

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING

TUESDAY, March 24, 2015

Regina MPR

6:30pm Regular Board Meeting

Our Vision:

“Regina strives to be the leading faith-based preK-12 educational center. We do this by instilling excellence through faith, character 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. Approval of Minutes – February 24, 2015 | |
| d. Approval of Agenda | |
| e. Open to the Audience | |
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| II. ADMINISTRATION REPORTS IN PACKET/QUESTIONS | 10 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 | |
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| III. OLD BUSINESS UPDATE | 5 minutes |
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| IV. NEW BUSINESS DISCUSSION | 5 minutes |
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| V. CALENDAR AND DISCUSSION ITEMS | 10 minutes |
| a. Board of Education- Board recommendation of Administrative contracts (Policies #360 and 360.1 Administration Contract Renewal/Non-Renewal Process.) | |
| b. Administrator- Recommend teacher contracts (Policy #414 Staff Personnel Contract Renewal/Non-Renewal Process.) | |
| c. Board Chair- Notifies Parish Pastors of any Board vacancies.
Parish Pastors- Begin the search (if necessary) for new Board members. | |
| d. Finance Committee- Present the Regina Inter-Parish Catholic Education Center budget for the upcoming school year – Done in January. | |
| e. Strategic Planning Committee- Monitor the progress on achieving the established goals for the current school year. | |
| f. Regina Promotional Video | |
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| VI. COMMITTEE REPORTS IN PACKET/QUESTIONS | 5 minutes |
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| VII. MEETING SCHEDULE (Refer to the Information Page) | |
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| VIII. CLOSING PRAYER | 1 minute |
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| IX. EXECUTIVE SESSION | 60 minutes |
| X. ADJOURNMENT | |

INFORMATION PAGE

I. MEETING SCHEDULE

A. Next Board Meeting	04/28/15	6:30 PM	TBA
B. Executive Committee	04/14/15	6:30 AM	Business Office
C. Finance Committee	03/25/15 & 4/22/15(Quarterly Review)	4:30 PM	HS Library
D. Policy/Bylaws Committee	04/02/15	9:00 AM	Business Office
E. SIAC/Education Committee	03/12/15	5:00 PM	HS Library
F. Catholic Identity Committee	TBA	4:30 PM	MPR
G. Building & Ground Committee	4/13/15	6:00 PM	Business Office
H. Strategic Planning Committee	TBA		
I. Health & Safety	4/21/15	5:30 PM	HS Library

II. ENROLLMENT

2014-2015 Month-by-Month Comparisons										
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Elem	448	447	447	449	450	456	454	454		
JR/SR	372	371	372	371	370	372	373	369		
PreK	80	80	80	80	82	82	82	82		
Total	900	898	899	900	902	910	909	905		

I. UPCOMING DATES

Admissions-Open House K-12	March 25	5:00 PM	MPR
NHS Rock, Paper, Scissors Tourn.	March 27	7:00 PM	Elementary Gym
Vocal Pops Concert	March 27	7:00 PM	HS Gym
PTO Meeting	April 8	11:30 AM	Elementary Library
Home and School Meeting	April 9	6:30 PM	Elementary Library
Junior High Dance	April 11	7:00 PM	Cafeteria
Booster Meeting	April 12	5:30	HS Media Center
PISA Meeting	April 13	5:30 PM	HS Media Center
ACT's	April 18	8:00 AM	HS Media Center/Gym
Regina Foundation Board Meeting	April 21	4:00 PM	HS Media Center
National Honor Society Induction	April 22	7:30 PM	St. Patrick's Church
Orchestra Concert	April 23	7:00 PM	St. Patrick's Church
Fish Fry	Every Friday during Lent	5:30 PM	Cafeteria

II. PRAYER SERVICE/MASS SCHEDULE

7-12 Mass	March 25	1:35 PM	HS Gym
K-6 Holy Thursday Prayer Service	April 2	1:15 PM	Elementary Gym
9-12 Rice Bowl Lunch	April 2	Lunch A	Cafeteria
K-6 Good Friday Prayer Service	April 3	11:15 AM	Elementary Gym
7-2 Prayer Service Stations of the Cross	April 3	9:00 AM	HS Gym
7-12 Mass	April 8	1:35 PM	HS Gym
K-6 Mass	April 15	2:00 PM	Elementary
7-12 Prayer Service	April 15	2:15 PM	HS Gym
7-12 Mass	April 22	1:35 PM	HS Gym

