

Sussex Academy
Executive Board of Directors Meeting Minutes
May 15, 2019

CALL TO ORDER AND ROLL CALL

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

Board Members Present: Jennifer Scott, Marty Cosgrove, Steve Burke, Susie Mitchell, Uday Jani, Lance Manlove, and Heather Crown, Lauren Wisely (arrived at 4:05), and Chris Moody (arrived at 4:08)

Board Members Absent: Denise Westbrook, Chanta Wilkinson, Debbie Fees, and Joe Schell (Member Emeritus)

Staff Present: Eric Anderson, Head of School; Allen Stafford, Director of Finance and Operations; Franny Silcott, Director of Human Resources; and Andrea Rogers, Board Secretary

Staff Members Absent: Janet Owens, Director of Middle School

Visitors: Brian Dayton (parent) and Sara Messina (teacher)

APPROVAL OF MINUTES

A motion was made by Steve Burke to accept the minutes of the April 17, 2019 Executive Board meeting. Marty Cosgrove seconded; the motion carried. The motion passed unanimously (7-0).

PUBLIC COMMENTS

There were no public comments.

EXECUTIVE DIRECTORS' REPORT

Eric Anderson reported:

IB testing and SBAC testing has been taking place and will be finishing up soon

Senior Destination Day was May 1

Middle School Science Fair was May 2

Staff Appreciation week was May 6 – 10

Senator Carper visited on May 10

Craig Klasic will be exiting as Sports Booster President and Nikki Basile will be assuming his role

8th grade beach clean up at Cape Henlopen was today-May 15

We have been interviewing for current job postings

Allison Dayton was a finalist for the State School Board

HS & MS Spring concerts are May 21 & 22

8th Grade Dance/Etiquette will kick off next week

Alice & Wonderland production will be May 23 & 24

School will be closed May 24 – May 27 for observation of Memorial Day

Athletic Awards Ceremony – May 28 @ 6 pm

May 29 – Last Senior Day

May 29 – High School Academic Awards Ceremony

May 31 – Graduation @ 6:30

June 3 – High School Exams start

June 3 – 6 - School dismisses at 12:55 pm

June 7 – 8th Grade Moving Up Ceremony

July 17 – Board Workshop

MONTHLY BOARD FINANCIAL REPORT

Steve Burke reported:

A motion was made by Steve Burke to accept the April 30, 2019 Financial Reports. Chris Moody seconded; the motion carried. The motion passed unanimously (9-0).

SUSSEX ACADEMY FOUNDATION UPDATE

No report was presented.

COMMITTEE REPORTS

Executive/Nominating/Succession

No report was presented.

Finance

Written report was presented.

Recognition

No report was presented.

Outreach

Written report was presented.

Building and Grounds

Written report was presented.

Athletics

Written Report was presented.

Legislative

Written report was presented.

Governance (Policy & Legislative)

No report was presented.

Employee Compensation

No report was presented.

Ad Hoc Strategic Planning Committee

No report was presented.

Ad Hoc School Culture Committee

Written report was presented.

Ad Hoc Board Policy Committee

Susie Mitchell reported under Old Business.

OLD BUSINESS

Updated By-laws and Board Policies (Section 202)

Susie Mitchell reported on updates and suggested changes t to Sussex Academy's Bylaws and Policies.

Susie Mitchell made a motion to consider amending the Bylaws and Policies 201, 202 and 203 in keeping with her email dated May 5, 2019 (see attached) and with the following exceptions or changes to that email:

1. Policy 203 will state that a vote of a majority of the Board is required to amend the by-laws and Policy 202 will state that a majority of the Board must vote in favor of electing officers.

2. To eliminate that members of the Finance Committee are approved at the annual meeting and changing it to state that they are approved at a meeting; and
3. Lastly, in the non-discrimination portion of the By-laws, to add no discrimination on the basis of sexual orientation.

Marty Cosgrove seconded as the motion was stated and amended. The motion passed unanimously (9-0).

FY 19/20 Board Members

Jennifer Scott reported:

Applications will be discussed during Executive Session and new members will be elected at the June 19 board meeting. (2 seats are available) Susie Mitchell will be leaving the board.

NEW BUSINESS

Board Scholarship Recipient

Moved under Executive Session based on privacy.

Lunch Vendor

Allen Stafford reported:

The school received two bids to provide school lunches. Steve Burke made a motion to move forward to accept the bid of Revolution Foods as the lunch provider with the caveat that he and Allen Stafford need further evaluate the financial ramifications if we do not get the minimum required lunches to be sold. Uday Jani seconded; the motion carried. The motion passed unanimously (9-0).

Transportation Vendor

Steve Burke made a motion to accept Dutton as the transportation provider with flat costs year over year. Marty Cosgrove seconded; the motion carried. The motion passed unanimously (9-0).

EXECUTIVE SESSION

Susie Mitchell made a motion to enter Executive Session at 5:37 p.m. Chris Moody seconded; the motion carried. The motion passed unanimously (9-0).

Jennifer Scott stated we are back in regular session.

Marty Cosgrove made a motion to accept the applicant being to be awarded the board scholarship as discussed in Executive Session. Uday Jani seconded; the motion carried. The motion passed unanimously (8-0-1). Jennifer Scott abstained.

ADJOURNMENT

Jennifer Scott made a motion at 6:20 p.m. to adjourn the meeting. Marty Cosgrove seconded; the motion carried. The motion passed unanimously (9-0).

Respectfully submitted,

Andrea M. Rogers, Board Secretary