

Faithful Shepherd Catholic School and Tri-Parish Center
Board of Directors Meeting
November Approved Minutes
Date: November 5, 2019

Board Members Present:

St. John Neumann	St. Thomas Becket	Church of St. Peter	Other Attendees
Fr. Doug Ebert		Fr. Steven Hoffman	Mike Randall, Executive Director
Joe Keating	Cara Geheren	Yvonne Houle-Gillard	Sheila Hendricks, Principal
Jen Neuman	Jason Skagen	Tom Kraus	Mary McCoy, Recording Secretary

Description	Discussion	Action By
Invocation	The meeting began at 6:32PM with a prayer by Jen Neuman.	Neuman
Adoption of Agenda	<p>Motion: Yvonne Houle-Gillard made a motion to approve the November 2019 agenda.</p> <p>The motion was seconded by Jen Neuman and was unanimously approved.</p>	Geheren
Approval of Minutes	<p>Motion: Jen Neuman made a motion to approve the October 2019 Minutes.</p> <p>The motion was seconded by Jason Skagen and was unanimously approved.</p>	Geheren

	New Business	
MNSAA Accreditation Update	<p>Sheila Hendricks provided an overview of Faithful Shepherd's MNSAA Accreditation, which took place October 23 – 25. The MNSAA Accreditation team was comprised of 7 individuals (5 principals and 2 teachers) who review the 7 MNSAA standards to ensure Faithful Shepherd is meeting these standards.</p> <p>The process went well and we received positive feedback. The Accreditation Team identified 5 strengths and 5 areas of opportunity for Faithful Shepherd. The MNSAA Board will receive the final (written) report, and it will be reviewed at MNSAA's December Board meeting. We will then receive a timeline to complete any requirements they recommend for Faithful Shepherd to update upon receiving our accreditation renewal.</p> <p>A special thanks to the following teachers who served on the MNSAA committee for over a year and helped collect evidence and write narration for required standards: Colleen Duffy, Maureen Martin, Bridget Mannetter, Broque Brew, Heidi Price, Sarah Meier, Dawn Toboja, Kathy Malmquist, Debbie May-Olson and Mary Beth Dahlheimer.</p> <p>Thank you to both Patti Johns and Sarah Meier who were also instrumental in helping to prepare for MNSAA's onsite visit.</p> <p>Further information will be shared with staff and families after the MNSAA Board Meeting in December.</p>	Hendricks
	Old Business	
SeptemberFest Update	<p>The Board approved up to \$140,000 to hire Kid Rock and two opening bands for the 2020 SeptemberFest event, contingent upon the City of Eagan's required parking secured in writing and the hiring of an event planner to help with the event.</p>	Randall
Board Retreat Update	<p>Cara Geheren mentioned Yvonne Houle-Gillard has volunteered to organize/update our Year 1 Strategic Plan document. This document will reflect what items have been completed and what will need to be accomplished in Year 2. Mike and Sheila will share this document with the Board shortly.</p> <p>Jason Skagen mentioned the Year 2 goals should also include Board Initiatives.</p> <p>Cara will send out the updated document so everyone can see who has been assigned to each task.</p> <p>Sheila asked if we plan to communicate Year 2 Goals to our staff. Cara</p>	Geheren

	<p>mentioned she will come to a faculty meeting to share Year 2 details. Sheila will provide Cara with potential staff meeting dates.</p> <p>Mike noted our Annual Report (sent out in October) shared details regarding our strategic plan to our key stakeholders.</p>	
	Administration Reports	
Executive Director's Report	<p>Written report attached.</p> <p>Additional comments:</p> <ul style="list-style-type: none"> The STAR Fund will kick off this year with a one-minute video to our families. The video will be sent a week before the letter goes out to families. On November 19th, our Alumni Parent STAR Fund (Future Stars) event will take place at Union 32 from 5 to 7:30 p.m. 	Randall
Principal's Report	Written report attached.	Hendricks
	Committee Reports	
Facilities	<p>No written report.</p> <ul style="list-style-type: none"> Bill Larson, Maintenance Supervisor, resigned effective 10/30/19. Our new Maintenance Supervisor, Paul Meger, began on 11/4/19. 	Skagen
Development	<p>No written report.</p> <ul style="list-style-type: none"> The Development Committee meets quarterly, highlights from the September 30th meeting are included in the Executive Director's November Report. The Development Committee will meet on December 5th. 	Houle-Gillard
Finance	Dashboard distributed to Board Members.	Kraus
Marketing	<p>No written report.</p> <p>Jen Neuman is optimistic for the Marketing Committee to meet in December.</p>	Neuman

	Additional Notes	
Closing Prayer	The meeting ended at 7:36 M with a prayer by Tom Kraus.	Kraus
Executive Session	The Board adjourned, followed by an Executive Session.	