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING

Tuesday February 24, 2015

Regina MPR

Regular Meeting Minutes

- I. Call to Order –Board of Education
 - a. Opening Prayer
 - i. Father Beckman provided opening prayer
 - b. Roll Call
 - i. Voting Members (absent in parenthesis): Fr. Beckman, (Teri Brennan), Jason Dumont, Colette Hartley, Fr. Juarez, Anne Kelly, Jim Nepola, Fr. Page, Janan Rustan, Melinda Shetler, Kathy Shey, Fr. Spiegel, Angela Villhauer, Matt Pacha, Rick Larew
 - ii. Ex-Officio Members: Carolyn Brandt, (Tim Foley), Bill Battestone, Gail Hensch, (Laura James), Alan Opheim, Glenn Plummer, (April Rouner),(Stacy Sueppel), (Pam Showalter), Celeste Vincent.
 - c. Approval of Minutes – Dumont moved to approve, Shey second, motion passed
 - d. Approval of Agenda – Hartley moved to approve, Fr. Spiegel second, motion passed
 - e. Open to Audience – Mr. John Allen addressed the BOE regarding the President model.
- II. Administration Reports
 - a. Elementary – Report in packet. 50 students registered for Kindergarten to date: 18 are families new to Regina with no previous connection and 32 students from our PreK program.
 - b. Jr/Sr High – Report in packet. CCA visit about Chromebooks was very informative.
 - c. Enrollment – Report in packet.
 - d. Business Office – Report in packet.
 - e. Religious Education – Report in packet.
 - f. Foundation – Report in packet.
 - g. Boosters, PISA, Home & School – no reports
- III. Old Business Update - None
- IV. New Business Discussion - None
- V. Calendar and Discussion Items
 - a. Distribute Administrative evaluations to the BOE. Please return to Nepola by 3/10/15.
 - b. AdHoc Committee – After several meetings and the help and expertise of Celeste Vincent and Mary Pechous, the committee determined to expand current PreK programming and offer more full time care options for preschool students. Upcoming site plan will help determine exact location.
- VI. Committee Reports – Reports in packet.
- VII. Meeting Schedule:
 - a. Board Meeting 3/24/15 6:30pm MPR
 - b. Executive Cmte 3/10/15 6:30am Business Office

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|----|--------------------|---------|--------|-----------------|
| c. | Finance Cmte | 2/25/15 | 4:30pm | HS Library |
| d. | Policy/ByLaws | 3/5/15 | 9:00am | Business Office |
| e. | SIAC/Education | 3/12/15 | 5:00pm | HS Library |
| f. | Catholic Identity | TBA | | |
| g. | Building & Grounds | TBA | 6:00pm | Business Office |
| h. | Strategic Planning | TBA | | |
| i. | Health & Safety | TBA | | |

VIII. Closing Prayer – Fr Spiegel provided closing prayer

IX. Executive Session

- a. 7:21 Shetler moved to adjourn into Executive Session, Hartley second, motion passed.
- b. EXECUTIVE SESSION
- c. Reconvene from Executive Session – At 8:59 the board reconvened from Executive Session
- d. Pacha moved to approve the following coaching contracts:
 - Dave Coffin - Head Girls Golf
 - Kate Murray -- Assistant Soccer
 - Stephanie Rauckhorst -- Head Girls Soccer
 - Rick Larew -- Head Boys Soccer
 - Lynsey Barnard -- Co-Head Junior High Girls Track
 - Abbie Gould -- Co-Head Junior High Girls Track
 - Breanne Zimmerman -- Volunteer Girls Assistant Track
 - Andy Shea -- Assistant Girls track
 - Chad Swope -- Head Girls Track
 - Tom Keating -- Co-Head Junior High Boys
 - Brad Beane -- Co-Head Junior High Boys
 - Dan Rolling -- Assistant Boys Track

Hartley second, motion passed.

X. Adjournment – At 9:03pm Pacha moved to adjourn the meeting, Fr Juarez second, motion passed.

Respectfully submitted,
 Anne Kelly
 BOE Secretary

REGINA ELEMENTARY BOARD REPORT March 2015

FACILITATOR OF FAITH COMMUNITY

LENT – Our Lenten theme for 2015 is the “5 R’s,” continuing to reflect on Christ’s love and redemption of the world through his death and resurrection. We will be having a prayer service at 1:15 on Holy Thursday in the elementary gym, and a prayer service on Good Friday at 11:15 a.m. in the Elementary gym.

