

**Faithful Shepherd Catholic School and Tri-Parish Center
Board of Directors Meeting
Approved Minutes
June 11, 2013**

Board Members Present:

St. John Neumann	St. Thomas Becket	Church of St. Peter	Other Attendees
Marge Gruenes	Fr. Tim Wozniak	Fr. Joseph Gallatin	Ms. Terese Shimshock, Principal
Susan Johnson	Tom Levandowski	Sheila Manahan	Christina Lindstrom, Recording Secretary
	Tom Durand	Steve McCoy	
Description	Discussion		Action By
Invocation	The meeting began at 7:08 PM.		Johnson
Adoption of Agenda	Motion: Johnson made a motion to approve the June 2013 Agenda. The motion was unanimously approved.		Board
Approval of Minutes	Motion: Gruenes made a motion to approve the May 2013 Minutes. 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: No update at this time.</p> <p>Budget Timeline: Completed</p> <p>Fundraising: The Annual Fund and Raffle raised \$21,418 to date after expenses, \$10,751 was raised after the April Annual Fund letter.</p> <p>Enrollment: Currently 488 students have registered for next year - 400 have currently submitted tuition agreements, 449 have submitted \$400 deposits. Six new applications have been submitted this week.</p> <p>Facilities Plan: Jon Vievering submitted the roof repair bids with his recommendation. Asphalt assessment will be done the week of June 10th for parking lot repair. Energy audit to be completed in June.</p> <p>Communication Plan: There will be a program on Eagan Public Television with Fire Chief Scott promoting Ecothon and Septemberfest the program will run periodically through June</p> <p>New Family Recruitment: No update at this time.</p> <p>Go Character Curriculum: Looking to enhance the Go Character curriculum for next year. Looking to order an anti-bullying curriculum with monies from a parent donation.</p> <p>I Can Statements: Grammar curriculum will be ordered for those who needed them Grade 2 and 5 will use a Loyola curriculum and grade 3 a Sadlier curriculum.</p> <p>Year of Faith: No update at this time.</p> <p>ITBS Math Computation Scores: Completed</p> <p>Technology Plan: The plan has been submitted to the Board and will be discussed this evening.</p> <p>1 to 1 Chromebook: Initial survey results include: teachers feel their effectiveness has increased with Chromebooks. We received only 13 parent responses - 5 benefitted, 2 no, 6 unsure. Kid Survey - 87% of students gave the program a rating of 3 or better out of 5 the #1 complaint was about our wireless which will be looked at this summer.</p>	Shimshock

	Principal Report	
Annual Appeal/Drive	<p>Update given previously. The Boards goal for this year was the establishment and creation of an Annual Appeal. The Development Committee is requesting some identifiable objectives and direction as they move forward. The Development Committee will be meeting on June 24th at 5 PM - possibly have a greater Board presence at this meeting.</p>	Shimshock
Accreditation Update	<p>The MNSAA Plan was created and shared with the Board to be submitted June 30th, 2013. The Board discussed a few suggested alterations. This is a 7 year plan with yearly check-ins by June 15th.</p>	Shimshock

	New Business	
Technology Plan	The Technology Committee created a plan which has been submitted at this time. This is a 3 year plan which looks to continue from the past and look to the future. Focused on 5 main areas concerning classroom and infrastructure goals. Some areas are budgetary dependent and the committee will need to make some projections for future budget needs. The committee is looking for the Board to approve this plan at the August meeting.	Durand
Service Contracts	In looking service contracts for next year there have been some parent concerns expressed regarding two vendors. The Board and Ms. Shimshock agreed that we should be looking at the process for reviewing vendors, how do we seek and utilize user concerns, what should we be doing to better manage our vendors in the future. McCoy will be looking into this with Shimshock and begin to create a vendor management database for the future.	Shimshock
Establish 2013-2014 Board Objectives	The Board will look at the MNSAA document and previous year objectives to begin to propose objectives for next year. Levandowski will propose an initial draft for the next meeting.	Levandowski

	Reports of Committees	
Marketing	Next meeting will be tomorrow and a structure has been established to identify a leader, looking for new members, have looked at the charter and structure for the committee. The group is looking to build and continue the momentum. Developing a database of volunteers and community resources.	Durand
Technology	No additional update at this time.	Durand
Development	The Development Committee will be working to create an organizational chart and identify how to work with the Marketing Committee effectively. The committee will be working on volunteer management and further capturing the momentum.	Johnson
Finance	Meeting tomorrow night. There is some confusion regarding our involvement in the golf outing this year. The Board agrees that we are not involved.	McCoy
Personnel	In August a description of new job descriptions will be shared for next school year. A statement concerning any reduction in faculty will be prepared and distributed to the parent community from the Board.	Gruenes
Executive Session	Occurred from 6:00-7:09 PM	Board
Closing Prayer	The meeting adjourned at 8:50 PM	Levandowski

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