

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING
TUESDAY, September 26, 2017
5:15 Board Teacher Appreciation Dinner
MPR
6:30 Regular Board Meeting
MPR

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

Regular Agenda

- | | |
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| I. CALL TO ORDER – Board of Education | 10 minutes |
| a. Opening Prayer | |
| b. Roll Call | |
| c. Chairperson Remarks | |
| d. Approval of Minutes – August 29, 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 |
| V. CALENDAR AND DISCUSSION ITEMS | 10 minutes |
| 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	10/24/17	6:30 PM	MPR
B. Executive Committee	2 nd Thursday	10/12/17	6:30 AM	Business Office
C. Finance Committee	3 rd Wednesday	10/18/17	4:30 PM	HS Library
D. Policy/Bylaws Committee	2 nd Thursday	10/12/17	9:00 AM	Business Office
E. SIAC/Education Committee	2 nd Tuesday	10/10/17	4:30 PM	HS Library
F. Catholic Identity Committee	3 rd Thursday	10/19/17	4:30 PM	HS Library
G. Building & Ground Committee				Business Office
H. Strategic Planning Committee	3 rd Monday	10/16/17	6:30 AM	Business Office
I. Health & Safety	3 rd Thursday	10/19/17	5:30 PM	HS Library

II. ENROLLMENT

2016-2017 Month-by-Month Comparisons										
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Elem	479	480								
JR/SR	367	372								
PreK	81	72								
Total	927	924								

I. UPCOMING DATES

Homecoming Week	Oct 1- Oct 7		
Powder Puff Football Game	Oct 1	6:30 PM	Football Field
Vocal Festival 7-12 Conference	Oct 2	7:00 PM	Off Site
Homecoming Dance	Oct 7	8:00 PM	Cafeteria
KC Pancake Breakfast	Oct 8	7:00am	Cafeteria
Iowa Assessments K-6	Oct 9-13		Elementary
9 th Grade Retreat	Oct 10	8:20 AM	St. Patrick's Church
PSAT Test	Oct 11&12	8:30 AM	HS Gym
Torch Run	Oct 13	1:00 PM	Front Loop
Youth Rally-Davenport Diocese	Oct 14&15	7:00 AM	Regina Education Center
Run for the Schools	Oct 15	8:00 AM	Off Site
Iowa assessments 7-12	Oct 16 & 17		Jr/Sr High School
Donor Appreciation Dinner	Oct 22	5:00 PM	Off Site

II. PRAYER SERVICE/MASS SCHEDULE

Mass 7-12	Sept 27	2:15 PM	High School Gym
Mass 7-12	Oct 4	2:15 PM	High School Gym
Prayer Service K-6	Oct 4	2:30 PM	Elementary Gym
Mass 7-12	Oct 11	2:15 PM	High School Gym
Mass K-6	Oct 18	2:00 PM	Elementary Gym
Prayer Service 7-12	Oct 18	2:30 PM	HS Gym

III. Holy Days

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING
Tuesday, August 29, 2017
6:30 PM
Regina MPR

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, (Ryan O’Hearn), Alan Opheim, Glenn Plummer, Pam Schowalter, Celeste Vincent, Kelly Starr. New Teacher Reps will be included Sept.
- c. Chairperson Remarks- Welcomed members. Pacha requested introduction of new staff. Celeste Vincent introduced new VP of Elem., Mrs. Kelly Starr.
- d. Approval of July 25, 2017 Minutes- Father Juarez moved to approve, Father Witt seconded it. Motion passed.
- e. Approval of Agenda- Pacha amended the agenda of New Business to include The Diocese Board Code of Ethics for BOE members to sign. Fr. Witt moved to approve, Father Juarez second, motion passed.
- f. Open to the Audience- No one present.

II. Administration Reports

- a. Elementary - Report in packet. Vincent expressed congratulations to Mr. Galpin, 4th grade elem teacher and his wife, on their newborn Baby Boy, Mason Joseph Galpin. Galpin will be taking 2 weeks off.
- b. Jr/Sr High - Report in packet. Plummer and Foley provided insight into the Intercession Schedule and process. Initiation of the Intercession will be in two weeks to ensure a smoother transition. Intercession will be discussed with parents during Back to School Night 8-30-17.
- c. Enrollment - Report in packet. Discussion ensued regarding overall enrollment of International Students this year. Schowalter indicated that there will be potentially 6 new International students starting in Jan. 2018. Schowalter informed all that there was a 2% increase in total enrollment this school year.
- d. Business Office - Report in packet. All BOE members are encouraged to sell/buy Benchwarmer Tickets. Villhauer highly encouraged BOE members to attend the Finance Meetings. She desires for BOE members to think about other ways/times that could be offered to improve attendance.
- e. Religious Education-Report in packet. Carolyn Brandt stated that Religious Ed Invites for

registrations were emailed to families this year to decrease expense from mailing. The registrations are coming in slowly, though is typical. She desired to have the Priests inform their parishioners.

- f. Foundation - Report in packet. Boysen presented that The Excellence Fund will be the new name of the Annual Appeal. The new name will directly reflect the mission of Regina. The Impact Report will have this available for reference in the upcoming Sept issue.
- g. Boosters, PISA, Home and School- See reports as available.

I. Old Business Update

II. New Business Discussion

- a. Motion to approve Sunday Exemption for KC Pancake Breakfast on Oct. 8, 2017 by Nibaur. Seconded by Father Witt. Motion passed. Pacha requested Nibaur to check on status and to provide Amy Kron with advanced knowledge of event.
- b. Pacha provided BOE members the Code of Ethics to sign and return.

V. Calendar and Discussion Items

- a. Administrators Offered tour of the Regina Inter-Parish Catholic Education Center to BOE members.
- b. Board Chair/Executive Committee - Reviewed Committee Memberships by distribution of handouts. Rustan to provide Revisions to Michelle Winders to update.

III. Committee Reports- Report In packet if their committee meeting was held in August.

- a. Building and Ground- Dumont provided a brief review of construction. Construction of locker rooms are targeted to be completed in 2 weeks. Hitting Facility construction in process and will be completed mid-winter. New road/entrance/exit on First Ave is set to be paved in Oct. Moving forward on Design and Bidding of projects to allow numbers to be assessed for decision making in Jan. 2018.

VII. Meeting Schedule

a. Sept Board Meeting	4th Tuesday	9/26 /17	6:30 PM	MPR
b. Executive Committee	2nd Thursday	9/14/17	6:30 AM	Business Office
c. Finance Committee	3rd Wednesday	9/20/17	4:30 PM	HS Library
d. Policy/ Bylaws	2nd Thursday	9/14/17	9:00AM	Business Office
e. SIAC/Education	2nd Tuesday	9/12/17	4:30 PM	HS Library
f. Catholic Identity	3rd Thursday	9/21/17	4:30 PM	HS Library
g. Building and Ground	2nd Monday	9/11/17	6:30PM	Business Office
h. Strategic Planning	3rd Monday	9/18/17	6:30 AM	Business Office
i. Health and Safety	3rd Thursday	8/17/17	5:30 PM	HS Library

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

IX. Executive Session

- a. 7:00 pm Pacha moved to adjourn in Executive Session, Rustan second, motion passed.
- b. EXECUTIVE SESSION

- X. Reconvene from Executive Session** - At 7:20 pm, the board reconvened from Executive session. Motion by Fr. Beckman to approve following contract: James Trainor - Fall play, Seconded by Juarez. Motion approved.
- Motion by Fr. Beckman to approve the slate of coaches' contracts, as presented by Plummer: Annie Fox - Assist Volleyball, Jared Galpin - Heads Boys Basketball, Barry Lehman - Assist Boys Basketball, Kevin Gaster - Assist Boys Basketball, Adam Martensen - Head Wrestling, Jared Galpin - Head Boys Golf, Chris Murdock - Head Boys Track, Dan Roling - Assist Boys Track, Rick Larew - Head Boys Soccer, Scott Miller - Assist Boys Soccer, Jeff Pacha - Head Baseball, Steve Pacha - Assist Baseball, Devin Kass - Assist Baseball, Duncan Villhauer - Assist Baseball, Jeff Wallace - Head Girls Basketball, Matt Haas - Assist Girls Basketball, Mary Halvorson - Assist Girls Basketball, Mark Besler - Assist Girls Basketball, Bryce Smeins - Assist Girls Basketball, Ann Larew - Head Girls Soccer, Scott Miller - Assist Girls Soccer, Dave Coffin - Head Girls Golf, Jon Prottzman - Head Softball, Kerry Feuerbach - Assist Softball, Julie Nelson - Assist Softball, Bridget McCune - Assist Softball.
- Villhauer and Pacha abstained from voting for Baseball Coaches. Dumont abstained from voting for Head Girls Basketball Coach.
- Seconded by Fr Juarez. Motion approved.

