

**Faithful Shepherd Catholic School and Tri-Parish Center
Board of Directors Meeting
Approved Minutes
September 5, 2006**

BOARD MEMBERS PRESENT:

ST. JOHN NEUMANN
Fr. Charlie Lachowitz
Faye Heffele
Mark Lasswell

ST. THOMAS BECKET
Fr. Tom Brioschi
Brian Howard
Kirk Fischer

CHURCH OF ST. PETER
Fr. Rick Banker
Dan O'Brien
Della Miller

OTHER ATTENDEES
Karen Foster, Recording Secretary

DESCRIPTION	DISCUSSION	ACTION BY
Invocation		Dan O'Brien
Adoption of Agenda	Motion: To approve the September 5, 2006 agenda as written. The motion was unanimously approved.	Board
Approval of Minutes	Motion: To approve the minutes from the August 8, 2006 meeting with the noted changes. The motion was unanimously approved.	Board
Unfinished Business		
Governing Documents Revisions	The Archdiocese recommended that Mr. Ginder present revisions in October to the Board.	Brian Howard
New Business		
Unsolicited Donation Policy	Mr. Fischer presented the first reading of the Finance committee's policy draft. The policy outlines factors for administration to consider and includes referrals to the Board of Directors when required. Board members suggested several language changes to the policy. Mr. Fischer will bring the draft back to the October meeting for the second reading.	Kirk Fischer
Ratify Electronic Board Actions	<u>On-site Management Team:</u> Father Charlie presented the draft document which included recommendations received via electronic communication with the Board and administration. Motion: To approve the On-site Management Team directive and communication of that directive to parents and staff. The motion was unanimously approved.	Brian Howard
Lunchroom Supervisor	Father Charlie reported that: <ul style="list-style-type: none"> Sr. Pat felt faculty should be responsible for lunchroom supervision. Sodexo wants consistent supervisory presence in the lunchroom including sanitization of tables. Board members replied by pointing out that the lunchroom supervisor position was cut from the budget by administration last spring, so the funding source is in question. The issue will be referred to the Finance Committee for review after first variance report is issued (October). The new principal will make a determination after the financial information becomes available.	Father Charlie
Reports of Committees		
Liaison Reports	Development <ul style="list-style-type: none"> The first Baptismal postcards have been sent as part of the "cultivation" program initiated by Ms. Collins.. Mr. Moeller and Lasswell have agreed to join Ms. Collins as part of an initial Development Steering Committee. The three will be getting together to discuss next steps. Septemberfest is in high gear. There will be announcements and bulletin inserts at the three parishes. After Septemberfest and its initial meeting, the Steering committee will create a Development timeline including a capital campaign, annual fund and other fund-raising and development activities. Grandparents' Day letters have been sent. 	Mark Lasswell
	Finance <ul style="list-style-type: none"> As of September 5, 2006, our enrollment is 597. This is slightly under the revenue number for tuition. In addition, we are slightly over budget for educational salaries (about \$13,000). These variances are manageable within the greater context of the overall budget. Ms. Edinger will be doing a full re-forecast of the budget after Septemberfest. Septemberfest is budgeted for \$15,000 profit, so we will try to have an early read on the net impact for the October 3rd Board meeting. The August Finance meeting was cancelled. The next meeting is scheduled for September 13th. 	Kirk Fischer
	Tri-Parish <ul style="list-style-type: none"> No requests have been received. One committee member is moving and needs to be replaced. The committee will reconvene in October. 	Father Tom
	Marketing <ul style="list-style-type: none"> The committee will reconvene in October as current members are actively coaching teams. 	Dan O'Brien

	<p><u>Athletic Field Site Plan</u></p> <ul style="list-style-type: none"> In the absence of a principal and committee members, no decisions can be made at this time. Board members recommended the Site Plan committee provides the site plan recommendations including priorities and prices and present it to the Board when available. 	Dan O'Brien
Principal's Report	<ul style="list-style-type: none"> Father Charlie recommends the Board members be the interview team for Interim Principal selection. The Onsite Management Team will maintain and distribute updated Board policies until Interim Principal occurs. Thank you plaques will be presented at the Septemberfest Mass after Communion to outgoing Board members Sheila Moroney and Steve Hoepfner. Mr. Howard will verify their planned presence at Mass. 	Father Charlie
Executive Session	Occurred from 6 – 7:00 pm.	
Closing Prayer		Kirk Fischer

**Next Meeting October 3, 2006 at FSCS
Dinner & Executive Session at 6:00 p.m.
Meeting at 7:00 p.m.**