

**Faithful Shepherd Catholic School and Tri-Parish Center
Board of Directors Meeting
Approved Minutes
October 3, 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		Mark Lasswell
Adoption of Agenda	Motion: To approve the October 3, 2006 agenda with the following amendment: ADD - Unfinished Business – Interim Principal Position The motion was unanimously approved.	Board
Approval of Minutes	Motion: To approve the minutes from the September 5, 2006 meeting with the noted changes: The motion was unanimously approved.	Board
Unfinished Business		
Governing Documents Revisions	Fr. Charlie will contact archdiocesan representatives currently reviewing our recommendations.	Father Charlie
Unsolicited Donation Policy	The second reading of the policy draft occurred. Administration has reviewed it. Motion: To approve the policy draft as written. The motion was unanimously approved.	Kirk Fischer
Lunchroom Supervisor Request	<p>Following last month's electronic vote on this issue, Father Charlie identified that the bylaws concerning electronic Board actions require revision, namely that the Board must vote to initiate electronic actions, and all votes must be recorded and are subject to the Board rules of consensus. Ms. Heffele will present a draft at the next meeting.</p> <p><u>Finance Committee</u> - Mr. Fischer and members of the Finance Committee discussed the proposed hiring of a lunchroom supervisor. Based on current financials (prior to the October reforecast expected later this month), the Finance Committee is confident that there is adequate funding for the \$4,689 requested for the position.</p> <p>Mr. Fischer asked whether it will be an ongoing full-time position for budgeting purposes.</p> <p><u>Board</u> - Some Board members reasserted belief that regardless of funding availability, it is an administrative management and implementation issue – that administration and the Board removed this position from the budget last spring in exchange for faculty salary escalation, and that administration was to inform the faculty of the added rotational supervision and implement in fall 2006.</p> <p>Other Board members asserted belief that the financial decision belongs to administration (after funding has been approved by the Finance Committee), and that the Board should not micromanage, debate the merits or necessity, or identify alternative solutions.</p> <p><u>Administration</u> – The current administration does not support faculty lunchroom supervision and reports that it was not communicated to faculty, except that the position was cut and the Board is re-evaluating.</p> <p>All agreed:</p> <ol style="list-style-type: none"> 1) To defer a decision until the new budget forecast becomes available, and 2) To allow the new interim principal to decide. 3) The Board will provide background information to the interim principal, and 4) The issue will appear on next month's agenda. 	Kirk Fischer
Interim Principal Position	<p>Father Charlie presented the motions that follow.</p> <p>Motion: To pay Ms. Terese Shimshock and Mr. David Meyer \$1,000 each for their time since this summer and for participation on the On-site Management Team, and to pay each of the three faculty members \$200 for their participation on the On-site Management Team. This is a one-time payment.</p> <p>Motion: The motion was unanimously approved.</p> <p>Motion: To hire J. Patrick Mc Hugo as Interim Principal at .625FTE and pro-rate his salary accordingly between the start date and June 30th.</p> <p>Board members will pursue reference and background checks, and administration will communicate the news to parents next week.</p> <p>Motion: The motion was unanimously approved.</p> <p>Motion: Upon arrival of the Interim Principal, the On-site Management Team ceases authority of the school.</p> <p>Motion: The motion was unanimously approved.</p>	Brian Howard Father Charlie
New Business		

Reports of Committees		
Liaison Reports	<p><u>Development</u></p> <ul style="list-style-type: none"> Ms. Collins, Mr. Moeller and Mr. Lasswell met last month to work on the Development Steering Committee, identified candidates to invite to join, and agreed on the need to hire a consultant to guide the campaign. A meeting is scheduled Nov 2 for the Steering Committee to meet with administration, Ms. Collins, The Board, Finance Committee and Development Committees to educate on the merits of consultant hiring and obtain directional buy-in. Final Septemberfest numbers are not in - they expect less than \$10k (\$15k goal). The Steering Committee is meeting next week. The Board will send the Septemberfest Committee a letter of congratulations and gratitude for its hard work on a successful event given the 5-year plan for Septemberfest. Marathon is this Sunday. 	Mark Lasswell
	<p><u>Finance</u></p> <ul style="list-style-type: none"> The financial statement was distributed. Finance Committee requests a Board action for tuition guidance for the 2007/08 school year. The committee has identified three options based on research obtained from other schools. The review must take place next month for implementation in January. The committee will send to PAAC for review this month. The Board will seek recommendations from the Interim Principal by providing the goal, rationale and proposed options. Tuition will appear on next month's Board agenda. The school's annual external audit is complete. Initial feedback indicates a positive outcome. The request to grant Ms. Shimshock check signing authority is no longer needed due to the employment offer to the Interim Principal. The 5-year plan work continues and will be presented to the Board in November. Board members requested the committee fine tunes its assumptions, revenue and expense projections, and provides an overall update. This fall review is an action from the May 2006 Board meeting. 	Kirk Fischer
	<p><u>Tri-Parish</u> No report</p>	Father Tom
	<p><u>Marketing</u> No report</p>	Dan O'Brien
	<p><u>Athletic Field Site Plan</u></p> <ul style="list-style-type: none"> The committee met last night. Mr. Rick Lovell is scheduled to meet with the wetland delineation group. The group plans to obtain surveys of all sport fields. The committee determined the needs and wants for each field and playground and will prioritize and assign dollar amounts to each. 	Dan O'Brien
Principal's Report	Father Charlie distributed a report. Board members offered gratitude to the faculty for assistance in safely dismissing the students on Friday when Septemberfest set up was beginning.	Father Charlie
Executive Session	Occurred from 6 – 7:00 pm.	Board
Closing Prayer		Faye Heffele

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