

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING
TUESDAY, August 29, 2017
6:30 Regular Board Meeting
MPR

Vision: *To foster excellence with faith, knowledge, and community*

Regular Agenda

- | | |
|---|------------|
| I. CALL TO ORDER – Board of Education | 10 minutes |
| a. Opening Prayer | |
| b. Roll Call | |
| c. Chairperson Remarks | |
| d. Approval of Minutes – July 25, 2017 | |
| e. Approval of Agenda | |
| f. Open to the Audience | |
| II. ADMINISTRATION REPORTS IN PACKET/QUESTIONS | 15 minutes |
| a. Elementary | |
| b. Junior/Senior High | |
| c. Enrollment Report | |
| d. Business Office | |
| e. Religious Education | |
| f. Foundation | |
| g. Boosters, PISA, Home & School – committee reports | |
| III. OLD BUSINESS UPDATE | 5 minutes |
| IV. NEW BUSINESS DISCUSSION | 10 minutes |
| a. Sunday Exemption for KC Pancake Breakfast on October 8 th 2017 | |
| V. CALENDAR AND DISCUSSION ITEMS | 10 minutes |
| a. Administrator(s) – Offer tour of the Regina Inter-Parish Catholic Education Center. | |
| b. Board Chair/Executive Committee – Review committee membership. | |
| VI. COMMITTEE REPORTS IN PACKET/QUESTIONS | 5 minutes |
| VII. MEETING SCHEDULE (Refer to the Information Page) | |
| VIII. CLOSING PRAYER | 1 minute |
| IX. EXECUTIVE SESSION | 15 minutes |
| X. ADJOURNMENT | |

INFORMATION PAGE

I. MEETING SCHEDULE

A. Next Board Meeting	4 th Tuesday	9/26/17	6:30 PM	MPR
B. Executive Committee	2 nd Thursday	9/14/17	6:30 AM	Business Office
C. Finance Committee	3 rd Wednesday	9/20/17	4:30 PM	HS Library
D. Policy/Bylaws Committee	2 nd Thursday	9/14/17	9:00 AM	Business Office
E. SIAC/Education Committee	2 nd Thursday	9/14/17	4:30 PM	HS Library
F. Catholic Identity Committee	3 rd Thursday	9/21/17	4:30 PM	HS Library
G. Building & Ground Committee				Business Office
H. Strategic Planning Committee	3 rd Monday	9/18/17	6:30 AM	Business Office
I. Health & Safety	3 rd Tuesday	9/21/17	4:30 PM	HS Library

II. ENROLLMENT

2016-2017 Month-by-Month Comparisons										
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Elem	479									
JR/SR	367									
PreK	81									
Total	927									

I. UPCOMING DATES

Back to School Night 7-12	Aug 30	6:00 PM	High School Gym
No School	Sept 4		
Preschool Classes Start	Sept 5		
Fall Play Tryouts	Sept 11 - 13	6:00 PM	
Back to School Night Preschool	Sept 14	6:30 PM	Preschool
Back to School Night Elementary	Sept 14	6:30 PM	Elementary
Principals' Meeting	Sept 19	8:00 AM	MPR
7 th Grade Retreat	Sept 19	8:20 AM	St. Patrick's Church
Dance Clinic	Sept 22	3:15 PM	Elementary Gym, MPR
Book Fair	Sept 25	5:00 PM	Elem Media Center

II. PRAYER SERVICE/MASS SCHEDULE

Mass K-6	Aug 30	2:00 PM	Elementary Gym
Prayer Service 7-12	Aug 30	2:30 PM	High School Gym
Mass 7-12	Sept 6	2:15 PM	High School Gym
Mass K-6	Sept 13	2:00 PM	Elementary Gym
Prayer Service 7-12	Sept 13	2:30 PM	High School Gym
Mass 7-12	Sept 20	2:15 PM	High School Gym

III. Holy Days

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING
Tuesday, July 25, 2017
6:30 PM
Regina MPR

Annual Corporate Meeting

- I. **Call to Order - Board of Education**
- II. **Business**
 - a. Chair Matt Pacha declared the Officers of the Board of Education as the Officers of the Corporation in adherence to Regina's Bylaws.
 - b. Pacha appointed Father Rudolph T. Juarez as the Registered Agent of the Corporation.
 - c. Other Business- None
- III. **Adjournment** - Fr. Witt moved to adjourn the Corporate Meeting, Kelly seconded, motion passed.

Regular Meeting Minutes

- I. **Call to Order- Board of Education**
 - a. Opening Prayer
 - i. Father Adam provided opening prayer
 - b. Roll Call-
 - i. Voting Members (absent in parenthesis): Ellen Abusada, Fr. Adam, (Fr. Beckman), (Jason Dumont), (Patrick Gavin), Chad Hageman, Fr. Juarez, Anne Kelly, Sue Kloos, Scott Nibaur, Matt Pacha, Janan Rustan, Angela Villhauer, Alaina Welsh, Matt White, Fr. Witt
 - ii. Ex-Officio Members: Kecia Boysen, (Carolyn Brandt), (Tim Foley), Michele Goldsmith, (Katy Lincoln), (Jessica Mehegan), (Ryan O'Hearn), Alan Ophem, Glenn Plummer, (Stacy Suepple), Pam Schowalter, Celeste Vincent.
 - c. Chairperson Remarks- Welcomed new Board members, Father Adam and Alaina Welsh. Congratulations to Regina Softball for winning the Championship at state. Congratulations to Regina Baseball for advancing in the first round in Des Moines, at state. Fr. Juarez introduced his guest, as requested by Chair. Scott Foley is a Seminarian of the Diocese of Davenport and is assigned to St. Patricks Parish. He is from Williamsburg, Iowa.
 - d. Approval of June 27, 2017 Minutes- Villhauer amended the minutes by addressing the need to receive the BOE self- evaluations. Rustan to follow up with past Secretary, Kathy Shey. Fr. Witt moved to approve the amended minutes, Seconded by Fr. Adam, motion passed.
 - e. Approval of Agenda- Fr. Witt moved to approve, Nibaur second, motion passed.
 - f. Open to the Audience- Jessica Murray provided the Board with a review on the updated website that will be online 7/26/17 at 9:00am.

