

**Board of Trustees Meeting
November 15, 2018**

BOARD APPROVED, Edited for Online Post

Time: 5:25 pm

Place: The Summit Preparatory School

Presiding: Mark Sharp

Board Members Present: Caleb Johnson, Jennifer Newman, Anne Mason, Mark Sharp, Susan Miranti, Judy Thompson

Board Members Absent: Brian Scroggs, Missy Gelner

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

Administrative & Faculty: Emma Smith, Kristen Walker, Amy Mass

Meeting called to order at 5:35pm by Mark Sharp

Consent Agenda (Status Reports)

Consent Agenda reports submitted to BOT before meeting

Additional information added to consent agenda at board meeting:

HOS - Katie Heet, 2 students have left this school year – 1 moved and 1 counselled out
HOSE – Rob Gronniger, working on emergency management procedures with Springfield officials

Marketing Committee no report submitted this month

Development Committee – Judy Thompson will meet with Vince this month to revise Development Committee report format to the BOT

**Motion to accept the consent agenda made by Anne Mason. Second by Judy Thompson.
Motion carried unanimously.**

Approval October 2018 BOT Minutes

Motion to approve October minutes with corrections made by Anne Mason. Second by Jennifer Newman. Motion carried unanimously.

Financial Report – Kristen Walker

- Financial Report distributed to BOT before meeting. balance Sheet, Budget to Actual and Cashflow were reviewed.
- Year-End-Giving - Now is the time to invite community to give

Tuition Remission Committee met in October – Mark Sharp (chair), Anne Mason (parent), Susan Miranti (non-parent)

- Met to review admission of student who had previously been enrolled at The Summit and was entering a class where 70% full tuition goal would not be met.
- Student would enter at lowest level of tuition
- Student had previously been enrolled successfully and was a good fit for The Summit
- Contract offered at \$2800 + growth fund. That was a \$1,000 increase over student's previous contract.

Motion to approve Financial Report by Anne Mason. Second by Judy Thompson. Motion carried unanimously.

Current Business

Results of Board Evaluations

- Brief overview with discussion scheduled for a later BOT meeting.

HOS and HOSE Goals

- Currently working on goals for HOS and HOSE

Nominating Committee – Susan Miranti

- Peggy Lind is interested in non-parent BOT position. Peggy is an occupational therapist with a vast background in education. Susan Miranti will send her an application and schedule a meeting with nominating committee to get to know Peggy Lind better.
- Kailey York and Elise Ellis are potential board members who would come on the board at the beginning of board terms in the summer.

New Business

Strategic Planning – Jennifer Newman

- Strategic Planning had its first meeting of the school year
- Focused on-
 - High School
 - Resource Development
- Will meet again December 5 at 5:00

Board Committee Participation by Non-Board Members

- We have recently invited non-board members on Finance and Strategic Planning committees
- There is a need for confidentiality on these committees because of the information shared and discussed
- Committee members will now sign a Confidentiality and Conflict of Interest Statement before participating on Finance and Strategic Planning Committees.

Tuition for 2019–2020 School Year

- Tuition for 2019-2020 will be discussed at December BOT meeting with a goal of having sharing that information at the State of the School meeting in January.

Schneider Foundation Update - Judy Thompson

- Schneider Foundation happy with the direction of the school this year.
- Suggested asking for \$150,000 for next year

Motion to adjourn made by Anne Mason. Second by Susan Miranti. Motion carried unanimously. Meeting adjourned at 6:45

Minutes submitted by Susan Miranti, Vice President