- XI. Adjournment**- at 7:40, Fr Juarez moved to adjourn the meeting, Alaina Welsh seconded it, motion passed.

Addendum: Rustan reminded BOE members to fill out their Board Evaluations they received on July 26, 2017 by Kathy Shey. Hard copies of eval were available and encouraged to complete at present time. Evals can also be sent via email to Rustan or left in the school offices by Sept 1, 2017.

Respectfully submitted,

Janan Rustan
BOE Secretary

**REGINA ELEMENTARY
BOARD REPORT
September 2017**

FACILITATOR OF FAITH COMMUNITY

UPCOMING RELIGIOUS CELEBRATIONS

October 4th at 2:30 p.m. – K-6 Prayer Service

October 18th at 2:00 p.m. –K-6 Mass

November 1st at 9:30 a.m. – All Saints Day K-12 Mass

SERVICE PROJECTS

September = Hurricane Harvey Collection (Catholic Charities) - 1st

October = Penny Wars/Run for the Schools - 3rd

MONTH OF THE ROSARY

October – Month of the Rosary – various grade level activities

STANDARD #1 - VISION

FAST – Regina Elementary is currently in the process of administering the fall Universal Screener through the FastBridge system in grade levels K-6. Once all of the screeners have been administered, administrators and teachers will analyze the data and develop intervention strategies to assist struggling learners in the area of reading. We understand this is only one indicator of student progress and ability. The new vendor for this assessment has required several administrator and staff trainings. Celeste and Kelly will be attending an additional Fastbridge training on October 23rd.

SOCIAL STUDIES – Glenn and Kelly attended a conference at GWAEA for administrators regarding new Common Core Social Studies Standards. This introduction will begin a three-year implementation plan.

FOSS KITS – This year Regina Elementary will be implementing the use of FOSS Kits in Science to ensure alignment with Iowa’s Common Core Science Standards. Kelly will also be attending a Science training at GWAEA on September, 25th.

STANDARD #2 - CULTURE AND INSTRUCTIONAL PROGRAM

IOWA ASSESSMENTS – This year students in grade K-6 will be taking the Iowa Assessments. We will be assessing the students during the week of October 9th – 13th.

Administrators met to order materials in preparation for administering these tests.

STATE REPORTS – Administrators working to meet fall deadlines for state reporting.

FALL BEDS – Administrators will begin working next week on the fall Basic Educational Data Survey for the state. This report is due in October.

HOMECOMING – The center will be celebrating homecoming from October 2nd-6th.

STANDARD #3 - MANAGEMENT

END OF FIRST QUARTER – The first quarter will end on October 26th.

FIRE PREVENTION- We anticipate a visit from the Iowa City Fire Department in the coming weeks to perform their fire drill with the center. The Iowa City Fire Department will be visiting us on October 5th at 1:30 p.m. for their annual fire prevention assembly.

BACK TO SCHOOL NIGHT –Elementary Back to School Night was held on Thursday, September 14th from 6:30 to 7:30 p.m.

STANDARD #4 - COLLABORATION

RUN FOR THE SCHOOLS – Third graders will participate in the RFTS Torch Run on October 13th. The Run for the Schools is on October 15th. Third Grade also is sponsoring the Penny Wars. Thank you to Mrs. Rhomberg, Mrs. Hensch, Mrs. Foley, and Trish Kohl for organizing these events.

HOME AND SCHOOL – Chocolate Sales have come to a close. We thank all our parent volunteers and families for the amount of time and energy they spend on this important fundraiser. All money raised by the chocolate sales comes back to Regina Elementary through Home and School for field trips, visiting artists, playground upkeep, and other special events.

SUPPORT GROUPS

Home and School- Next meeting, October 5th at 6:30.

PTO- The next meeting will be November 9th.

Thanks to PTO for sponsoring the directories to begin the year.

PISA- First meeting was on September 11th. Thanks to this support group for assisting all fine arts with purchases this year.

October 9th is the next meeting.

STANDARD #5 - ETHICS

FIRE PREVENTION – October is Fire Prevention Month, and the Iowa City Fire Department will be presenting a Fire Prevention Assembly for our school.

GRANT WOOD AEA PERSONEL ASSIGNED TO REGINA:

Amy Schilling = School Psychologist

Rebecca Brummett = Speech Pathologist

Tracy Lieberman = Regional Facilitator

EVALUATION-Celeste and Kelly met with all certified preschool and elementary staff for the evaluation process. Professionals on Tier II will begin sharing their professional goals for the year. Teachers have been collaborative on setting goals to meet our building goals for the year.

STANDARD #6 - LEARNING COMMUNITY

PRE-SCHOOL – We welcomed our pre-school students who began on September 5th. We appreciate the hard work of Mary Pechous, our director, and all early childhood staff who are helping to get our youngest off to a great start.

CHARACTER COUNTS –We are emphasizing Character Counts again this year. Teachers will be emphasizing the pillars of character- responsibility, respect, caring, trustworthiness, citizenship, fairness and our seventh pillar, faith.

ENROLLMENT SUMMARY

Total Elementary Enrollment = 480 (up 30 students from last year at this time)

Preschool= 72

Total= 552

Regina Junior-Senior High School
Board Report
September 2017

Principal as Spiritual Leader

1. We are 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."
2. Father Thom Hennen spoke with the teachers on September 14 about Church teaching on and ideas for helping LGBT students. The feedback from the teachers was highly positive.
3. Upcoming Celebrations:
 - Sept. 27: 7-12 Mass @ 2:15
 - Oct. 4: 7-12 Homecoming Mass @ 2:15
 - Oct. 11: 7-12 Mass @ 2:15
 - Oct. 18: 7-12 Prayer Service @ 2:30
 - Oct. 25: 7-12 Mass @ 2:15
 - Nov. 1: K-12 All Saints Day Mass @ 9:30

Principal as Instructional Leader

1. I attended the Introduction to Social Studies Standards workshop at Grant Wood AEA. We are year one of the implementation plan for the new standards. The focus of year one is exploration, awareness, and capacity building.
2. The Class of 2017 ACT Report is attached at the end of this report.
3. Iowa Assessments will be given to grades 7-11 on October 16-17. Testing is only during the morning. Make-ups will be scheduled as needed.

Principal as Administrator

1. The Consolidated Accountability and Support Application (CASA) was completed.
2. Work continues on Student Reporting in Iowa (SRI) and our Fall BEDS reports. These reports are due October 15.
3. Differentiated Accountability is due in December.
4. We filled our math vacancy within days of the opening. A contract will be presented in closed session.
5. I attended our Title II funding meeting with the ICCSD. Our allocation this year is much higher than in years past.

