

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING
TUESDAY, March 28, 2017
6:30pm Regular Board Meeting
Regina 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 – February 28, 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 |
| a. Campaign Update | |
| IV. NEW BUSINESS DISCUSSION | 10 minutes |
| a. Phase Zero Update | |
| b. Approval of teacher contracts | |
| c. 2017-2018 Budget | |
| 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	4/25/17	6:30 PM	MPR
B. Executive Committee	2 nd Thursday	4/13/17	6:30 AM	Business Office
C. Finance Committee	Wednesday	4/19/17	4:30 PM	HS Library
D. Policy/Bylaws Committee	1 st Thursday	4/06/17	9:00 AM	Business Office
E. SIAC/Education Committee	2 nd Tuesday	4/11/17	4:30 PM	HS Library
F. Catholic Identity Committee	3 rd Thursday	4/20/17	4:00 PM	HS Library
G. Building & Ground Committee	2 nd Monday	4/10/17	6:30 PM	Business Office
H. Strategic Planning Committee	3 rd Monday	4/17/17	6:30 AM	Panera Coralville
I. Health & Safety	3 rd Tuesday	4/18/17	4:30 PM	HS Library

II. ENROLLMENT

2016-2017 Month-by-Month Comparisons										
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Elem	450	450	448	448	449	448	448	447		
JR/SR	387	382	383	383	382	383	381	381		
PreK	82	80	80	80	80	80	80	80		
Total	919	912	911	911	911	911	909	908		

I. UPCOMING DATES

Senior Trip	April 2		
Junior High Play	April 7 & 8	7:00 PM	Elementary Gym
Junior High Play	April 9	2:00 PM	Elementary Gym
ACT's	April 8	8:00 AM	
Book Fair	April 21	3:00 PM	ELEM Library
Book Fair	April 22	9:00 AM	ELEM Library
PROM	April 22		
Art Show	April 24		MPR

II. PRAYER SERVICE/MASS SCHEDULE

Mass 7-12	Mar 29	2:10 PM	High School Gym
Prayer Service K-6	April 13	1:15 PM	Elementary Gym
Prayer Service 7-12	April 14	11:00 AM	HS Gym
Prayer Service K-6	April 14	11:15 AM	Elementary Gym
Mass K-12 Memorial Mass	April 19	9:45 AM	HS Gym

III. Holy Days of Obligation

Palm Sunday	April 9
Good Friday	April 14
Easter	April 16

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING

Tuesday, February 28, 2017

6:30 PM

Regina MPR

Regular Meeting Minutes

- I. Call to Order –Board of Education
 - a. Opening Prayer
 - i. Father Page provided opening prayer
 - b. Roll Call –
 - i. Voting Members (absent in parenthesis): Ellen Abusada, Fr. Beckman, Jason Dumont, Patrick Gavin, Chad Hageman, Fr. Juarez, Anne Kelly, Sue Kloos, Scott Nibaur, (Matt Pacha), Fr. Page, Janan Rustan, Kathy Shey, Angela Villhauer, Matt White, Fr. Witt
 - ii. Ex-Officio Members: Bill Battistone, Kecia Boyson, Carolyn Brandt, (Tim Foley), (Michelle Goldsmith), Katy Lincoln, (Jessica Mehegan), (Ryan O’Hearn), Alan Opheim, Glenn Plummer, (Stacy Sueppel), Pam Showalter, Celeste Vincent.
 - c. Chairperson remarks-
 - d. Approval of Minutes- Witt moved to approve, Rustan second, motion passed
 - e. Approval of Agenda – Rustan moved to approve, Nibaur second, motion passed.
 - f. Open to Audience- none.
- II. Administration Reports
 - a. Elementary – Report in packet. Next week is Catholic Schools week. Thank you to Mr. Battistone for work at Regina and best wishes in new principal position.
 - b. Jr/Sr High – Report in packet. Anthony Kimani qualified for state geography bee. Sarah Lehman will be awarded Bankers of Iowa scholarship.
 - c. Enrollment – Report in the packet.
 - d. Business Office – Report in packet. Regina will host diocesan youth rally in March.
 - e. Religious Education – Report in the packet.
 - f. Foundation – Report in packet.
 - g. Boosters, PISA, Home & School – no reports
- III. Old Business Update
- IV. New Business Discussion
 - a. Board recommends of Administrative contracts (Policies #360 and #361.1 Administration Contract Renewal/Non-Renewal Process). Will discuss in executive session.
 - b. Approval for 1 year extension of the ICCSD bus contract. Villhauer moved to approve a 1-year extension (to June 30, 2018) of the existing Iowa City Community School District contract which currently expires June 30, 2017. The amendment draft as presented to ICCSD or similar attorney approved wording is authorized to be signed by Alan Opheim. Juarez seconded, motion carried.
- V. Calendar and Discussion Items
- VI. Committee Reports – Reports in packet. Kelly reminded committee chairs to present goals at April meeting.
- VII. Meeting Schedule:
 - a. Board Meeting 4th Tuesday 3/28/17 6:30pm MPR
 - b. Executive Committee 2nd Thursday 3/09/17 6:30am Business Office
 - c. Finance Committee Wednesdays 3/22/17 4:30pm HS Library

