

St. Luke's Episcopal School
Board of Trustees Meeting **SUMMARY**
Tuesday, December 8, 2009

The mission of our Board is to take action on behalf of the next generation of students. The full Board assembles for the primary purpose of receiving and acting on committee proposals and other, less formal, committee recommendations.

***This summary is intended to inform the community of the Board's work.
It does not replace the official Board minutes.***

**Please contact Jill Vassar, Chair of the Board of Trustees, with any questions.
(804-2380 or gjvassar@swbell.net)**

The meeting began at 5:31 pm and adjourned at 7:20 pm. The major activities of the Board meeting included:

- Acknowledging the contributions to the school by Don Strange via a memorial to Youth Alternatives
- Marking the 6 month anniversary of the Head of School
- Approving the *Guardian Angel Fund Policy*
- Approving the *By-laws for the St. Luke's Episcopal School Permanent Endowment Fund*
- Approving the *Enrollment Contract and Tuition Protection Plan*
- Approving tuition for 2010-2011
- Approving the "*Financial Assistance Policy and Tuition Remission Policy*"
- Reviewing the Annual Giving Report (year-to-date) and the work of the Development Sub-Committees (Annual Giving, Grants, Major Donors, Grandparents, Alumni)
- Receiving an update from the Finance Committee regarding our banking relationship with BBVA Compass
- Receiving an update on the Insurance bidding process
- *In Executive Session*: Reviewing the results of the Employee Survey