II. Administration Reports

- a. Elementary - Report in packet
- b. Jr/Sr High - Report in packet. Plummer provided a review of the Code of Christian Conduct for Parents and Guardians to be distributed in the back to school packets. Mandatory sign off will be monitored by staff. Plummer also stated that adaptations to the Coaches Handbook are in process. Nibaur stated he feels that Regina activities held out of town, should allow the students time to attend Mass. Plummer indicated students do have an opportunity to attend Mass back in Iowa City upon completion of activities.
- c. Enrollment - Report in packet. Discussion ensued regarding overall enrollment and Kindergarten class size. Hageman to address in SIAC/Education committee. Schowalter will be speaking at Parishes this weekend to thank them for support.
- d. Business Office - Report in packet. All BOE members are encouraged to sell Benchwarmer Tickets. Financial Aid letters were mailed out on this date.
- e. Religious Education- no report
- f. Foundation - Report in packet. Pacha stated the Steier Consultation has ended, though provided Regina with recommendations for continued success of the Capital Campaign. A Continuation committee was formed and will meet on 7-27-17. The Capital Campaign has raised 4.6 million thus far, and will be an ongoing effort to continue to raise money. The Annual Appeal surpassed the target goal and ended at \$457,85. Boysen complimented the development committee with their efforts to make calls to donors. Villhauer stated that Regina counts on a portion of the annual appeal to help fund teacher endowments and the operating budget.
- g. Boosters, PISA, Home and School- no reports.

III. Old Business Update

IV. New Business Discussion

- a. Executive Committee appointed Committee Chairs.
Finance- Villhauer, Policy/Bylaws- Rustan, SIAC/Education- Hageman, Catholic Identity- Nibaur, Building and Ground - Dumont, Strategic Planning- Kelly, Health and Safety- Kloos.
- b. New Board members - Father Adam and Alaina Welsh Installation.
*Regina Inter- Parish Catholic Center Annual Meeting (By-laws Article V sec. 1).

V. Calendar and Discussion Items

- a. BOE Attendance/Termination Policy 204.0R was distributed and reviewed by Pacha.
- b. Recommend to update board member contact info to Michelle Winders
- c. Confidentiality was discussed with new members during their orientation. Alan will provide form to all members at next meeting.

V. Committee Reports- Report In packet if their committee meeting was held in July.

- a. Building and Ground- Opheim provided a brief review of construction. The majority of Family Fun Fest activities will be held in the back of the school. The scale of the carnival will be small this year. Location of the music venue TBD. Construction of locker rooms are getting daily attention. Hitting Facility construction in process.
- b. Health and Safety- discussion ensued regarding elementary playground.

VII. Meeting Schedule

a. August Board Meeting	Changed	8/29/17	6:30 PM	MPR
b. Executive Committee	2nd Thursday	8/10/17	6:30 AM	Business Office
c. Finance Committee	3rd Wednesday	8/16/17	4:30 PM	HS Library
d. Policy/ Bylaws	2nd Thursday	8/10/17	9:00AM	Business Office
e. SIAC/Education	2nd Tuesday	8/08/17	4:30 PM	HS Library
f. Catholic Identity	3rd Thursday	8/17/17	4:30 PM	HS Library
g. Building and Ground	2nd Monday	8/14/17	6:30PM	Business Office
h. Strategic Planning	3rd Monday	8/21/17	6:30 AM	Business Office
i. Health and Safety	3rd Thursday	8/17/17	5:30 PM	HS Library

Committee Chairs need to send out an email to all current members to see if they will continue on the committee for this next year. Please bring information to Aug. board meeting.

VIII. Closing Prayer- Fr. Juarez provided closing prayer.

IX. Executive Session

a. 7:23 Fr. Witt moved to adjourn in Executive Session, Hageman second, motion passed.

b. EXECUTIVE SESSION

X. Reconvene from Executive Session - At 7:30 pm, the board reconvened from Executive session. Motion by Fr. Witt to approve following contracts: Heather Lasansky- K-8 ART, and Barb Wilson- Kindergarten. Seconded by Kelly. Motion approved.

Motion by Anne Kelly to approve the slate of fall coaches contracts, as presented by Plummer: Volleyball- Jordyn Akers, Emma Pizarik, Missy Pacha, Emily Gahan. Cross Country- Chris Murdock, Abbie Gould, Tim Foley. Football- Marv Cook, Brad Beane, Ed Hinkel, Alex Kanellis, Mark Mitchell, Gordon Hackett, Jake Reisen, Jason Dumont, Josh Berry, Jeremy Squiers, John Bobst, Dan Ahrens, Mitchell Wieland. Dance- Kaitlyn Cooley. Seconded by Nibaur. Motion approved.

XI. Adjournment- at 7:34, Fr Juarez moved to adjourn the meeting, Father Adam seconded it, motion passed.

Respectfully submitted,

Janan Rustan

BOE Secretary

**REGINA ELEMENTARY
BOARD REPORT
August 2017**

FACILITATOR OF FAITH COMMUNITY

THANK YOU:

Thank you to Father Chuck Adam who will preside at our opening Mass on August 30th.

UPCOMING SERVICES:

August 30th K-6 Mass @ 2:00 p.m. in Elementary Gym. Opening School Mass
September 11th K-6 Mass @ 2:00 p.m. in Elementary Gym

DIOCESAN PRINCIPALS MEETING:

Regina will host the diocesan principal meetings again this year. The next meeting is on September 19th. We gathered together to start the year at St. Vincent Center in Davenport on August 8th.

STANDARD #1 - VISION

DIOCESAN STAFF INSERVICE:

Thank you to Shelly Conlon for planning our prayer service on August 16th.

NEW TEACHER INSERVICE:

New teachers had their diocesan training on August 15th at the chancery.

ARRIVAL/DISMISSAL PROCEDURES:

The entire staff works collaboratively as the new-year begins on all arrivals and dismissals of students. We watch for all of our new students, especially our kindergarten students.

STANDARD #2 - CULTURE AND INSTRUCTIONAL PROGRAM

OPEN HOUSE:

Parents and students met their new teachers on Monday, August 21st from 1:30-3:00 p.m. It was a wonderful turnout for the start of the new school year. A big thank you to all teachers for creating such a welcoming environment for our students.

PRESCHOOL:

Our preschool open house on August 21st was well attended. Daycare students began on August 23rd. We welcome our preschool students on September 5th. Thank you to Mary Pechous and our Early Learning Center Staff for preparing such a welcoming environment for our youngest.

CHROMEBOOKS:

Thank you to Home and School for their generous donation. All 6th grade classrooms will have access to chromebooks on a daily basis.

STANDARD #3 - MANAGEMENT

FIRST STEPS:

We held "First Steps" programming on the first two days of school for parents who had kindergarten students. The parents were able to discuss the life of their kindergarten students with administration and our K-6 counselor, Mrs. James.

BACK TO SCHOOL NIGHT:

All are welcome to attend our Back to School Night, which will be held on Thursday, September 14th from 6:30-7:30 p.m.