- | | | | | | |
|----|--------------------|---------------------------|----------------|--------|-----------------|
| d. | Policy/ByLaws | 2nd Thursdays | | 9:00am | Business Office |
| e. | SIAC/Education | 2 nd Tuesdays | | 4:30pm | HS Library |
| f. | Catholic Identity | 3 rd Thursdays | 3/23/17 4:30pm | | HS Library |
| g. | Building & Grounds | 2 nd Monday | 3/6/17 | 6:30pm | Business Office |
| h. | Strategic Planning | 3 rd Monday | 3/20/17 6:30am | | Panera C'ville |
| i. | Health & Safety | 3 rd Tuesday | 3/21/17 4:30pm | | HS Library |
- VIII. Closing Prayer – Fr Page provided closing prayer
- IX. Executive Session
- a. 6:48 Villhauer moved to adjourn into Executive Session, Rustan second, motion passed.
- b. EXECUTIVE SESSION
- X. Reconvene from Executive Session – At 7:00 pm the board reconvened from Executive session.
 Motion by Beckman to approve following coaching contracts:
- James Trainor - JH Play Director
 - Brendon Aitken - JH Boys Track
 - Thomas Keating JH Boys Track
 - Chad Swope - Head Girls Track
 - Abbie Gould - Asst. Girls Track
 - Ryan Bell - Vol. High School Track
 - Dan Rolling - Asst Boys Track
 - Dave Coffin - Head Girls Golf
 - Keely Hinkel - JH Girls Track
 - Beth Clark - JH Girls Track
 - Ann Larew - Head Girls Soccer
 - Kate Murray - Asst Grils Soccer
 - Peter Rodd - Asst Girls Soccer
 - Scott Miller - Asst Girls Soccer
 - Jordan Grimm - Asst Girls Soccer
 - Jacque Ronnfeldt - Asst Girls Soccer
 - Abbie Beane - Asst Girls Soccer
 - Emilio Tovar - Asst Girls Soccer
 - Keli McLaughlin - Asst Girls Soccer
 - Gracie Larew - Asst Girls Soccer
 - Rick Larew - Vol Girls Soccer
 - Rick Larew - Head Boys Soccer
 - Scott Miller - Asst Boys Soccer
 - Peter Rodd - Asst Boys Soccer
 - Tanner Lamb - Asst Boys Soccer
 - Justin Reeve - Asst Boys Soccer
 - Aaron Schmitz - Asst Boys Soccer
 - Michael Adam - Asst Boys Soccer
 - Jake Adam - Asst Boys Soccer
 - Zach Pechous - Asst Boys Soccer
 - Nicholas Ziniel - Asst Boys Soccer
 - Tyler Ronnfeldt - Asst Boys Soccer
 - Emilio Tovar - Asst Boys Soccer
 - Ryan Lynch - Asst Boys Soccer
- seconded by Juarez. Motion approved.
- Motion by Dumont to approve administrator contracts, seconded by Villhauer. Motion approved.
- XI. Adjournment – At 7:02pm Witt moved to adjourn the meeting, Page second, motion passed.

