

**Faithful Shepherd Catholic School and Tri-Parish Center
Board of Directors Meeting
Approved Minutes
January 4, 2011**

Board Members Present:

St. John Neumann

Fr. Charlie Lachowitzer
Marge Gruenes
Susan Johnson

St. Thomas Becket

Fr. Bill Murtaugh
Tom Durand
Tom Levandowski

Church of St. Peter

Fr. Joseph Gallatin
Sheila Manahan
Dan O'Brien

Other Attendees

Mr. Boone, Principal
Linda Kautzky, Recording Secretary
Jim Fink, Finance Committee (8:04-8:45pm)

Description	Discussion	Action By
Invocation	The meeting began at 7:58pm.	Fr. Charlie Lachowitzer
Adoption of Agenda	<p>Motion: Fr. Charlie Lachowitzer made the motion to approve the January 4, 2011 agenda as written.</p> <p>The motion was unanimously approved.</p>	Board
Approval of Minutes	<p>Motion: Tom Levandowski made the motion to approve the December 7, 2010 minutes as written.</p> <p>The motion was unanimously approved.</p>	Board
Principal's Report/Scorecard		
	<ul style="list-style-type: none"> • The next open house is scheduled for Friday, January 14th from 8:30-10:30am. The February open house will follow the new Family Discovery Day format. It is scheduled for Sunday February 13th starting at 2:00pm. Registration for Family Discovery Day is available online now and the day of the event starting at 1:30pm. • Middle School students may now earn up to 6 service hours at the parishes. Students may sign up online at the school website. Teachers and school administrators verify completion of all service hours. • Andrea Douglas would like to piggy-back the parent survey with the annual school accreditation, backing-up the timeframe for the survey. • Mrs. Friesen is now implementing Level III reading enrichment. Ms. Duffy is now implementing level III math enrichment. • Ms. Shimshock received the ITBS test results and is currently analyzing the scores. • The priests from our parishes are increasing their visits to two per month as indicated on the scorecard. • Mr. Boone will forward Sue Riesgraf's development update to Board members electronically. • Mr. Boone visited Academy of Holy Angels, Cretin-Derham Hall, and St. Thomas Academy to identify the common denominators of success for FSCS graduates at the high school level. • Two families left FSCS due to relocation. In addition, two new families have joined FSCS. 	Mr. Boone
New Business		
Committee Charters	<p>Motion: Dan O'Brien made the motion to table this discussion to the February Board meeting.</p> <p>The motion was unanimously approved.</p>	Tom Levandowski

Unfinished Business		
Tuition Recommendation	<p>Dan O'Brien introduced special guest Jim Fink of the Finance Committee to discuss the tuition recommendation for the 2011-12 school year.</p> <p>The Finance Committee recommends a \$185.00 tuition increase for the 2011-12 school year. With this increase, total in-parish tuition will be \$4,870.00. Total out-of-parish tuition will be \$6,645.00. This is an increase of 3.8% over the 2010-11 school year tuition. Over the past three years, the average FSCS tuition increase has been under 2%.</p> <p>The Board discussed FSCS tuition as compared with other Catholic schools in the Minneapolis-St. Paul area. The Board also discussed healthcare costs. FSCS tuition falls in the range of tuition for catholic schools in the Minneapolis-St. Paul area. FSCS tuition was kept down for the past two school years. FSCS is required to cover pension and healthcare costs as determined by the Archdiocese.</p> <p>FSCS gives approximately \$100,000 in tuition assistance through FACTS each year. A small portion is used for the Family-to-Family fund for emergency situations that may arise during the school year.</p> <p>The Board discussed the letter to parents presenting the tuition increase. Mr. Boone will draft the letter and will deliver this letter to the Board electronically the week of January 10th.</p> <p>Motion: Sheila Manahan made the motion to increase the in-parish and out-of-parish tuition by \$185.00 for the 2011-12 school year.</p> <p>The motion was unanimously approved.</p> <p>The Board discussed the school debt and recruiting additional members for the Finance Committee. The Finance Committee will meet with banks starting the week of January 10th regarding refinancing the school debt.</p>	Mr. Boone
Administrative Re-Organization	<p>Motion: Dan O'Brien made the motion to approve the new employment agreements presented by Tom Levandowski for John Boone, Terese Shimshock and Maureen Odegard and that the Board authorizes Fr. Gallatin to sign the agreements and present them for signature to John, Terese and Maureen.</p> <p>The motion was unanimously approved.</p> <p>The Board reviewed the communication to parents regarding the administrative re-organization. Tom Levandowski will complete all changes to the communication and will forward it to the Board later this evening. Mr. Boone will then send the communication to parents, faculty and administration by Wednesday afternoon, January 5th. The employment agreements will also be signed January 5th. The Bylaws will need to be updated after completion of the re-organization.</p> <p>Dan O'Brien and Fr. Charlie Lachowitz thanked Tom Levandowski and Fr. Joseph Gallatin on behalf of the Board for their hard work on the administrative re-organization.</p>	Tom Levandowski
Executive Session	<p>Occurred from 6:00-7:54pm</p>	Board
Closing Prayer	<p>The meeting adjourned at 9:12pm</p>	Susan Johnson

Next meeting February 1, 2011 at FSCS • 6:00 pm - dinner & executive session • 7:00 pm – meeting