

All Saints' Episcopal School

Board of Trustees Meeting

September 21, 2023

- I. Call To Order: by Board Chairman Kris Yarlett at 8:02am
- II. Invocation: Fr. Mark Holland
- III. Roll Call: **Present (9/21)**: Kris Yarlett, Steven Sorrell, Whitney Drees, Paul LeBel, Fr. Mark Holland, Mo. Gigi Sharp (zoom), Joey Barnard, Paige Munroe-Mattocks (zoom), Brittany Schulz, Ethyl Rhodes, John McClellan (zoom). **Absent/Excused**: Kathy Jones-Terry
- IV. Approval of Minutes:
 - A. **Motion** to approve minutes Fr. Mark Holland; 2nd Ethyl Rhodes; **Motion carried.**
- V. Committee Reports:
 - A. Executive Committee (Chair Kris Yarlett) – met 9/6/23
 1. Committee chairs have reached out to members to establish contact
 2. Alternative place to hold board meeting due to space constraints at the school
 - a) Will meet at All Saints' Episcopal Church at 8:15am going forward
 - B. Finance Committee (Chair Joey Barnard)
 1. General Finance Update
 - a) **Motion** by Joey Barnard for approval; 2nd Paul LeBel. **Motion carried.**
 2. Delinquent accounts – now down to \$16K
 - a) Three accounts to be turned over to collections (students no longer enrolled)
 - b) Dr. Sorrell has payment plan agreements with remaining currently enrolled families
 3. Credit cards and Bank accounts
 - a) Remove Fr. Smokey Oats, Mo. Gigi Sharp, and WT Hale from accounts
 - b) Retain Robin Carpenter and add Dr. Steven Sorrell to accounts
 - c) **Motion** by Joey Barnard; 2nd Katherine Strate-Smith. **Motion carried.**
 - C. Institutional Advancement Committee (Chair Brittany Schulz)

1. Saints Fund – pledge cards and brochures to be distributed
 - a) Two match giving days are planned
 - b) Anyone who donates more than \$100 will receive a yard sign to recognize their donation
2. Golf Tournament – October 20, 2023
 - a) Reaching out to previous players and sponsors

D. Governance Committee (Chair Paul LeBel)

1. Handbook Review
 - a) Staff will review handbook and resolve discrepancies
 - b) Once complete, governance committee will meet to review the changes

E. Building & Grounds Committee (Chair Joey Barnard)

1. Materials for first phase of security fence have been ordered
 - a) Hopefully will start install within the next month

F. Long Range Planning Committee (Chair Katherine Strate-Smith)

1. Exploring health insurance for teachers
 - a) Staff survey has been completed
 - b) If put into place, health plans would be purchased through marketplace and school would have set reimbursement amount for each staff member
2. Pat Taylor visit – working to coordinate visit with school in Chattanooga to save on travel expenses

G. Religious Life Committee (Chair Fr. Mark Holland)

1. Chapel services - Fr. Mark and Dr. Sorrell are alternating preaching on Fridays
2. Blessing of the Animals
3. Invitation for baptism of children who have no established church home

VI. Head of School Report:

A. Current enrollment at 146

1. Working to increase footprint in community and retaining ELC students for Kindergarten

B. Close to net tuition number

C. Exploring Tuition Insurance

1. Often required at other schools for families that pay on a monthly basis
2. Average is 1% of tuition rate, rolled into student billing statements

D. Website nearly ready to launch

1. Will announce launch in conjunction with Saints' Fund push

E. SAIS has a monthly newsletter for Board of Trustees

1. Dr. Sorrell to begin forwarding information on to our BOT members

F. TAIS – consortium of benefits

G. Progress reports to be emailed out tomorrow to parents

H. Bring goals for this year to next board meeting

VII. Adjourn: **Motion** by Katherine Strate-Smith; 2nd Fr. Mark Holland. **Motion carried** at 8:37 AM.

The next ASES BOT meeting is October 19, 2023.

Respectfully submitted,

Whitney Drees, Board Secretary