

**Faithful Shepherd Catholic School and Tri-Parish Center
Board of Directors Meeting
Approved Minutes
January 03, 2012**

Board Members Present:

St. John Neumann	St. Thomas Becket	Church of St. Peter	Other Attendees
Marge Gruenes	Tom Levandowski	Fr. Joseph Gallatin	Mr. John Boone, Executive Director
Susan Johnson	Tom Durand	Sheila Manahan	Ms. Terese Shimshock, Principal
		Steve McCoy	Christina Lindstrom, Recording Secretary
Description	Discussion		Action By
Invocation	The meeting began at 7:32 p.m.		Johnson
Adoption of Agenda	<p>Motion: Marge made a motion to approve the January 03, 2012 agenda after the following changes were made:</p> <ul style="list-style-type: none"> • Eliminated Development Consultant Contract Extension Discussion <p>The motion was unanimously approved.</p>		Board
Approval of Minutes	<p>Motion: Marge made a motion to table the approval of the December 6, 2011 minutes to the next meeting.</p> <p>The motion was unanimously approved.</p>		Board
		Scorecard	
Review Scorecard Items and Action Plan	<p>The Board reviewed the status of all scorecard items and Action Plans:</p> <ul style="list-style-type: none"> • Increased Fundraising: Susan Johnson shared updates regarding the Gala and HSA involvement in Septemberfest. • Enrollment: Currently at 549 • Behavior: Survey pending • I Can Statements: No news at this time • Parent Survey: Will be launched Monday, January 9th • Worship: No news, did well with Advent and the new responses. • ITBS Math Scores: Ms. Shimshock would like to look at these in detail with the board in the coming months. • Accreditation Progress: Met with committee and moving forward. • Database to track students: Mr. Boone has identified the criteria for the database to include college scholarships, number in NHS, Honor Roll 		Ms. Shimshock

<p>Executive Director/Principal Report</p>	<p>Mr. Boone shared that they will host an Open House January 13th and Discovery Day February 12th</p> <p>Mr. Boone requested approval of the purchase of the Sweepstakes prize for the Gala.</p> <p>Motion: Levandowski made a motion to approve this \$9,300 unbudgeted expense item for a Kentucky Derby Sweepstakes Prize to be offered at the Gala</p> <p>The motion was approved unanimously.</p>	<p>Boone</p>
<p>Unfinished Business</p>		
<p>Discussion of Septemberfest</p>	<p>Susan Johnson summarized her meeting with Jane Bachul (HSA), Terese Shimshock and Tom Levandowski regarding Septemberfest. After the Board's decision to scale back the event was conveyed (i.e. no band or tent rental), and discussion of possible new approaches to continue a fall community-building event under HSA's leadership, Jane indicated she would form a group to discuss the future of the event. Jane expressed a desire for HSA to stay involved pending further discussions of the event.</p>	<p>Johnson</p>
<p>Discussion: Follow-up on technology request</p>	<p>Tom Durand shared information regarding the Electric Moment and the creation of a video for the Gala.</p> <p>Nate Jorgensen has contacted the Funding Factory which collects old electronics through the school and returns with funds for the school. Information will be going out soon.</p> <p>The Board identified the need to continue discussing the Technology Plan Proposal made at the December meeting. Further investigation regarding funding options will be discussed with the Technology Committee.</p>	<p>Durand</p>
<p>Reports of Committees</p>		
<p>Marketing</p>	<p>Tom Durand has no new update from this committee at this time. Mr. Boone will work to identify individuals to serve on this committee.</p>	<p>Durand</p>
<p>Development</p>	<p>Susan Johnson has no new update from this committee at this time. Mr. Boone will begin identifying individuals to serve on this committee with Susan's assistance.</p> <p>Gala update - The event will take place Saturday, January 28th. Event planning is going well and is on track. There may be a few roles during the evening that Susan will be requesting Board members to fill.</p>	<p>Johnson</p>
<p>Finance</p>	<p>Steve McCoy shared that the budget is staying on target with only minor differences with expenditures. Ms. Shimshock will be requesting prior to February Board meeting the transfer of funds for shared expenses with HSA from Septemberfest. Steve McCoy will make budget documents available to the Board at or prior to each Board meeting.</p>	<p>McCoy</p>

	Reports of Committees	
Personnel	Fr. Gallatin, Mr. Boone, and Marge Gruenes have met to create an interim format/document for Executive Director Goal-Setting and Evaluation. Created four areas for goal creation tied to the job description and a rubric for evaluation. Step one, the President and Executive Director will meet to create goals and evaluation metrics and Step two, the Executive Director and Principal will meet using a slightly different document, to create goals and evaluation metrics for a Principal Goal-Setting and Evaluation document.	Gruenes
	Adjourn	
Executive Session	Occurred from 6:00-7:25 p.m.	Board
Closing Prayer	The meeting adjourned at 8:44 p.m.	McCoy

Next Board Meeting: February 7, 2012 at - 6:00 p.m. Executive Session Dinner - 7:00 p.m. Regularly Scheduled Meeting @ FSCS