

**WRITTEN CONSENT IN LIEU  
OF MEETING OF MEMBERS OF THE ST. JUDE SCHOOL COMMISSION**

The undersigned, being the sole Members of the St. Jude School Commission (the "Commission"), upon due consideration do hereby approve, adopt and consent to the following resolutions as acts of the Members of the Commission, which shall for all purposes be treated as actions taken pursuant to a vote at a meeting:

**RESOLVED**, That the Members of the St. Jude School Commission do hereby adopt the Parental Concern Protocol, attached hereto, without modification or correction.

Dated: December 17, 2003

/s/ Greg Dant  
Greg Dant  
Chairman of the Commission

/s/ Greg Jackson  
Greg Jackson  
Vice Chairman

/s/ John Swhear  
John Swhear  
Secretary

/s/ Bill Hampton  
Bill Hampton  
Member

(voted "no")  
Bessie Davey  
Member

/s/ Paul Sahn  
Paul Sahn  
Member

## PARENTAL CONCERN PROTOCOL

St. Jude Catholic School is a Christian family, founded in God's love. Mindful of the fact that God lives in each of us, we believe that everyone deserves to be treated in a respectful manner. "Whatever you do to these, the least of My brothers and sisters, you do unto Me: (Matthew 25:40)"

With this thought in our minds and hearts, plus the understanding that it is our ultimate goal to keep the best interests of our students in the forefront, the School Commission of St. Jude Parish respectfully presents the following protocol for resolving issues, which may arise between our teachers and students. Since problems are most easily resolved when discussions are not emotionally charged, please remember that we share a common goal with you in the education and well being of your child. With mutual respect and understanding, we can overcome any problem.

### Solution Protocol

If a problem arises, please follow the steps below:

- Step 1: Encourage your child to discuss the problem with their teacher, preferably one on one.
- Step 2: If the problem goes unresolved, the parent should write the teacher a note explaining the problem. The teacher should respond in writing or by telephone within 24 hours. (Note: it is not appropriate to call a teacher or administrator at home unless they have specifically given you their home phone number for that purpose.)
- Step 3: If the problem persists, schedule an appointment with the teacher and include the student. Because of classroom scheduling, teachers can meet by appointment only.
- Step 4: If the problem still persists, schedule an appointment with the teacher and the administrator. Including the child at this level may or may not be in your child's best interest.
- Step 5: Finally, if the issue remains unresolved, schedule an appointment with the pastor.

Thank you for your cooperation in following the above steps.

**We believe in children, the fragile dream of yesterday, life's radiant reality today and vibrant substance of tomorrow.**