



**MISF Executive Committee Meeting
September 14, 2016
7:30 AM – 9:30 AM
Annunciation School, Minneapolis**

AGENDA ITEMS

- Review minutes from 6/15/16 meeting
- President's report
 - * Updates
 - * Development report
 - * Membership report
 - * Advocacy report
 - * SCOPE
 - * Program report
 - * STEM Education Conference
 - * School Leadership Conference
- Governance report
 - * New slate/board & officers
 - * Tom Delich
- Finance report: balance sheet, income statement, restricted funds tracking, cash flow, operating reserve funds
- Other business
 - * Audit
 - * Board retreat

MINUTES

Those present: Tim Benz, Jennifer Cassidy, Greg Chamberlain, Josh Killian, Randy Kroll, Joel Landskroener, Teri McCloughan

Staff present: Michele Skare

Meeting was called to order at 7:34 AM.

Motion was made by Joel Landskroener, seconded by Randy Kroll, to approve the agenda as written.

Motion was made by Josh Killian, seconded by Joel Landskroener, to approve the minutes from the 6/15/16 meeting as written.

President's report

As we went through most of the fiscal year with our new staffing level, we needed to be more thoughtful/planful about our time and events, and we had a strong finish to FY 15-16.

STEM Conference was held on August 11th. Attendance was down slightly from last year, but was still very strong. Heidemarie Stefanyshyn-Piper, retired NASA Astronaut, was a super keynote speaker, and very accommodating; she stayed through most of the day chatting with attendees, taking selfies, etc.

Staff reviews were conducted in July, 3% raises for all staff members.

Tim is going along with WEM Foundation tomorrow as they visit several schools: Blessed Trinity, Community of Saints, and St. Helena. WEM is considering additional funding to schools. We have partnered with CSCOE on this program.

Development report

Hard copies of reports were distributed. Highlights:

Grants

- We have applied to Bremer Foundation again. They thought we may better fit within their statewide granting bucket – so we are highlighting that our schools are statewide. Their foundation had some changes in staff structure this year, so we continue to meet with and stay close to them.
- Meetings have been scheduled in the next couple of weeks with Matt Ladhoff and Jackie Berry from the 3M Foundation, Jeff Peterson from the Hardenbergh Foundation and Paul Verret at Katherine B. Andersen. We will be submitting grant applications to these foundations within the next couple of weeks. If you have any connections and are willing to reach out on MISF's behalf we would greatly appreciate your help. If a copy of our grant application would be helpful we are happy to forward one to you.
- In August we met with the new foundation officer at General Mills, and we expect an invitation to apply any day now. Grant applications are due the first week in October.
- We will be utilizing Foundation Search software to build a prospect list of new grant funders.

Honor Fund

- Annual Appeal letter will be mailed out mid to late October.
- The 2015-2016 Annual Report will be mailed out to past donors, President's Cabinet Members and Board members late November. A PDF of the Annual Report will also be emailed out to all member school leaders.
- Setting meetings to connect with major donors.

Sponsorships

- Raised \$7,600 in STEM Education Conference Sponsorships with a goal of \$7,000.
- To date we have raised \$14,500 of the \$20,000 sponsorship goal for the School Leadership Conference. We are continuing to reach out to prospects to cover the remaining \$5,500. We received \$10,000 from the Richard M. Schulze Family Foundation in the previous fiscal year which was designated to this year's conference.

Board Giving

- Goal of 100% participation in Board giving by fiscal year end June 30, 2017
- Work with Board to continue making new corporate, individual and foundation connections.

Membership Report

Cristo Rey – We continue to stay in communication with them. Jeb Myers, their President, says that they would love to become members. Their decision point is to figure out how to work an MISF membership into their budget. Greg Chamberlain stated that we may be able to leverage/link an MISF deal with C-R kids who may want to do their work at Xcel. Cristo Rey has consistently been coming to our events and workshops throughout the past few years, indicating a strong interest.

Discussion: MISF would like to be the repository of data – enrollment, tuition, and other numbers for nonpublic schools. There would be great value in having some time of searchable database.

Renewals – There are 5 “official” nonrenewals so far, and we continue to keep an eye on all membership renewals as they roll in.

Advocacy Report

OAK conference calls continue to be held every week. We are now just watching/waiting for elections in the House and Senate. Once elections are over, the focus will turn toward bringing Legislators into our schools so they can see first-hand the good that is happening there.

SCOPE Study

Work is now in the final stages, and we received a copy of the first draft of the final report last night.

It's important to note that the data is strong and very representative of the whole picture. We had a 35% response rate (down from 50% last time, when we received some data from the Archdiocese).

Wilder has told us that we are “well above” the measurement of success for a response rate.

Question/Discussion: Is there a way that we can tie any of this data back to membership? How many of

the 135 responses are from members? Researchers from Wilder are coming to the Board retreat at the end of the month, so we will have a chance to review the survey data before it is released publicly.

Program Report

STEM Education Conference

STEM Survey was distributed to attendees. We are distributing the high level view of responses at today's meeting.

STEM Discussion topics: Possibility of creating a STEM Forum on our website.

Have a STEM cohort/ idea session. This would be a great value add for members, and would take the STEM conference a step further.

Have a webinar about STEM grants, just to get schools' wheels turning. This would be especially useful for new teachers/schools. Perhaps this could be done in the 2nd-3rd week in January? We need to check with grant timeline. 3M/Xcel/Schott could act as sponsors.

Final attendance number was 245.

School Leadership Conference

Conference is less than 2 weeks away.

There have been leadership changes in several of our schools (15 new principals in Catholic schools), so we've done outreach and encouraged them to attend this year.

The Committee has come up with new, practical, relevant topics to be covered this year: Mark Dienhart will be coming back for two sessions: one on leadership, one on working with boards of directors. Phyllis Karasov also returns to cover laws that affect nonpublic schools, including FLSA/exempt/nonexempt employees, and transgender student issues.

Governance Report

The new slate of board/officers was distributed.

Finance Report

Hard copies of the report were distributed:

A second reminder/membership statements were mailed to schools yesterday. These are not booked as invoices, and money is accounted for as it comes in.

The year ended well. Kudos to Tim and staff for bringing MISF through some challenging years to this much stronger position.

Other business

Audit: The exit interview happened yesterday. The audit process went well, and there were no changes to the statement and nothing of significance in terms of findings; it was a clean audit. We will have a copy of the complete audit prior to the board meeting. It will be posted for review when we receive it.

Board Retreat – Wilder Researchers will be there to discuss the SCOPE Study findings. Then we will cover general business, and strategic direction. If there are any ideas or contacts for organizations that can assist us with that (ex: Prouty), please let Tim know.

Adjournment

There being no further business, Teri McCloughan moved to adjourn, seconded by Greg Chamberlain.
Meeting adjourned at 9:00 AM.



10/12/2016

Therese McClouhan/Secretary