



ST. ANDREW'S EPISCOPAL ACADEMY  
BOARD OF TRUSTEES  
Thursday, February 23, 2017 at 6:00 p.m.  
MINUTES

Members Present: Suzanne D. Barry, Susan Carver, Christina Fischer, Gregory Grudovich, Michelle Lineal, Susan Simonson, Richard Stabile, and William Stoddard

Absent: Bishop Russell Jacobus, Excused

Guests: Mandy Doss, Lower School Head and Angela Ramos, Admissions Director

Board Clerk: Sherry Lindgren

6:03 PM Meeting opened with prayer

I. DEVOTIONAL

Scripture Reading: Christina Fischer  
Prayer: Gregory Grudovich

II. INTRODUCTION - New BOT Member, Mr. Gregory Grudovich

III. ADGENDA

A. **Susan Carver made a motion for the meeting to go into Executive Session, Second by Gregory Grudovich. The motion was approved and at 6:08 PM the meeting went into Executive Session.**

B. The BOT meeting resumed at 6:24 PM.  
**Richard Stabile made a motion to suspend the meeting Agenda and begin with Admissions presentation, Second by Christina Fischer. Motion was approved.**

IV. ADMISSIONS PROCEDURES – Mrs. Angela Ramos, Admissions Director  
Angela Ramos described the admissions process and disseminated a written outline of the procedure.

Susan Carver departed to attend a dinner with Church personnel at 6:43.

Angela Ramos and Mandy Doss left the meeting at 6:49 PM

V. CONSENT AGENDA – **Richard Stabile made a motion to approve the Consent Agenda, Second by Christina Fischer. Motion was approved.**

VI. FINANCE REPORT – Richard Stabile presented in Susan Carver's absence

A. Richard Stabile to inquire at Vestry meeting; if the Church reduced its fixed assets due to the exchange of Boston Avenue property with the Pedestrian Plaza and get clarification regarding the value.

**B. Richard Stabile moved to approve IRS Form 990, Second by Susan Simonsen. Motion was approved.**

VII. BUILDINGS AND GROUNDS

- A. Fire alarm system repair
- B. City parking lot
- C. Mirror by the Upper School north gate
- D. Shed on Lower School playground
- E. 317 South 2<sup>nd</sup> St.; Acting HOS will contact the Real Estate Company. The BOT will not be selling this property at this time.

VIII. CHAIR REPORT

- A. Christina Fischer will report on Development at the next BOT meeting
- B. Michelle Lineal and Acting HOS, Suzanne D. Barry, signed a contract with Peggy Calhoun, Development Consultant.
- C. Annual Campaign – HOS needs to begin work on the Annual Campaign
- D. Rector Search update- The Chair also serves on the Rector Search Committee. She informed the Board that the Committee is actively interviewing candidates. The Vestry will make the final decision.

IX. ACTING HEAD OF SCHOOLS REPORT – Suzanne D. Barry

- A. Personnel update - Some staff vacated in January 2017
- B. Acellus – Online course offerings will be used with the exception of some courses provided by Virtual School of Excellence and not provided by Acellus
- C. Theology – St. Andrew's Episcopal Academy online curriculum
- D. Parent Climate Survey – to be developed by HOS and Lower Head
- E. Calendar for 2017-18
- F. Central Florida Episcopal Schools Association meeting was attended by Acting Head of Schools, Suzanne Barry and Chaplain Timothy Rutherford
- G. Florida Council of Independent Schools – Joi Robertson will be coming on Tuesday, March 28, 2017 to review corrective actions taken.

Christina Fisher left at 8:07 PM

- X. **ADJOURNMENT - Richard Stabile made a motion to adjourn, Second by William Stoddard. Motion was approved.**

**Adjourned with the Lord's Prayer, at 8:15 PM.**

Respectfully submitted,

Sherry Lindgren  
Board of Trustees Clerk