

**Faithful Shepherd Catholic School and Tri-Parish Center
Board of Directors Meeting
Approved Minutes
March 04, 2014**

Board Members Present:

St. John Neumann	St. Thomas Becket	Church of St. Peter	Other Attendees
Fr. Dave McCauley	Fr. Tim Wozniak	Sheila Manahan	Ms. Terese Shimshock, Principal
Marge Gruenes	Tom Durand	Steve McCoy	Christina Lindstrom, Recording Secretary
Susan Johnson	Tom Levandowski		Fr. Charlie Lachowitz

Description	Discussion	Action By
Invocation	The meeting began at 7:00PM.	Fr. Dave
Adoption of Agenda	<p>Motion: Gruenes made a motion to approve the March 2014 Agenda with the addition of the topic of Tuition Reciprocity.</p> <p>The motion was unanimously approved.</p>	Board
Approval of Minutes	<p>Motion: Gruenes made a motion to approve the February 2014 Minutes with the following changes:</p> <ul style="list-style-type: none"> • Spelling of Deacon Friesen • Addition of s to Parish Marketing Plan <p>The motion was unanimously approved.</p>	Board
	Strategic Objectives	
Scorecard Review	<p>Board/School Policies: Review of 900 series. Adopting amendments to 801,803, 804</p> <p>Board Effectiveness: See unfinished business</p> <p>Board Communication: See unfinished business</p> <p>Budget: No update at this time.</p> <p>Increase Fundraising: Currently have \$12,970 for CUF raffle (last year 11,100); Very soft number of \$86,036 profit from Gala (\$38,800 for e-moment)</p> <p>Enrollment: Lost one student as of 2/28 due to a move; gaining a second grader as of 3/10 for this year. We have 42 kindergarten registrations in for 14-15 (only \$75 paid). Emails from Tara and a phone call from Shawnessy have wittled down the numbers of current families outstanding, but we are still missing close to 35 current family registrations. Terese will begin making phone calls next week to those still remaining.</p>	Shimshock

	<p>Vendor Management Plan: Working to pull together a database list of all vendors and establishing performance matrix for the reoccurring vendors of the school.</p> <p>Parish Marketing Plan: Shawnessy has met with all three parish staffs regarding the 14-15 calendars – specifically getting SFest, Gala, Open House, Hospitality dates and CSW on their calendars.</p> <p>Marketing Plan: Initial draft of the flow chard presented to the board this month.</p> <p>Annual Report: Annual report will be sent home via kid mail this week and brought to the parishes this week. Non-FSCS families will receive it along with the annual appeal letter.</p> <p>Financial Aid Communication: No work on this objective since December.</p> <p>I Can Statements: Continuing the work on ELA standards, with our missed days of school it has been more difficult</p> <p>Year of Faith:</p> <p>ITBS ELA Scores: No report.</p> <p>Technology Plan: Completed</p>	
	Principal's Report	
	November 7 th , 2014 the MNSAA Conference will be held here at FSCS. FSCS is looking at doing summer programing for kids at FSCS – book clubs for kids (K-3) and other fun classes.	Shimshock
	New Business	
School Policy Review	<p>Second Reading:</p> <ul style="list-style-type: none"> ● 801, 803, and 804 Amendments <p>Durand made a motion to approve the policies 801-805 as amended.</p> <p>The motion was unanimously approved.</p> <p>First look:</p> <ul style="list-style-type: none"> ● 900 Health and Safety ● Began looking at our current policies and those at neighboring schools. ● Terese and Fr. Tim will look more closely at these policies to identify amendments or substitutions needed. 	Durand and Fr. Tim
Tuition Reciprocity	The finance committee has been looking at past reciprocal agreements with Archdiocesan High Schools in response to a current FSCS family's request. The finance committee feels that the impacting amount would be absorbable into our budget. The board discussed the possibility of discussing reciprocal agreements with area Catholic High Schools. Discussion was also had regarding giving a discount to all Catholic Educational Institution Employees within the Archdiocese. The board would like the Finance Committee to look at the cannibalization rate of such arrangement.	McCoy
	Unfinished Business	
Board Survey	There are two identified options for assessing the board with a survey and in-service to look at board effectiveness. Manahan has been in contact with possible facilitators of this process at both	Manahan

	NCEA and the Archdiocese. The board discussed these possible options.	
Field Use Agreement	The City of Eagan will no longer be using our football fields – no longer striping, cutting or maintaining this field. They would like to continue to use our baseball field and would continue to maintain this field. FSCS will be submitting a counter proposal agreeing to a 50/50 split of the baseball field and the maintaining of the football field. We are waiting for their response at this point.	Manahan
Board Communication Plan	Levandowski shared a document identifying the process for board communication with constituents which identified the who, what, and how the board communicates. Gruenes made a motion to adapt this Board Communication Strategy. The motion was unanimously approved.	Levandowski
Reports of Committees		
Marketing	Next meeting March 19 th to discuss the website to be launched in May, alumni are being organized via Salesforce.com, outreach opportunities, and communications in regards to fundraising update email.	Durand
Technology	No update.	Durand
Development	Meeting in regards to Septemberfest was held to begin organizing. HSA has stepped away from Family Fun Night so that will need to be altered. The Gala chairs have committed to return next year. Ecothon is coming soon.	Johnson
Finance	Proposing to create a Facilities Committee to assist in making decisions regarding our facilities. The committee is looking at the impact of credit card fees and possible ways to combat this. The updated financial report was shared with the Board.	McCoy
Personnel	We met today with Terese and she is on target with all goals at this time.	Gruenes
Executive Session	The executive session met from 6-7PM.	Board
Closing Prayer	The meeting ended at 9:39PM	Manahan

Next Board Meeting: April 1st, 2013 6:00 PM Executive Session & Dinner
7:00 PM Regularly Scheduled Meeting @ FSCS