



**MISF Board Meeting**  
**June 10, 2015**  
**12:00 PM – 2:00 PM**  
**Calvin Christian School, Edina**

## AGENDA ITEMS

[Click Here for Meeting Documents \(added as they are available\)](#)

- Review minutes from 3/18/15 meeting
- President's report
  - \* Updates
    - \* Development report
    - \* Membership report
    - \* Advocacy update
      - \* Legislative session
      - \* Nonpublic advocacy tour
      - \* Friedman Foundation poll
    - \* Program report
      - \* STEM Education Conference
      - \* School Leadership Conference
  - Financial report: balance sheet, income statement, restricted funds tracking, cash flow, operating reserve funds
  - FY16 Budget
  - Critical dialogue: Strategic plan – MISF 3.0
  - Other business

## MINUTES

**Those present: Greg Anklam, Tim Benz, Jennifer Cassidy, Donna Harris, Doug Jaeger, Josh Killian, Randy Kroll, Malcolm McDonald, Janet Miller, Phil Paquette, Gene Pfeifer, Kelly Regan, Bob Tift.**

**Staff present: Debbie Kaliszewski, Michele Speranza**

Meeting was called to order at 12:08 PM.

Motion was made by Phil Paquette, seconded by Janet Miller, to approve the agenda as written. The motion carried.

Motion was made by Randy Kroll, seconded by Josh Killian, to approve the minutes from the 3/18/15 meeting. The motion carried.

## **President's report**

### **Awards event:**

The event went well, and we received good feedback from attendees.

We also heard feedback that having the event on a Sunday late afternoon made it both easier and harder to fill tables. The beautiful weather was likely a factor!

Discussion: thoughts on moving this event to over a noon-hour, during the week - similar to the way our workshops are held, as well as many business meetings/luncheons. Might be easier to fill tables for a board/sponsor attendees.

We would keep to the 11:30 – 1:30 time frame, and compact the event schedule accordingly – still have a social/networking time, and streamline awards section of the program.

We will poll attendees (both school and community people) about time/day/reasons for attending.

It is most definitely the awards and the STEM grants that drive event attendance. Less than a handful of people attend who are not receiving (or connected with someone who is) an award. In comparing this year/last year, there were only 49 repeat attendees (out of 264 total).

Discussion: We need to be comfortable with what this event is, and is not. It's a fund/friend-raiser with a small revenue component. We will likely stay with the late-April date, after spring breaks but before busy end-of-the-year activities.

Discussion: How do we get people to attend/support this event just for the cause, not only the awards? We need to think of the constituency we want to attract – answers to this question could be collected from the poll and from committee discussion.

Discussion: Over the course of the entire event, over 1000 different people have attended, all of whom have gained some kind of connection to MISF.

School people – we will always attract those who are receiving awards, but having a midday timeframe may make it easier to bring school board members/parents/others to whom we want to deliver our message.

Any feedback that we get from polls/discussion will help drive the timing decision.

Also need to rethink the name of the event – currently too long. Need to think of a more “celebration of the cause” type name instead.

### **Membership renewal:**

Renewal questionnaire sent out this week. We have received no feedback (or pushback) on the rate increase thus far.

### **Gathering for Jim:**

Held in early June, it was a very small gathering of a few of Jim's closest friends. Happy to see that Rosa Miller was able to attend, and she affirmed her ongoing support of MISF.

## **Development report**

### **Grants:**

Bremer and General Mills (each \$25K) both moved their cycle timing, so we will miss both of these grants in the current fiscal year. Michelle Ponsolle and Tim Benz met with the new program officers for both foundations (important to build new relationships) and meetings went very well. Timing now looks like we will receive the Bremer grant in October and the General Mills grant in December.

Board giving:

100% of the board has made a pledge or commitment to the Honor Fund. Many thanks for this, and it is important to be able to report this when writing grant proposals.

### **Report:**

We are brainstorming about other foundations/sources of giving. Foundation Search – a prospecting tool that helps mine/target foundations, will be used in the next fiscal year. Tim has had previous experience with them with good results in finding new family and corporate foundations to approach.

Formation of a Resource Development Committee – a small cohort that will discuss who has (in the past) and will (in the future) fund us.

Discussion: Phil Paquette urges us to continue discussions with Scott Breimhorst at the Aim Higher Foundation.

Bob Tift urged us to connect with Gail Dorn of the Catholic Schools Center of Excellence – the next iteration of the

Office of Catholic Schools within the Archdiocese, which has connections with the GHR Foundation, the Schulze Foundation and the Aim Higher Foundation. Tim met with Gail in May, and is keeping in contact with her. Discussions/ideas include looking at how Catholic schools are handling teacher licensing now that the Office of Catholic Schools has closed – perhaps an area where MISF can step in as a member benefit? This is where MISF’s advocacy piece may evolve to become a collaborative effort with other organizations.