Respectfully submitted,
 Kathy Shey
 BOE Secretary

**REGINA ELEMENTARY
BOARD REPORT
March 2017**

FACILITATOR OF FAITH COMMUNITY

LENT – The Lenten theme this year for Lent is “The ‘Son’ Shines Through.” Each class is discussing how they can shine the light of Jesus this Lenten season.

RECONCILIATION – We celebrated the Sacrament of Reconciliation with 2nd-6th grade students on March 8th. We want to thank the Iowa City Deanery priests for their assistance with this important celebration of God’s forgiving love.

UPCOMING RELIGIOUS CELEBRATIONS:

April 13th – Holy Thursday Prayer Service at 1:15 pm

April 14th – Good Friday Prayer Service at 11:15 am

April 19th – Memorial Mass at 9:30 am in the High School Gym

APRIL SERVICE MISSION:

The service mission for April at Regina will be for Iowa City Hospice. This service mission is coordinated by the 4th grade.

STANDARD #1 - VISION

NCEA - Mrs. Vincent and four teachers representatives will be attending the National Catholic Education Association conference in St Louis from April 18-20th.

GOALS – The administration and teaching faculty are beginning to examine goals for the 2017-18 academic year.

ELL MODULES – All teachers are currently completing training through AEAPD Online for instructing English-language learners in the classroom.

STANDARD #2 - CULTURE AND INSTRUCTIONAL PROGRAM

ELEMENTARY MUSICALS – Regina Elementary celebrated our students’ musical abilities with a K-2 musical performance, a Jazz Night for the 6th graders, and a 3-5 spring musical in March. Thank you to Whitney Giller and Dana Ransom, our K-5 music teacher and 5-6 band teacher, for all of their hard work. The students did a wonderful job in all shows.

ELEMENTARY/JUNIOR HIGH ART SHOW – Becky Popelka and John Demory are hosting a K-12 art show at Regina on April 27th from 5:00 – 8:00 p.m. in the multi-purpose room. Please visit the show to see the tremendous work done by our talented artists. Thank you to Becky Popelka who also prepared exhibits for the MidWest One Bank Art Show, which was held on March 3rd, as well as the Hancher Guild Youth Art Show from March 6-26th.

ORCHESTRA – The spring orchestra concert will be held on April 20 at 7 p.m. at St. Patrick Church.

BAND – Band students will be attending honor band SEIBA honor band contest on April 22nd. Mrs. Ransom and Mr. Nelson will host 6-8 Jazz Band night on March 30th in the band room.

INSERVICE – Regina Elementary will have an inservice day on April 28.

STANDARD #3 - MANAGEMENT

EVALUATIONS – Administrators and teachers are finishing the second round of evaluations for the school year, and will now begin working with Tier II teachers on professional goal outcomes.

REGISTRATION – The majority of registration forms for the 2017-18 school year have been returned. The Elementary Office is continuing to contact those who have not returned their registration forms for next year.

CALENDARING – The administrative team is working on calendaring and registration processes for the 2017-18 school year.

AM/PM ACCREDITATION LICENSE – Regina Elementary's PM Program had their first license renewal visit from the Department of Human Services. Many thanks to Jen Kahler, the Director, and her PM staff. It was recommended the PM program remain in full licensure status for another year.

STANDARD #4 - COLLABORATION

HOME AND SCHOOL – Home and School will have their next meeting on April 6th at 6:30 p.m. in the elementary library.

PTO – PTO's next meeting is on April 6th at 6:00 pm in the elementary library. This is the last meeting of the year for PTO.

PISA – The next PISA meeting will be April 10th at 5:30 pm.

STANDARD #5 - ETHICS

VOLUNTEER APPRECIATION – We will be taking time in the month of April to recognize all of our volunteers who help make Regina a special place.

HOSPICE SERVICE PROJECT – Regina Elementary' service mission for April is Hospice. On April 23rd, during the Hospice Walk, Regina Elementary will have many students, faculty, and parents present to show our support of Iowa City Hospice.

STANDARD #6 - LEARNING COMMUNITY

WEEK OF THE YOUNG CHILD - The Week of the Young Child is April 24th through the 28th, celebrating with a parent breakfast on April 25th and 26th. We thank our Director, Mary Pechous, for leading our successful early childhood center program.

END OF 2ND TRIMESTER/3RD QUARTER – The second trimester report cards for K-4 were sent home on March 10th. The third quarter ends on March 28th and report cards for 5-6 will go home on April 6th.