STANDARD #4 - COLLABORATION

HILLS BANK:

We want to thank Hills Bank who sponsored breakfast for the center on August 16th.

TAKE PRIDE IN YOUR SCHOOL:

We thank Home and School who organized our clean up day on Saturday, August 12th. Volunteers helped to spread all the mulch for the playground.

HOME AND SCHOOL:

Home and School held their first meeting of the year on Thursday, August 3rd at 6:30 p.m. Their next meeting will be September 7th at 6:30 p.m. Home and School has started the chocolate sales, which helps support programming for the elementary school, including: visiting artists, field trips, speakers, classroom supplies, and other events throughout the year.

PTO:

PTO will host their first meeting on September 14th at 11:30 in the elementary media center. We thank Anne Gavin who has volunteered to coordinate Assisting Classroom Teachers again. We will hear about other program coordinators at the first meeting. We thank Keely Hinkel for coordinating Regal Learning Program.

PISA:

They will have their next meeting of the year on September 11th at 5:30. Thanks to PISA for their support of all of our arts programs.

Boosters:

Our Boosters will have their next meeting on Sunday, September 10th. Thank you to Boosters who support our athletic departments and our entire school.

STANDARD #5 - ETHICS

MEDICAL TRAINING:

We thank Ann Larew who came to help staff with medical training issues during in-service time.

RECYCLING:

Our Home and School is working to support recycling efforts in the cafeteria and other places throughout the school. All students reviewed the recycling video to start the year. Thank you to parent volunteer Missy Aitchison for assisting the center with recycling.

STANDARD #6 - LEARNING COMMUNITY

NEW PARENT ORIENTATION:

This was held on August 15th at 7:00 p.m. It was well attended. PTO sponsors this event and we thank Ann Larew for organizing it.

GOOGLE SITES TRAINING:

We welcomed Beth Swantz our AEA tech consultant to teacher in-service for additional training with Google sites.

ENROLLMENT

Below is the summary of incoming and outgoing Regina Elementary students, as of August 28, 2017. Current enrollment at Regina Elementary is 479. We are up 29 students from last year.

Incoming 2017-2018 Students:

K	76 new students
1 st	5 new students
2 nd	6 new students
3 rd	5 new students
4 th	5 new students
5 th	2 new students
6 th	6 new students

Outgoing 2016-2017 Students:

K	1-	moved out of state
1 st	4-	2 to ICCSD, 2 moved out of state
2 nd	5-	2 to ICCSD, 1 to Heritage Christian, 1 moved out of state, 1 international move
3 rd	5-	4 to ICCSD, 1 home school
4 th	5-	2 to ICCSD, 1 home school, 1 moved out of state, 1 moved in state
5 th	3-	2 to ICCSD, 1 home school
6 th	4-	3 to ICCSD, 1 moved in state

We welcomed the following new staff to the building this year-

Barbara Wilson	Kindergarten
Megan Glass	5/6 Band
Heather Lasansky	K-8 Art
Christine Ney	5 th Grade
Grant Lyons	6 Music

We welcomed these familiar faces to different positions in the building –

Kassie Bailey	Kindergarten
Lindley Visser	4 th Grade

Our returning staff is working hard to support our new people in the building. They are helping them to get off to a great start. The collaboration and cooperation is greatly appreciated to help us achieve success.

Regina Junior-Senior High School
Board Report
August 2017

Principal as Spiritual Leader

1. We had our first 7-12 Mass on Wednesday, August 23.
2. Religious Celebration Calendar is finished. The calendar is attached below.
3. We will be using the Going Deeper program this school year. It is a weekly faith formation program centered on Catholic identity and Catholic school teaching. Each week teachers and staff will receive a video and associated reflection journal, discussion ideas, and prayer. The program's web site states, "It inspires, educates, and challenges every Catholic teacher to deepen in their personal faith and knowledge of Catholic teaching so they can fulfill their noble vocation within the great mission of Catholic education."
4. Upcoming events:

8/23	2:15	Opening Mass
8/30	2:30	7-12 Prayer Service
9/6	2:15	7-12 Mass
9/13	2:30	7-12 Prayer Service
9/20	2:15	7-12 Mass
9/27	2:15	7-12 Mass

Principal as Instructional Leader

1. Our Intercession Time is ready to go. We are giving the school year a couple of weeks before we start our first scheduled intercession periods. This change should help provide support to all students.
2. Our Thursday afternoon schedule is finalized for the school year. The afternoons will be centered on departments continuing their work with assessment plans, individual professional development, and faith formation.
3. The new Iowa Social Studies Standards start year one for their implementation plan this year. Teachers have begun work on familiarizing themselves with the new standards, their format, and the changes between the former standards and new standards. More information will be communicated about the standards throughout the year.
4. The Iowa Science Standards are in their final year for implementation. The science department and administration are working on ways to meet the requirements of the new standards while creating opportunities for all of our students to be challenged and supported in their science courses. More information on a final plan will be communicated this year.

Principal as Administrator

1. Enrollment Summary (8/24) – 2016 to 2017

7 th – 71/53
8 th – 70/79
9 th – 52/54
10 th – 65/49
11 th – 75/63
12 th – 54/69
Total – 387/367
2. State reporting is due September 15. Work has started on it.

Principal as Communicator

1. The Class of 2017 ACT Report has not been received from ACT. A report will be given in next month's board report.
2. We received the results from ACT Aspire. A report will be included in next month's report.
3. Back to School Night for the Junior-Senior High will be Wednesday, August 30 at 6:00pm.

7-12 Religious Celebrations Calendar

Month	Date	Time	Occasion
August	8/23	2:15	7-12 Opening Mass
	8/30	2:30	7-12 Prayer Service
September	9/6	2:15	7-12 Mass
	9/13	2:30	7-12 Prayer Service
	9/20	2:15	7-12 Mass
	9/27	2:15	7-12 Mass
October	10/4	2:15	7-12 Homecoming Mass
	10/11	2:15	7-12 Mass
	10/18	2:30	7-12 Prayer Service
	10/25	2:15	7-12 Mass
November	11/1	9:30	K-12 All Saint's Day Mass
	11/8	2:15	7-12 Mass
	11/15	2:15	7-12 Mass
	11/21	9:30	K-12 Thanksgiving Mass
	11/29	2:15	7-12 Mass
December	12/6	2:30	7-12 Prayer Service
	12/8	9:30	K-12 Immac Conception
	12/13	8:30	7-12 Advent Reconciliation
	12/20	9:30	7-12 Christmas Basket Prayer Service
January	1/17	2:30	7-12 Prayer Service
	1/24	2:15	7-12 Mass
	1/31	9:30	K-12 Catholic Schools Week Mass
February	2/7	2:15	7-12 Mass
	2/14	2:30	7-12 Ash Wednesday Prayer Service
	2/21	2:30	7-12 Prayer Service
	2/28	2:15	7-12 Mass
March	3/7	8:30	7-12 Lenten Reconciliation
	3/21	2:15	7-12 Mass
	3/30	11:15	7-12 Stations of the Cross
April	4/4	2:15	7-12 Mass
	4/11	2:15	7-12 Mass
	4/18	2:15	7-12 Mass
	4/25	9:30	K-12 Memorial Mass
May	5/2	2:15	7-12 Mary Crowning Mass
	5/9	2:15	7-12 Mass
	5/16	2:30	7-12 Prayer Service
	5/23	7:30p	Baccalaureate Mass (St. Wenceslaus)

