

**Sussex Academy PTSA Organization Meeting
Virtual Meeting Minutes
February 10, 2021**

CALL TO ORDER

Kelly Coffey called the meeting to order at 7:05pm

Members Present: Jennifer Consuegra, Gina Derrickson, Lesley Eichten, Karen Forrest, Carissa Gomez, Carey Hocker, Stacy Lawson, Deborah Nails, Maureen Raines,

Delaware PTA Members Present: Kelly Coffey Purnima Montagne

Sussex Academy Administrators Present: Eric M. Anderson

Sussex Academy Board Member Present: Darlene Oneill

Guests Present: Purnima Montague, President Elect, Delaware PTA

FORMATION OF THE SUSSEX ACADEMY PARENT TEACHER STUDENT ASSOCIATION (PTSA)

Deborah Nails made a motion to form a PTSA at Sussex Academy to become a part of the State and National PTA. Ed Hale seconded. The motion passed unanimously.

ADOPTION OF BYLAWS

Kelly Coffey reviewed the Bylaws that were sent to members to review prior to meeting.

Officers

President

1st Vice President

2nd Vice President

Treasurer

Secretary

Officers hold a two-year term. As the PTSA is becoming organized late in the year, there will be no elections in May 2021.

PTSA Committees

Membership

Staff Appreciation

Legislative

Fundraising

Student Body Representative

Student Events

Reflections

Committee chairs are to serve a minimum of one-year

PTSA membership meetings are to be held on the third Thursday of each month.

Carissa Gomez made a motion to approve the Bylaws of the Sussex Academy PTSA. Deborah Nails seconded. The motion passed unanimously.

PRESENTATION OF SLATE OF OFFICERS

Kelly Coffey presented the SA PTSA Officers

President	Deborah Nails
1 st Vice President	Ed Hale
2 nd Vice President	Jennifer Consuegra
Treasurer	Carissa Gomez
Secretary	Ann Hobbs

NEXT STEPS

Kelly Coffey reported

An email will be sent to officers with information about next steps including
Obtaining and EIN Number
Submitting Bylaws to Delaware PTA for approval
Opening checking account
Purchasing insurance
Creating a budget
Opening online member hub

SUSSEX ACADEMY ADMINISTRATOR REPORT

Eric M. Anderson reported

Mr. Anderson will arrange a virtual meeting for the officers with the Dean of Middle School, Thomas Peet and the Dean of High School, Dr. Sherry MacBury.

Sussex Academy started second semester on February 1 and the school is able to invite some students to attend 4day in person instruction.

The Sussex Academy Theatre Department recently held a Covid friendly in person performance of Disney's Frozen Jr. The school administrators are working to continue with spring sports and hold an outdoor commencement, senior prom and senior trip.

The next Sussex Academy PTSA meeting is scheduled for March 18, 2021.

KELLY COFFEY ADJOURNED THE MEETING AT 7:44PM.

Respectfully submitted,

Gina Derrickson, Sussex Academy Director of Development