

ST. ANDREW'S EPISCOPAL ACADEMY
BOARD OF TRUSTEES
Tuesday, November 17th, 2015 – 6:00 p.m.

Minutes

Members Present: Trina Angelone, Susan Carver, David Gates, Fr. John Liebler, Michelle Lineal, Bill Stoddard, Horace Webb

Excused: Alan McGregor, Shawn Merschdorf

Devotional:

A. Scripture Reading: Fr. John

Prayer: David Gates

Consent Agenda: Horace Webb made a motion to accept the consent agenda. Second by Susan Carver. Approved unanimously.

I. Committee Report

A. Finance: Susan Carver

- i. Regular Monthly Financials presented.
- ii. Focus on deadline for insurance needs

B. Buildings and Grounds: Bill Stoddard

- i. Update on Pedestrian Plaza
Permitting
Minor Issues
Parking lot to be done in summer months
- ii. Report on Property Condition - Richeson House
Buildings & Grounds will meet next week to review report. If the report is favorable, we will go forward with the project. The BOT must vote to approve.
Vote will be conducted electronically
Need to make a decision before December

Fr. John Liebler made a motion to approve the Buildings and Grounds Committee report. Second by Susan Carver. Approved unanimously.

C. Governance: Michelle Lineal

- i. Finance Policies – Second Reading

Horace Webb made a motion to accept the recommendation to approve the Finance Policies as presented. Second by David Gates. Approved unanimously.

II. Chair's Report: Michelle Lineal

Trina received feedback from Canon Tim regarding employees and insurance issues. He stated that all employees are Academy employees and are exempt

from the 100% payment of benefits. The Academy will continue to pay 80%.

III. Transportation: Horace Webb

Located 32 passenger bus for consideration

Seatbelts included

\$11,500 not including tax, tag, and title, insurance

Susan to get insurance estimate

Before the calendar year ends, Trina will secure a school bus

Trina will report back on cost for bus, personnel, maintenance, etc.

IV. HOS Report: Trina Angelone

- i. Recommendation for Tuition and Fees 2016-17
- ii. Recommendation for Revised Salary Schedule
- iii. Update from PTO Executive Report

Fr. John Liebler made a motion to approve the proposed 2016-17 Tuition Schedule. Second by Susan Carver. Approved unanimously.

PTO has requested the HOS reinstate the \$25 fee as well as add \$15 for part-time student. This will appear on the 2016-17 Enrollment Contract.

Horace Webb made a motion to accept the 2016-17 Salary Schedule as present by the Head of Schools. Second by Susan Carver. Opposed by David Gates.

- iv. Conferences
 - a. FCIS
 - b. INACOL
- v. HOS scheduled BOT workshop on Virtual School Business Model (Jan 9th, 9am-12pm in the Guild Room)
- vi. Annual Giving/ Development Update

V. Rector's Report: Fr. John Liebler

Fr. waived Rector's Report

VI. Closing Prayer: Fr. John

David Gates made a motion adjourn meeting. Second by Susan Carver. Approved unanimously.

**Respectfully Submitted,
Lauren Lewis**