

Faithful Shepherd Catholic School and Tri-Parish Center
Board of Directors Meeting
June Approved Minutes
Date: June 12, 2018

Board Members Present:

| St. John Neumann | St. Thomas Becket | Church of St. Peter | Other Attendees |
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| Fr. Doug Ebert | Fr. Tim Wozniak | Fr. Steven Hoffman | Mike Randall, Executive Director |
| Jen Neuman | Cara Geheren | Yvonne Houle-Gillard | Sheila Hendricks, Principal |
| Molly Ryan | Jason Skagen (7:25 Arrival) | Tom Kraus | Mary McCoy, Recording Secretary |
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| Description | Discussion | Action By |
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| Invocation | The meeting began at 6:36PM. | Geheren |
| Adoption of Agenda | <p>Motion: Fr. Tim made a motion to approve the June 2018 agenda.</p> <p>The motion was seconded by Yvonne Houle-Gillard and was unanimously approved.</p> | Geheren |
| Approval of Minutes | <p>Motion: Tom Kraus made a motion to approve the May 2018 Minutes with amended adjustments.</p> <ul style="list-style-type: none"> • Within Old Business, Update on Policy Alignment Process section, change 'duplicate with our Bylaws' to 'duplicate of our Bylaws'. • Within Old Business, Update on Policy Alignment Process section, change 'approve the Board Policy Manual' to 'approve the Parent Student Handbook'. • Move Executive Director's Report and Principal's Report out of Committee Reports to Administrative Reports Section. <p>The motion was seconded by Fr. Steven and was unanimously approved.</p> | Geheren |

| | New Business | |
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| Annual Meeting Date | The Annual Meeting will be held on August 7 th during the Board Meeting. | Geheren |
| Board Training for New Members | <p>Cara mentioned we will have a 'pre-meeting' to train new board members (refresher for current board members) in the August/September timeframe. We will update the packet of materials to share with board members for this training session.</p> <p>Molly asked if the school calendar was finalized yet and if the calendar could be loaded to google on the FSCS website.</p> <p>Molly also asked if anyone checked the board meeting dates for the 18-19 school year to ensure accuracy, etc.</p> <p>Fr. Steven asked if the August 7th board meeting date could be changed due to a conflict with his schedule.</p> | Geheren |
| Advanced Math Presentation | <p>Barbie Miller provided an overview on the Accelerated Math Program at Faithful Shepherd.</p> <p>We teach Basic, Advanced and Accelerated Math in Middle School at FSCS.</p> <p>What is Accelerated Math? How does it differ from Advanced Math?</p> <ul style="list-style-type: none"> • It differs in pace - Accelerated Math moves faster than Advanced Math. • It differs in depth - Accelerated Math: <ul style="list-style-type: none"> ○ Goes deep rather than going wide ○ Stresses why, not how ○ Covers additional material ○ Multiple methods <p>Who benefits from Accelerated Math?</p> <ul style="list-style-type: none"> • This class is not for the faint of heart • Love of as well as exceptional ability for math • Self-driven/self-motivated • Persevere through dark times • Flexible emotional maturity, patience <p>Format of Accelerated Classes:</p> <ul style="list-style-type: none"> • Homework problems (completed at home) • Mrs. Miller asks questions and leads the group in discussion • Mrs. Miller tries not to 'teach', the lesson is about discovery • Lesson is driven by "what if's" and "but why's" | Barbie Miller |

