

**Faithful Shepherd Catholic School and Tri-Parish Center
Board of Directors Meeting
Approved Minutes
February 3, 2015**

Board Members Present:

St. John Neumann	St. Thomas Becket	Church of St. Peter	Other Attendees
Fr. Doug Ebert	Fr. Tim Wozniak	Fr. Steven Hoffman	Ms. Terese Shimshock, Principal
Susan Johnson	Tom Levandowski	Jennifer Silgen	Christina Lindstrom, Recording Secretary
Marge Gruenes	Tom Durand		

Description	Discussion	Action By
Invocation	The meeting began at 7:06 PM.	Gruenes
Adoption of Agenda	Motion: Gruenes made a motion to approve the February 2015 Agenda with the following adjustment: <ul style="list-style-type: none"> Board Effectiveness changed from Manahan to Shimshock The motion was unanimously approved.	Board
Approval of Minutes	Motion: Durand made a motion to approve the January 2015 Minutes with the following change: <ul style="list-style-type: none"> Under Scorecard Review spelling of Financial Aid The motion was unanimously approved.	Board
Strategic Objectives		
Scorecard Review	<p>Board Effectiveness: 2/2/15 phone call with Gary Wilmer from the Archdiocese. He will be emailing both Sheila and Terese about setting up a meeting.</p> <p>Multi-Year Budget: Budget was approved at January meeting. Meeting set for February faculty meeting to discuss budget scenarios with faculty and staff.</p> <p>Fundraising: No numbers yet on the Gala.</p> <p>Enrollment: Gained another student (8th grader) as of 2/2/15. Current student count is 467. Three of these are 1/2 day students.</p> <p>Vendor Management: No work has been done on this objective.</p> <p>Financial Aid: Ready to return signed Endowment Fund Contract to CCF and fund account with initial investment of approximately \$75,000. Will re-start tuition/financial aid task force meetings.</p>	Shimshock
Principal's Report		
Principal's Report	<ul style="list-style-type: none"> Recap of Catholic Schools Week - We had 4 days of school with new spelling bee winners, STA Cadets Crack Drill Squad, Mad Science, Bingo, and trivia. It was a great week. Discovery Day Feedback and Numbers - Went well and had 33 families attend, some prior leads, not all 	Shimshock

	<p>kindergarten. We have given 11 private tours and had 66 open house visitors. The follow-up with families are great. We have 89 new family leads for next year. 11 new families have applied so far and 20 returning family kindergarteners are expected to enroll. We currently have 14 leads for 2016-2017 school year and two for 2017-2018 school year. We have received 231 re-enrollment registration fees so far for next year.</p> <ul style="list-style-type: none"> ● Parish Hospitality Follow-up - This time did lead to many individuals picking up papers and some attending Discovery Day due to the event. The feedback was positive from the parishes. ● New Hires - Three new custodians have been hired and will be beginning soon. A new part-time accountant has started. 	
	New Business	
Preschool Feasibility Task Force	<p>The Finance Team would like the boards approval to look at the creation of a feasibility task force to look at the possible creation of a FSCS preschool program. The belief is that the creation of a preschool program at FSCS would alleviate some of the long term financial goals of the school surrounding enrollment. The timeline of this would be a study of feasibility for the 2016-2017 school year.</p> <p>Motion: Levandowski made a motion to establish a task force, who will report directly to the board, to conduct a feasibility study for all-day preschool at FSCS.</p> <p>The motion was unanimously approved.</p>	Silgen
	Unfinished Business	
Board Assessment	Update completed during the scorecard review.	Manahan
Endowment	<p>In the creation of the school's endowment there was a stated need for the creation of an advisory committee to be established to aid in the growth and future advisory of the endowment. The current individuals who were involved in the initial creation included members of the finance committee, board, development committee and marketing. There is a need for this advisory committee to establish criteria for the management of this endowment and marketing tied to the endowment for future years.</p> <p>Motion: Levandowski made a motion to establish an advisory committee to the board for the purposes of advising the board to the governance of the endowment fund.</p> <p>The motion was unanimously approved.</p>	Levandowski
	Reports of Committees	
Marketing	No meeting last month - will meet tomorrow.	Durand

Technology	The technology committee has met to reevaluate the three year plan and future outlooks regarding the chromebooks.	Durand
Development	Discussed the endowment and the Ecothon (ABCD Ecothon) with an earth day and reading focus. Spring Annual Appeal and all fundraising would be branded as the "Star Fund" as the yearly fundraising efforts for the school. Septemberfest will be looking for new leadership and volunteers moving forward.	Johnson
Finance	Met in January to discuss the Accountant vacancy (which is now filled) and updated financials will be available at the next board meeting. The committee spent time reviewing the covenants of our current Bremer loan. The committee also focused time reviewing the auditors report. The committee approved some expenditures from the Capital account for repair and maintenance.	Silgen
Personnel	Met briefly with Terese and discussed the new hires.	Gruenes
Facilities	No update at this time.	Fr. Ebert
Executive Session	The Executive Session took place from 6-7:06 PM.	Board
Closing Prayer	The meeting ended at 8:25 PM.	Fr. Tim

Next Board Meeting: March 3rd, 2015 - 6:00 PM Executive Session & Dinner
7:00 PM Regularly Scheduled Meeting @ FSCS