#### **Grant Pipeline Report:**

Note 3 entries for the Schott Foundation – had asked for \$5K for general operations and \$35K for STEM, and just this week received a check for \$35K. In meeting with them, we learned that they are continuing to focus more and more on education/STEM (moving away from medical) which is good news for MISF. They are fully invested in and believe in MISF’s mission.

#### **Membership report**

Currently representing almost 50% of all private school students in the state.

Brenda Kappel has provided a report, and a list of new schools that have joined in FY15. A total of 10 schools with 1,597 students did not renew. But: 20 schools with 3,780 students joined this year for a net gain. One school appears on both lists: St. Rose of Lima school did not renew last July, but has rejoined as of last month. Our FY 15 renewal rate of 93% was, in large part, a result of the Schulze grant money which helped pay for quite a few schools.

Discussion: How do we welcome new schools? Currently – a new member packet/letter sent, but we could/should do so much more. An outreach to the schools after a 90 day period, a personal call to the school head to invite them to the School Leadership Conference, a visit from the president, etc.

Idea: During the SLC, round table discussion groups are formed – could these groups become each other’s “forums” that would meet together throughout the year? A way to connect leaders, continue building networks.

Idea: Some kind of leadership track/focus – help create a roadmap to prepare high-performing teachers for an administrative role.

#### **Advocacy update**

##### **Pre-Kindergarten:**

Free, all-day PK was a big topic in this year’s session, and although it is “not our space”, we recognize that this issue could greatly impact some of our schools. 60+% of our member schools have a PK program.

The omnibus tax bill contains legislation regarding education tax credits and deductions in Minnesota. The credit would be extended to include private school tuition, increase the credit amount from \$1000 to \$1500, and raise the income limit from \$33.5K/year to \$47.5K per year. The deduction for grades K-6 would be \$2500, and for grades 7-12 would be \$3750, with increases built in.

Question: what are private school enrollment trends in Minnesota – is there a way to get that information? Tim has the information, and will send those statistics out to the board.

##### **Fall Advocacy Tour:**

Along with the MN Catholic Conference, Lutheran Church Missouri Synod, and MN Nonpublic School Accrediting Association (MNSAA) we are working on a fall advocacy tour around the state. The tour would bring groups of schools together by region to discuss school choice and other legislative issues that affect private and independent schools. More on this as it develops.

Additional discussion re: PK, led by Janet Miller: Most legislators don’t have a handle on what a good PK program is. Janet is working with other PK leaders to get legislators out to the schools to see them in action. The hope is that then they will realize that our PK programs are working and that there isn’t the need to reinvent the wheel.

Discussion: What other voices are needed in the PK discussion? Needs to be more than just the MN Business Partnership and MinneMinds (through the United Way).

This issue is not over, no doubt that the Governor will re-visit in the next 2 years, but hopefully this will give all interested parties a chance to prepare for the next round.

##### **Friedman Poll:**

The Friedman Foundation conducted a school choice poll in Minnesota earlier this year. They shared polling results with MISF and other school choice organizations. Tim will forward results of the poll to the board. Broad results of the poll: Minnesotans think education is important, and they want school choice.

**MN CAPE:**

Tim will be attending the State CAPE gathering in Boston in July, and a plan is being put in place to re-invigorate the Minnesota state CAPE group.

**Program report****STEM Education Conference, School Leadership Conference**

A focus of each of these events will be expanded reach into our schools, i.e. – don't just bring the school heads, bring your teachers and your other school leaders.

**Board Chair Update**

First item: The Afton Press, whose publisher, Patricia McDonald, is the wife of MISF board member Malcolm McDonald, is glad to offer library copies of most of their Minnesota books, free of charge, to members of MISF. MISF extends its sincere thanks to Malcolm, Patricia, and Afton Press, and will pass the information along to all member schools.