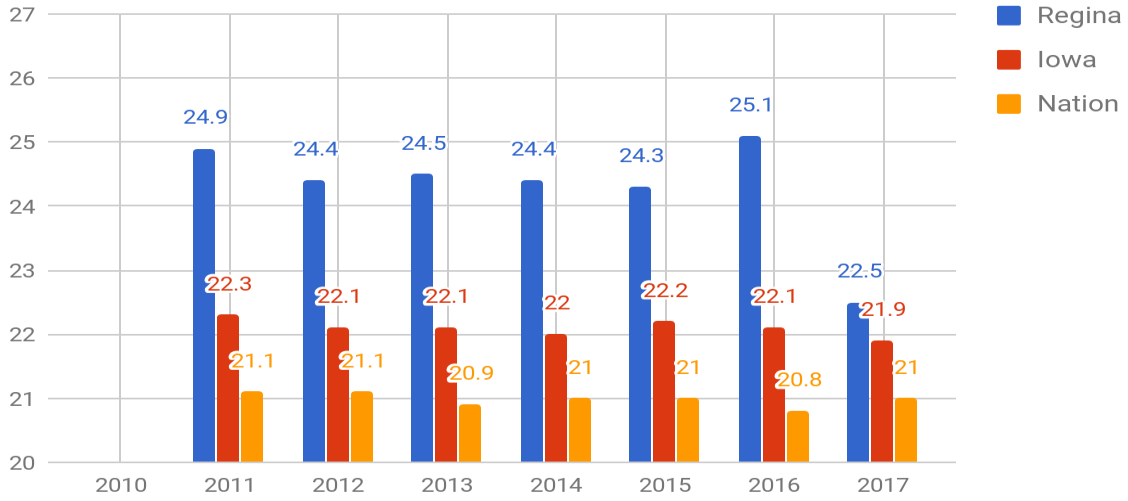
Principal as Communicator

1. Homecoming Week is Oct. 1-7. Mass is Oct. 4 at 2:15. Dress-up days and activities are still being planned by student council.
2. Students qualify for the Belin Blank BESTS talent search by scoring at or higher than the 95th percentile on one or more subsets of the Iowa Assessments. Regina had 27 7th graders, 30 8th graders, and 21 9th graders qualify for the program.
3. Regina finished 10th in class 2A for the Bank Iowa Traveling Cup. The competition gives points to school for team academic performance and state level accomplishments in athletics and the arts.
4. The new locker rooms look awesome and are now in use. Thank you to all of those responsible for this tremendous upgrade.
5. I am trying a new format for the Jr Sr High Newsletter.