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| | <ul style="list-style-type: none"> Connecting and higher-level critical thinking <p>Accelerated Math Goals:</p> <ul style="list-style-type: none"> Encourage students to take risks Allow them to fail... <ul style="list-style-type: none"> “When you steal a student’s struggle, you steal the learning. When you support the struggle, you take that student farther than ever.” Coax them to believe in themselves Prepare them for high school and beyond <p>Mrs. Miller asked the students if they enjoyed Accelerated Math, the students replied:</p> <ul style="list-style-type: none"> I am not afraid to show that I am smart. I don’t have to pretend to know everything. I am not afraid to ask questions. I am challenged by my friends. I am prepared for high school. <p>Number of Students in Accelerated Math at FSCS: 8th Grade = 6 students 7th Grade = 8 students 6th Grade = 10 students 5th Grade = 7 students</p> <p>How are students selected for Accelerated Math? To get into Accelerated Math, students must be in the 95th percentile (NWEA), they must have at least a B (86%) year to date grade, must get a B (86%) in their final year end exam, and teacher recommendation. To remain in the accelerated class, they have to maintain a B (86%).</p> | |
| | Old Business | |
| Update on Policy Alignment Process | The Board Policy Manual was published and circulated. Molly is looking for feedback from committees on charters (Development, Finance, Marketing). Yvonne and Cara will finalize the committee charters once feedback from committees and board members is received. | Ryan |
| Approve the 2018-2019 Handbook | Dr. Hendricks asked Mary McCoy to provide an update to the Board on items which will be updated in the Parent Student Handbook from the Policy Alignment Process and Board Member feedback. <p>Mary McCoy noted the following:</p> <ol style="list-style-type: none"> Font (style) will be consistent throughout Parent Student Handbook. | Dr. Hendricks |

2. Font (size) will be consistent throughout the Parent Student Handbook.
3. Grievance Policy will be replaced with updated/current policy.
4. Dress Code, page 14, omit redundancy between dress code on page 14 and uniform section wording.
5. Grading Scale, page 18:
 - a. Ensure consistent language/wording between report cards and Parent Student Handbook
 - b. Add specialist grades for K-3 and 4-8
 - c. Add Grades 6-8 on top of MS GPA Table
6. International Students: Students rights and responsibilities s/b added to the Parent Student Handbook.

Dr. Hendricks addressed the items listed below from emails she received prior to the board meeting:

- Item #1: If a student withdraws from FSCS during the school year, the student's records will be released upon payment of any outstanding tuition. (The 18-19 Parent Student Handbook will include this update.)
- Item #2: Girls White Golf Shirt, this section will be moved up a line or two within the Parent Student Handbook to be consistent with the Boys Uniform section. Girls white blouse line will go below.
- Item #3: Golf Shirt Logo Mandatory or not? Dr. Hendricks discussed her meeting with Barb from Donald's Uniform. Barb mentioned when a student is out in public wearing a shirt with a logo, the student is marketing the school. Dr. Hendricks mentioned this change will come with transition time.

Both Jen Neuman and Fr. Steven like this marketing idea, brand identity.

Tom Kraus wondered if there would be a patch to sew on current shirts? Also, who will enforce the uniform policy?

Molly Ryan didn't think the patch was necessary but noted there will be an economic impact with this change.

Cara Geheren questioned whether the mandatory logo was a board decision. Cara recommended using caution, thinking there would be pushback with the mandatory logo; also, there would need to be enforcement of the policy. Alternatively, she mentioned the logo could be phased in. She felt this was a decision for the principal.

Motion: Fr. Doug made a motion to approve the Parent/Student Handbook with the adjustments noted during the meeting.

The motion was seconded by Yvonne Houle-Gillard and was unanimously approved.

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| Strategic Plan Update | <p>Highlights:</p> <ul style="list-style-type: none"> • May 22nd – Coffee and sharing of Strategic Plan (Mike & Cara) went well, 8 parents in attendance, good feedback received. • Additional rollout of the Strategic Plan at Meet & Greet on August 30th • Mike Randall & Cara Geheren will work to finalize Dashboard. | Geheren |
| | Administration Reports | |
| Executive Director's Report | <p>Written report attached.</p> <p>Additional comments:</p> <ul style="list-style-type: none"> • Year End Appeal, StarFUND over \$100,000. • Facilities - Remaining bond funds to be used for parking lot, library. • Board will approve parking lot bids electronically. | Randall |
| Principal's Report | <p>Written report attached.</p> <p>Additional comments:</p> <ul style="list-style-type: none"> • Screenagers Event – Excellent attendance, the message to Dr. Hendricks was parents are seeking advice on how to manage screens with students/children. • Responsive Classroom – 6 teachers will be going to this training over the summer. • 8th Grade Graduation – The traditions at FSCS are amazing...8th Grade Mass, Awards Ceremony, Graduation Mass! | Hendricks |
| | Committee Reports | |
| Marketing | No written report this month. | Neuman |
| Development | <p>Written report attached.</p> <p>Additional comments:</p> <ul style="list-style-type: none"> • Thanks to Tom Cierzan for being the Development Chair. Mike Orme will take over as Development Chair this fall. | Houle-Gillard |
| Finance | <p>No written report this month.</p> <p>Additional comments:</p> <ul style="list-style-type: none"> • Dashboard done. | Kraus |

