

**Sussex Academy**  
**Executive Board of Directors Meeting**  
**Minutes**  
**October 21, 2015**

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 3:33 p.m. by Jennifer Scott, Board President.

Board Members Present: Jennifer Scott, Denise Westbrook, Dustin Parker, Lauren Wisely, Ilona Holland, Chris Moody, Marty Cosgrove, Susan Mitchell, Steve Burke and Dean Swingle.

Board Members Absent: Jaime Nutter (via phone), Chris Benjamin and Joe Schell.

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

**APPROVAL OF MINUTES**

A motion was made by Dean Swingle to accept the minutes of the September 17, 2015 Executive Board meeting. Martin Cosgrove seconded; the motion carried. The motion passed unanimously (10-0).

**Financials were moved to the beginning of the meeting.**

**DIRECTORS' REPORTS**

Patricia Oliphant reported:

Jennifer Leonard, the school's librarian, gave an update on the new Library Commons Center.

Allen Stafford reported on the new online application for the 2016-17 school year.

Patricia Oliphant reported on the IDEA awards dinner. Sussex Academy was awarded an Academic Excellence Award.

Homecoming events for the week of October 17- 24 were reported. There were over 200 participants in the first annual Soarin' Seahawk 5K. The proceeds are to benefit the SGA and the Boys and Girls Club.

The junior class will have the opportunity travel to Williamsburg, VA for an over night educational opportunity on November 13 and 14.

**MONTHLY BOARD FINANCIAL REPORT**

A motion was made by Dean Swingle to approve the September 30, 2015 Financial Report. Susan Mitchell seconded; the motion carried. The motion passed unanimously (10-0).

Denise Westbrook made a motion for holiday gift cards to be purchased through the SA Sports Boosters gift card fundraiser for the staff employee's holiday gift. Steve Burke seconded; the motion carried. The motion passed unanimously (8-0). Dean Swingle and Dustin Parker abstained from the vote.

**SUSSEX ACADEMY FOUNDATION UPDATE**

Denise Westbrook reported that Nicole Miller has been added to the foundation board. The current by laws have changed adding an additional two seats to the board.

**COMMITTEE REPORTS**

**Executive**

No report was presented.

**Finance**

Discussed in financial report.

**Recognition**

No report presented.

**Public Relations**

Written report presented.

**Building and Grounds**

Written report presented.

**Program Development**

No report presented.

**Athletics**

Written report was presented.

**Legislative**

Jaime Nutter gave an update on legislative issues.

**Policy**

Patricia Oliphant presented a draft of Policy 502 and 1006. A vote will be made at the November meeting.

**Library**

Reported through school librarian during Directors' Reports.

**OLD BUSINESS**

No Old Business reported.

**NEW BUSINESS**

No New Business

**PUBLIC COMMENTS**

There were no public comments.

**EXECUTIVE SESSION**

A motion was made to enter Executive Session for the purpose of a legal matter at 6:02 by Susan Mitchell. Marty Cosgrove seconded; the motion carried. The motion passed unanimously (10-0).

A motion was made to come out of Executive Session at 6:55 by Denise Westbrook. Steve Burke seconded; the motion carried. The motion passed unanimously (10-0).

**ADJOURNMENT**

Jennifer Scott, Board President adjourned the meeting at 6:57 p.m.

Respectfully submitted,

Andrea Rogers,  
Board Secretary