

Sussex Academy
Executive Board of Directors Meeting
Minutes
November 19, 2014

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 3:34 p.m. by Mariah Calagione, Board President

Board Members Present: Chris Benjamin, Mariah Calagione, Chris Moody, James Nutter, Dustin Parker, Joe Schell, Jennifer Scott, Dean Swingle, Denise Westbrook, Lauren Wisely and Ilona Holland.

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

Guest: Karen Kollias (NCALL), John Sertich (Clean Energy).

APPROVAL OF MINUTES

A motion was made by Denise Westbrook to accept the minutes of the October 15, 2014 Executive Board meeting. Dean Swingle seconded; the motion carried. The motion passed unanimously (10-0).

DIRECTORS' REPORTS

IB Authorization Visit

Patricia Oliphant summarized the events of the IB visit. Final notice regarding authorization should arrive via email in the Spring.

Performance Framework/Annual Report

Patricia Oliphant reviewed the draft Performance Framework/Annual Report document. The board discussed the response. Jenn Scott made a motion to approve a draft consistent with the board's discussion and to approve the response to the charter school office. Joe Schell seconded; the motion carried. The motion passed unanimously (11-0).

Open Houses/School Tours

Patricia Oliphant gave an update regarding the Open Houses and School tours.

School Schedule

Patricia Oliphant stated that she would like consideration given to changing the school schedule next school year. She stated that the administration needs to consider solutions for missed instructional time when students and staff are dismissed early for athletic events.

MONTHLY BOARD FINANCIAL REPORT

A motion was made by Denise Westbrook to accept the October 31, 2014 Financial Reports. Joe Schell seconded; the motion carried. The motion passed unanimously (11-0).

Sussex Academy Foundation Update

Joe Schell reported:

1. Sussex Academy Foundation holds \$729K in reserves, which are surplus funds from Phase I.
2. 1.7 million is owed to DCHS by June 2015.
3. The two existing athletic fields have been turned and aerated. Sussex Academy has signed a contract with George Lynch to complete four fields by March 2015.
4. Sussex Academy has hired an interior designer to assist with the design of hallways, foyer and cafetorium areas.

Committee Reports

Executive

No report was presented.

Finance

No report was presented.

Recognition

A written report was presented.

Public Relations

A written report was presented. Open Houses were well attended. The Sussex Academy Facebook page was well received.

Building and Grounds

No report was presented. Other than new fields, artificial turf fields should be completed by August 2015. This includes lighting on lacrosse, field hockey and soccer fields.

Program Development

No report was presented.

Athletics

No written report was presented. Steve Oscar reported that the Student Athletic Handbook was submitted to Marty Cosgrove for review. Mr. Oscar expressed his pleasure with results of fall sports interest and participation. The Board discussed their desire to have more sports coverage in local newspapers.

Legislative

No report presented. The Legislature is not in session.

Policy

Jamie Nutter requested an extension of time to review the social media policy.

Library

Iлона Holland presented a written report.

OLD BUSINESS

Information Common Plan

Iлона Holland met with the state librarian and said that Sussex Academy will be receiving a distribution catalog with access to 2 million titles. Mrs. Holland recently returned from a trip to Taiwan where she revisited an IB school, which also has an information commons. The librarian of that school will be in the states March 27 or 28 and would like to visit Sussex Academy.

Solar Panel Lease

John Sertich from Clean Energy provided the board with an over view of installing solar panels, a cost and savings analysis. A motion was made by Dean Swingle to sign a 20-year lease with Clean Energy. Chris Moody seconded; the motion carried. (10-0-1) Joe Schell abstained.

NEW BUSINESS

No new business to report.

PUBLIC COMMENTS

No public comments were presented.

EXECUTIVE SESSION

A motion was made to enter Executive Session at 5:29 p.m. by Jenn Scott. Mariah Calagione seconded; the motion carried. The motion passed unanimously (11-0).

A motion was made by Ilona Holland at 6:03 p.m. to come out of Executive Session. Jenn Scott seconded; the motion carried. The motion passed unanimously (11-0).

ADJOURNMENT

At 6:20 p.m. Adam Marsh made a motion to adjourn. Joe Schell seconded; the motion carried. The motion passed unanimously (11-0).

Respectfully submitted,

Andrea Rogers,
Board Secretary