

Sussex Academy

Executive Board of Directors Meeting Minutes

November 14, 2018

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 4:04 p.m. by Jennifer Scott, Board President.

Board Members Present: Jennifer Scott, Susie Mitchell, Chris Moody, Heather Crown, Uday Jani, Lauren Wisely, Debbie Fees, Lance Manlove, and Joe Schell by phone (Emeritus)

Board Members Absent: Steve Burke, Marty Cosgrove, Denise Westbrook, Chanta Wilkinson, and Brian Trout.

Staff Present: Eric Anderson, Executive Director; Janet Owens, Director of Middle School; Allen Stafford, Director of Finance and Operations; Franny Silcott, Director of Human Resources; and Andrea Rogers, Board Secretary.

Visitors: Sara Messina (teacher), Cathy Hutton (teacher), Stephanie Sherman (teacher), Jack Faust, SGA President, Grace Scott, SGA Vice-President

AGENDA CHANGE: A motion was made by Jennifer Scott to move the SGA Representatives to the beginning of the meeting. Chris Moody seconded; the motion carried. The motion passed unanimously (8-0).

Policy 517 was added under New Business

A motion was made by Jennifer Scott to amend two voting items.

- 1) Under New Business – Field Trip Policy
- 2) Under Old Business – Solar Update

Chris Moody seconded; the motion carried. The motion passed unanimously (8-0).

APPROVAL OF MINUTES

A motion was made by Susie Mitchell to accept the minutes of the October 17, 2018 Executive Board with the following additions per Jennifer Scott: **A motion was made by Jennifer Scott to come out of Executive Session at 6:06 p.m. Marty Cosgrove seconded; the motion passed unanimously (8-0). Jennifer Scott made a motion at 6:07 p.m. to adjourn the meeting. Susie Mitchell seconded; the motion passed unanimously (8-0).** Chris Moody seconded; the motion carried. The motion passed unanimously (8-0).

PUBLIC COMMENTS

There were no public comments.

EXECUTIVE DIRECTORS' REPORT

SGA Representatives

Jack Faust, SGA President and Grace Scott, SGA Vice-President reported:

Homecoming week events

Spirit week

Homecoming soccer game, dance and bonfire attendance

The "Flock" (student cheering section)

Upcoming Food Drive

Dr. Uday Jani suggested that the students Adopt A Highway as a service project

Stephanie Sherman reported on her Environmental science class kick-off to reduce plastic consumption. Her class consisting of mostly seniors will be participating in a beach clean-up day on Tuesday, November 20th and will create a sculpture with items collected.

Eric Anderson reported:

Homecoming week

Fall sports have ended and Mr. Anderson was able to attend all senior games

Varsity soccer team made it into the first round of the state tournament losing in overtime. (1-0)

Winter sports begin on November 30

Town Hall Meetings have been going on and have been well attended

The week of October 22 was College Application Week

Peter Van Buskirk, College Counselor, visited as a guest speaker on October 31

The entire school participated in a Halloween costume dress up day

Chuck Beale, a retired math consultant was in the school for 3 days observing and meeting with teachers to develop a plan for our math program.

Delaware Charter School Network IDEA Awards were held on November 2 in Newark. Sharon Mews and Jennifer Leonard were nominated for a dedication award. SA received an award for Academic Excellence and Eric Anderson received an award for his role last year at the Charter School of Wilmington.

The senior class trip will be in Disney World in February 2019. The students will be hosting fundraisers to help support the trip.

Upcoming events:

November 13-15-School Tours/Information Nights

November 15- Faculty/Staff Meeting

November 16- Fall Fling

November 30-Town Hall Teachers Meeting @ 1:00 p.m. (Early Release Day)

December 13-15-HS Musical – Little Women

December 20-December Staff Party 1:30 – 3:30 p.m.

Susie Mitchell made a motion to allow Jennifer Scott to consult with administration to come up with a plan for staff holiday staff gifts. Uday Jani seconded; the motion carried. The motion passed unanimously (8-0).

MONTHLY BOARD FINANCIAL REPORT

Allen Stafford reported:

A motion was made by Jennifer Scott to accept the October 31, 2018 Financial Reports. Susie Mitchell seconded; the motion carried. The motion passed unanimously (8-0).

SUSSEX ACADEMY FOUNDATION UPDATE

No report was presented.

COMMITTEE REPORTS

Jennifer Scott distributed the Terms of Office & Committees for 2018-2019

Executive/Nominating/Succession

No report was presented.

Finance

No report was presented.

Recognition

No report was presented. This is an Executive Committee responsibility.

Outreach

Written report was presented.

Building and Grounds

Written report was presented.

Athletics

Written report was presented.

Legislative

No report was presented. This committee will be a part of the Governance Committee

Governance (Policy & Legislative)

No report was presented. This committee now includes Legislative information.

Employee Compensation

No report was presented.

Ad Hoc Strategic Planning Committee

No report was presented.

Ad Hoc School Culture Committee

Written report was presented.

OLD BUSINESS

Building Security Update

Lance Manlove reported:

Sussex Academy will receive \$21,600.00 from the State of Delaware for security upgrades.

Lance Manlove reported the following safety upgrades have been started:

Plate glass installation at main front desk with portal for speaking (security film will follow)

Mag locks have been installed on front doors in the vestibule

Two-way mirror film will be placed on lobby doors next week

Lobby Guard training will take place by the end of November

Upgraded visitor management system

The total safety upgrade cost is \$34,338. The Sussex Academy Foundation will pay the difference between the State funding and total upgrade fees.

Solar Update

Constellation Energy came to the school and did a site analysis of the schools' property. They deemed the location of the energy production system to be on the Route 9 side. This is a 20-year contract with zero cost. Constellation Energy will own and maintain the system and will lock in a rate of 6.5 cents versus the 9–10 cents that Delmarva Power is charging per kilowatt-hour. Based on prior years, this could be a minimum savings of \$25K a year.

Lance Manlove made a motion to move forward with the Constellation Solar Power next phase for exploration of the contract implementation for at a maximum of 6.5 cents. Lauren Wisely seconded; the motion carried. The motion passed unanimously (8-0).

Lance Manlove gave an update on the middle school wing heating and cooling system concerns. The architects came and reviewed the issues. As of now, we are waiting to hear from the contractors about possible modifications and reconditions.

NEW BUSINESS

Field Trip Policy 517

The Field Trip Policy is tabled until the January 2019 meeting.

EXECUTIVE SESSION

Susie Mitchell made a motion to enter Executive Session at 5:35 p.m. to discuss personnel matters in accordance with 29 Delaware Code 1004(B) B9. Chris Moody seconded; the motion carried. The motion passed unanimously (8-0)

Jen Scott made a motion to come out of Executive Session at 6:14 p.m., Chris Moody seconded; the motion carried. The motion passed unanimously (8-0).

ADJOURNMENT

Jennifer Scott made a motion at 6:15 p.m. to adjourn the meeting. Lance Manlove seconded; the motion carried. The motion passed unanimously (8-0).

Respectfully submitted,

Andrea M. Rogers, Board Secretary