

**Sussex Academy**  
**Executive Board of Directors Virtual Meeting Minutes**  
**October 20, 2021**

**CALL TO ORDER AND ROLL CALL**

Chris Moody, Board President, called the meeting to order at 4:03 p.m.

Board Members Present: Chris Moody, Lauren Wisely (arrived 4:07), Patches Hill, Uday Jani, Lance Manlove, Sara Messina, Darlene O'Neill, Steve Burke, Chris Schell, Uday Jani, Jennifer Scott, Brittany Burslem, and Jennifer Donahue.

Board Members Absent: Precious Benson

Staff Present: Eric M. Anderson, Head of School, Connie Hendricks, Dean of Elementary School, Duncan Smith, Chief Operating Officer, and Andrea Rogers, Board Secretary

Visitors: Tim Sawyer, CPA of Barbacane, Thornton & Company, LLC

**APPROVAL OF MINUTES**

A motion was made by Chris Schell to approve the minutes of the September 22, 2021 Executive Board meeting with the exception of removing Mrs. Brubacker's name from the minutes under public comments. Uday Jani seconded; the motion carried. The motion passed unanimously (11-0).

**PUBLIC COMMENTS**

No public comments.

**HEAD OF SCHOOL REPORT**

*Eric Anderson reported:*

**Calendar Events**

10/20- 10/24 - Homecoming week

10/1 – Ben Carson visited Sussex Academy and spoke with junior and senior students

10/7 – PTA hosted a movie night at the SAES

10/8 - Teacher In-service day

10/14 – Rehoboth Jazz Festival performance for middle school

10/15 – Performers from Rehoboth Jazz Festival held a workshop with middle/high school band and chorus members

10/19 - SA participated in the State Chamber of Commerce's Principal for the Day Program. Michael Bell, President of Harvard Business Services Corporation toured the school, helped with lunch duties and spoke with students in Personal Finance classes about entrepreneurship.

10/20 - Met with a staff member from Outreach Department with Senator Coons office who is an advocate for Charter schools.

10/22 - Powder puff game for junior vs. senior girls will be held in the stadium tonight @ 6:30

10/23 - Pep Rally grades 8-12 and homecoming soccer game 7 pm vs. Sussex Central High School

10/24 – Homecoming Dance 7 – 10 pm

10/26 - Jr. students took PSAT

11/4, 11/5 & 11/6 - Addams Family Fall Musical @7pm

11/10 – Virtual Choice Open House – (SA Secondary 5:30 – 6:30pm) (SAES 6:30 – 7:30pm)

The Governor issued another mandate around vaccines and testing for all K-12 faculty and staff working in DE public schools. Anyone working in a Delaware school must be vaccinated or go under mandatory weekly testing. We have partnered with QUIDEL for regular faculty/staff testing.

Secretary Bunting announced her retirement and will be leaving the DOE on 12/31/21. Dr. Mark Holodick will be her replacement.

Teachers will be participating in data collection on a national study through the Gates Foundation on the topic of writing to develop a writing skills progression pathway. This data will be used to set national standards.

Our grade 6-10 counselor will start next week and grade 11-12 counselor is slated to start on 11/18

Bus Shortage - SA is down 1 bus and we have been redirecting stops on other buses to fulfill all stops

Faculty/staff have been rebuilding their endurance and adjusting to a 5x a week schedule.

### ***Strategic Plan Update***

Mr. Anderson reviewed the current Strategic Plan Policy and how we have been navigating even with COVID.

## **MONTHLY BOARD FINANCIAL REPORT**

### ***Audit Results***

Tim Sawyer, CPA of Barbacane, Thornton & Company, LLC presented the FY21 drafted results of the audit.

*Duncan Smith reported:*

### ***Monthly Financial Report***

A motion was made by Patches Hill to approve September 30, 2021 Financial Report as presented. Chris Schell seconded; the motion carried. The motion passed unanimously (11-0-1). Sara Messina abstained from the vote.

### ***ESSER 111 Funds Update***

Mr. Smith updated the board on plans of how ESSR III funds will be spent. That plan is posted on our website.

## **SUSSEX ACADEMY FOUNDATION UPDATE**

No report presented.

## **COMMITTEE REPORTS**

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

No report presented.

### **Finance**

Under Finance Report

### **Outreach**

Written report was presented.

### **Building & Grounds**

No report presented.

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

No report presented.

### **School Performance Committee**

No report presented.

## **OLD BUSINESS**

### ***COVID Leave Policy***

A motion was made by Brittany Burslem to accept the extended State of DE COVID relief policy until 12/31/21. Jennifer Donahue seconded; the motion carried. The motion passed unanimously (12-0-1). Sara Messina abstained from the vote.

## **NEW BUSINESS**

No New Business.

**EXECUTIVE SESSION**

No Executive Session.

**ADJOURNMENT**

Uday Jani made a motion at 5:11 p.m. to adjourn the meeting. Jennifer Scott seconded; the motion carried. The motion passed unanimously (12-0).

Respectfully submitted,

Andrea Rogers, Board Secretary