Next Board Meeting: - December 3, 2019 at 6:30PM - Regularly Scheduled Meeting @ FSCS. Executive Session following the meeting (approx. 8:30PM) if needed.

Executive Director's Report – November 2019

Enrollment Update

- Our Kindergarten Information Night is Thursday, November 14 in the new Media Center/Makerspace. There will be a 30-minute presentation by staff, parents, and students, followed by a presentation from the Kindergarten teachers. We mailed out 8400 postcards, email blasts to parish lists, all of our leads, and our preschool families, took flyers to area preschools, parish bulletin announcements, and local newspaper ads.

Marketing Efforts:

Sales/Marketing Efforts for the month of October:

- Participated in SJN Hospitality Weekend- October 5/6- Sheila spoke at 8 & 10 AM Masses. Very positive feedback from prospective and current and former families.
- Participated in SJN Pizza Night- October 16th- Bingo Table for preschoolers/parents. Promote k-8 events and encourage families to come & visit & tour. 150 kids.
- Participated in St. Peter's Fall Festival- October 6th- Craft Table for kids & distributing FS bags
- LADC Kindergarten Experience Days were October 29 & 30- LADC preschoolers visited K classrooms, robotics & gym. Parents invited. 22 kinderstart per day.
- STB and SP Hospitality Weekend Oct 26/27.
- SJN Treat or Trunk- October 26th- gave out cider and glow sticks with our information. 100 kids
- St. Thomas Becket New Parishioner breakfast- October 27th. Ran a Craft Table for the kids.
- Eagan Community Center- Halloween HodgePodge. 800 kids. PreK and K-8 card with glow stick giveaways. Several leads.

Upcoming and Ongoing Marketing Efforts- Month of November:

- Working w HSA related to their upcoming events so can partner marketing to prospective leads where applicable.
- Working with Sheila to expand bulletin listing in SJN for this upcoming school year
- Partnered with Kristin for all Preschool Tours.
- Kindergarten Experience Days for St. John Neumann- November 12 & 13.
- Kindergarten Information Night- November 14

Fundraising Update

- STAR Fund Update
 - Mike Orme and Joe Keating are co-chairs. Recruiting of callers has begun. Kickoff meeting is set for November 13. Metre is creating a teaser video that will go out the week prior to the ask mailing encouraging parents to support the STAR Fund.
 - Jim Burns and Brian Howard are again co-chairing the Future STARS Scholarship fundraising campaign. Kickoff is set for November 19 from 5-7:30pm at Union 32. All alumni parents will be invited to attend. Metre is also creating a similar teaser video for this effort. We also created a brochure promoting the fund with testimonials from donors.
- Gala Update
 - Co-chairs this year are Meagan Galbari and Tracey Citron. Committee has begun to meet and all volunteer spots are filled other than Group Events. Solicitation letters have gone out to area businesses seeking donations. Sponsors have been identified and will be contacted in the next few months.
 - Event will be held February 29 at Lost Spur Country Club.
- Marathon
 - The date has been set for Saturday, May 16. We are reaching out to the city to see about any needed permits.
- The Annual Report was mailed the week of October 28.
- Will submit a proposal for a \$25,000 Challenge Gift to be used as part of the Future STARS Scholarship program.

Finance Update

- The Finance Committee met on October 29 and reviewed the September Financials.

Principal Report – November 2019

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.

Vision Statement

We excel at academic preparation and development of the whole child, educating students in a diverse student body. We inspire every student to build a lifelong commitment to Catholic values and service, to go forth as informed, ethical leaders with a lasting love of learning.

Positivity Project (P2) – Perspective - October 20-26 Perspective (MNSAA onsite visit week)

This week's P2 lesson: **Perspective** – This week students are learning about Perspective.

P2 Perspective – Grade 3 <https://youtu.be/CkQjx4uhP4c?t=2> -Half Full or Half Empty

P2 Perspective – Grade 6 <https://youtu.be/aU3QfyqvHk8?t=2> – Empathy = Perspective

Grandparents Mass with fifth grade students – Kudos to Mrs. Swartout, Mrs. Reilly-Evans, fifth-grade students, grandparents, and the many who helped organize grandparent's day. Fifth grade students did a great job giving their grandparents a tour of Faithful Shepherd, and the fifth-grade parents did a wonderful job of showing warm hospitality.

Makerspace – Classes are finding their way into the makerspace for collaboration, hands-on learning experiences. Kudos to Mrs. Larson and her fourth-grade class. They spent time yesterday working on a health project in the makerspace. I witnessed students collaborating and sharing ideas to help one another. Wonderful to witness!

Student Council – **Congratulations** to the following students who have been elected by their peers to serve in leadership capacities on the student council:

President: Daoud S.

Vice President: Michael M.

Secretary: Samantha A.