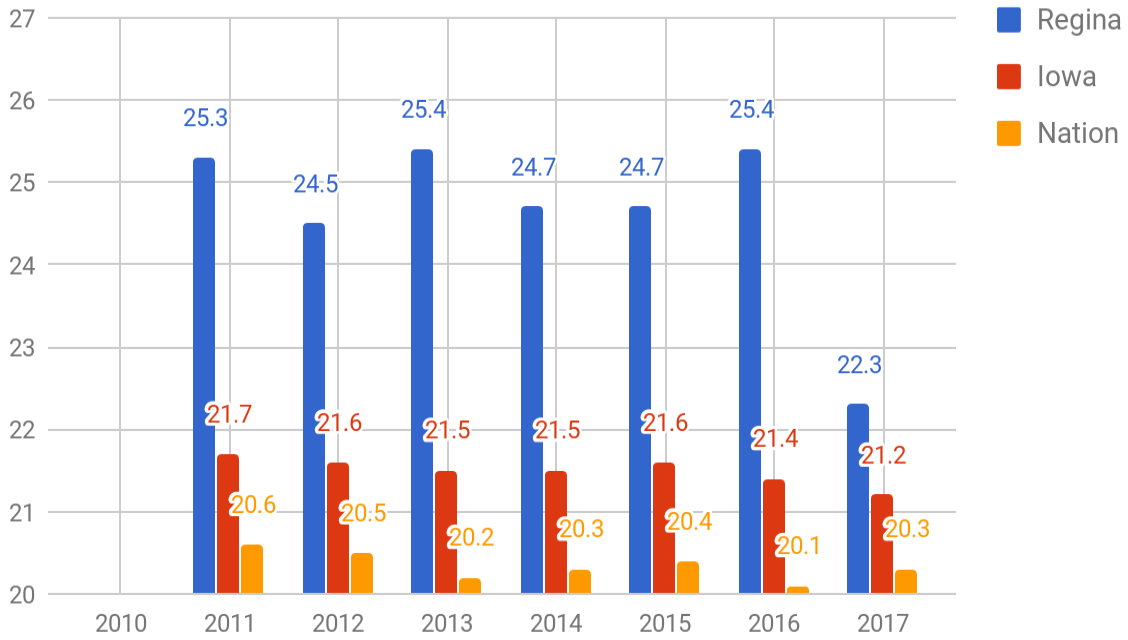
ACT Profile Report Class of 2017

Average ACT Scores

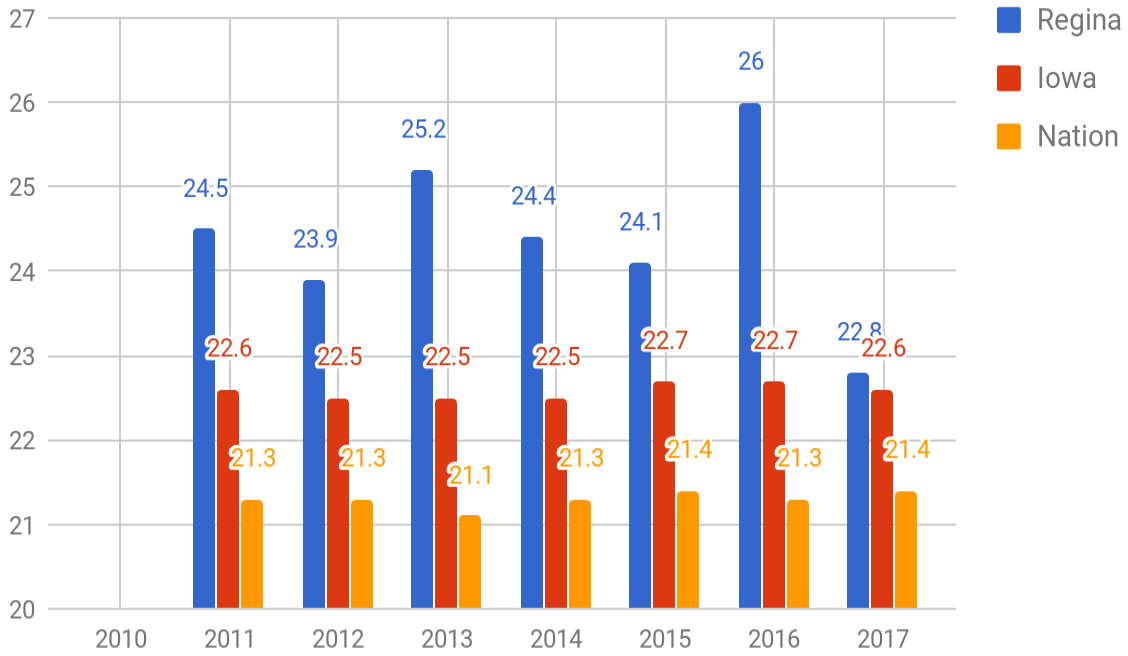
ACT Composite Average



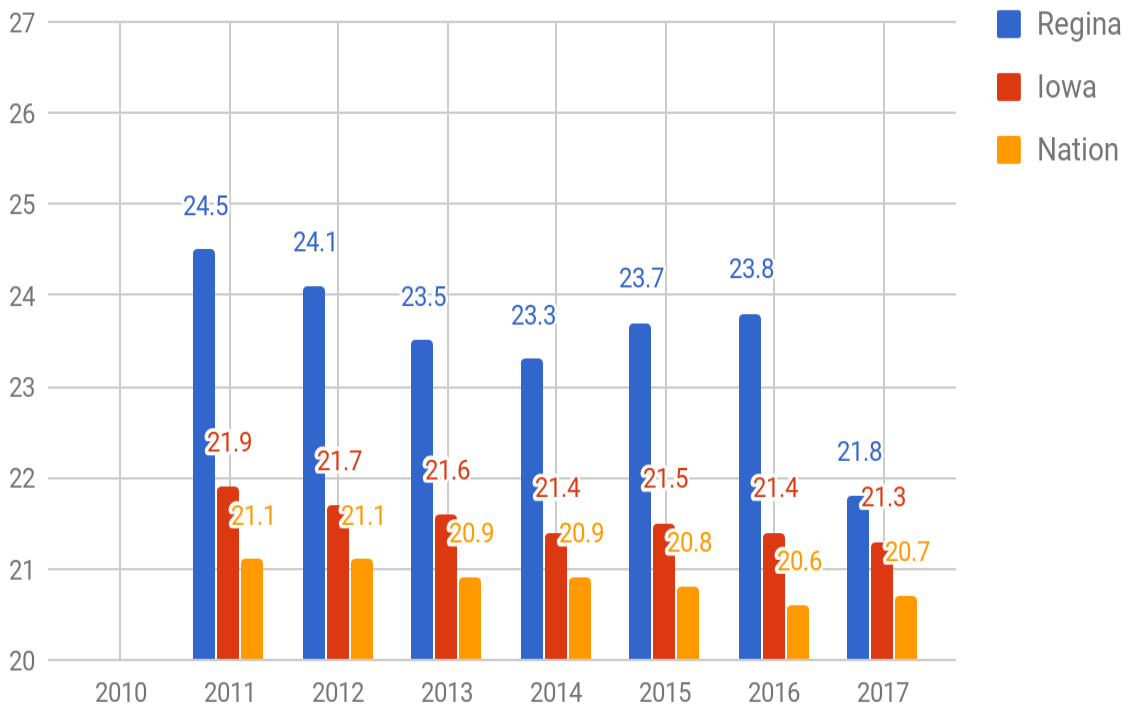
ACT English Average



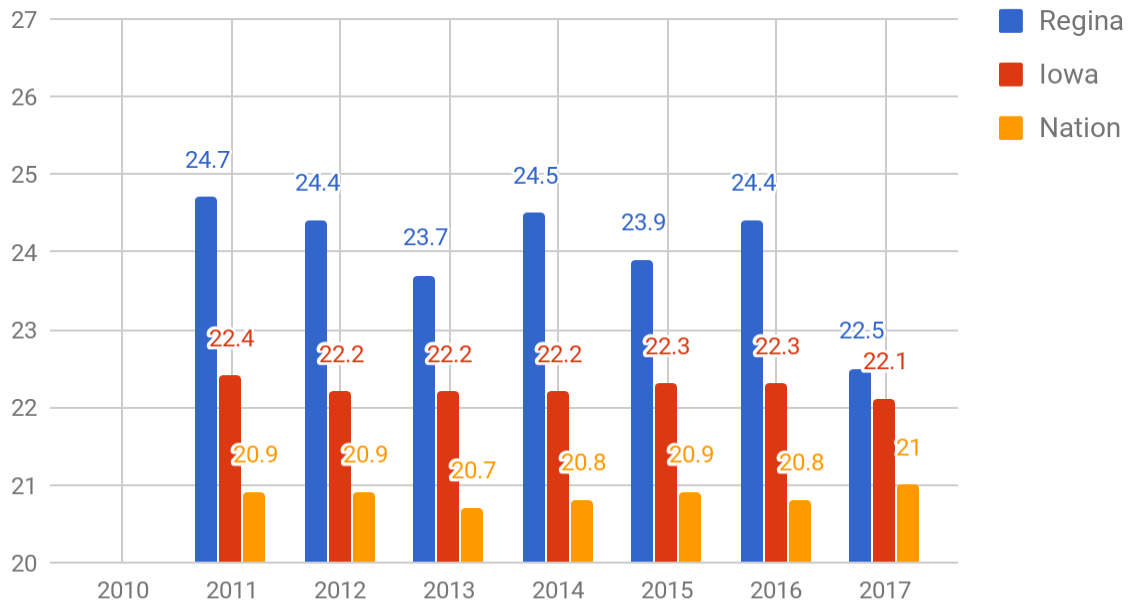
ACT Reading Average



ACT Math Average



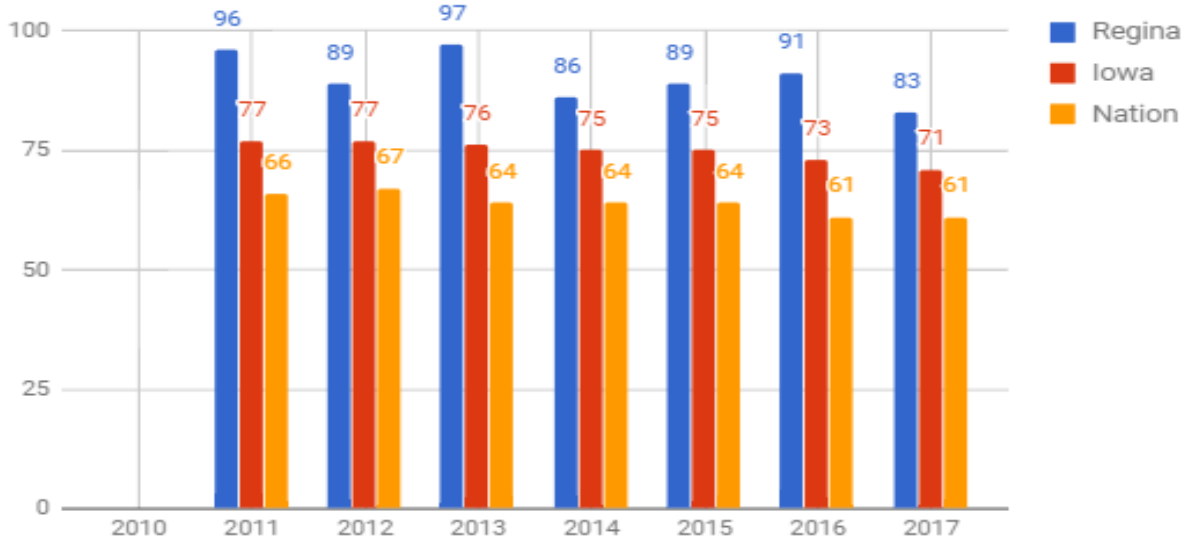
ACT Science Average



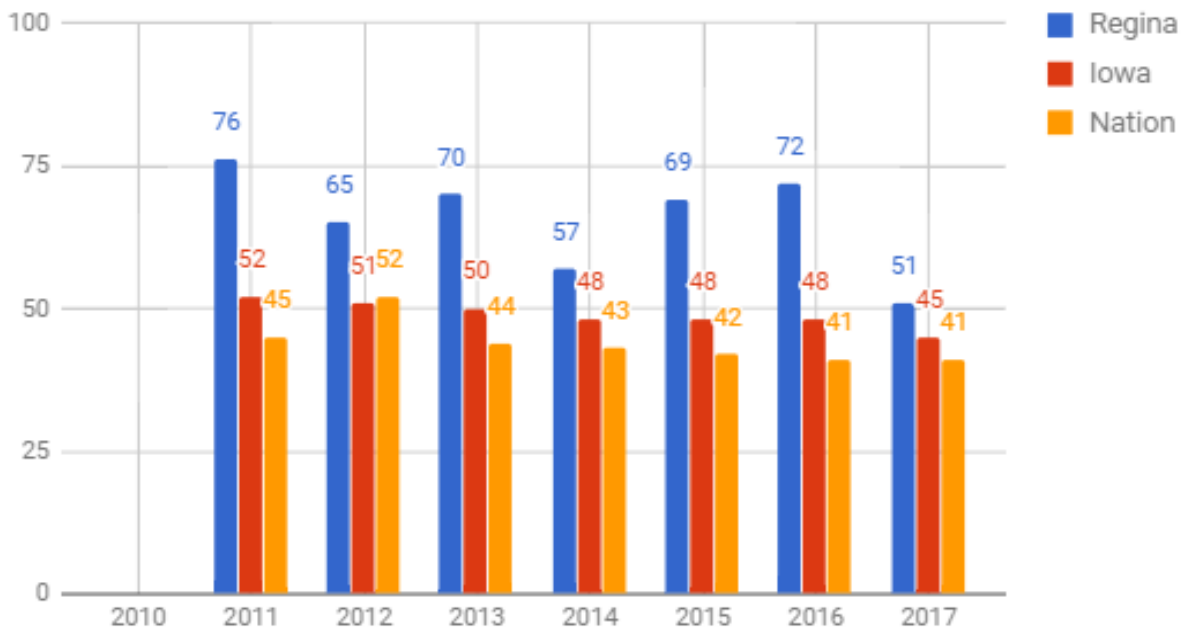
College Readiness Benchmarks

The benchmark scores are set to reflect a student having a 50% or better chance at achieving a “B” OR a 75% or better chance at receiving a “C” in the given class. The classes are for traditional freshman classes at the college level. For Social Science, the students’ Reading scores are used. The percentages are those students at or above the given benchmark score. The benchmark scores are: English Composition (18), Algebra (22), Social Science (21), Biology (24).