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| Executive Committee | No written report this month. | Geheren |
| Facilities | <p>No written report this month.</p> <p>Additional comments:</p> <ul style="list-style-type: none"> • Meeting next week, they will make a decision on the parking lot. • Need to find a new chair for the Facilities Committee. | Skagen |
| Monthly Board Update | No monthly board update needed during the summer. | Geheren |
| | Additional Notes | |
| Closing Prayer | <p>Before closing, Cara wanted to let the board know that tonight was Molly Ryan's last board meeting. Cara thanked Molly for a fantastic job, her legal and analytical skills as well as attention to detail made a big difference for Faithful Shepherd! Thank you, Molly!</p> <p>The meeting ended at 8:02 PM.</p> | <p>Geheren</p> <p>Neuman</p> |
| Executive Session | The Board adjourned, followed by the Executive Session. | |

Next Board Meeting: - August 7, 2018 at 6:30PM - Regularly Scheduled Meeting @ FSCS. Executive Session following the meeting (approx. 8:30PM) if needed.

Executive Director's Report – June 2018

Enrollment Update

- Kindergarten Enrollment:
 - 32 applicants for Kindergarten.
 - We are waiting on 2 potential sibling applications and 3 other potential applicants who have expressed interest/toured the school.
 - We continue to reach out to prospective families as detailed below.
- Grade 1-8 enrollment
 - We have 13 new registrations for grades 1-8 (compared with 9 last year) and continue to receive inquiries/tours.

Re-enrollment Update

- To date we have received 317 - \$400 deposits for next year (of a possible 343). Of the remaining 26 students, we have heard from 16 that they are returning but need time to pay the \$400. We continue to reach out to the remaining families.
- We know that 13 students are not returning (compared with 21 at this time last year).

Marketing Efforts for May:

- Working to have FSCS represented at SJN for New Parishioner events. Emailed Wendy/Lisa on 5/21 related to this. Have also tried reaching out to K of C Dick Benson related to this as well. Will continue to work to participate.
- Screenagers Event held in the gym 5/22. 200 attendees. Estimated 20 non-FSCS families. We were the first school in Eagan to host the screening. Collateral given out at Welcome Table. 4 leads so far from the event.
- Participated in New Parishioner Breakfast at STB May 6th. Held a Craft Table and interacted with current and prospective families.
- Cupcakes and Thank You card signed by all the students donated to St. Peter's for their annual Volunteer Dinner held May 3rd.
- Hosted incoming kindergarteners as well as LADC and their families May 7 and 8 for Lion King JR.
- Sheila and I met with Wendy and Lisa at SJN May 7th to further build the communication and relationship between SJN and FS. Strategized ideas on how to further work together. Will plan several events at SJN in the fall.

Upcoming Marketing Efforts- from now through the summer:

- Working w HSA related to their upcoming events so can partner marketing to prospective leads.
- Working to set a meeting with Mary Mother to discuss how our school can work with that parish as well as working to participate in any upcoming parish family events.