2016-2017 ACT Aspire Results

8th Grade

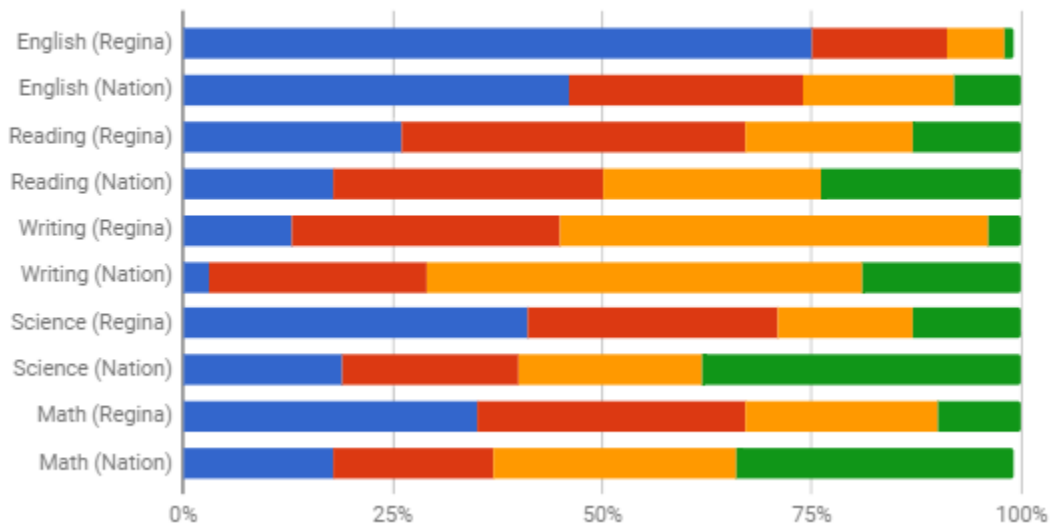
Subject Proficiency

The proficiency levels are measured in relation to the ACT College and Career Readiness levels.

	Exceeding		Ready		Close		In Need of Support	
	Regina	Nation	Regina	Nation	Regina	Nation	Regina	Nation
English	75%	46%	16%	28%	7%	18%	1%	8%
Reading	26%	18%	41%	32%	20%	26%	13%	24%
Writing	13%	3%	32%	26%	51%	52%	4%	19%
Science	41%	19%	30%	21%	16%	22%	13%	36%
Math	35%	18%	32%	19%	23%	29%	10%	33%

Subject Proficiency

Exceeding-Ready-Close-In Need of Support

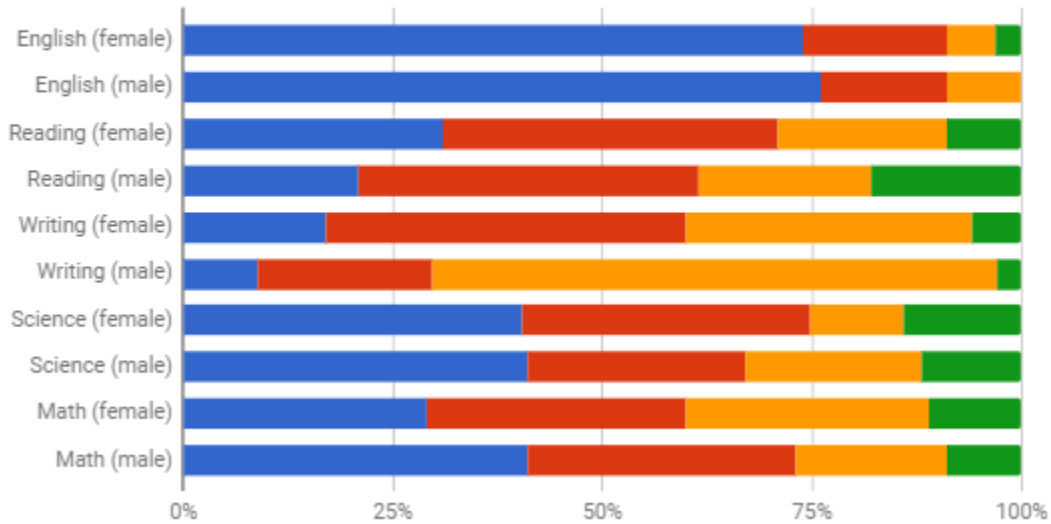


Subject Proficiency (Gender)

	Exceeding		Ready		Close		In Need of Support	
	Female	Male	Female	Male	Female	Male	Female	Male
English	74%	76%	17%	15%	6%	9%	3%	0%
Reading	31%	21%	40%	41%	20%	21%	9%	18%
Writing	17%	9%	43%	21%	34%	68%	6%	3%
Science	40%	41%	34%	26%	11%	21%	14%	12%
Math	29%	41%	31%	32%	29%	18%	11%	9%

Subject Proficiency (Gender)

Exceeding-Ready-Close-In Need of Support



10th Grade

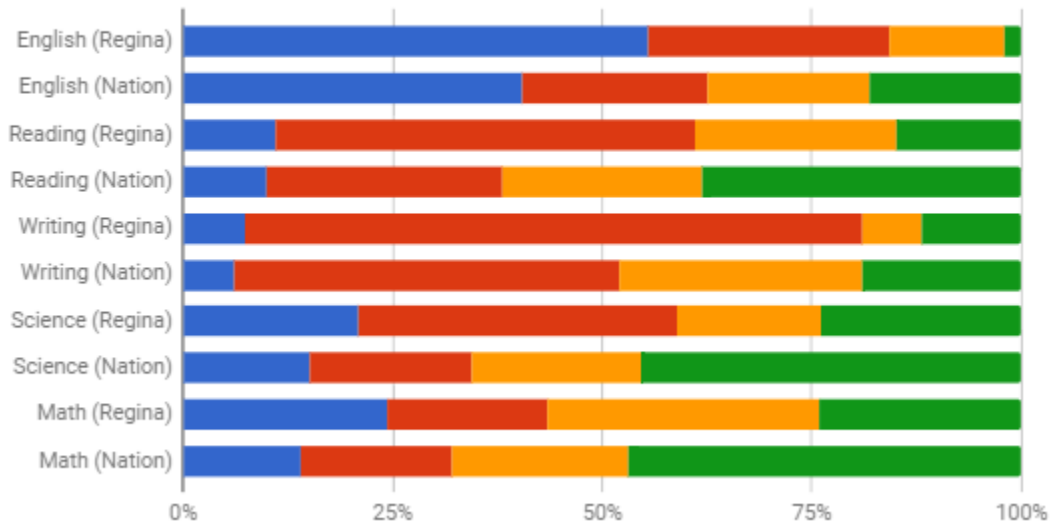
Subject Proficiency

The proficiency levels are measured in relation to the ACT College and Career Readiness levels.

