

**Board of Trustees Meeting
September 18, 2017**

Time: 5:05 pm

Place: The Summit Preparatory School

Presiding: Alison Bauer

Board Members Present: Mark Sharp, Alison Bauer, Susan Miranti, Brian Scroggs, Judy Thompson, Shirley Lawler

Ex Officio Board Members Present: Rob Gronniger, Katie Heet, Veronica Richardson

Board Members Absent: Anne Mason, Jeff Eiserman, Katie Thieman

Administrative Faculty: Vince Currao, Amy Maas

Meeting called to order at 5:05pm by Alison Bauer

Approval of Minutes

Motion by Susan Miranti to approve August 8, 2017 Board Meeting minutes. Second by Shirley Lawler. Motion carried unanimously.

Reports

Development Report – Vince Currao

- 2 prong approach to raising funds
 - #1 Campaignium Creative Team – 6-8 month community public relations campaign. Help move The Summit into the region. Focus on getting The Summit known throughout the region.
 - #2 Raven Partners in Innovation – PDF will go out for RPI's. Vince shared information on the RPI's and that the focus will be on new contributors to The Summit.
- Development Committee formation will be on next month's agenda

Admissions Report – Amy Maas

- Goal of 5 FTE's by December
- Current FTE's 113.8
- 158 students enrolled
- Marketing has a press release ready to go out after closing on the new building
- Web-site will direct people to information about the new building ready to go
- Letter ready to go out to parents after closing

Faculty Report – Katie Heet

Report was distributed prior to the meeting

- Katie wanted to make sure that board could access the self-study information

- Some committees are already starting. Most will begin in March
- Great start to self-study and more work will be done on the Friday release day

Head of School Report – Rob Gronniger

Report was distributed prior to the meeting

- GSD regional educators offer cost efficient PD opportunities for staff
- Claudette Riley from the News-Leader has been rescheduled because of conflicts
- Amy Maas and Mr. Powers highlighted The Summit at Cider Days and the Maker Fair

SPO Report – Veronica Richardson

Report was distributed prior to the meeting

- Had 157 registered runners at The Summit Run
- Pancake breakfast went well
- Not sure at this time how much was brought in because expenses need to be determined
- Preparation for the Gala moving along

Finance Report – Mark Sharp

Financial report distributed before meeting

- Revenues \$4200 less than budget
- Expenses \$4,100 better than budget
- Building expenses up \$3,000
- On target for the month

Motion to accept financial report by Shirley Lawler. Second by Judy Thompson. Motion carried unanimously.

Current Business

Organizational Chart Update

- Updated version of the organizational chart for Sec 1, Sub-section 1.4 of the Employee Handbook. (Reflects addition of Associate Head of School and SPO reporting to the Board of Trustees)

Motion to accept updated version of the organizational Chart made by Mark Sharp. Second Brian Scroggs. Motion carried unanimously.

- Approve the change in By-laws to reflect the addition of the Associate HOS to the BOT as an ex officio member.

Motion to approve the addition of the Associate HOS to the BOT as an ex officio member to the BOT made by Judy Thompson. Second by Shirley Lawler. Motion carried unanimously.

- Approve amended language changes to By-laws as presented, the majority of which have been previously discussed. Changed language was emailed by Anne Mason to BOT previous to the meeting for consideration.

Motion to approve amended language to changes in the By-laws made by Brian Scroggs. Second by Shirley Lawler. Motion carried unanimously.

Walnut Lawn Update - Anticipating the imminent approval of rezoning. Closing is to be no later than 10/1, or 14 days after all contingencies have been satisfied.

New Business

Nominating committee -

Jeff Eiserman in charge of nominating committee. Recommendations have been received from faculty and are being considered.

9/16 Run For the Summit @ The Summit

SPO Budget

- Income budgeted \$13,000
- \$8,700 projected income
- Expenses \$4,270

Mark Sharp moved to accept the SPO Budget. Brian Scroggs seconded. Motion carried unanimously.

Motion to adjourn made by Susan Miranti. Second by Brian Scroggs

Meeting adjourned 5:50 to closed session. All BOT members remained for closed session.

Upcoming Events

- 9/22 NO SCHOOL - Teacher ISACS Work Day
- 9/28 SPO Meeting 9am Community Room
- 10/6 Donuts with Dad 8-8:45am
- 10/13 Gala Lucky Thirteen @ Dar Agricultural Center
- 10/19-10/23 NO SCHOOL - Fall Break