positions were filled and professional development offered
- Chromebooks were issued to all students grades 6 - 12
- Revolution Foods has been a great success so far
- First day of school for grades 6 & 9 was 8/26 – students had a scavenger hunt/pizza party
- Admin met with all grades to review expectations and 3 R's
- "I Will Always Write Back" was the middle school's summer reading – Author visit was 9/6
- Week of 9/28 there will be an Expedition Kick-off-MS students will have a showcase 9/26 from 3:30-5:30
- Back to School Nights – MS 9/18 and HS 9/19 at 6pm
- Annual Fund kick-off will be starting at 5:45 both nights
- Joey Melvin from Georgetown PD met with the school about a pilot program called "Adopt A School"
- Balloon Festival was held September 14 & 15
- Picture Day for underclassman is September 30
- DE Charter School Conference will be held at Sussex Academy on Friday, October 11
- Homecoming events will be October 25 & 26 - SA vs. Seaford
- MS Halloween Dance – October 25
- End of November 12 Italian students will be staying with students for a week. Trips to NYC and DC have been planned
- Feather Our Nest Campaign has begun

- 10/3 – HS families will be hosting a social @ Arenas
- 10/23 MS will be hosting a social at Bethany Blues in Lewes

Debbie Fees and Jennifer Leonard – IB Presentation and IB Scores

## **MONTHLY BOARD FINANCIAL REPORT**

Steve Burke reported:

Mr. Burke reported on Unit Count information, current grants the school has received to date, School Safety Security funds received and revenue regarding the aquatics center.

A motion was made by Marty Cosgrove to approve the June, July and August 2019 Financial Reports. Uday Jani seconded; the motion carried. The motion passed unanimously (9-0).

## **SUSSEX ACADEMY FOUNDATION UPDATE**

Joe Schell reported on the new Route 9/Airport Rd. intersection. Construction is slated to begin in early 2020.

## **COMMITTEE REPORTS**

### **Executive/Nominating/Succession**

No report was presented.

### **Finance**

Marty Cosgrove made a motion to approve the audited financials dated June 30, 2019 pending the correction of the 6.0M lease that was not included in the audit. Denise Westbrook seconded; the motion carried. The motion passed unanimously (9-0).

### **Outreach**

No report was presented.

### **Building & Grounds**

Lance Manlove gave an update on the solar project.

### **Governance (Policy & Legislative)**

No report was presented.

### **Ad Hoc Grant Research**

No report was presented.

### **Ad Hoc Director Evaluation Committee**

Moved under Executive Session

### **Ad Hoc Student Welfare Committee**

No report presented.

## **OLD BUSINESS**

### ***Tour***

Board members toured the new Student Services Center.

### ***Expansion***

Joe Schell gave an update on the Jefferson School expansion.

## **NEW BUSINESS**

### ***Oath of Office***

New board members took the Oath of Office and all board members were asked to sign the Conflict of Interest for the SY2019-20.

***Policy 519 Child Protection Policy***

Jennifer Scott made a motion to approve Policy 519 with the modifications pertinent to one on one communication between students and staff/faculty being relevant only to scholastic activities, which includes athletics and extracurricular activities. Marty Cosgrove seconded; the motion carried. The motion passed unanimously (13-0).

***School Choice Open House***

School Choice Open House will be held on Saturday, October 19, 2019 from 9am to noon.

**EXECUTIVE SESSION**

Jennifer Scott made a motion to enter Executive Session at 6:03 p.m to discuss personnel matters. Uday Jani seconded; the motion carried. The motion passed unanimously (13-0). Marty Cosgrove made a motion at 7:00p.m. to come out of Executive Session.

**ADJOURNMENT**

Denise Westbrook made a motion at 7:12 p.m. to adjourn the meeting.

Respectfully submitted,

Andrea M. Rogers, Board Secretary