	Exceeding		Ready		Close		In Need of Support	
	Regina	Nation	Regina	Nation	Regina	Nation	Regina	Nation
English	56%	40%	29%	22%	14%	19%	2%	18%
Reading	11%	10%	50%	28%	24%	24%	15%	38%
Writing	8%	6%	81%	46%	8%	29%	3%	19%
Science	21%	15%	38%	19%	17%	20%	24%	45%
Math	24%	14%	19%	18%	32%	21%	24%	47%

Subject Proficiency

Exceeding-Ready-Close-In Need of Support

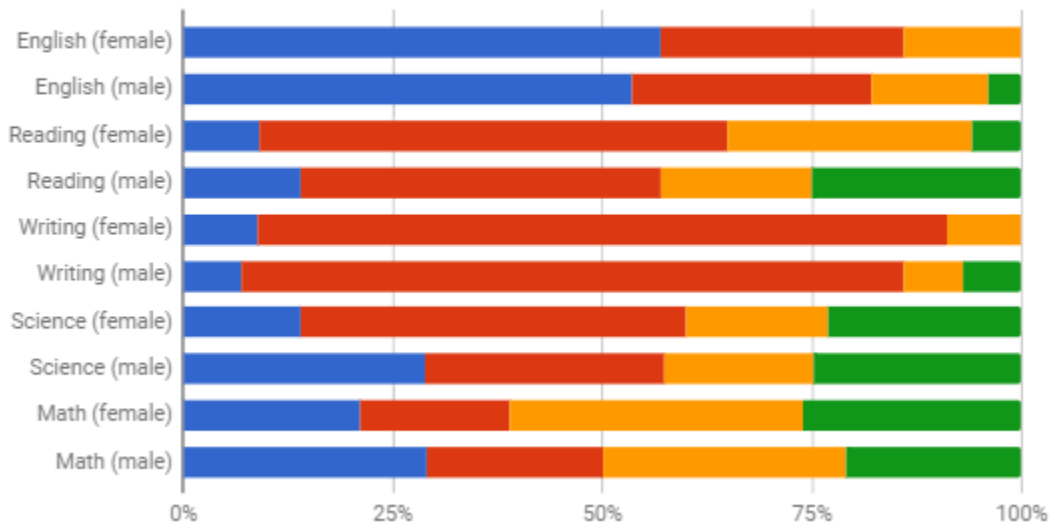


Subject Proficiency (Gender)

	Exceeding		Ready		Close		In Need of Support	
	Female	Male	Female	Male	Female	Male	Female	Male
English	57%	54%	29%	29%	14%	14%	0%	4%
Reading	9%	14%	56%	43%	29%	18%	6%	25%
Writing	9%	7%	83%	79%	9%	7%	0%	7%
Science	14%	29%	46%	29%	17%	18%	23%	25%
Math	21%	29%	18%	21%	35%	29%	26%	21%

Subject Proficiency (Gender)

Exceedng-eady-Close-InNeed of Support



**Admissions
Pam Schowalter
August 2017
Board of Education Report**

Enrollment

Elementary started the 2017-2018 school year with 479 students.
We ended May 2017 with 446 students.

Jr./Sr. High started the 2017-2018 school year with 370 students. (one 8th grade student attending for 3 classes)
We ended May 2017 with 382 students.

Total # of students as of 8/25/17 849 students. (2.16% growth)

Enrollment will be certified October 2017.

2017-2018 _____

2016-2017 certified enrollment 831 students (one 7th grade student attended school for 1 class)

2015-2016 certified enrollment 835 students

2014-2015 certified enrollment 818 students

K	1	2	3	4	5	6	7	8	9	10	11	12	total	
76 full	64	68	68	65	58	80	53	80	55	49	63	70	849*	August 2017
					1								1	Pending
	1							1					2	Pipeline
0	0	0	1	0	1	0	1	4	3	3	4	3	20	Int'l (Incl. in #'s*)

Recruitment:

WIA/IIA—Regina has one student (8th) from WIA/IIA for this fall.

ASA Global—has three students (9th, 2-11th) this fall. We are currently working on two additional students this January.

Kindergarten 2017-2018—capped—no current waiting list.

International Student Breakfast—August 14th had a great turnout. Student Ambassadors assisted the students with their lockers and schedules. The ambassadors also participated in an informational panel about Regina.

New Student Breakfast grades 7-12—August 15th had a good turnout. Students were able to connect names to faces. Practice their lockers and their schedules and were assisted by the Student Ambassadors.

Admissions Happenings: Tours—11/ Parent Meetings--6/ Off site meetings—5/International Pick Ups—3 with host families

Retention:

Student Ambassador Orientation –August 18th had 22 ambassadors attend. We have 31 ambassadors this year. Student Ambassadors reviewed duties and responsibilities. They are assisting at: New Student Breakfast, International Student Breakfast, New Parent Night Orientation with childcare (August 15th), Registration Day grades 8-12 (August 21st), 7th grade Orientation (August 21st), Elementary Open House (August 21st) and Elementary Back to School Night (September 14th). They will also attend monthly ambassador meetings.

Exited Students—Round 1 and 2 completed. Round 3 will be done by the end of August. All students who are confirmed not to return to Regina have had handwritten “blessing” cards sent to them.

Exit Surveys went out the last week in June to all families who will not be returning to Regina. (Round 1 and 2) Round 3 will be completed by the end of August. Results will be available in September.

Recruitment/Retention All Staff Presentation—August 16th Presentation went well. Thank you to Glenn and Celeste for this opportunity.

