

Scattergood Friends School Committee Meeting
Conference Call
21 December 2010

Present: Ruth Dawson, Debbie Galusha (clerk), Lucy Hansen, Phil Henderson, Russ Leckband, Callie Marsh, Sylvia Sanford, Doyle Wilson. George Bergus emailed his approval of the policies under consideration.

Minute: We approve the policy statement suggested by Christine Ashley, as follows:

- Students and parents enter a contractual agreement when they enter Scattergood. For an agreed upon tuition amount, students receive educational opportunities that satisfy all Iowa's state accredited high school standards.
- If the contracted tuition amount is not remunerated in the timely manner as agreed upon, students may be asked to leave the school. If a student's family have not satisfied their financial obligations to the school, the school may withhold all school transcripts and teacher/staff recommendations until the financial obligations have been met. At the point of remuneration, students and prospective schools and institutions may receive all transcripts, recommendations and health forms as requested.

Minute: We approve the policy changes suggested by Bob Gutwein, Dean of Admissions, and the Admissions sub-committee as follows:

- Increased application fees of \$65 Domestic and \$150 international. This is to cover the costs of mailings, especially to international students. I won't trust legal documents to the USPS so they must be sent DHL or FedEx
- New payment structure for international students, 100% tuition up front or two equal payments. We already require half of the tuition to receive an I-20.
- Also a piece you should be aware of, but is not a policy change is that I am changing our financial aid assessment provider from SSS to TADS. I have received some strong recommendations to do this and find there services to be much more comprehensive and easy to use.

Tuition collection continues to be a concern. We encourage the administration to implement the policy with protocols in the case that payments are delinquent.

Please send in evaluations for Christine if not already done so.

Callie Marsh, recording clerk