The board currently consists of 19 members (including the president), and the bylaws state that it may contain up to 21 members. Membership should break down into these categories:

6 member school members

2 community at large members

10 business members

**2015-2016 slate of officers, members and committees**

**Chairperson** Jennifer Cassidy – will serve a 2 year term

**Vice Chairperson** Doug Jaeger – 1 year term, with a new vice chair elected next year

**Secretary** Greg Anklam – 1 year term

**Treasurer** Greg Margarit – 1 year term

**President** Tim Benz

## Executive Committee

Jennifer Cassidy

Doug Jaeger

Greg Anklam

Greg Margarit

Greg Chamberlain

Josh Killian

Joel Landskroener

Tim Benz

## Finance Committee

Greg Margarit, Chair

Randy Kroll

Joel Landskroener

## Governance Committee

Doug Jaeger, Chair

Jennifer Cassidy

Randy Kroll

Janet Miller

Kelly Regan

## Resource Development Committee

Josh Killian, Chair

STEM Advisory Committee  
Greg Chamberlain, Chair

Ad Hoc: School Leadership Conference Leader/Committee member:  
Donna Harris

Vision Team  
Will include Jennifer Cassidy, Donna Harris, and others TBD

**Board by class:**

Class of 2016

Greg R. Anklam\*, Senior Managing Director, RBC Wealth Management  
Greg Chamberlain\*, General Manager, Power Generation MN/WI, Xcel Energy  
Jim Flaherty, Owner, Allegra Printing  
Dr. Donna Harris, President, Minnehaha Academy  
Doug Jaeger\*, President & CEO, Ulteig  
Josh Killian\*, Vice President Marketing, Digital Technologies, Patterson Dental  
Randy Kroll, President, Calvin Christian School  
Joel Landskroener\*, Executive Director, Mayer Lutheran High School  
Greg Margarit\*, Partner, Boulay PLLP  
Malcolm McDonald, Community Leader  
Jon Theobald, Chairman and CEO, Mairs & Power

Class of 2017

Janet Miller, Executive Director, Lake Area Discovery Center  
Dr. Gene Pfeifer, President, Bethany Lutheran College (as of July 1, 2015)

Class of 2018

Jennifer Cassidy\*, Principal, Annunciation School  
Phyllis Karasov, Attorney, Larkin Hoffman Daly & Lindgren Ltd. – *new member to be elected*  
Phil Paquette, Partner, Boyum & Barescheer PLLP  
Kelly Regan, Vice President & Marketing Director, Premier Banks  
Kari Staples, Principal, St. Alphonsus Parish School - *new member to be elected*

Board Member Emeritus

Rosa Miller, Vice President, 3M Latin America (Retired)

Motion was made by Malcolm McDonald, seconded by Phil Paquette, to accept the 2015-2016 slate of officers, members, and committees as written. Motion carried.

There are two new candidates to be appointed to the board:

- Phyllis Karasov, Attorney, Larkin Hoffman Daly & Lindgren Ltd. Phyllis has been a speaker at previous school head retreats and has done legal work for us in the past. She is familiar with and committed to our MISF mission and values, and will be available to join as of January 1, 2016.

- Kari Staples, Principal, St. Alphonsus Parish School. Kari heads up successful, diverse St. Alphonsus School in Brooklyn Center. Her father is Tom Zellmer, principal of member school Good Shepherd Catholic in Golden Valley. Kari brings a passion for non-public education, teachers, and students to the table. She will join on July 1, 2015.

Motion was made by Malcolm McDonald, seconded by Bob Tift to accept the 2 candidates to the board. Motion carried unanimously.

There are two prospective members with whom Tim has been speaking: Tim Berner, Head of member school Concordia Academy-Roseville, and Teri McCloughan, past board chair of Cretin-Derham Hall.

### **Finance report**

There being no voting necessary on any of the current finance documents, the chair asked members to review the documents and bring forth any questions or concerns. Hearing none, the meeting moved on to the budget discussion.

### **Budget FY 16**

#### **Key drivers and assumptions:**

1. Membership estimated at current level of 33,000 students @ \$4.50/student
  - a. Science house now school paid, opt-in option (\$.50/student) neutral budget impact
2. Program revenue – increased by 3%
3. Development – changes noted below are compared to FY15 budget after removal of capacity/gap funding of \$155,000 from grants and honor fund in FY15
  - a. Grants – +25% (majority SCOPE funding, which is tied to the expense on the revenue line. If funding is not secured, the study will not happen.)
  - b. Sponsorship - -19% based on awards sponsorships/API stepping out next year
  - c. Honor fund +12%
4. Eliminated In-kind contributions as they are offset by expenses
5. 3% salary increase for all staff – important to do that this year, no increases this past FY.
6. Health insurance based on actual renewal received (3.77% increase)
  - a. Budgeted full cost for all employees (MISF pays 75% of individual cost for employees only)
7. Retirement plan contribution unchanged (6% of salary)
8. Strategic plan costs estimated at \$25,000 (under consultants, three quotes received.)
9. SCOPE study costs estimated at \$50,000 (under consultants, quote received), costs split evenly between membership and advocacy. Plan is to implement only if funding is received
10. Nonprofits Assistance Fund loan expires December 2015. Balance due \$66,597 – every indication that they will let us extend for another year.
11. Advocacy budget includes expenses to hire lobbyist based on need and focus
12. Monthly expense of \$1000 to replenish reserves funds

#### **Additional items:**

1. Operating reserve fund will likely be depleted by June 30, 2015.
2. Newly established reserve fund will have a balance of \$3000 by June 30, 2015
3. Repayment of bridge loan from Nonprofits Assistance Fund (which should be funded next week) is included in the cash flow statement.

