

Faribault Lutheran School  
Board of Directors  
Meeting Minutes: December 10, 2009

**6:30 PM meeting called to order**

**Board Members Present:** Rod Gramse, Hub Cloeter, Peg Mundahl, Melissa Lord Illsley, Deb Malmanger

**Others Present:** Cletus Pfeifer (Interim Administrator), Matt Schreck, Bob Jasmer, and Neal Weeg (In-Coming Board Members)

**Devotions:** Curt Becher

**Action Items:**

ALL: Policy Comments to Clet before next meeting.

DEB, PEG, CLET: Review Audit Report and recommend changes.

**Minutes:** November Minutes were amended and approved as amended.

**Review of Confidentiality Policy**

**Hot Lunch Report:** 178 Guests came to Thanksgiving dinner/Principals' Conference. Annual Licensing fees for each of the two kitchens paid in November for \$901 each. (Report Attached)

**Principal's Report:**

- Thrivent will eliminate the Simply Giving program at the end of 2009. New program details will be available in February or March.
- Audit of FLS Accounting Procedures was completed in November and recommendations were made. (Report Attached) Treasurers and Administrator agreed to review the information in detail and make recommendations for changes.
- Change in plans for our technology improvements. We will be proceeding with obtaining/installing projectors in classrooms, beginning with 8<sup>th</sup> grade and moving down. This is a necessary interim step to effectively using smartboard technology in the future.
- School Calendar Notes: 2/12: South Campus no school, North Campus school and parent transport. 3/19: North Campus no school. BOD will review and approve calendars for future school years.
- Enrollment: Stable

**PTL Update:** Current balance of about \$6000, paying \$1500 to River Bend and \$1300 for Accelerated Reader Program.

**Finance:** Past due balances greater than 30 days have grown since previous meeting. Telephone calls have been placed and a letter will go out to families to follow up and reiterate our policy that students of families with balances 90+ days past due will not be allowed to return to classrooms. \$15/month late fee and \$1.5% interest fees apply.

**Call Process:** On-going

**Parent and Student Handbook Update:** Updates are under way to Fundraising policy, accounting policies, and Supervision of Overnight Activities policy, among others. Comments at next meeting.

**Preliminary Budget Review:** Another draft of the budget was reviewed.

**Next Meeting:** January 21, 6:30 pm, North Campus. Devotions by Deb