Business Office
August 29, 2017 Board Meeting
Alan Opheim
Director – Finance / Operations

Business Office –

- Capital campaign expenditure summary / detail is up-to-date.
- STO Contributions are being accepted. Regina is at 21.8% of our allowed contribution of \$381,000. The STO is at 33% of its goal of \$1,263,535. Each member school has until November 30 to achieve its goal, however, we must work aggressively to be sure we receive our share of the donation.
- Fiscal year is wrapped up, and reports have been submitted to Hills Bank, as required, and to the Diocese.
- We received our annual payment from the State of Iowa for Non-Public Transportation this week. The amount was \$155K, which is \$40K less than last year. The reduction is due to the State of Iowa formula which states that payout is based on the lower of our per student cost and that of the public system (ICCS), along with Iowa's budget reductions in determining the per cent of payout. As we have said in prior years, we do not know the payout until after the school year is over. More to come as we go through the budget process.

Special Events / Fundraising / Advancement

- Family Fun Festival. The event enjoyed the best weather in years. Despite not have a carnival, those in attendance had a good time at the event. By the next meeting, we should know our net results for the weekend.
- Benchwarmer tickets – please help by selling tickets – Alan will have them at the Board meeting.

Buildings & Grounds

- I continue to be actively involved in aspects of Phase 0, which includes the First Avenue Drive, Parking additions, and some of the inside remodeling.
- We are monitoring several items including the new crosswalks, handicapped parking, and where and what signs are needed.
-

Ad Hoc and other participation

- Advancement Team meetings
- Detailed meeting on locker room renovations
- Site plan, campaign meetings, preparation, and analysis have been consist additions to the monthly agenda
- Meetings as needed (Security, custodial, administrators, finance related topics,)
- Run for the Schools
- Joint meeting with Struett and Shive-Hattery on Phase 1

Committee Meeting Schedule:

Finance – September 20

Building and Grounds – TBA

Regina Tri-Parish Religious Education

Carolyn Brandt – Director

August 29, 2017 Board Report

Staff:

- Shelley Rublaitus – K-6 Coordinator
- Colette Szeszycki - Administrative Assistant
- Beth Fitzgerald - 7 and 8 Coordinator
- Eric Dirth - 7 and 8 grade Assistant

We are currently receiving registrations for K-8.

We are also signing up catechists.

So far doing well.

K-6th grade:

- The K-6th grade classes are held at Regina. We have the Catechist in-service on Wednesday September 13th. We will start with a Mass. Then on September 20th we will have Family Night. That is when the Catechists will be commissioned. The students will meet their teachers, and see their room. Then everyone will come back to the cafeteria and have ice cream and cookies. Wednesday September 27th will be their first real class time.

7th and 8th grade:

- The 7th and 8th grade classes are held at St. Patrick's Church about twice a month. Their first class will be Sunday September 10th.

Looking forward to a good year!

Foundation Update
8/25/2017
Kecia Boysen
Executive Director, Regina Foundation

Capital Campaign

Capital Campaign Cumulative Total - **\$4,681,362**

Other:

- The Capital Campaign Continuation Committee will have its first meeting meet on Wednesday, August 30 to follow-up on Steier's proposed recommendations and review remaining top prospects

Annual Appeal

- A proposed total for FY 2017-2018 will be presented and discussed at the next Joint BOE/Foundation Board meeting.
- A new annual appeal identity was shared with the Foundation Board. The FY 2017-2018 annual appeal will be called the Excellence Fund accompanied by a new logo design and identity to tie in directly with the mission of Regina.

Office Efficiencies

- Office received a deep summer cleaning (cupboards, shelves and cabinets reorganized and excess materials/publications recycled) and remaining files in old Foundation space/file cabinets were reviewed and those no longer needed taken to be shredded.

Committee Meetings (no committee meetings were held during the month of July)

- PR/Marketing Committee – Meeting 7:30 a.m. Friday, August 25
- Stewardship Committee – Next meeting TBD
- Development Committee- Meeting: 6:15 p.m., Wednesday, August 23
- Foundation Board Meeting – Next meeting: 4:30 p.m., Tuesday, September 19

Donor meetings & calls

- A list of 152 FY 2016-2017 donors who gave at the \$1000 level and above was pulled and these people will be receiving donor thank you and follow-up calls throughout the coming weeks. Capital Campaign asks will be ongoing. Kecia has donor meetings in Dubuque on Wednesday, Aug. 23.
- Kecia has been working in collaboration with Tom Brandt and several donors to provide recognition for individuals associated with the athletic program. Funding for the memorials/recognition will be passed through the Foundation.

Other

- The Foundation has been promoting the 2017 Regina Alumni Awards. This year there are four categories and one recipient will be selected for each award category (changed from one female/one male in each category). A luncheon for award winners and their family members will be held at Blackstone on Friday, October 6 prior to an all-school pep assembly where the winners will be introduced. They will also be introduced prior to the Homecoming Game and the patio has been reserved for their use during the game.
- The Impact Report is scheduled to mail on or around Sept. 1. Pending financials this date may be pushed back by a week.
- Upcoming Events:
 - Friday, October 6 - Alumni Awards and Recognition luncheon/ceremony
 - Sunday, October 22 – Donor Appreciation and Recognition event

Finance Committee
August 16, 2017

Members and Board Present:

Deanna Green, Ellen Abusada, Scott Nibaur, Matt Pacha, Alaina Welsh, Angela Villhauer, Chrissy Chambliss, Celeste Vincent, Glenn Plummer, Alan Opheim

Topics Included:

- Comment from Angela about moving forward with the 5-year budget process at the next meeting
- Update on Phase 0 expenses
- Summer construction progress
- Majority of the meeting was spent in a detailed review of the Fiscal Year-End, June 30, 2017, Financial Statements

