

**Faribault Lutheran School  
Board of Directors  
Meeting Minutes: July 22, 2010**

**6:40 PM meeting called to order**

**Board Members Present:** Rod Gramse, Peg Mundahl, Bob Jasmer, Melissa Lord Illsley, Matt Schreck, Mark Remold, Deb Malmanger and Neal Weeg

**Others Present:** Mr. Joel Witt, Pastor Mundahl

**Guests:** None

**Devotions:** Peg Mundahl

**Minutes:** June Minutes approved

**Principal's Report Highlights:**

- Quickbooks Non-Profit and Fast Direct are moving forward and Mr. Witt and Clet will be working with Lynn to implement.
- Installation of Mr. Witt and Re-dedication of Teachers set for 8/29. 9am at Peace and 10:30 at Trinity
- Recommends formalizing a policy on which gifts to school are tax deductible and which are not.
- Enrollment stands at about 92 students confirmed and a total of about 131 are anticipated.
- Exit Interview/survey for departing families. Mr. Witt will compile something for review at next meeting. Initial would be written, however follow up by phone if not returned.

**Peace PALS Program:** Shermayne Cross will be operating an after school childcare program at Peace called PALS. Anticipate license to be complete in early August to allow 17-24 students grades K-5 starting 8/31 when school opens for FLS. Moved and approved that PALS could send letters to the FLS families with children in the target age groups. Registration materials and information will be available at Paper Chase. Moved and approved that PALS can use school materials and equipment remaining in the former Kids' Club space.

**MCA Test Scores:** Board reviewed the scores. Mr. Witt will share with teachers and discuss what we can learn from them/any appropriate action planning.

**Your Tuition Solution:** School is now set up and materials are available from the school office.

**Chamber of Commerce Membership:** Moved and approved renewal, Rod will confer with Chamber about rate and also ask Ambassadors to visit the school and meet Mr. Witt.

**Finance:** Reviewed current accounts receivable. A few families are still far in arrears. Issues with AFLAC billings are being addressed with the company and will be refunded to the school.

**Lunch Program:** Need to continue to work to bring this program closer to breaking even. Discussion of where to set prices for the school year to get closer to that goal and still be reasonably priced. Moved and approved to set North Campus lunch price at \$2.45 and South Campus at \$2.25 for the year. Milk break fee for the year has yet to be determined, but needs to be set to be sure that is also closer to break even.

**South Campus Office Staffing:** Mr. Witt will plan to be on the South Campus in the early mornings before school starts prior to going to the North Campus later in the morning.

**Upcoming Advertising:** Melissa and Peg will coordinate advertising related to the beginning of the school year. Perhaps two round prior to Paper Chase. Want to be sure we hit the surrounding areas, too, particularly Medford. Also press release regarding Mr. Witt's arrival at the school. Perhaps there is an opportunity to promote after school care, too. Ads will encourage families to call for info on New Family incentive plans.

Next Meeting: 8/19/10, South Campus, 6:30 pm. Devotions by Rod.