- Working to set a meeting with Risen Savior to discuss how our school can work with that parish as well as working to participate in any upcoming parish family events.
- Working with St. Patrick Inver Grove Heights to participate in their Fall Festival.
- Working with HSA on Mentor family connections, inviting new families to upcoming events.
- Vendor Table at Eagan MarketFest Event- June 20th 4-8 PM.
- Hosting Meet/Greet Event during Vacation Bible School- marketed to families sending their children to Vacation Bible School that do not currently attend our school- June 19th 8:30-9:30.
- Participating in SJN Summer Sizzle- August 4/5.

Fundraising Update

- STAR Fund –We have raised \$99,219 from 135 donors, \$5,250 is pledged.
- Read-A-Thon \$35,750.
- Gala - \$80,187 (an additional \$41,750 Electric Moment, \$25,000 CSCOE Grant).
- SeptemberFest - \$60,550

Finance Update

- Our financial outlook is still trending positive through April (*report attached*). Based on a year-end forecast by the finance committee, we should be able to fund portions of the year one objectives of the new strategic plan.

Facilities Update

- We have received two bids to date for repaving of the parking lot, and are waiting on two more. The bids range from \$86,000 (mill and overlay 2”) to \$238,000 (completes removal and add 4”). Hope to make a decision soon, especially if we use the company doing the street repair.
- Our floor scrubber needs replacement. We are getting bids and previewing equipment. Costs should be around \$7,000-\$10,000.

Strategic Plan Update

- Working with Jennifer Neuman to put together a scope of work to solicit bids on our marketing and communications component of the strategic plan. Our hope is to have the RFP together by June 15 and send it out for bid.
- We have met with several companies in regards to our STEM lab and how to outfit that space. Some of the things we are looking at are computers, interchangeable desks, 3-D printers, vinyl cutters, etc.

Principal Report – June 2018

Communicate, Collaborate, Celebrate

Mission Statement

Grounded in our Catholic Faith, we enrich each student’s journey from pre-K to 8th grade by nurturing meaningful growth in academic achievement and service to Christ in the world.

Spanish Mass- May 2 – Thank you to Father Doug for leading mass in Spanish. It was a beautiful service. Throughout mass students participated by singing and praying in Spanish.

Spanish Class- Eighth grade Spanish class brought food to share in class. The only way they could participate in the festivities is to ask for each item in Spanish. (i.e. plate, napkin, cusp, each food item, and drink). And of course, please and thank you. Great experiential learning opportunity.

Crowning of Mary in May - Kindergarten class had a Crowning of Mary prayer each morning in May (weather permitting) in the garden at the front of our school. Thank you to Father Steven, for the beautiful crowning of Mary celebration at our school mass on May 16.

Positivity Project – As part of our Strategic Plan, we are charged with finding and implementing a culture improvement plan.

Jackie Virnig and I went to a Positivity Project (P2) seminar.

P2's mission: Empower students to build strong character-based relationships.

P2's Vision: Know positive psychology's 24-character strengths.

A 75-year Harvard study - studied what factors help people live happier/healthier lives - healthy relationships was the common denominator.

P2 helps students identify good in themselves and good in others to help build strong relationships.

P2 education helps students and adults understand themselves better which builds self-awareness and self-confidence, rather than self-esteem. See good in themselves-see good in others.

Staff met in May to discuss P2. The group unanimously said yes to implementing P2 at Faithful Shepherd for the 2018-19 school year.

If you are interested in learning more, Google Positivity Project.

Screenagers – Hosted by Home and School, **May 22, 6:30-8:30PM** current parent sent me information on Screenagers, a documentary regarding kids growing up in the digital age, intended for parents to see with their children. “I have seen it with my kids, and I will tell any parent who will listen about it!” (current parent)

It was very well attended. We were hoping for 30-40 people. It was closer to 180 in attendance.

- Three questions Dr Nolan posed for the small group discussion:
 - What was most surprising from movie?
 - What does your family struggle with concerning screen time?