Next Meeting Wednesday, September 20, 2017 HS Media Center

Regina Inter-Parish Catholic Education Center
 Balance Sheet
 June 30, 2017

	Jun 30, 17	Jun 30, 16	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
10000 · Unrestricted Cash	763,917.81	846,737.15	-82,819.34	-9.78%
11000 · Savings	1,613,422.92	1,699,573.46	-86,150.54	-5.07%
Total Checking/Savings	2,377,340.73	2,546,310.61	-168,969.88	-6.64%
Accounts Receivable				
12000 · Tuition Receivables	148,344.98	175,702.70	-27,357.72	-15.57%
Total Accounts Receivable	148,344.98	175,702.70	-27,357.72	-15.57%
Other Current Assets				
12200 · Prepaid Computer Contracts	6,235.00	5,666.00	569.00	10.04%
12210 · Bus Revenue Expected from ICCSD	150,000.00	190,000.00	-40,000.00	-21.05%
Total Other Current Assets	156,235.00	195,666.00	-39,431.00	-20.15%
Total Current Assets	2,681,920.71	2,917,679.31	-235,758.60	-8.08%
Fixed Assets				
13000 · Long Term Assets	3,674,468.47	3,804,878.47	-130,410.00	-3.43%
13019 · Construction in Progress	171,285.71	0.00	171,285.71	100.0%
Total Fixed Assets	3,845,754.18	3,804,878.47	40,875.71	1.07%
TOTAL ASSETS	6,527,674.89	6,722,557.78	-194,882.89	-2.9%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
20000 · Current Liabilities	322,799.07	440,214.17	-117,415.10	-26.67%
Total Other Current Liabilities	322,799.07	440,214.17	-117,415.10	-26.67%
Total Current Liabilities	322,799.07	440,214.17	-117,415.10	-26.67%
Long Term Liabilities				
26000 · Long Term Loans	558,038.75	584,562.55	-26,523.80	-4.54%
Total Long Term Liabilities	558,038.75	584,562.55	-26,523.80	-4.54%
Total Liabilities	880,837.82	1,024,776.72	-143,938.90	-14.05%
Equity				
30000 · Opening Balance Equity	4,972,571.19	4,972,571.19	0.00	0.0%
32000 · Unrestricted Net Assets	725,209.87	235,123.68	490,086.19	208.44%
Net Income	-50,943.99	490,086.19	-541,030.18	-110.4%
Total Equity	5,646,837.07	5,697,781.06	-50,943.99	-0.89%
TOTAL LIABILITIES & EQUITY	6,527,674.89	6,722,557.78	-194,882.89	-2.9%

Regina Inter-Parish Catholic Education Center
Profit & Loss Statement
For the Twelve Months Ending June 30, 2017

	Jul '16 - Jun 17	Jul '15 - Jun 16	\$ Change	% Change
Income				
40000 · Tuitions	4,250,959.34	4,104,409.79	146,549.55	3.57%
41000 · Assessments	1,644,004.08	1,609,772.92	34,231.16	2.13%
42000 · Foundation Funding	661,080.63	390,807.77	270,272.86	69.16%
43000 · Diocesan Funding	13,476.00	12,118.91	1,357.09	11.2%
44000 · Nutrition Income	420,415.61	396,029.93	24,385.68	6.16%
45000 · Other Incomes	970,197.08	1,213,324.38	-243,127.30	-20.04%
46500 · Bus Route Income	164,657.75	242,717.57	-78,059.82	-32.16%
Total Income	8,124,790.49	7,969,181.27	155,609.22	1.95%
Gross Profit	8,124,790.49	7,969,181.27	155,609.22	1.95%
Expense				
60000 · Salaries & Wages	4,443,408.98	4,130,379.44	313,029.54	7.58%
60145 · Benefits	829,385.21	809,335.97	20,049.24	2.48%
61000 · Educational Supplies	665,992.14	581,036.15	84,955.99	14.62%
61040 · Computer Technology	275,119.19	113,246.25	161,872.94	142.94%
62000 · Facility Expenses	597,028.26	584,036.29	12,991.97	2.23%
63000 · Operating Expenses	97,882.44	108,851.39	-10,968.95	-10.08%
64000 · Building Upkeep	303,704.12	136,553.15	167,150.97	122.41%
65000 · Nutrition	241,543.22	268,406.30	-26,863.08	-10.01%
66000 · Income Offsets	183,991.15	255,327.71	-71,336.56	-27.94%
66500 · Busing - Routing	285,534.64	278,880.80	6,653.84	2.39%
67000 · Bad Debt	102,013.00	59,958.90	42,054.10	70.14%
68000 · Interest Expense	19,722.13	20,602.73	-880.60	-4.27%
69000 · Depreciation Expense	130,410.00	132,480.00	-2,070.00	-1.56%
Total Expense	8,175,734.48	7,479,095.08	696,639.40	9.31%
Net Income	-50,943.99	490,086.19	-541,030.18	-110.4%

Home and School Meeting Minutes
May 4, 2017

- I. Opening Prayer
- II. Introductions
- III. April Minutes were approved
- IV. Principal's Report – Celeste Vincent
 - a. Mrs. Lacina is retiring
 - b. Mrs. Popelka will have her own gallery and classes
 - c. Thanks expressed to H&S teacher reps
 - d. Ms. Rutt received a Jump Rope for Heart award
 - e. Thanks expressed for NCEA Conference
 - f. Important upcoming events:
 - a. Grandparents/Grandfriends day 5/5/17
 - b. Bike Rodeo/Bike to School 5/10/17
 - c. 5th/6th Grade Band Concert 5/11/17
 - d. Track and Field Day 5/12/17
 - e. 2nd Grade 1st Communion Mass 5/17/17
 - f. Ancient Civilizations Day 5/18/17
 - g. Adventureland Band Trip 5/20/17
 - h. Preschool Graduation 5/26/17
 - i. End of Year Mass 5/31/17
 - j. Last Day of School 6/1/17
- V. Teacher Representative Report – Tracy Blomme
 - a. Thanks expressed for H&S
- VI. Treasurer's Report –Chrissy Chambliss
 - a. The balance on March 31, 2017 was \$32,801.40
 - b. The balance on April 30, 2017 was \$32,482.92
 - c. Income in April 2017 included \$136.80 from Regina Scrip, \$160.00 Spring Bulb Fundraiser (online sales), \$2.52 in interest
 - d. Expenses in April 2017 included \$50 for Bike Rodeo, \$20 for Babysitting, \$392.00 for Camp Courageous Field Trip, \$156.00 for Spring Book Fair Start-up Monies
 - e. Anticipated expenses for May include Spring Book Fair, Field Trips, NCEA Conference (came in under budget at ~1,000.00), End of Year Teacher Monies, Grandparents Day, Wish List
 - f. Budget for next year reviewed/approved

- VII. New Officers for 2017-2018
- a. Megan Glass – President
 - b. Maura Casey – Vice President
 - c. Karina Smith – Treasurer
 - d. Sofia Livorsi – Secretary

VIII. Committee Reports

- a. Spring Fundraiser – Bulbs and Plants – Karina Smith
Made about \$1,260, will plan to do again next year
- b. Uniform Sales – Michelle DeGroot
Sale will be 6/23/17 12-8pm with collection the last week of school
Will sort/tag Mon/Tue/Wed/Thurs that week and sell all day Friday in the cafeteria
No shorts, pants or capris will be accepted this time
Discussion took place about who may take items that can't be accepted/sold –
Crowded Closet doesn't take fabric any more, CR/Marion recycling center may take fabric
- c. Bike Rodeo – Maura Casey
Will try to have someone there with bike helmets and a police officer
Bike to School Day is the same day
- d. School Supplies Fundraiser – Erin Pottebaum
Website went live yesterday
Will be available for pick up in the gym at open house
Can order online with credit card through 6/23, or there are also paper forms
Will be delivered in August before open house
- e. Book Fair – Kathy Shey
Sold over \$4,000
Options for \$ earned include taking Scholastic Dollars to purchase books or taking cash
Took Scholastic Dollars in the Fall and many of the teachers requested books were not available for purchase with Scholastic Dollars
Scholastic Dollars is 50% of sales
Cash Option is 25% of sales
Did cash option for Spring ~\$1,000
Will plan to do cash option in the Fall as well