May all of you have a blessed Easter!

RECONCILIATION – We celebrated the Sacrament of Reconciliation with 2nd-6th grade students on March 4. We want to thank the Iowa City Deanery priests for their assistance with this important celebration of God’s forgiving love.

UPCOMING RELIGIOUS CELEBRATIONS:

March 27 – Speaker John Grossman 10:30-11:30 am to 5-8 graders (Thank you to Shelly Conlon for coordinating this religious speaker)

April 2 – Holy Thursday Prayer Service @ 1:15 pm

April 3 – Good Friday Prayer Service @ 11:15 am

April 15 – K-6 Mass @ 2:00 pm

April 29 – K-12 Memorial Mass @ 9:45 am

PRINCIPALS DIOCESAN RETREAT - Mrs. Vincent and Mr. Battistone will be attending the Diocesan Principals Retreat on April 16th-17th.

PRAYERS - We offer prayers to Jen Kahler and her family. Jen is our AM/PM Director. Jen’s mother-in-law passed away.

STANDARD #1 - VISION

ADMISSION - We have several families showing interest at this time for spring tours. There will be an open house at Regina on Wednesday, March 25th, that Pam Schowalter is coordinating. It will be from 5 pm to 6:30 pm.

iPADS – Due to receiving two grants, worth a total of \$3,600, Regina Elementary will be purchasing additional iPads to be checked out by teachers for use in the classroom.

NCEA - Mrs. Vincent and two teacher representatives will be attending the National Catholic Education Association conference in Orlando from April 6th through the 10th.

2nd ANNUAL CONFERENCE ON BULLYING: INVESTIGATION AND RESOLUTION - Mr. Battistone will be attending a conference on March 26th at Drake University to focus on bullying investigation and resolution for K-5 schools.

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 30th 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 6th.

ORCHESTRA – The spring orchestra concert will be held on April 23 at 7 p.m. at St. Patrick Church.

STANDARD #3 - MANAGEMENT

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

REGISTRATION – The Elementary Office is continuing to contact those who have not returned their registration forms for next year. At this time, only two students have indicated they are not returning. One is moving back to Korea and the other is moving out of state.

CALENDARING – The administrative team is working on calendaring and registration processes for the 2015-16 school year.

STANDARD #4 - COLLABORATION

HOME AND SCHOOL – Home and School will have their next meeting on April 9th at 6:30 p.m. in the elementary library.

PTO – PTO’s next meeting is on April 9th at 11:30 a.m. in the elementary library. This is the last meeting of the year for PTO.

VISITING AUTHOR – Regina Elementary will host Andy Allen, Regina graduate, for an author visit the afternoon of Wednesday, March 25th.

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.

CONTRACTS – We will be providing a list of contracts at the March board meeting.

HOSPICE SERVICE PROJECT – Regina Elementary’ service mission for April is Hospice. On April 26th, during the Hospice Walk, Regina Elementary will be recognized for their support of Hospice over the years.

STANDARD #6 - LEARNING COMMUNITY

WEEK OF THE YOUNG CHILD - The Week of the Young Child is April 13th through the 17th. We thank our Director, Mary Pechous, for leading our Pre-K program. Our preschool will have a young child exhibit at the Children's Museum in Coral Ridge Mall on Saturday, April 11th

END OF 2ND TRIMESTER/3RD QUARTER – The second trimester report cards for K-4 were sent home on March 6. The third quarter ended on March 13th and report cards for 5-6 will go home on March 27th.

ENROLLMENT SUMMARY

March Elementary Enrollment = 454

Regina Junior-Senior High School

Board Report

March 2015

Principal as Spiritual Leader

1. Upcoming celebrations
 - March 25: 7-12 Mass at 1:35 in the Gym
 - April 3: Jr/Sr High Stations of the Cross at 11:00 in the HS Gym
 - April 8: 7-12 Mass at 1:35 in the Gym
 - April 15: 7-12 Prayer Service at 1:35 in the Gym
 - April 16: Faculty Prayer Service (Math, Business, FCS, PE Departments)
 - April 22: 7-12 Mass at 1:35 in the Gym
 - April 29: K-12 Memorial Mass @ 9:45 in the Gym
2. John Donahue-Grossman will be giving two presentations to Regina students on March 27. The first presentation will be with 5th-8th graders in the morning and the second presentation will be in the afternoon with the 9th-12th graders. The theme of the talks is "Ray, Jesus in Distressing Disguise." Shelly Conlon, Jeanne Von Feldt, and Bridget Mueller all spoke highly of the message and the impact it had on students.
3. Our Memorial Mass has changed from April 30 to April 29. The K-12 Mass will be at 9:45 in the Gym.
4. We have started work on our Religious Celebrations Calendar for 2014-2015.