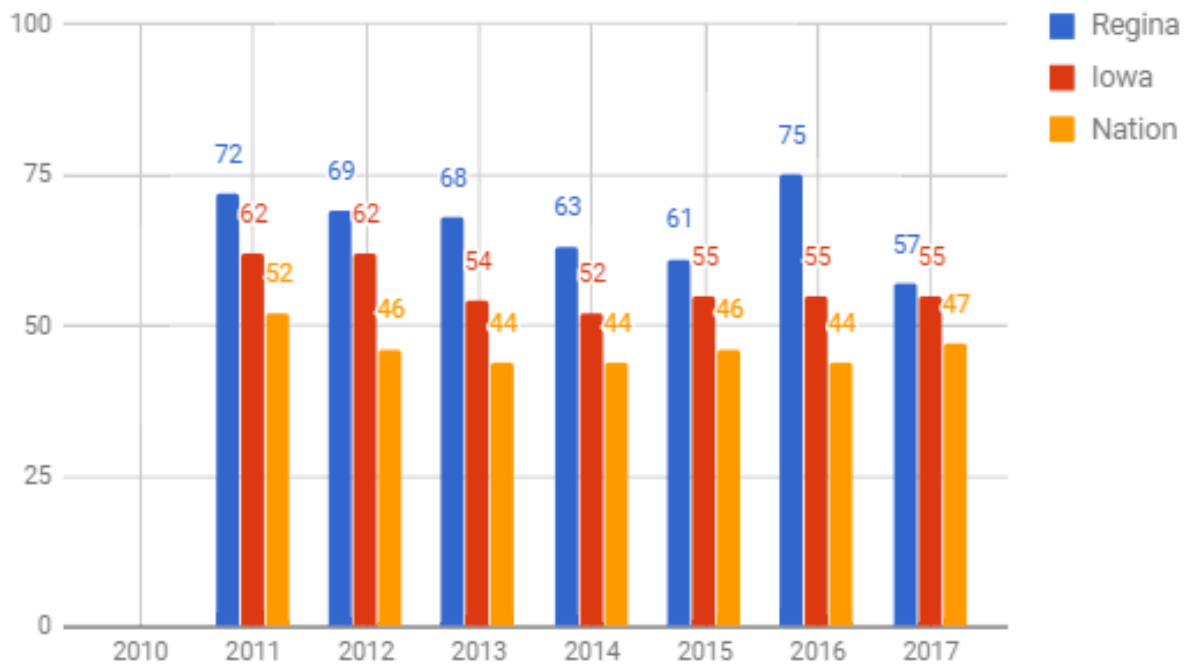
College English Composition Readiness (Percent Meeting Benchmark)



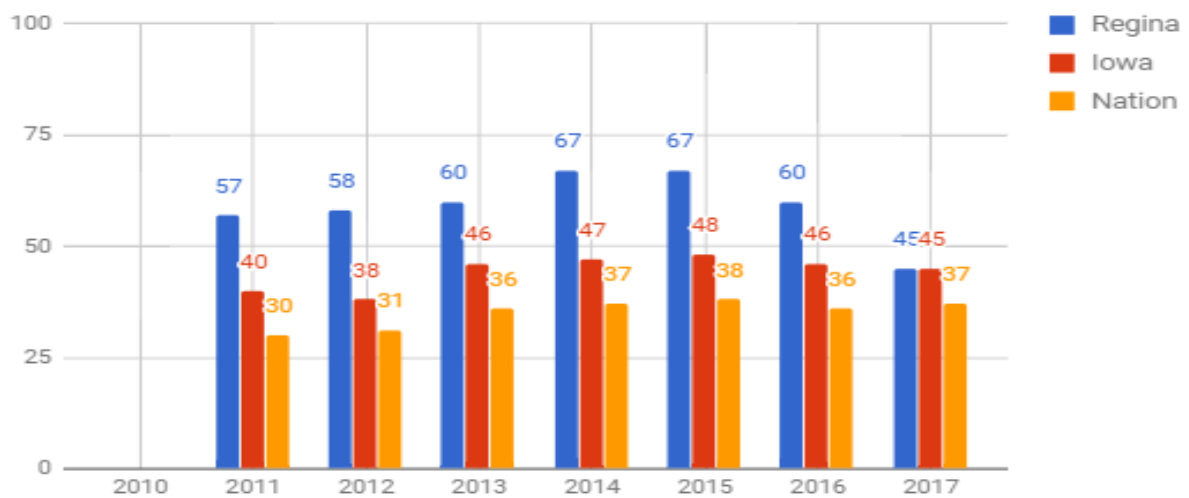
College Algebra Readiness (Percent Meeting Benchmark)



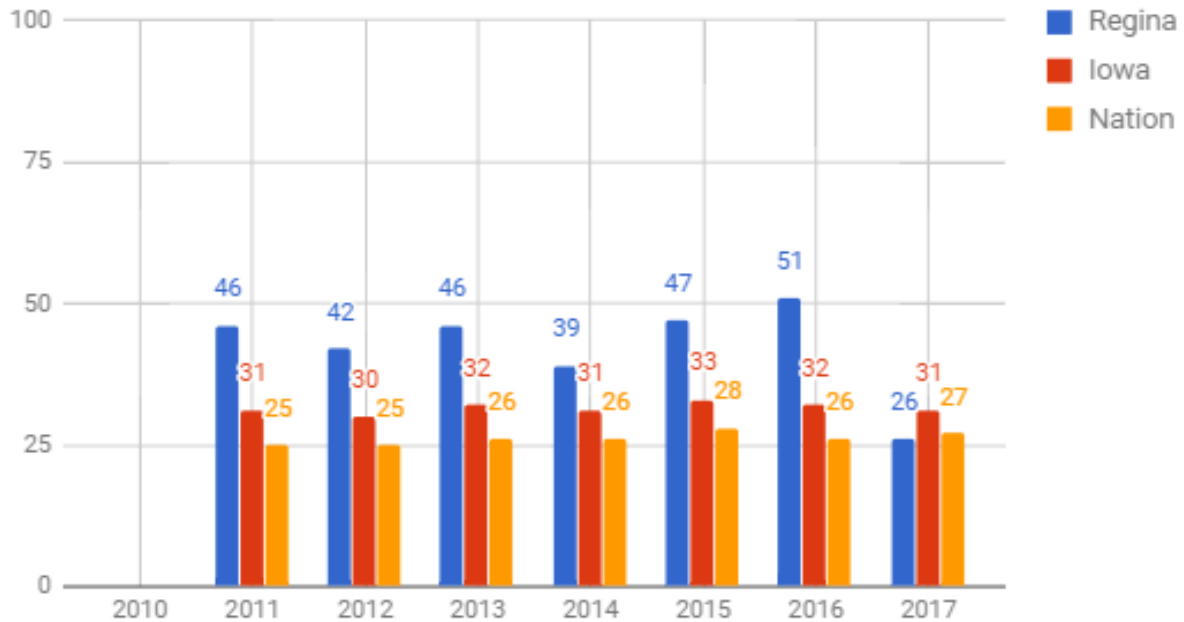
College Social Science Readiness (Percent Meeting Benchmark)



College Biology Readiness (Percent Meeting Benchmark)



Meeting All 4 Benchmark Scores (Percent Meeting)



Scores by Gender

Average ACT Scores

		Percent of Students	English	Math	Reading	Science	STEM	Composite
Regina	Female	53	23.7	21.6	23.6	22.6	22.3	23.2
	Male	47	20.7	22	21.8	22.4	22.5	21.8
Iowa	Female	54	21.6	20.7	22.7	21.7	21.5	21.8
	Male	46	20.9	22	22.5	22.7	22.6	22.1
Nation	Female	52	20.8	20.4	21.8	20.8	20.8	21.1
	Male	46	19.9	21.2	21.2	21.3	21.5	21

College Readiness Benchmark Scores

		English	Math	Reading	Science	All Four
Regina	Female	92	40	60	48	24
	Male	73	64	55	41	27
Iowa	Female	74	41	56	41	28
	Male	69	51	54	50	34
Nation	Female	65	39	49	35	26
	Male	59	44	46	40	29

Admissions
Pam Schowalter
September 2017
Board of Education Report

Enrollment

Elementary has currently for the 2017-2018 school year 480 students.
We ended May 2017 with 446 students.

Jr./Sr. High has currently for the 2017-2018 school year 372 students. (one 8th grade student attending for 3 classes). We ended May 2017 with 382 students.

Total # of students—852 (2.82% growth)

Enrollment will be certified on October 1, 2017.