Treasurer: Noelle K.

8th Grade Rep: Matthias S.

8th Grade Rep: Grady S.

7th Grade Rep: Katie N.

6th Grade Rep: Brenden S.

6th Grade Rep: Bailey C.

Tuesday, October 8 - Visiting Faithful Shepherd – Nuestro Pequeros Hermanos (NPH) Guatemala musical program and classroom visit took place on Tuesday, October 8. Faithful Shepherd has reached out to NPH as part of our Faith in Action Fridays. They in turn reached out to Faithful Shepherd to perform a musical program for the entire student assembly and then visited classrooms.

Thank You – Eagle Bluff chaperones:

Mr. Mozeika

Mr. Schaefer

Mr. Durand

Mrs. Klassen

Mrs. Woog

Mrs. Orme

Mr. Wolf
Mr. Brew
Mrs. Dahlheimer (who graciously offered to replace Ms. Duffy last week!

Our chaperones are crucial to out of school learning experiences. We are grateful to all who serve in this capacity. Eighth grade students along with their chaperones left for Eagle Bluff Wednesday, October 9 and returned on Friday, October 11. It is a generous commitment of time. Thank you to our Eagle Bluff chaperones!

Eagle Bluff Environmental Learning Center

Connecting people to nature and each other for over 40 years

Founded in 1978, Eagle Bluff Environmental Learning Center is an environmental learning center providing accredited education programs & outdoor adventures year-round in the scenic bluff country near Lanesboro, Minnesota.

Through a variety of programs for children and adults, Eagle Bluff Environmental Learning Center provides transformative experiences which empower people to care for the earth and each other.

- Fostering a sense of respect, stewardship and community
- Imparting life skills such as teamwork and problem-solving
- Increasing environmental awareness & academic literacy
- Promoting positive outdoor experiences, and
- Sparking curiosity and appreciation for the natural world

A Remedy for “Nature-Deficit Disorder”

Due to many factors, today’s children and families often have far less opportunities to connect with the natural environment than previous generations.

In his seminal book, *The Last Child in the Woods*, author Richard Louv dubbed this phenomenon, ‘nature-deficit disorder’. In the last 20-plus years, numerous studies have documented the positive effects being in nature has on children – effects that can last a lifetime. As Louv illustrates, a relationship with nature provides us all with a sense of wonder and curiosity, as well as a deeper understanding of our responsibility to respect and take care of the earth and its inhabitants.

At Eagle Bluff it’s okay to get dirty, muddy, and wet; where kids can canoe for the first time, experience the challenge and thrill of the high ropes course, and discover that the night sky is an experience in wonderment.

More than 16,000 children, families and adults visit Eagle Bluff every year to hike, paddle, camp, swim, shoot, ski, climb, jump, swing, laugh, play, build, explore, learn, observe, dream, discover, connect, and grow. Whether it’s your first trip or your 20th, you’ll learn new things, make new friends, explore new places, and challenge yourself in new ways!

<https://www.eagle-bluff.org/about/>

Minnesota Nonpublic School Accreditation Association (MNSAA) - MNSAA team exit remarks were extremely positive. They said that “any principal would be elated to have the strengths that Faithful Shepherd has”. MNSAA will be sending an official write-up for the accreditation onsite visit. The MNSAA team of seven educational professionals made up of five principals and

two teachers spent three days at Faithful Shepherd (October 23-25) going through the accreditation process which takes place every seven years. Faithful Shepherd will receive a written report from MNSAA outlining our top five areas of growth and our top five strengths. This process is meant to validate strengths and encourage growth. The following seven standards are MNSAA's criterion for the accreditation process:

- Standard 1 – Mission and Philosophy
- Standard 2 – Teaching and Learning
- Standard 3 – Climate for Learning
- Standard 4 – Communication and Community Relationships
- Standard 5 – Personnel
- Standard 6 – Leadership, Administration & Governance
- Standard 7 – School Strategic Plan for Improvement

Teacher October Celebrations/Growth Mindset

Mrs. Toboja – Grateful for the community of staff, parent, and students!

Mrs. Meier – Celebrated the social gathering of staff in the new makerspace this month along with the 3D sharks and student art murals to accompany them.

Mr. Brew – Serves on the teacher licensure committee. He gave kudos to the teachers for staying on top of the licensure requirements!

Mrs. May-Olson – Celebrated the new resources she found through her online science colleagues. Students are now learning through virtual labs and interactive science curriculum.

Ms. Martin – Celebrated that the 4th grade completed their first PLTW module – Infection Detection. She said that the students were engaged throughout this learning experience.

Mrs. Malmquist – Is grateful for three kindergarten classrooms. Also, she celebrated how her kindergarten students are starting to demonstrate some of the Positivity Project character strengths: teamwork, kindness, and empathy.