ENROLLMENT SUMMARY

March Elementary Enrollment = 447

**Regina Junior-Senior High School
Board Report
March 2017**

Principal as Spiritual Leader

1. Upcoming celebrations
 - March 29: 7-12 Mass in Gym @ 2:10
 - April 5: 7-12 Mass in Gym @ 2:10
 - April 14: Jr/Sr High Stations of the Cross at 11:00 in the HS Gym
 - April 19: K-12 Memorial Mass at 9:45 in the HS Gym
 - April 26: 7-12 Mass in Gym @ 2:10
 - May 3: 7-12 Mary Crowning Mass @ 2:10
2. Thank you to the priests that helped with our Reconciliation service on March 22.
3. The Via teachers are working on their curriculum to make sure state and diocesan standards are met in the class. They are also working on aligning instruction and content so all Via classes are consistent with expectations and what is being covered in class.
4. Mike Spencer of the Life Training Institute will be giving a presentation to our 7-12 grade students on March 27. Johnson County Right to Life and the Knights of Columbus helped to organize the presentation. Mike's presentation is aimed at empowering our students to speak about pro-life topics with confidence.

Principal as Instructional Leader

1. We will be using the Iowa Algebra Readiness Assessment (IARA) as one of our measures for placing students in math. It is an online exam and it will be given in April.
2. All students in grades 8 and 10 will be taking the ACT Aspire. The test helps measure student readiness for high school and college.
3. Our study groups are finishing up. The groups will present to each other in May.
4. We will begin work on our professional development calendar for next year in the upcoming weeks.

Principal as Administrator

1. Spring teacher observations and evaluations are nearly complete.
2. Teacher contracts will be recommended to the Board.
3. Registration for the 2017-2018 school year is underway.
4. Six teachers and I will be attending the NCEA Conference in St. Louis from April 18-20. We are looking forward to hearing and learning from Catholic educators from across the nation.
5. Enrollment Summary (3/21)
 - 7th – 72
 - 8th – 69
 - 9th – 50
 - 10th – 63
 - 11th – 74
 - 12th – 53
 - Total – 381

Principal as Communicator

1. Senior trip will be the week of April 3. Forty-nine seniors and their chaperones will be going on the trip. Exciting news for this trip is that it is the first time that I can remember that the group has been admitted for a tour of the White House.
2. Congratulations to Carolina Icardi for being named All-State in Individual Speech for her Solo Musical Theatre performance. She will perform at the All-State Festival at UNI's McLeod Center on March 27.
3. Activities Report sent separately.

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

Enrollment

Elementary started the 2016-2017 school year with 450 students; we currently have 447.

Jr./Sr. High started the 2016-2017 school year with 388 students; currently, we have 382 students

59 new students to Regina 2016-2017.

2016-2017 K-12 Total: 831 students (enrollment was certified October 13, 2017)—we have one 7th grade student attending school for 1 class—orchestra.

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	
60	67	68	65	61	77	49	72	69	50	64	74	53	829	March
62	67	67	65	62	78	49	72	70	52	65	75	54	838	August
	-1							-1	+1	-1			-2	March +/-

Recruitment:

Student Involvement Team (S.I.T.) met February 21, 2017. Our last meeting for the year will be May 16th.

WIA/IIA—Wisconsin International Academy has Julia Pavlovka and Andy Lutze coming to Regina on April 13th and 14th. They will be meeting with potential Home Stay families and walk them through the process. Regina was represented in a trip to China March 9th-21st.

China trip debriefing will take place on April 4th in Milwaukee, WI. We are looking to find out numbers in the pipeline for International students this fall. Regina is currently working on two international applications for this fall. One of the students was interviewed in Guangzhou on March 20th.

While in Milwaukee, I will network with other Admissions Directors and share our best practices. Kindergarten 2017-2018--Our numbers are looking strong. We are continuing to tour prospective students. We are initiating a kindergarten “engage” plan of monthly mailings from Feb-August to share Regina info and develop Regina roots with these families. We will be mailing out a note and summer camp information to these students in April.