#### **Changes to budget as reviewed, recommended and approved by Executive Committee:**

1. Reduced lobbyist expense from \$20,000 to \$10,000 (consultants)
2. Reduced strategic planning expense from \$30,000 to \$25,000 (consultants)

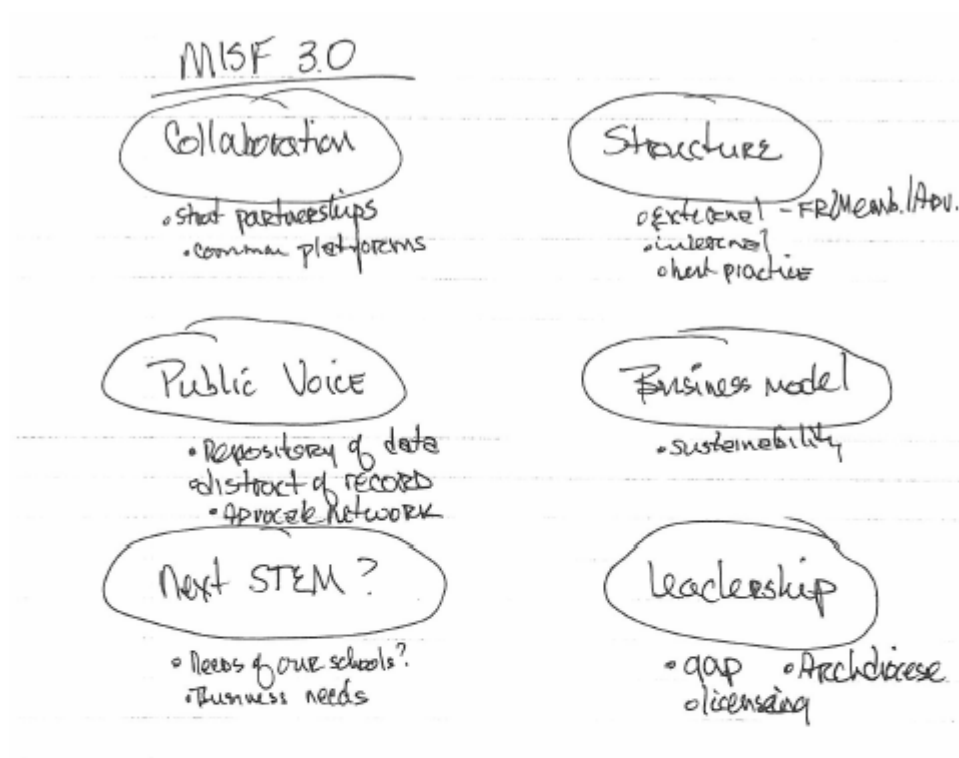
3. Reduced venue and food by \$5,000
4. Reduced several line items to capture additional \$5,000 in savings
5. Increased revenue by \$30,000, split evenly between Honor Fund and grants

Discussion – This seems to be a very solid budget, grounded in reality with all the “not-real” items pulled out. Very realistic.

Motion was made by Malcolm McDonald, seconded by Greg Anklam, to approve the budget as written. Motion carried.

### Critical Dialogue/Strategic Plan – MISF 3.0

Tim Benz presented his initial thoughts on MISF 3.0 and core areas that likely will be incorporated into the final plan. The original outline is attached here, and a white paper to all will follow.



- Challenges
- outcomes?
  - expectation and realistic of members after 8 yrs.
  - Advocacy
  - MAIS
  - "over restricted"
  - Relevance to this cohort
  - what are they part of vs. what are they getting
  - Professional or a "player"

Malcolm McDonald offered these final thoughts to the board:

- It is imperative to get the MISF mission out to the world, particularly funders.
- Foundations/Funders should think of us as **partners**, and not just vote on whether or not to fund us.
- We, the board, are all in this together with MISF.
- Funding is not just a matter of making connections – it's a matter of telling people WHY they should want to give to us.

Finally, the Chair and the board recognize Dr. Bob Tift's many years of service to the MISF board as his term ends this year. Thank you, Bob, and best wishes to you.

There being no other business brought forth, the meeting adjourned at 2:08 PM, after which the board met in executive session for 10 minutes.



6/12/15

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Greg Anklam/Secretary