2017-2018 _____certified enrollment

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	59	80	53	80	56	48	65	70	852	August 2017
0	0	0	1	0	1	0	1	4	3	3	4	3	20	Int'l (Included 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 2018-2019—Regina is working with Jr. High art classes on a fall pumpkin project that will be distributed to area Pre-K programs in the Corridor.

SWAG has been ordered (t-shirts and magnets) for the **Class of 2031**. We also did a photo shoot for the “Save the Date” postcards and Kindergarten Round Up invitation and posters.

Parish Baptismal Data Base—is now complete for all four parishes. In October we will mail the first Regina gift to these families. There are four different gifts dependent on the child’s age.

Student Ambassadors and students will be out in **our parishes** serving coffee and doughnuts this fall and spring. It is a great way for Regina students to say thank you to the parishes for their continued support of Catholic education. October 8th is St. Mary's 8:30 and 10:30 masses and November 5th for St. Patrick's 7:30, 10:00 and 12:00 masses. Admissions will supervise students.

Student Ambassadors had their yearbook pictures taken. Their first meeting of the year will take place October 10th at 7:30 AM. There are 32 student ambassadors at Regina this year!

Exited Students who have not moved will receive an interactive card with an invite to a Regina home football game. These will go out the fourth week of September (4th correspondence of 7).

Retention:

Exit Survey results have been tabulated. Meetings were held with both principals to share and discuss results. Results have been shared September 20th with the BOE Executive Board.

Parent Ambassador Program has been established for students in grades 1-6. We have one grade level parent paired with each of our new families. New families received a phone call after the start of the school year from Admissions. This past week they received a call from their ambassador. Ambassadors will get "newsy notes" from Admissions 4-5x during the school year to share out with new families and make them feel welcome and part of the Regina community.

Working on Parent Ambassador program for new families in grades 7-12. They also received a follow up call from Admissions. Any concern about the start of the year has been shared with the administrative team.

International Students have been in touch with our ELL teacher. Some have taken the TELPA (English proficiency test) to see if they needed additional ELL services.

September 26, 2017 Board Meeting
Report from Alan Opheim
Director – Finance / Operations

Administrative Concern

- The question has come up within the administrator ranks about committee spending. Although money may be available, (budget or donations), that does not guarantee that expenditures make the most sense in the academic realm or in the facility overview from a safety or future planning perspective. While we understand the well intentions of our committees, they are a recommending body, not a decision body. Just as our teachers and staff are supposed to have approval for a purchase, we recommend committees operate within those same guidelines, thus obtaining a signed purchase order from Glenn, Celeste or Alan prior to committing school funds to a cause. When a Board member, no matter how well intentioned, spends money on behalf of the school, we have a legal obligation. If a dispute arises between a committee and the Administrative Team, the Board officers would receive the objections and resolve the issue.

Business Office –

- Capital campaign expenditure summary / detail is up-to-date. Working with donor and Foundation on mechanics of paying for the Hitting Facility Building.
- STO Contributions are being accepted. Regina is at 34.7% of our allowed contribution of \$381,000. The STO is at 55% 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.
- By the end of this week, I anticipate I will be fully caught up with the daily needs from AM/PM, Preschool, and payables that I am responsible.
- Jessica Murray left us September 15 as the Communications and Marketing Coordinator. We are currently running an ad for the position and expect interviews to begin later this week or next week.

Special Events / Fundraising / Advancement

- Family Fun Festival. While a few expenses are still due in to Trish, we continue to expect that our net income from the event will surpass our budget of \$25K.
- Benchwarmer tickets – We sold just under 1,400 tickets. This will give us a profit of \$8-10K after expenses, however; again this year we could have doubled the profit if more tickets had been sold. This is a team effort to get tickets sold. It is not too late if you know someone who still wants to be involved.

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.
- Signage for our traffic areas has been dormant for the month, however, will pick up steam when the new drive gets poured.
- Health and Safety, along with Finance have referred to B&G, the question of when lighting will be added to the front lot with the amount of sunlight being reduced with the change of seasons.

Ad Hoc and other participation

- Advancement Team meetings
- Phase 0 meetings
- CMC planning
- Meetings as needed (Security, custodial, administrators, finance related topics,)
- Run for the Schools
- Ribbon cutting for locker rooms

Committee Meeting Schedule:

Finance – October 18, 2017 4:30 HS Media Center

Building and Grounds – TBA

**Regina Tri-Parish Religious Education
Board Report
September 26, 2017**

September 10, 2017

- This was the first night for the 7th and 8th graders.
- Beth Fitzgerald is the coordinator again this year.
- Eric Dirth is the assistant again this year.
- The YEB's (Youth Executive Board) and adult leaders were excellent.
- They really had the students engaged in great conversation.
- All had Pizza and got to know each other better.

September 13, 2017

- Catechist In-service was held at Regina.
- We started with a Mass presided by Father Ed Fitzpatrick.
- Went to the cafeteria for dinner.
- Went over expectations and other things.
- Had the Catechists do some crafts themselves which they can have their students do during the year.

September 20, 2017

- Family Night/Ice Cream Social was held at Regina.
- Father Beckman commissioned the catechists.
- Father Beckman also gave a great blessing to the parents and students.
- Sr. Agnes was there too.
- The parents and children met their catechists and visited their rooms.
- They all came back for ice cream and cookies in the cafeteria.
- Hy-Vee on First Ave. donated the ice cream and the parents brought in the cookies.
- Fun night for all.
- Thank you Father Beckman.

Registrations

- Registrations are still coming in the mail.
- Parents are still stopping by the office with registrations.

We are off to a great start!!

Carolyn Brandt, Director
Regina Tri-Parish Religious Education

Foundation Update
9/18/2017
Kecia Boysen
Executive Director Regina Foundation

Capital Campaign

- Capital Campaign Cumulative Total - **\$4,720,421.01** (489 donors)
 - \$4,519,744.50 from 486 gifts and pledges
 - \$200,667.51 from 6 in-kind gifts
 - \$9,653 average per family
 - 79% of campaign goal
 - 115 declines
- The Capital Campaign Continuation Committee met on 8/30 and reviewed remaining major donor prospects. A list of 57 donors was compiled from the following lists: Top 25 prospects, donors who participated in the planning study and donors who were visited early in the campaign and indicated an intent to pledge. These donors were divided among committee members and follow-up contacts will be made with the intent to have calls completed by the next meeting on 9/27.
- A ribbon cutting celebration was held in honor of the Tim & Pat Brandt Family Boys Locker Room & Boyd Family Girls Locker room on 9/14. A news release was sent on 9/11 and Jason Dumont was featured on the Wednesday 800 KXIC morning show discussing the event.

Excellence Fund (annual appeal)

- 2017-2018 Excellence Fund (annual appeal) **\$40,235** from 88 donors
- The new total for FY 2017-2018 - \$450,000 was presented and approved at the 8/29/17 Joint BOE/Foundation Board meeting.
- The new annual appeal identity was shared with the BOE at the full Board Meeting on 8/29 and received favorable feedback.

Office Efficiencies

- The USPS post office box will be closed out by the end of the month. All mail will be delivered directly to Foundation office via the Administrative office. The cost savings will be approx. \$60/year, but will also eliminate the need for staff to drive to the USPS on a daily/weekly basis.

Committee Meetings

- PR/Marketing Committee – Met on 8/25. Committee provided final input on the Excellence Fund identity and signed-off on the change. Chris Clark presented a proposed structure for a new PR/Marketing Committee. Chris will continue to finesse the proposal and present back to the Foundation Board & BOE.
- Stewardship Committee – Met on 8/28 at Blackstone. Committee selected the 2017 Alumni Award recipients who will be recognized at a luncheon, Pep Rally and before the Homecoming game on Friday, October 6. Recipients are:

- Robbert Campagna '00, Distinguished Alumni Chad Swope, '89, Outstanding Service
- Abbie Gould '09, Young Alumni
- Glenn & Nancy Yowell, Honorary Alumni

Committee also discussed the upcoming Donor Appreciation Dinner on Sunday, Oct. 22. This year's event will be held at The University of Iowa Athletics Hall of Fame. Next Stewardship Committee meeting, Tuesday, 9/19.