Tours—9 families

Shadows--3 students

Retention:

Registration deadline has passed. Elementary is currently contacting families of students with unreturned forms. Jr./Sr. High School sent reminders home last week to students who have not returned their forms at this time. Follow up will be phone calls.

Bubble Group will meet on April 11, 2017.

VIA (7th and 8th grade classes) at Regina were visited by some of Regina 11th and 12th grade students to share their experiences at Regina. The kids had great insight and were very open on why they chose Regina. Jr. High students asked some thought provoking questions, and it was a VERY positive experience. We are going to work to create a video interview of these students to share as student testimonials.

Student Ambassadors did not meet in February. They will meet March 28 at 7:30 AM. Also in March will be Student Ambassador Applications for the 2017-2018 school year. Our ambassadors have done an amazing job representing Regina in many school-wide, Foundation and community activities this year!

*Postcard Promo -- Student Ambassadors will be sending postcards to 6th grade students in March. They will be sharing their favorite Jr. High memory and welcoming our 6th grade students to Junior High.

Financial Aid forms and Foundation Scholarships are now available through April 15th. The Admissions Office has been helping new families and current families complete this paperwork.

Board Meeting Report
Alan Opheim
Director – Finance / Operations
March 28, 2017

Business Office –

- STO / Financial Aid Applications are due April 15, 2017. Remember: Encourage families to apply. To be considered for any financial aid from Regina, or for need based scholarships from the Foundation; a Financial Aid Application must be filed. Hard copies are available in both offices. They are also available on-line. Questions and applications are to be sent to Sandy in the Business Office.
- Sandy and I have been completing numerous requests for tax related receipts.
- Personal Note – Thanks for the thoughts and prayers during my recent hospitalization. I am on the mend and back working full days as of March 20.

Special Events / Fundraising / Advancement

- Gala achieved its budgeted net income of \$120,000, and is approaching \$130,000. A few pledged sponsorships are still coming in, so I do not include them until they arrive.
- Planning is underway for Family Fun Festival. If anyone has comments about portions of the event being in the back parking lot, please get those comments to Trish, soon.

Buildings & Grounds

- We continue to delve into projects while at the same time taking care of the daily needs of the school.
- 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.
- The work on recovering of the barrel roof began prior to spring break. Weather permitting the conclusion is estimated at the end of April.

Ad Hoc and other participation

- Advancement Team meetings
- Meetings on International Student, WIA, and Regina potentials
- Site plan, campaign meetings, preparation, and analysis have been consist additions to the monthly agenda
- One full administrative meeting
- Meetings as needed (Security, custodial, administrators, finance related topics,)
- Run for the Schools – Unable to attend

Committee's Next Meeting:

Finance – April 19, 2017; HS Media Center; 4:30 p.m. – This will include the quarterly review beginning approximately 5 PM, or slightly earlier.

Building and Grounds – TBA

**Regina Tri-Parish Religious Education
Board Report
Carolyn Brandt, Director
March 28, 2017**

March 1, 2017

- K-6 had an Ash Wednesday prayer service.
- They all received ashes.
- Parents were invited to receive ashes.

March 8, 2017

- K – 6th grade had a night of Adoration with Father Gary Beckman.
- They learned about Adoration.
- Thank you Father Beckman.

March 15, 2017

- No Class – Spring Break!

March 22, 2017

- 2nd graders made Altars in honor of their First Communion.
- A lot of times the Altars are displayed on the table during their celebration after their First Communion. Each child did a beautiful job.
- 3rd graders did an activity about the Ten Commandments in the Cafeteria
- Everyone filled up a treasure chest with an object that reminds him or her of that certain commandment.
- They really had a great time doing this project.

March 26, 2017

- 7th and 8th grade went to “We Were There” at St. Patrick’s.

Foundation Board Report
Kecia Boysen, Director
3/28/2017

Capital Campaign

\$3,685,307 raised to date from 246 gifts and pledges (61% of goal).

