

# All Saints' Episcopal School

## Board of Trustees Meeting

December 21, 2023

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- I. Call To Order: by Board Chairman Kris Yarlett at 8:19am
- II. Invocation: Fr. Mark Holland
- III. Roll Call: **Present (12/21)**: Kris Yarlett, Steven Sorrell, Whitney Drees, Paul LeBel, Fr. Mark Holland, Mo. Gigi Sharp, Joey Barnard (zoom), Brittany Schulz, Ethyl Rhodes, Paige Munroe-Mattocks, John McClellan, Katherine Strate-Smith. **Absent/Excused**: Kathy Jones-Terry
- IV. Approval of Minutes:
  - A. **Motion** to approve minutes Paul LeBel; 2<sup>nd</sup> Ethyl Rhodes; **Motion carried.**
- V. Committee Reports:
  - A. Executive Committee (Chair Kris Yarlett) – no new updates
  - A. Finance Committee (Chair Joey Barnard)
    1. General Finance Update
  - B. Institutional Advancement Committee (Chair Brittany Schulz)
    1. Saints Fund Update
      - a) Current parent participation at 16% (17 total families) – national average is 60%, so we have some ground to make up before the end of the school year
    2. Auction – Will be held April 13, 2024
  - C. Governance Committee (Chair Paul LeBel)
    1. Handbook Review – committee will meet in January to review student handbook changes and enrollment contract changes
  - D. Building & Grounds Committee (Chair Joey Barnard)
    1. Fence updates

- a) Funding for second phase of fence has been secured and should be installed by end of January
- b) Electronic lock for front gate to be installed January 2<sup>nd</sup>
- 2. New lighting has been installed in the school
- 3. Two heating units identified as needing repair – front office and bathroom units
- E. Long Range Planning Committee (Chair Katherine Strate-Smith)
  - 1. Pat Taylor visit – waiting on Pat to set visit date (estimated late January – early February)
- F. Religious Life Committee (Chair Fr. Mark Holland) – no new updates
- II. Head of School Report:
  - A. Current enrollment up to 149 (a few new students starting next semester)
  - B. Reviewing tuition rates prior to Family Night based on current budget
- III. Adjourn: **Motion** by Fr. Mark Holland, 2<sup>nd</sup> Katherine Strate-Smith. **Motion carried** at 8:56 AM.

**The next ASES BOT meeting is January 18, 2023.**

Respectfully submitted,

Whitney Drees, Board Secretary