- What are your family's strategies?
- Some of the small group responses:
 - How can we reinforce the good in technology?
 - Students who spend more time on social media are more anxious and sad.
 - Dr Nolan suggested that our teenagers measure their mood after spending time on social media. Are they happy, sad, peaceful, restless, etc.... She suggested that they keep track for several weeks. Then use the data to determine how social media is affecting them.
 - Technology forms addictions just like substances.
 - Kids are more anxious in our society now than ever before.
 - Kids stated that if they see their device, they want to check it.
 - Families should come together to discuss the issues relating with technology. It is important for all family members to have a voice.
 - Create a technology contract.
 - Have a family night dedicated to tech talk (i.e. tech talk Tuesday). Ask the questions: How is it going? Any struggles? What have you enjoyed with your technology this week? Etc....

After seeing the interest from our community, this is a topic that families want to learn more about. We will continue to be aware of upcoming events or speakers.

Home and School – Shout out to Home and School for purchasing the licensure to show Screenagers last night. Also, a big than you for purchasing pizza and popcorn and serving it at the movie.

STEM/Electric Moment Update - Thanks to our Electric moment at the Gala, installation of new Smart Boards and Epson Brightlinks took place in ten classrooms. Teacher training on the new interactive boards also took place in May. This is very exciting and appreciated!

Musical - Lion King Junior- May 7-8 - Middle School students worked very hard on the musical. The dance and art work has been student led. They were very excited to share their hard work and creativity with the community. Mr. Wolf shared with me that Lion King is the first movie he attended on big screen in a theatre. Mr. Wolf also talked about the themes and how Lion King is very well written. He said that there are some great messages that can be taken from this production. I looked at some of the themes. One great theme is that Simba tries to live a care-free life until his conscience tells him that there is suffering taking place in his land, and he is needed. He then realizes that he is being called to a greater purpose.

Fourth Grade

- Inventions, creativity! Fourth graders presented their inventions this month. Great ideas. Well presented. One student started to tell me how she would modify her product as she continues to think about improvements. Great engineering minds at work.
- Shout out to our fourth-grade class and teachers for their efforts in picking up garbage around Faithful Shepherd. Their bags were filled! Nice work for helping keep our beautiful campus clean.

Minnesota Nonpublic School Accrediting Association – (MNSAA) – Thanks to Karen Swain, Bridget Mannerter, Mary Beth Dahlheimer, and Sarah Meier who attended MNSAA training. Faithful Shepherd is entering the 2-year process of developing our self-study.

Pizza Bingo – Wow! What a fun event. Well organized. Well attended. Great energy. It was fun to see the excitement in the children's eyes when they had a good BINGO. Thanks to Toni and Tami Gilbert for your hard work in making this event happen.

Read-a-Thon updates/shout outs – The goal of \$35,000 was made. That means the whole school earned a picnic and extra recess on Friday, May 25. Also, a few shout outs:

- Mrs. Mannerter's 3rd grade class won the trip to Nickelodeon.

- Jackson Skagen won the top prize Drone.

Congratulations to Mrs. Mannerter's third grade class and to Jackson Skagen!

Kindergarten/Grandparent/Special Friend Day – May 9 - A special day for Ms. Keil's Kindergarten class. They were the mass leaders and had their grandparents/special friends join for mass and a reception afterwards. The Kindergarten students did a beautiful job in the leadership roles. Also, it was wonderful to see so many guests join.

Strategic Plan - Questions/Answers, May 22 – Cara Geheren, Mr. Randall, and myself held a question/answer session on the new three-year strategic plan. There was great discussion. It was encouraging to hear how the parents appreciated learning about the plan. A big takeaway for me is that we need to be diligent about communicating the plan and the progress. Feedback and questions were helpful and encouraging.

Second Grade Celebration receiving the Eucharist – May 23 - School mass was a beautiful celebration of second grade students receiving the Eucharist. Father Mark emphasized how Jesus' words clearly tell us that this is his body and blood of Christ. Father Jerry from Saint Anastasia spoke about how a book on the Eucharist transformed his faith. The title of the book: *Our One Great Act of Fidelity* by Ronald Rolheiser. I am currently reading this book. Here is an excerpt:

“So, on the night before his death, having exhausted what he could do with words, Jesus went beyond them. He gave us the Eucharist, his physical embrace, his kiss, a ritual within which he holds us to his heart” (Rolheiser, p. 32).