Other:

- 250+ letters were sent to Regina neighbors 3/14/17 to alert them of upcoming construction on-site. The City of Iowa City was following up with a letter of their own to neighbors on Friday 3/17/17.
- Letters sent to 276 businesses with the capital campaign solicitation. Kecia and Andrew will continue personal asks and follow-up with top 36 business contacts.
- 3/22 – Sent alumni representative letters to 138 alumni. After securing alumni reps, appeal letters and pledge cards will be sent to them.
- Currently setting up in-pew solicitation weekends with each parish. Andrew met with Fr. Beckman on Tuesday, and we are tentatively planning on May 13-14. Meeting with remaining pastors next week. Remittance envelope (pledge form) is currently in the design process.
- Fifth report and strategy meeting held 3/21. Focused on how we can secure Group B decisions and the top 25 remaining prospects.
- A letter for the final direct mail appeal to parents will go out Monday, 3/27 to 320 remaining parents we have not heard from.

Annual Appeal

\$237,320 from 356 donors raised to date. Last year on 3/28/16 we were at \$212,991 from 443 donors. (↑\$24,329)

Budget

A preliminary budget and detailed expense breakdown for FY 2017-2018 is in process. Final presentation for Board vote will be at June meeting.

Website

Website is now fully functional and updates are on-going.

Office Efficiencies

- Created a monthly calendar of all 2017-2018 Foundation related events, mailings, publications, activities and presented to Board for review.
- Completed a review of all Foundation publications and created a formal recommendation for Board review.
- Developed a formal retirement plan for all Foundation employees via a Simple IRA plan.
- Evaluating options to reduce phone/fax/email/internet costs.

Committee Meetings

- PR/Marketing Committee – Meeting 3/20. Presented the 2017-2018 Development Calendar and Foundation Publication review and recommendations. Presented preliminary layout for new Regina Record (drop date 6/1).
- Stewardship Committee – Meeting 3/21. Developed recommendations for Board regarding changes to Alumni Awards.
- Development Committee – Next Meeting, 5 p.m., Tuesday, April 4.
- Foundation Board Meeting – Tuesday, March 28

Donor meetings

- 2/21 Tom Brandt – Booster Club partnerships; 2/21 Bill & Carly Ambrisco – Capital Campaign donation; 2/23 Bob Squires – Parent (and TruArt employee); 2/24 Jean Knepper, UICCU – Confirmed Capital Campaign commitment and participation in Give & Grow Initiative (during April, UICCU members (new or existing) will have the opportunity to make a donation (minimum \$25 up to \$500 per household) to the Regina Foundation through the UICCU Give & Grow Schools Initiative; 3/8 Mary Hurt – Capital Campaign/Annual Appeal donations; David Frantz – Planned Gift/Endowed Scholarship.

Other

- Kecia attended the Fish Fry and staffed a Capital Campaign display at the event on 3/17.
- Invites in process for Memorial Mass. Event April 19.
- Theme and invites are being prepared for Grandparents Day. Event May 5.
- Proposed dates for Donor Appreciation Dinner: Sunday, October 15 (off football weekend) or Sunday, October 22* (away game Northwestern) *preferred date

Athletic Department Report

Girls' Basketball

The Regina girl's basketball team fell in the semifinals of the state tournament to Western Christian after winning the quarterfinal game of the state tournament over Logan-Magnolia. The Regals finished 26-1 overall.

Track

The high school track programs were scheduled to host the Bob Brown Invitational on Saturday, March 25th, weather permitting. It is a 12-team co-ed meet.

Soccer

Regina boy's soccer is scheduled to open the season on Thursday, March 30th at North Scott. The first match for Regina girl's soccer is Saturday, April 8th vs. Cedar Rapids Washington at Regina.

Golf

The Regina golf teams begin the season on Monday, March 27th. The boys will travel to Kalona to play Mid-Prairie. The Regina girls will host Mid-Prairie at Pleasant Valley in Iowa City.

