

MINUTES

MISF EXECUTIVE COMMITTEE MEETING

SEPTEMBER 4, 2019

7:30 AM-9:30 AM

CRETIN-DERHAM HALL HIGH SCHOOL, ST. PAUL

AGENDA

- Review and approve minutes from 6/5/19 meeting
- President's report
 - * Updates
 - * Development report
 - * Membership report
 - * Nonrenewal list
 - * High priority schools
 - * Program report
 - * STEM Education Conference
 - * School Leadership Conference
 - * Professional Development Needs Assessment
- Finance report: balance sheet, income statement, restricted funds tracking, cash flow, dashboard
 - * FY19 Audit
- Strategic plan update
 - * BOD & President's Cabinet meeting
- Other business

MINUTES

Those present in person: Tim Benz, Teri McCloughan, Wyayn Rasmussen. Present by phone: Brian Lynch

Staff Present: Michele Skare

Meeting was called to order at 7:35 AM.

Motion to approve the minutes as written made by Wyayn Rasmussen, seconded by Teri McCloughan; motion passed

President's Report:

The summer priority is membership renewal, which began on July 1st. While some schools' dues are received in July, they continue to come in through September. The renewal period usually ends in mid-October.

The STEM Conference was held in August at Benilde-St. Margaret's. Steve Pohlen (IT/Tech Director) and his team were wonderful to work with: good logistics, good location, good parking, and great set-up. They have invited us to return next year, and we have agreed.

We are tracking leadership changes throughout the summer; there are 20+ changes just among our member schools. Our strategic plan talks about being intentional about member retention; this tracking comes from that goal. Schools with leadership changes are added to our "High Priority Schools" list, with a goal of visiting/making contact with new leaders.

Tim, along with other CAPE and diocese members, attended a 2 day workshop on Equitable Services presented by Catapult Learning. The goal of the workshop was to gain a better understanding of how Federal Title /IDEA (special ed) services and dollars get pushed equitably into private schools. Catapult will present this information at the School Leadership Conference: What to know, expect, and how to work with your school district regarding Title Funds. Note: there is most often no sense of district malfeasance when it comes to these federal funds (the district cannot keep the money if it is not used); it is most often a case of confusion or unclear understanding.

Question: Does Catapult charge for their service? Catapult is a nationwide third party provider. Example: if Academy of Whole Learning has students that receive Title 1 services, Catapult can provide those services to their students instead of someone from their school district. Not every school district allows third party providers (Minneapolis has a defined list) – those providers are approved by the school board. Our role can be one of a conduit/convener, educator, and answer-provider.

Question: Are we personally reaching out to new school heads with an invitation to the School Leadership Conference? Yes, we are giving them personal invitations and telling them that this is a great way to network and make connections. We are providing first time attendee special pricing.

Development Report

Hard copies of the Development Report were distributed. Highlights include:

- 3M grant request for \$50,000 was awarded for \$40,000 to support the STEM Community Partnership Program. Funds are targeted to schools serving students where 40% or more are eligible for free and reduced lunch.
- Met with Jessica Aleshire, Global Community Engagement at Boston Scientific to provide information about MISF. Will submit a STEM education grant by Sept. 1. Jessica will be joining the STEM Advisory Committee.
- Grants were submitted and declined to the following organizations. Lanners Family Foundation, HB Fuller, nVent, and Ciresi Walburn Foundation for Children.
- A grant prospect list has been created. See grant timeline for more details.
- Science from Scientists (SfS), our STEM Community Partner has awarded MISF with funding from Cargill for one MISF school to participate in the SfS program for the coming school year.
- SfS submitted a STEM grant to the Schulze Family Foundation to support one MISF member school in the program for the coming year. This funding is pending.
- Tim and Lisa attended the We Share Solar Minnesota kickoff event at The Bakken. Three MISF schools will be participating in the program in the coming year. Funding provided by Wells Fargo.
- Tim and Lisa met with Wilder Research to plan for the next Scope Study in 2019/20. We are currently working to secure funding to support this project.

- Our sponsorship numbers continue to be solid: we have hit our target on all events. This year's professional development series will be sponsored by St. Mary's University. New this year is our partnership with We Share Solar. Wells Fargo sponsored 12 schools this year – including 3 of our member schools which were selected to receive 12 “solar suitcases” which are used to build solar lights. At the end of the project, 2 of the suitcases are sent to areas of need in the world, and the school retains 10 suitcases the next year. We were connected to this opportunity by Jim Hield.
- Tim and Lisa sent personal notes to each individual/organization that has contributed to the Honor Fund. Suggestion: Perhaps a note from a board member could be beneficial extra connection? Included with that note could be, for example, a picture of kids in a makerspace.
- Lisa has been doing more grant prospecting.

Membership Report

The list of high priority schools – showing those schools that have been visited as well as those who have already renewed – was distributed. The list of schools who have not yet renewed was also distributed.