IX. Wish List

- a. Voted to purchase 50 Chrome Books at \$239 each, it was noted that we underspent this year on Artist in Residence and NCEA
- b. Will put book fair \$ toward library improvements

X. New Business - none

Attendance List

Officers:

President: Alaina Welsh

Vice President: Erin Pottebaum

Treasurer: Chrissy Chambliss

Secretary: Katie Horner

Faculty/Staff:

Celeste Vincent – Elementary Principal

Tracy Blomme – Teacher Representative

Parents:

Megan Glass

Michelle DeGroot

Sofia Livorsi

Missy Aitchison

Kathy Shey

Tracy Blomme

Karina Smith

Jenny G

Felicia Kruse

Maura Casey

Catholic Identity Minutes

May 18th 2017

Present: Carolyn Brandt, Scott Nibaur, Shelly Conlon, Glenn Plummer, Ann Larew, Rick Larew, Ellen Abusada, Jan Rudolph, Kelly Starr

Absent: John Demory, Noel Verducci, Father Witt, Tim Scholze,
Old Business

- a. **Shelly Kairos Update-** Scheduled Feb 8th – 11th 2018
- b. **John D last supper painting-** This is completed
- c. **Noel last supper painting-** Noel indicates it should be hung next week
- d. **Scott Crucifixes-**Crucifixes have been hung in all classrooms that needed one. MPR also has a new one that replaced the broken one.
- e. **John D-Lego set** is being ordered with the goal of having it completed by Christmas break

3. Reports

- a. **High School Report-** This year's theme is "year of building". We are looking to build our relationship with God and fellow students. Also fits into all the construction around Regina this year. Friday August 18th the teachers had their annual teachers mass at St. Patrick's with the Bishop. Wednesday August 23rd will be the first mass for the year. Glenn said the staff will be having a monthly professional development day. They will be using material from Jonathan Doyle, guest speaker at NCEA.
- b. **Elementary Report-** Will have mass the first day of school.
- c. **Religious Education-** Registrations have been emailed out. First Religious Ed. class is September 27th, family night is September 20th, and 7th and 8th grade classes start September 10th.

4. New Business

- a. Knights of Columbus will be hosting a pancake breakfast October 8th at Regina HS. All proceeds will benefit Catholic Identity and improving our catholic identity at Regina.
- b. We will start an ad hoc committee to look at catholic identity and the needs for the new entrance and capital campaign. Members will include Scott, Shelly, Rick, Ellen, Jan, and Carolyn. This group will form ideas and suggestions to bring back to CI.

c. Locker rooms will be completed soon. We are adding four biblical sayings in the locker rooms. We are also adding four crucifixes in the two locker rooms. Biblical sayings are:

1. **Philippians 4:13** I can do all things through him who strengthens me. (from the Apostle Paul)
2. **Isaiah 40:31** But they who wait for the LORD shall renew their strength; they shall mount up with wings like eagles; they shall run and not be weary; they shall walk and not faint
3. **Deuteronomy 31:6** Be strong and courageous. Do not fear or be in dread of them, for it is the LORD your God who goes with you. He will not leave you or forsake you."
4. **Timothy 4:7** I have fought the good fight, I have finished the race, I have kept the faith

d. Catholic identity is looking for ideas so teachers can put their own biblical sayings above their classroom door. Ideas include using plexiglass or vinyl banners to create these sayings.

Next Meeting- Thursday September 21st 4:30pm in the Library

Policy
Janan Rustan
Policy Chair

No formal meeting conducted in August 2017.

Reminder to all BOE members to send me your evaluation of the BOE if you haven't done so. There will be hard copies of the evaluation at the Aug 29th board meeting in case you are having trouble sending it to me via email.

Athletic Report
August 2017
Ryan O'Hern

Softball

Regina won its second state championship in the past three seasons with a thrilling 16-inning win over Eddyville-Blakesburg in the Class 2A finals at Rogers Park in Fort Dodge.

Baseball

Regina advanced to the state semifinals after a substate win over Wilton and a state quarterfinal victory over Treynor. The Regals fell to eventual state champion Dyersville Beckman in the state semifinals at Principal Park in Des Moines.

Football

Regina will play five home regular season games this season. The Regals open up the season with two non-district games – Xavier and Solon. Homecoming is set for Friday, October 6th.

Hall of Fame

Mike O'Connell, Mike Gannon, and Daniel Murray were inducted into the Regina Athletic Hall of Fame at halftime of the Xavier game on Friday, August 25th.

Volleyball

Regina won the West Branch tournament on Saturday, August 26th. The home opener for the Regals is on Tuesday, September 5th (Mid-Prairie).

Cross Country

The Bob Brown Cross Country Invitational will be ran on Thursday, August 31st at Kickers Park in Iowa City. Fourteen teams will be running in the event. Regina will host the River Valley Conference meet and the IHSAA/IGHSAU state qualifying meet at Kickers Park. The Regina junior high meet is at Kickers Park on Tuesday, September 12th.

REGINA INTER-PARISH CATHOLIC EDUCATION CENTER
2140 ROCHESTER AVENUE
IOWA CITY, IA 52245
319-358-2455
319-337-4109

Request for Sunday Use of the Regina Inter-Parish Catholic Education Center

NAME OF ORGANIZATION: Catholic Identity

Address: 2140 ROCHESTER AVENUE, IOWA CITY, IA 52245

Contact Person: Scott Nibaur

Phone:

Fax:

Purpose of using Regina: KC Pancake breakfast for Catholic Identity committee

Area of Regina Requested: Cafeteria

Date Needed: October 8, 2017

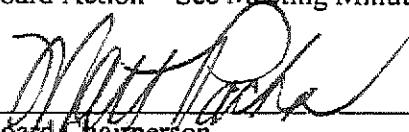
Time: AM

Number of Expected Guests: Unknown.

Please sign and return the form to Regina.

Person Requesting use of Regina Inter-Parish Catholic Education Center

Board Action – See Meeting Minutes from August Board Meeting.



Board Chairperson

8/29/17

Date