Home and School – Again, thank you to Home and School for helping with the decorations and the lovely reception after the mass. Beautiful celebration.

Celebrations/Failures (learning opportunities) – As I have been sharing with you throughout this year, our faculty celebrations/failures and learning opportunity, I will share from yesterday's faculty meeting:

Ms. Keil – After Responsive Classroom training, changed some of the classroom behavioral strategies and has noticed positive outcomes.

Mrs. Toboja – Shared that she is not a fan of leprechauns, however, her students ended up completing a leprechaun project using problem solving, collaboration, and creativity.

Ms. Miller – Created math stations at the April 20 teacher inservice. She has seen her students using the math stations. She said it is a great way to incorporate differentiation.

Mrs. Swartout – Celebrated how 5th grade students have enjoyed the good morning greetings related with Responsive Classroom. Now, her students have added the good night to each other at the end of the day.

Mrs. Dahlheimer – Celebrated building relationships with students on the Washington DC trip.

Ms. Kraemer – Celebrated how the 8th grade students read a chapter book in Spanish, something she did in one of her high school Spanish classes.

Mrs. Engel – Celebrated her learning opportunities in her Grad program and that she will be moving into the new Middle School ELA position.

Ms. Martin – Celebrated 4th grade Invention/Convention projects. Skills observed: creativity, problem solving, perseverance.

Ms. Duffy – Celebrated that she now has all her math unit lessons on YouTube. Also, she discovered that some students are more successful when they view the videos for review.

Mrs. Meier – Celebrated that 4th grade students enjoyed learning about graphs.

Mr. Wolf – Celebrated the musical. He gave a shout out to Mr. Keller and Ms. Pfahl for their contributions.

Ms. Price – Celebrated her push-in model with Mrs. Larson for a literature unit. She appreciated the team-teaching and collaboration.

Great learning opportunities continue to happen every day. It is great to celebrate them collectively with faculty.

Eighth Grade Mass -May 30 - The last school mass for our eighth-grade class. The procession marked gratitude as students processed in carrying a symbol and sharing words of gratitude for teachers and staff: K-8, specialists, office staff, kitchen staff, school staff, nurses, playground supervisors, and administration.

Eighth-grade students participated in the readings and the music.

It was a beautiful celebration.

Eighth-Grade Awards – The awards were handed out to eighth graders after mass. Our goal is to make our awards a more formal experience. Congratulations to the eighth-grade students who earned the following awards:

- **President's Award for Educational Excellence**
This award is sponsored by the US Dept. of Education to recognize and honor those students who have achieved high academic goals by hard work and dedication to learning. This award is given to students who have earned a grade point average of 3.5 or higher in both 7th and 8th grade and scored in the 85th percentile or higher on standardized tests in both 7th and 8th grade in the categories of both Math and Reading.

- **President's Award for Educational Achievement**
This award is also sponsored by the US Dept. of Education to recognize students who have shown outstanding educational growth and commitment to intellectual development. In addition to demonstrating academic growth, these students have also scored in the 85th percentile or higher on standardized tests in both 7th and 8th grade in the categories of both Math and Reading.

- **FSCS Honors Award**
This award is specific to FSCS. Students who have achieved Honor Roll status for their 7th and 8th grade years in all six trimesters will receive this award.

- **FSCS High Honors Award**
This award is specific to FSCS. Students who have achieved High Honor Roll status for their 7th and 8th grade years in four of six trimesters will receive this award.

- **American Citizenship Award**
This award honors students who participate in school or community service, show a positive attitude toward classmates, and possess strength of character and the courage to do what is right. They have consistently been prepared for class, completed their homework, offered their help when needed, and treated everyone with respect. They have shown themselves to possess characteristics that will make them outstanding citizens.

