

**Faithful Shepherd Catholic School and Tri-Parish Center
Board of Directors Meeting
Approved Minutes
May 07, 2013**

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 7:09 PM.		Fr. Gallatin
Adoption of Agenda	Motion: Gruenes made a motion to approve the May 2013 Agenda with the following change: <ul style="list-style-type: none"> • Add the Approval of Budget to the New Business Item The motion was unanimously approved.		Board
Approval of Minutes	Motion: Durand made a motion to approve the April 2013 Minutes as written. 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: Notice of reorganization was sent to parent community.</p> <p>Budget Timeline: Completed</p> <p>Fundraising: Raffle raised a final amount of \$11,086, Ecothon made \$40,323.50, and the Annual Fund letter has been sent out and \$8000 has come in to this point. It is recommended that we apply and continue to participate in the raffle in the future.</p> <p>Enrollment: For 2013-2014: 486 students have paid \$75; this includes 42 Kindergartners, we have 2 additional with a verbal “yes”, 2 dependent on financial aid, and 1 who wants to come but is working on transportation. From the current students there are 9 no responses and 2 new MS students with a verbal “yes”.</p> <p>Facilities Plan: The Complete Energy Audit by Dakota Electric Association will be ready next month. Renegotiated the Allied Waste contract – the monthly payment will be \$430, down from \$1100 and \$900 in summer. Should save the school \$22000 over three years. The last of the Roof Repair bids will be expected this week.</p> <p>Communication Plan: Students will help serve donuts at SJN on June 2nd.</p> <p>New Family Recruitment: Open House on April 25th had three families. The billboard is up and positive comments have been heard. News/pictures of the Ecothon will be in the Eagan Patch.</p> <p>Go Character Curriculum: Many positive comments from the Emily Project speaker.</p> <p>I Can Statements: Grammar “I Cans” are finished and the faculty is currently looking at gaps and overlaps. Teachers are looking at curriculum to see if the purchasing of textbooks is necessary or is alignment all we needed. Decisions on textbooks were due today.</p> <p>Year of Faith: Received 200 copies of Matthew Kelly’s CD and plan to give them out to families in the younger grades this month. Linda Kautzky is working on firming up a speaker for the fall.</p> <p>ITBS Math Computation Scores: At the April workshop we decided that while we will continue working on this goal, we will be shifting our energies to Language Arts and the common core curriculum. Specifically looking at capitalization and punctuation, which are our low points on the ITBS.</p> <p>Technology Plan: The Tech Plan is progressing. Have met once with another meeting on Thursday and should have something to present for the June meeting.</p> <p>1 to 1 Chromebook: We will be surveying the parents, teachers, and students this month. While these results are preliminary for the entire program per se, it will give us more data along with areas of strengths and improvements.</p>	Shimshock/Boone
	Executive Director/Principal Report	
	No additional information from the Executive Director at this time.	Boone

	We have begun looking at the Accreditation Reports and Strategic Plan with the inclusion of Board and Parent input from the SWAT documents in preparation for the submission of the Accreditation Objectives by June 15th.	Shimshock
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	New Business	
Approval of Budget	<p>The Finance Committee has submitted their recommended and approved Budget for the 2013-2014 school year.</p> <p>Greunes made a motion to approve the Budget as recommended by the Finance Committee.</p> <p>The motion was unanimously approved.</p>	Fr. Gallatin

	Reports of Committees	
Marketing	There was a Marketing meeting held with 8 individuals to begin discussing marketing at FSCS. An additional meeting will be tomorrow. New members were gathered. The Marketing Committee Charter will be further looked at and a Chair will be determined.	Durand
Technology	The Science Museum of MN will be sending representatives to learn more about the Chromebook program. Nate and Sarah will be presenting about the Chromebook Program at UST Minnesota 1:1 Learning Summit in June. The end of the year Chromebook collection will be May 28-29th and will be stored, cleaned, and prepared for next year. The next tech committee meeting will be April 9th to further complete the technology plan for the June board meeting.	Durand
Development	The group will be in contact with Norb regarding the next steps tied to the database for the future. Nancy Verhey, a Spanish teacher at FSCS, has offered to do an inventory of all software tied to our auction, razors edge, etc to evaluate cost, updates, consolidation, recommendations for cost savings, etc. Terese will contact Nancy to ask her to complete this and return results to administration with recommendations.	Johnson
Finance	Working to complete a long-term template for the facilities plan. John will take a look at this plan as well.	McCoy
Personnel	No update.	Gruenes
Executive Session	Occurred from 6:00-7:09 PM	Board
Closing Prayer	The meeting adjourned at 8:20 PM	McCoy

Next Board Meeting: June 11th, 2013 - 6:00PM Executive Session Dinner
7:00PM Regularly Scheduled Meeting @ FSCS