- Development Committee- Met on 8/23. Committee reviewed final proposal for Excellence Fund and approved moving ahead with the name change. Committee discussed the preliminary 2017 Cultivation & Development Plan and weighed in on goals and strategies. Members reviewed and returned feedback to Kecia. Final plan will be presented to Foundation Board on 9/18
- Foundation Executive Meeting – Next Meeting: Wednesday, October 11.
- Foundation Board Meeting – Next meeting: 4:30 p.m., Monday, September 18.

Donor meetings & calls

- Follow-up calls continue to FY 2016-2017 donors who gave at the \$1000 level and above. Kecia is also responsible for eleven of the prospects on the remaining Capital Campaign major donor prospect lists.
- Kecia had donor visits in Dubuque on 8/23. Also visited the Second Chances Consignment Shop Benefiting Holy Family Catholic Schools to see how it operates.
- Attended the funeral of long-time donor and friend of Regina, William (Bill) Ambrisco on 9/13. Bill's family named Regina Foundation as one recipient of his memorial funds.
- We have received \$545 for the Tuition Assistance Endowment from the Cletus Keating Memorial (Shelly Conlon's dad).

Other

- Save-the-date cards were sent to donors on 9/11 regarding the upcoming locker room ribbon cutting, the Regina Alumni Awards, and the Donor Hall of Fame Appreciation Celebration.
- Working with Alan to plan next steps for Jessica Murray's departure and advertising the CMC position. Updated the CMC position description to more accurately reflect the duties of the position.
- The Impact Report went to print on 9/5 and is scheduled to drop on 9/15.
- Kecia participated in a Philanthropy Mentorship Panel at the UI School of Journalism on 9/11 speaking to students about career preparation and job opportunities within the field of fundraising.
- Upcoming Events:
 - Friday, October 6 - Alumni Awards and Recognition luncheon/ceremony
 - Sunday, October 22 – Donor Hall of Fame Appreciation Celebration

Athletic Report – September 2017

Football

Regina's record is 2-2 overall and 2-0 in the district heading into Week 5's home matchup with Highland.

The Homecoming game is set for Friday, October 7th. Regina will play host to Van Buren.

Senior night and the final regular season home game will be the following Friday on October 13th with Columbus Junction.

Volleyball

The Regina volleyball team won the Notre Dame tournament in Burlington on Saturday, September 9th.

Senior night and the final regular season home date with West Liberty is set for Thursday, September 28th.

The conference volleyball tournament will be played on Tuesday, October 10th and Thursday, October 12th.

Cross Country

Regina hosted the Bob Brown Cross Country Invitational on Thursday, August 31st. Fourteen schools competed in the junior varsity/varsity event.

Regina also hosted a junior high meet on Tuesday, September 12th. Over 500 runners competed in the junior high event.

Regina is the host school for the conference cross country meet on Thursday, October 12th, and the state qualifying meet on Thursday, October 19th. Both meets will run at Kickers Soccer Complex in Iowa City.

Home and School Meeting Minutes August 3, 2017

Opening Prayer

Introductions

Approval of May Minutes

Principal's Report—Celeste Vincent

- A. New staff: 5th grade, Kindergarten, Art, Jr High/ HS Music, 5th/6th Band
- B. Important upcoming events
 1. Take Pride In Our School Day—Saturday, August 12th
 2. Open House—Monday, August 21st
 3. Candy prize assembly—Thursday, August 24th at 1:00 pm
 4. Opening mass—Wednesday, August 30th at 2:00 pm

Teacher Representative Report - no teacher rep selected yet

Treasurer's Report - none (new treasurer, Karina Smith, will submit her first report next month)

Committee Reports

- A. Take Pride in Our School (playground mulching) — Karina Smith
 - Will be Saturday, August 12th from 8 to 10 a.m. or whenever work is done
 - Donuts and water will be provided
- B. Family Fun Festival Kid Zone - Julie Conlon and Sofia Livorsi
 - Will be August 18th-19th
 - Got a few gift card donations to use for prizes and as thank-you gift for face painters
 - Ordered new prizes that hopefully will carry over to next year
 - More volunteers needed
- C. School Supply Fundraiser
 - 100 orders, raised \$1000
 - Will be delivered Aug.8th to be distributed at open house in the gym
- D. Open House
 - Will be Monday, August 21st, 1:30-3:00 p.m.
 - Home and School display board will be in the gym (unclear where it is being stored—maybe Erin P. has it)
 - Chocolate will be distributed in the library and school supply kits in the gym. Erin Pottebaum will send out signup links for volunteers for both things.
- E. Chocolate Sales - Erin Pottebaum and Jamie
 - Will be delivered Aug.17th, 9:00-10:00 a.m.
 - Help will be needed with unloading. E/J will try to see if the cross-country team can help again (Tim Foley).
 - Chocolate not picked up will be sent home on August 28th.
 - Money will be due on September 15th.

-Volunteers will be needed outside the gym every morning through September 8th for distribution/exchanges. Hard to get people to do it on the first day. A signup will be sent out.

F. Chocolate Prizes - Alaina Welsh

-Daily drawings every morning for 10 days beginning at the prize assembly.

Anyone who sells any amount is eligible.

-Big ticket raffle items worked well last year. There will be three again. Raffle A is for those who sell 3 cases or more—will be an iPad Mini again this year. Raffle B, for those who sell 2 or more cases, will be a Razor Rip Rider 360. Raffle C will be a table of smaller prizes to choose from.

G. Uniform Sales - Heather Feller

-The summer sale was the largest ever, over \$5000.

-The next sale will be on Open House day (August 21st), 8-3 in the cafeteria.

-A new person is needed to take over this role from Heather.

-We are collecting more than we are selling; no shorts or pants will be accepted anymore because we have too many.

H. Back To School Night - Maura Casey

-Discussion as to what to do about the treats. Would be easier on parents to not have to bring cookies and kids don't need two treats so maybe we should just do ice cream. But what about kids who can't have dairy?

Final decision: ice cream only, with special table of non-dairy treats for kids with allergies.

-Maura will send out a signup for helpers.

I. Staff Appreciation - Julie Conlon

-Looking for day coordinators.

New Business

A. Date corrections:

-November meeting will be on the 9th because of conferences on the 2nd.

-Silver Tea will be on Thursday, December 7th, not the 1st.

Policy Committee- Janan Rustan

No formal Policy meeting conducted in Sept. 2017.

Policy Committee schedule will resume Oct. 10, 2017.

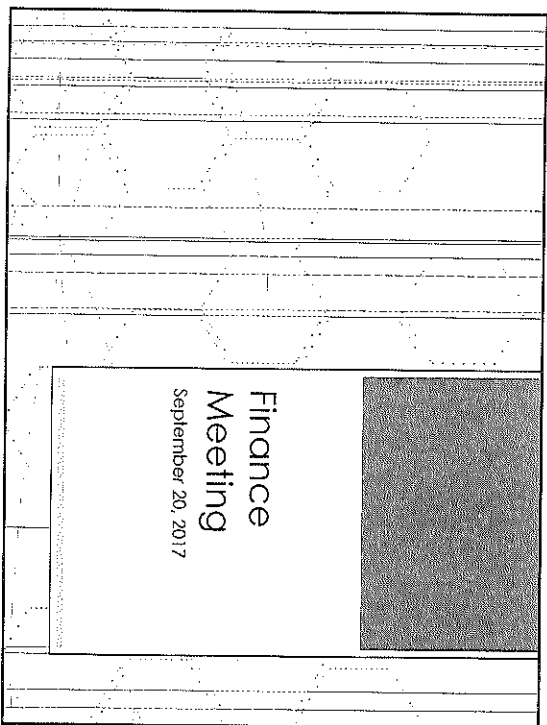
Catholic Identity Minutes Sept. 21st, 2017