Question: Is there any way to connect more with Catholic Leadership (in the Twin Cities as well as outstate)? We continue to stress that it is better for all schools when the bigger schools are members.

Suggestion: Could we have something (via the web?) that gives an overview and/or gives some content for free (e.g. – pick a hot topic for a small school or something from the School Leadership Conference) – along with a “This is why you need to join MISF” letter. We need to let schools, and perhaps their boards as well, know why we are important. “We will come alongside your leader and help them to stay.” Generally, if we have a chance to get in their door, they will like what we have to say.

Discussion: It is important for us to show people the importance of ALL nonpublic schools. CSCOE represents just Catholic Elementary Schools (just a subset of our schools), and does not do any lobbying. MISF is a district; we are the voice for ALL school choice.

Discussion: We are being/need to be more intentional about connecting with other schools groups. Example: Asking Karla Cross (New Ulm Diocese) if we can attend your diocese meetings. We will have a booth at the MNSAA, WELS and LCMS teacher conferences; we are in their space when they are bringing their people together.

Program Report

A report on this year's STEM Education Conference was distributed. Highlights include:

- There were more school based presenters this year.
- Attendance was 161, a 17% increase from 2018
- More elementary schools are now attending
- It was the first conference for 1/3 of the attendees; 40% of attendees have been at 3 or more conferences.
- Overall Conference rating: Excellent 55%, Good 44%
- 99% of attendees agreed that the conference provided them with resources they can use at their schools, and that the conference is important to their professional growth and development.
- Highest rated sessions were: The Works Museum, Makerspace Mashup, STEM Tales, Bringing Tech to the Classroom, and STEMtastic.

School Leadership Conference will be held at the end of this month, and registration numbers are running ahead of last

year. We have a solid program/good presentations slated for this year. Suggestion: perhaps take a video of Wyayn's presentation for the overview discussed earlier in this meeting.

Professional Development Needs Assessment: We are considering different scheduling as well as different topic/content areas for this year's Professional Development offerings. This needs assessment helps us to identify key content areas that schools want.

For consideration: Academy of Whole Learning is willing to go into schools with a "clinic" on serving students with special needs. Should they be considered for a sponsorship/third party provider?

At the SLC, we lead off with a "State of MISF/happenings/issues/enrollment trends" session. During this session, we will highlight the Professional Development Assessment, telling schools "Here's how we can be reactive to your needs."

Location for Professional Development sessions has been challenging. We have had a session at Sunrise Bank, which has a good meeting space, as well as some of our larger schools. Wilder has some big meeting rooms, and is being considered as well. The top three space needs we have are parking, availability of good tech, and logistics (ease of arrival, set up, etc.)

Audit

Tim, Debbie and Brian Lynch met with Redpath last week. We have a clean audit, with no significant findings or management issues. The Accounting Standards changes that occurred last year were implemented well. Redpath would like to come to the Board meeting to present their findings; the Executive Committee agrees that this would be a good idea. Tim will finalize that arrangement.

Finance Report

The finance report was included in the board packet. Highlighted items:

Balance Sheet

- o Bremer Bank Program account is lower due to change in 3M grant cycle
- o Contribution Receivable decreased, 3M had not been pledged
- o Deferred Revenue shows a significant increase because sponsorships and registrations for the STEM conference in August came in earlier than the year before

Income Statement

Major variances year to date:

Revenue

o Grants

- ☑ When preparing FY19 budget, the timeline of the 2nd 3M grant was not known. Grants were approved and booked in FY18.
- ☑ Received an additional grant from Schott Foundation in July, 2018

The "most important" number (as taught us by Randy Kroll) is the Change in Net Assets in the Unrestricted Funds column. As of June 30, that number reflects a positive increase of \$6858.

President's Cabinet Meeting

The President's Cabinet and Board held a joint meeting in June. We received good feedback from attendees; the PC enjoyed getting to know who the board is. There was good discussion around the purpose of the PC- is it at all a

fundraising group? Both groups realize that that they do not need to exist on two separate islands. Having a joint meeting could be held on an annual (or bi-annual) basis.

Question: How do we best strategically use their connections? Not all members of the group will be (or will want to be) askers... but all of them *know* people. Perhaps PC is more a social group: You are MISF's Ambassadors.

Other business

Discussion: What about small colleges? According to a Harvard study (cited by Wyayn) 25% of colleges will close in the next 15 years. We have a window for colleges like St. Mary's, Hamline, Bethel, and UST to get in front of this audience. How can we help foster the next generation of teachers? The ecosystem exists outside of us: so when they get into these schools, how do we help them? Perhaps a scholarship program that other people fund for teachers to go to these colleges.

UST is hitting the mentorship programming hard, with its Catholic Leadership Institute for principals/school leaders.

Adjournment

There being no further business brought forth, the move to adjourn was made by Wyayn Rasmussen, seconded by Teri McCloughan. Meeting adjourned at 8:52 AM

A handwritten signature in cursive script that reads "Wyayn Rasmussen".

Wyayn Rasmussen – Secretary

10/17/2019