

**Faithful Shepherd Catholic School and Tri-Parish Center
Board of Directors Meeting
Approved Minutes
April 02, 2013**

Board Members Present:

St. John Neumann	St. Thomas Becket	Church of St. Peter	Other Attendees
Marge Gruenes	Fr. Tim Wozniak	Fr. Joseph Gallatin	Mr. John Boone, Executive Director
Susan Johnson	Tom Levandowski	Sheila Manahan	Ms. Terese Shimshock, Principal
	Tom Durand	Steve McCoy	Christina Lindstrom, Recording Secretary
Description	Discussion		Action By
Invocation	The meeting began at 7:05 PM.		Fr. Wozniak
Adoption of Agenda	Motion: Johnson made a motion to approve the April 2013 Agenda. The motion was unanimously approved.		Board
Approval of Minutes	Motion: Johnson made a motion to approve the March 2013 Minutes with the following changes: <ul style="list-style-type: none"> • Remove Fr. Tim Wozniak and Fr. Charlie Lachowitz • Marge Gruenes did Opening Prayer • Change I to Terese in "Year of Faith" • Add enrollment from other schools - Tom will forward • define SWOT- Strengths Weaknesses Opportunities Threats • Current enrollment 514 The motion was unanimously approved.		Board

	Strategic Plan Review	
Scorecard Review	<p>The Board reviewed the following scorecard items and action plans:</p> <p>Governance/Communication: Approved Minutes and Agenda are now on website - sent to faculty prior to meetings and parents will be reminded of this in the newsletter.</p> <p>Budget Timeline: Completed</p> <p>Fundraising: Raffle made \$10,821 in profit and the Ecothon will be kicked off tomorrow. Annual Fund Brochures have been printed and a conference call meeting of the Development Committee will occur on Thursday.</p> <p>Enrollment: Current enrollment is 514 and will be at 513 at the end of April due to a move. 2013-2014 Kindergarten currently has 28 who have paid \$75, 15 others have applied, and there is a total potential of 43 students at this time. Will be doing some outreach to nearby Montessori schools through the distribution of a flyer, a possible additional open house will be scheduled, and invitations will be sent to preschoolers to attend the spring kindergarten music program rehearsals.</p> <p>Facilities Plan: John Vievering is gathering competitive bids for summer work - Roof and Parking Lot. Also looking at renting out space for summer programming.</p> <p>Communication Plan: There will be a school presence at Mass at SJN on 4/14 and STP 4/7</p> <p>New Family Recruitment: Fliers are being made to go to local preschools and a parent will be making additional phone calls to potential kindergarten families.</p> <p>Go Character Curriculum: Emily Project speaker is coming tomorrow to discuss healthy body image with grades 6-8</p> <p>I Can Statements: Grammar I Can Statements were turned in last week and they will begin looking at curriculums.</p> <p>Year of Faith: Waiting to hear back from Rediscover about placing the "Your Amazing Child" CD on website.</p> <p>ITBS Math Computation Scores: End of trimester goals for grades 1-4 math computation showed nice growth. In the 1st grade 100% achieved 90% or above on addition and 88% on subtraction. In the 2nd grade, 87% know 85% or more of the trimester 2 addition and subtraction facts. In the 3rd grade 78% had 100% on 3 1/2 min multiplication facts. In the 4th grade 80% achieved 85% of 0-9 division facts.</p> <p>Technology Plan: There is a meeting on April 18th with the committee</p> <p>1 to 1 Chromebook: Few have accessed the survey results placed on the website at this time.</p>	Shimshock/Boone

	Executive Director/Principal Report	
Executive Director	Annual Appeal - letters and pamphlets will be going out soon. Goal is \$105,000. Ecothon begins tomorrow and the goal is \$50,000 with a per student goal of \$110. Letter went out to the Gala staff as a thank you from the Board.	Boone
Principal	Will be looking at the Boards SWOT (Strengths, Weaknesses, Opportunities and Threats) in relationship to the Accreditation Strategic Objectives. A Shimshock shares event will be scheduled soon. The draft of the 2013-2014 calendar is on the website.	Shimshock

	Reports of Committees	
Marketing	No update.	Durand
Technology	The new laptop cart from the Gala Electric Moment is ready to go, the old card was sold to Blessed Trinity with the proceeds coming back towards the new cart. The old laptops are being recycled through the Funding Factory. Starpay now includes the tuition contract costs which allows them to be paid by credit card now. Technology meeting April 18th.	Durand
Development	Conference call meeting will occur on Thursday to discuss annual appeal and ecothon kick off. Determining Chairs for the annual appeal will also occur on Thursday.	Johnson
Finance	No dynamic changes to the budget and currently waiting for enrollment numbers to further develop next years budget. \$400 deposits are due May 14th and emails from the office have gone out to families who have not returned the re-enrollment paperwork or initial \$75.	McCoy
Personnel	Administration team will be meeting with Marge to create more official current job descriptions for office and technology staff.	Gruenes
Executive Session	Occurred from 6:15-7:05 pm	Board
Closing Prayer	The meeting adjourned at 8:03 PM	Manahan

Next Board Meeting: May 7th, 2013 - 6:00PM Executive Session Dinner
7:00PM Regularly Scheduled Meeting @ FSCS