- 1) **Present:** Noel Verducci, Scott Nibaur, Shelly Conlon, Jan Rudolph, Kelly Starr
- 2) **Absent:** Carolyn Brandt, Glenn Plummer, Ann Larew, Rick Larew, Ellen Abusada, Father Witt, Tim Scholze, and John Demory.
- 3) **Old Business**
 - a) Shelly- Kairos Update- Feb. 8-11th. Working on selecting Student leaders and Teachers/Adult leaders.
 - b) Noel- picture of last supper being hung this week
 - c) John D.-Update on last supper- completed
 - d) Scott- Lego picture of Mary has been purchased. John has a plan for having the students complete it.
 - e) Knights of Columbus will host a pancake breakfast and all proceeds will go to catholic identity around Regina. Oct. 8th is the date for the breakfast.
- 4) **Reports**
 - a) High School Report- Regina Service Day is scheduled for Oct. 27th. Shelly still looking for home/citizens to assist if you know of any
 - b) Elementary Report- Elementary is collecting for the Red Cross and Hurricane Harvey victims. Penny wars are coming up in October along with World Hunger Mass. All Saints mass is in November and students will be donating to Crisis Center.
 - c) Religious Education- No Report
- 5) **New Business**
 - a) Checking to confirm we have four Crucifixes for locker rooms and biblical sayings have been identified to be painted on the walls
 - b) Identify projects and cost for the new entrance to promote Catholic Identity. The first Ad Hoc committee met Monday.
 1. First priority is purchasing banners for outside light posts.
 2. Second priority is banners for teacher classroom doors.
 3. New lobby entrance we would like to see a few different ideas
 - a. Stain glass windows of our parishes or pictures of parish saints
 - b. Statues of the parish saints with Mary in the middle
 - c. Consider something in the floor

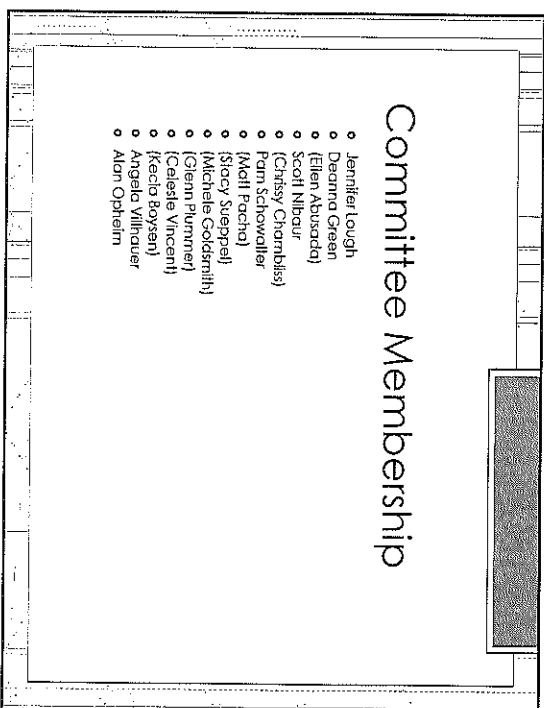
Next Meeting- Thursday Oct. 19th at 4:30pm in the Library

Health and Safety Committee Minutes September 21st 2017

- 1) **Present;** Celeste Vincent, Scott Nibaur, Andrew Nugent
- 2) **Absent;** Scott Gaarde, Glenn Plummer, Kris Bonnett, Kelli Zimmerman, Sue Kloos
- 3) **Old Business**
 - a) Regina is still exploring the possibility of acquiring a Nurse
 - b) CPR was completed last Spring. Regina is up to date with training
 - c) Iowa City Police did a tour of Regina Campus and had a few suggestions, but overall they thought we had a very nice facility that is well kept. The two main topics of concern are putting straps around our fire extinguisher and increase our lighting and update existing light to brighter LED lights. Also consider cleaning/replacing the yellow stained glass for our outside lighting
- 4) **New Business**
 - a) Regina currently has five AED locations on Campus- Front Elementary Office, Cafeteria, near HS gym, Trainer, above the drinking fountain in elementary front hallway. We believe we will need an additional AED for new hitting facility/weight room/wrestling room. We will check with Michelle to see if we can get another grant for one.
 - b) We have concerns the light poles are not installed for front parking lot. Especially with it getting darker earlier in the evening. Celeste is sending Alan an email so we can get an update of the installation date for these. Also was brought to our attention that we need to add curb cut out for handicap assess ability.
 - c) Will meet with Building and Grounds to discuss traffic flow around the school when new 1st Ave. entrance added. Would like to also discuss camera installation for new 1st Ave. entrance along with cameras in the new hitting facility/ weight room/ wrestling room.
 - d) Andy Nugent is going to check to see if we can get a guest speaker from the University of Iowa for a teacher in-service day on Mental Health. There is a lot of pressure on kids in to perform well in school, compete in athletics, and to be socially accepted by their peers.
 - e) Celeste is going to check with Michelle to see if we can offer flu shots to our teachers here at Regina.
- 5) **Next meeting 10-19-17 5:30pm HS Library.**

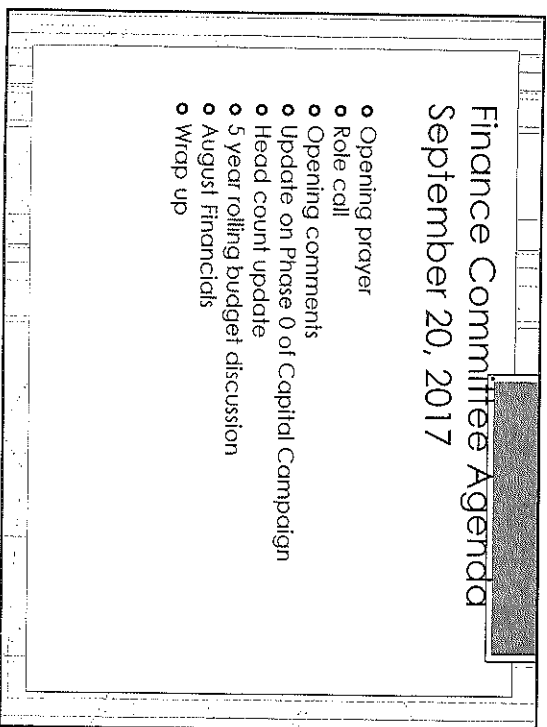


Finance Meeting
September 20, 2017



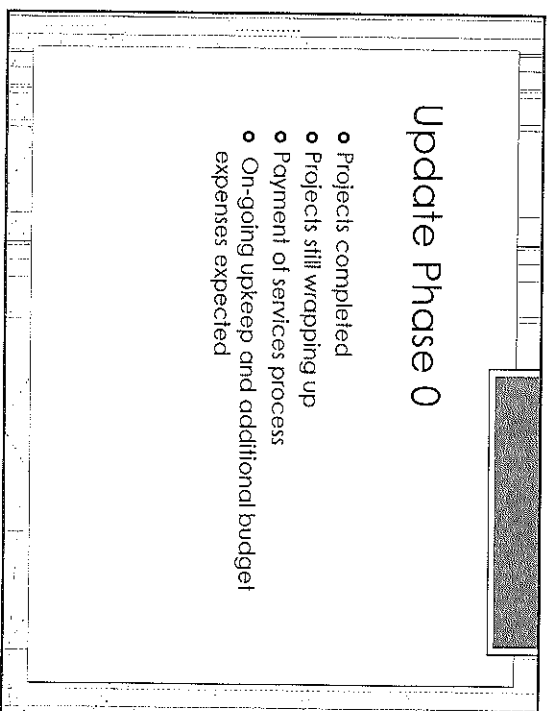
Committee Membership

- Jennifer Lough
- Deanna Green
- Ellen Abusardo
- Scott Nilbour
- (Christy Charbliss)
- Pam Schowalter
- (Moll Pachna)
- (Stacy Sueppel)
- (Michelle Goldsmith)
- (Cleon Plummer)
- (Celeste Vincent)
- (Kerica Boyse)
- Angela Villouer
- Alan Ophelm



Finance Committee Agenda
September 20, 2017

- Opening prayer
- Role call
- Opening comments
- Update on Phase 0 of Capital Campaign
- Head count update
- 5 year rolling budget discussion
- August Financials
- Wrap up



Update Phase 0

- Projects completed
- Projects still wrapping up
- Payment of services process
- On-going upkeep and additional budget expenses expected

Additional Meeting Notes

- Committee spent a lot of time discussing the additional expenses associated with the new buildings and expressed concern from a budgeting perspective
- Committee also spent time talking about construction costs, budget, potential over runs to budget / cost, and wanted to understand the methodology of the construction budget and project bidding process
- Committee concerned about no lights in front lot - referred to Building and Grounds
- Head count is running slightly ahead of what we budgeted - even with a slight dip in international