Home and School Meeting Minutes February 2, 2017

- I. Opening Prayer – St. Ignatius’ Prayer of Generosity
- II. Introductions
- III. January Minutes were approved
- IV. Principal’s Report – Celeste Vincent
 - a. Important upcoming events:
 - a. Kindergarten Round up 2/9/17
 - b. Prayer Service 2/15/17
 - c. No School 2/20/17
 - d. Spring Musicals will be in March (3/2/17 and 3/9/17)
- V. Teacher Representative Report – Gail Hensch
 - a. Thanks was expressed for the Catholic Schools Week meals/treats
- VI. Treasurer’s Report – Alaina Welsh for Chrissy Chambliss
 - a. The balance on December 31, 2016 was \$34,488.71
 - b. The balance on January 31, 2017 was \$33,525.09
 - c. Income in January 2017 included \$9.75 reimbursement for chocolate prizes, \$36.00 final fall chocolate money, and \$3.17 in interest
 - d. Expenses in January 2017 included \$832.21 for Family Fun Night, \$125.00 for Catholic Schools Week, and \$55.33 for paper products
 - e. Anticipated expenses for February 2017 include additional Catholic Schools Week expenses
- VII. Committee Reports – Committee Sign-up passed around
 - a. Family Fun Night – no specific report
 - b. Catholic Schools Week – Chrissy provided updates via e-mail
 - c. Uniform Sales – Heather Feller
Not as successful/busy as past sales (~\$2000 less than this sale last year)
Lots of uniforms left – will sell again in May or June and again at Open House
 - d. Spring Fundraiser – Karina Smith
We will not do a Spring World’s Finest chocolate sale this year
Karina provided information about alternatives including Signature Chocolates and a Bulbs/Plants sale
Signature Chocolate will package per student
Bulbs/Plants – no minimum required
Decision was made to pursue a bulbs/plants fundraiser this Spring
Will plan to offer a donation option for plants/bulbs to be donated to school or parishes, may be able to coordinate pick-up with the Art Show (4/27/17)
 - e. Spring Book Fair – 4/20/17-4/22/17
Will be a “low key” book fair
After school on Thursday and Friday and a few hours on Saturday
Will be a BOGO sale, books only, no trinkets
Also discussed that the decision was made to take the Scholastic Dollars from the Fall Book Fair, however, the book selection was very limited that could be purchased with the Scholastic Dollars and therefore could not get all of the books from the teacher wish lists. Looking at taking the cash option next year and then H&S will use that to purchase the teacher wish list books

- f. Bike Rodeo – date not finalized yet
Bike to school day is 5/10/17
- VIII. Old Business
- a. Prepacked school supplies – this will be a new fundraiser
Teachers will need to finalize lists by the end of April
It was expressed that teachers would like the opportunity to try out the supplies first
Sale will run 5/1/17-6/25/17 with supplies delivered July/August
Payment will be due in September
The supply packs can be picked up at Open House

Attendance List

Officers:

President: Alaina Welsh

Vice President: Erin Pottebaum

Treasurer: Chrissy Chambliss (not present)

Secretary: Katie Horner

Faculty/Staff:

Celeste Vincent – Elementary Principal

Bill Battistone – Elementary Assistant Principal

Gail Hensch – Teacher Representative

Parents:

Jamie Sickles

Karina Smith

Amy Nibaur

Julie Clark

Heather Feller

Maura Casey

Regina Inter-Parish Catholic Education Center
Balance Sheet
February 28, 2017

	Feb 28, 17	Feb 29, 16	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
10000 · Unrestricted Cash	873,439.36	838,975.73	34,463.63	4.11%
11000 · Savings	1,754,521.42	1,626,373.08	128,148.34	7.88%
Total Checking/Savings	2,627,960.78	2,465,348.81	162,611.97	6.6%
Accounts Receivable				
12000 · Tuition Receivables	1,496,200.26	905,953.67	590,246.59	65.15%
Total Accounts Receivable	1,496,200.26	905,953.67	590,246.59	65.15%
Other Current Assets				
12200 · Prepaid Computer Contracts	6,235.00	8,381.25	-2,146.25	-25.61%
Total Other Current Assets	6,235.00	8,381.25	-2,146.25	-25.61%
Total Current Assets	4,130,396.04	3,379,683.73	750,712.31	22.21%
Fixed Assets				
13000 · Long Term Assets	3,716,828.47	3,849,038.47	-132,210.00	-3.44%
Total Fixed Assets	3,716,828.47	3,849,038.47	-132,210.00	-3.44%
TOTAL ASSETS	7,847,224.51	7,228,722.20	618,502.31	8.56%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
20000 · Current Liabilities	1,835,433.89	1,150,666.14	684,767.75	59.51%
Total Other Current Liabilities	1,835,433.89	1,150,666.14	684,767.75	59.51%
Total Current Liabilities	1,835,433.89	1,150,666.14	684,767.75	59.51%
Long Term Liabilities				
26000 · Long Term Loans	584,562.55	610,017.79	-25,455.24	-4.17%
Total Long Term Liabilities	584,562.55	610,017.79	-25,455.24	-4.17%
Total Liabilities	2,419,996.44	1,760,683.93	659,312.51	37.45%
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	-270,552.99	260,343.40	-530,896.39	-203.92%
Total Equity	5,427,228.07	5,468,038.27	-40,810.20	-0.75%
TOTAL LIABILITIES & EQUITY	7,847,224.51	7,228,722.20	618,502.31	8.56%