- **Principal's Award**
This award is given to students that best exemplify the Faithful Shepherd spirit. These students exemplify a positive faith filled spirit in their everyday lives. They work to their potential using their entire God given gifts and talents to serve the community and demonstrate respect for everyone.

Middle School Choir and Band Concert – Middle school band students along with Mr. Wolf have stepped out of their comfort zone in writing music for the concert. Mr. Wolf and the students explained the journey of their creation. It was a wonderful product, performed beautifully.

Field Day – June 4 – Students participated in many events. Teams were made up of students from K-8th grades. They helped and supported each other as they competed for the team color to earn the most points.

Home and School – Shout out once again to Home and School for the picnic lunch provided on field day. Students were so excited about the Sunny D. All students and staff ate lunch outside on the grounds. A fun, community building day.

Eighth Grade Graduation – Tuesday, June 5

A wonderful celebration with Archbishop Hebda celebrating mass along with Father Doug, Father Tim, and Father Steven. The reception following mass was a positive closure for this group of students, parents, and teachers. After viewing the video, Archbishop Hebda said to our table that we should be so proud of what we do at Faithful Shepherd. Wow! Not bad from the Archbishop.

As this group of students closes their K-8 academic/spiritual chapter, they move into a new academic/spiritual chapter in which they will write their new pages. May God continue to watch over and protect them.

Teacher Reflection/Growth – Teachers completed a 2017-18 Reflection/Growth document. The purpose of the reflection is for teachers to think about their accomplishments, struggles as professionals. Secondly, teachers were asked to reflect on their spiritual growth over the year. Also, teachers were asked about how they plan to recharge over the summer. I am a firm believer that we need to fill our buckets to continually give to others. It is important to make time to recharge. Lastly, teachers were asked to share anything that they would like to share that was not included in the reflection questions.

The reflections are great. Some are five to six pages. Teachers spent thoughtful time answering/reflecting on their year. In return, I spent hours reading and commenting on their reflections. A copy will be given to teachers when they checkout on June 7, and a copy will be placed in their permanent record file.

First year – As I close on my first year at Faithful Shepherd, I want to thank each of the Board members for your support and grace. You are a talented, caring group of individuals. I have watched as each of you have grown in sharing your gifts and strengths on the Board. I have seen this Board work at collaboration. It has been great to share in laughter throughout our meetings. Faithful Shepherd is in good hands with your leadership. I am honored to be a part of this great community.

God Bless,
Sheila Hendricks Ed.D.

**FSCS Development Committee Meeting
May 16, 2018
Draft Minutes**

Attendees: Tom Cierzan, Mike Randall, and Yvonne Houle-Gillard.

Unable to attend: Mike Orme, Catherine Skagen, Joe Spah, JJ Kirby, Michelle Weber, Jeff Simek, and Mark Hechtl.

1. March 14, 2018 minutes were approved.
2. Agenda was approved.
3. Mike Randall provided a fundraising update:
 - a. SeptemberFest: \$60,300
 - b. Gala: \$81,000 (does not include Electric Moment or CSOE grant)
 - c. STAR Fund: \$96,000
 - i. All but \$5,000 has been collected to date.
 - ii. 128 donors; 40 are alumni parents and a few donors are alumni.
 - d. Read-A-Thon: \$36,500
4. STAR Fund update: the committee reviewed the proof sheet for an upcoming mailing which will be sent to parents and alumni donors regarding the current status of the STAR fund.
5. Reviewed the Development Committee Charter and recommended several changes. This information will be shared with the FSCS Board during their June meeting.
6. Next year's Development Committee chair will be Mike Orme. This information will be presented to the FSCS Board for their approval by the second meeting of the next fiscal year. Many thanks to Tom for his leadership of the Development Committee this year!
7. Strategic Plan update: Mike Randall distributed copies of the strategic plan. The Development Committee has several strategic initiatives during year 2 and 3 of the plan. Next year, the committee will work on developing a vetting process for new fundraising ideas.
8. The next Development Committee meeting will be Tuesday, September 18, 2018.