

**Faithful Shepherd Catholic School and Tri-Parish Center
Board of Directors Meeting
Approved Minutes
January 08, 2013**

Board Members Present:

St. John Neumann	St. Thomas Becket	Church of St. Peter	Other Attendees
Fr. Charlie Lachowitz	Fr. Tim Wozniak	Fr. Joseph Gallatin	Mr. John Boone, Executive Director
Marge Gruenes	Tom Durand	Sheila Manahan	Ms. Terese Shimshock, Principal
Susan Johnson		Steve McCoy	Jim Fink, Finance Committee Christina Lindstrom, Recording Secretary

Description	Discussion	Action By
Invocation	The meeting began at 7:26 PM	Durand
Adoption of Agenda	Motion: Gruenes made a motion to approve the January Agenda. The motion was unanimously approved.	Board
Approval of Minutes	Motion: Gruenes made a motion to approve the December Minutes with the following changes <ul style="list-style-type: none"> • Strike all under the Enrollment update. The motion was unanimously approved.	Board
Unfinished Business		
Tuition Recommendation Presentation	The Finance Committee made the following recommendation regarding tuition for the 2013-2014 school year: an in-parish increase of 4.1% or \$210 and an out-of-parish increase of 3% or \$210 based on enrollment projections of 490 students and the need to cut \$100,000 from the operations budget while fundraising \$100,000 through the Annual Appeal and Septemberfest. The Board discussed possible tuition and enrollment scenarios as well as the movement of the non-optional fee sheet items from payment at Meet and Greet to be paid with tuition. Motion: Johnson made a motion to move the non-optional items from the fee sheet to be paid with tuition. The motion was unanimously approved. Motion: Fr. Charlie made a motion to approve a tuition increase of \$195 for the 2013-2014 school year. The motion was unanimously approved.	Mr. Jim Fink

Finalization of Annual Budget Timeline	The budget timeline presented last month was discussed with the Finance Committee and the timeline will be finalized by electronic motion in the coming weeks.	Manahan
Strategic Plan Review		
Scorecard Review	<p>The Board reviewed the status of all scorecard items and action plans:</p> <p>Governance/Communication: No update:</p> <p>Budget Timeline: This will move forward via electronic motion in the coming weeks.</p> <p>Fundraising: Annual Appeal soft letter went out December 21st, received around \$8000 thus far. Will formally kick-off the appeal on March 6th. Raffle kick-off will take place just after Catholic Schools Week.</p> <p>Enrollment: 517 this morning and a family is moving so 514 in a few weeks.</p> <p>Facilities Plan: Finalization of the plan is happening and will be moving forward.</p> <p>New Family Recruitment: Discovery Day format is being prepared. Electronic and Bulletin announcements have gone out in parishes. Looking for ways of targeting families of four and five year olds.</p> <p>Go Character Curriculum: Retreat coming for 7th graders over Catholic Schools Week.</p> <p>“I Can” Statements: Work is continuing on these.</p> <p>Year of Faith: More information coming soon.</p> <p>ITBS: More information to come.</p> <p>Technology: More information to come next month.</p>	Boone/Shimshock

	Executive Director/Principal Report	
Executive Director's Report	No other new information at this time.	Boone
Principal's Report	The MNSAA Final report has been created and the recommendation will be shared at future meetings as well as the ITBS scores.	Shimshock

	New Business	
Preliminary Report on the Status of the Chromebook 1:1 Program	The Technology Committee has met and assessed and ranked the original goals of the Technology Plan. They have identified what has been completed, partially completed, or not yet completed at this time. Nate is currently working to establish an online school store, making improvements to the website, and looking for ways to better contact families instantaneously. The Electric Moment request, which will be discussed via electronic motion, will be related to some of this work. A Chromebook survey has been completed and will be discussed in the future.	Shimshock/Durand
	Reports of Committees	
Marketing	None	Durand
Technology	None	Durand
Development	None	Johnson
Finance	None	Manahan
Personnel	None	Gruenes
Executive Session	Occurred from 6:00 - 7:26 PM	Board
Closing Prayer	The meeting adjourned at 8:53 PM	Fr. Tim Wozniak

Next Board Meeting: February 5, 2013 at 6:00PM Executive Session Dinner
7:00PM Regularly Scheduled Meeting at FSCS