Regina Inter-Parish Catholic Education Center
Balance Sheet
February 28, 2017

	Jul '16 - Feb 17	Jul '15 - Feb 16	\$ Change	% Change
Income				
40000 · Tuitions	2,667,150.90	2,613,477.60	53,673.30	2.05%
41000 · Assessments	1,073,033.89	1,081,515.28	-8,481.39	-0.78%
42000 · Foundation Funding	287,138.72	175,957.77	111,180.95	63.19%
43000 · Diocesan Funding	13,476.00	12,118.91	1,357.09	11.2%
44000 · Nutrition Income	197,667.92	272,848.53	-75,180.61	-27.55%
45000 · Other Incomes	661,552.96	847,493.75	-185,940.79	-21.94%
46500 · Bus Route Income	5,157.75	52,792.57	-47,634.82	-90.23%
Total Income	4,905,178.14	5,056,204.41	-151,026.27	-2.99%
Gross Profit	4,905,178.14	5,056,204.41	-151,026.27	-2.99%
Expense				
60000 · Salaries & Wages	2,931,238.83	2,705,304.32	225,934.51	8.35%
60145 · Benefits	552,445.33	539,071.33	13,374.00	2.48%
61000 · Educational Supplies	364,925.18	339,282.23	25,642.95	7.56%
61040 · Computer Technology	60,595.10	93,617.74	-33,022.64	-35.27%
62000 · Facility Expenses	372,116.01	353,889.42	18,226.59	5.15%
63000 · Operating Expenses	63,768.96	66,779.25	-3,010.29	-4.51%
64000 · Building Upkeep	61,752.30	98,887.07	-37,134.77	-37.55%
65000 · Nutrition	144,395.70	168,977.38	-24,581.68	-14.55%
66000 · Income Offsets	377,704.44	159,133.79	218,570.65	137.35%
66500 · Busing - Routing	128,550.40	152,409.60	-23,859.20	-15.66%
68000 · Interest Expense	30,188.88	30,188.88	0.00	0.0%
69000 · Depreciation Expense	88,050.00	88,320.00	-270.00	-0.31%
Total Expense	5,175,731.13	4,795,861.01	379,870.12	7.92%
Net Income	-270,552.99	260,343.40	-530,896.39	-203.92%

Finance Committee Agenda March 22, 2017

- o Opening prayer
- o Role call
- o Opening comments
- o Tuition announcement
- o Balanced budget – overview
- o Base pay increase
- o Update on projects around the campus
- o Wrap up

Tuition Announcement

- o Based on feedback, taking a different approach this year
- o Providing an overall picture of tuition dollars at work
- o Committee comments?

Committee Membership

- o Jennifer Lough
- o Deanna Green
- o Scott Nibaur
- o Angela Villhauer
- o Matt Pacha
- o Glenn Plummer
- o Stacy Suppel
- o (Michele Goldsmith)
- o Celeste Vincent
- o Pam Schowalter
- o (Terry Bowton)
- o Chissy Chambliss
- o (Ellen Abusada)
- o (Keala Boesen)
- o Alan Opheim

[Not Present]

Balanced Budget Overview

- o Review the balanced budget projections
 - o Discuss identified variables that have been taken into account
- o Committee discussion
- o Further review or present to board for approval

Base Pay Increase – confidential discussion

- o Continuing our commitment to our teachers to increase base pay
- o Share suggested amount
- o Based on committees recommendation, we would like to present at next board meeting for approval

Projects kicking off around campus

- o Discussion of projects
- o Transmittal process
- o Double signatures for payments
- o Capital Campaign Comments

o NEXT MEETING – April 19, 2017 – Qtly Review