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. Our study groups are finishing up. The groups will present to each other in April.
3. We have started work on our professional development calendar for next year.
4. Laura Johnson is our Literacy Consultant from Grant Wood AEA. She will be meeting with groups of teachers on two separate occasions this spring. She will meet with the ELA teachers to discuss shifts in the Iowa Core and teaching for mastery. She will also meet with non-ELA teachers to discuss the Iowa Core writing standards and instructional strategies specific to content-area teachers.
5. We are pursuing a schedule change for next year. Our teacher scheduling group has proposed changing the bell schedules for Wednesdays and Thursdays next school year. Concerns were raised over shortened classes on both days due to Mass and the early out on Thursday. The solution that the group came to a consensus on would be to go to a block schedule on those two days. This means that periods 1-4 would meet on Wednesday and periods 5-8 would meet on Thursday. The main advantages discussed were increased class time to perform projects and labs that are not able to be completed in our regular bell schedule. I ask for the Board's permission to move forward with this bell schedule change.
6. Three teachers, Mr. Foley, and I will attend the Standards Based Grading Conference in Cedar Rapids on March 30. We are seeking additional information on the topic and we will be evaluating (along with our grading teacher group) if standards based grading is something we want to pursue at Regina.

Principal as Administrator

1. Spring teacher observations and evaluations should be completed by mid-April.
2. Teacher contracts will be recommended to the Board.
3. I hope to have 3rd Quarter report cards handed out by the end of the week after spring break.
4. Registration for the 2014-2015 school year is underway. Students will be filling out their electronic registrations in the upcoming weeks.
5. We are still waiting to see what happens with the school calendar issue. We have 3 calendars ready to go.
6. I hope to have the results of the School Climate Questionnaire I sent to staff available for the Board meeting. I am trying to get the results into a more “usable” format.
7. Enrollment Summary (3/18)
 - 7th – 53
 - 8th – 72
 - 9th – 71
 - 10th – 45
 - 11th – 57
 - 12th – 71
 - Total – 369

Principal as Communicator

1. Senior trip will be the week of April 5. Any questions may be directed to Chris Murdock or Katie Welter.
2. The Italy trip for 2016 is mostly finalized. The trip is open to any current 9-11 grade student and their family members. Others not in either of those groups may attend, but they need to speak with me first. Interested travelers can see me or Mr. Shea. To sign up go to www.eftours.com/1649861XB.
3. Adam Ingersoll will be giving a presentation to 9th and 10th grade families on March 30. Final plans are yet to be made. The topic navigating the college admission testing process. More information will be sent out when the schedule is finalized.

Admissions Pam Schowalter Board Report March 24, 2015

Enrollment: Elementary students—454 (2 students traveling and will return this spring to Regina). In September we had 447 elementary students.

Jr./Sr. High 369 students. In September we had 371 students. (3 students left for public last month-February)

Total number of students: 823 current students/818 at the beginning of the year=100.61%

New students for 15-16

K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	total
53	2	1**				2*	1*		2	1	**		62*****

*pending acceptance/applications and deposits received

Retention:

Current Jr./Sr. High registrations: 88% have been returned as of 3/12/15. Students have had 2-3 reminders. Mailed schedules with a letter from guidance will be sent home the week of March 23rd. Personal phone calls will take place the first part of April for students 15-16 year plans.

Current elementary applications: 80% have been returned as of 3/13/15. Definitively, we know only two students will not be returning due to moving out of Iowa City.

Student Involvement Team (S.I.T.) met March 9, 2015. We reviewed the AP offerings for the 15-16 school year, as well as reviewed an update on the Kirkwood Academies. This needs to be better communicated to our parents. We have this on our next S.I.T. agenda as an action item. Also discussed was involvement of our current grades 7-12 students. The group brainstormed activities for new students. An update was given on new students and registrations of our current student body.

Bubble Group will be meeting on 3/24/14 to discuss retention of our current students and activities for increased student engagement.

Student Ambassadors—4th of July parade float, check list for registration/student pairing, simplifying the registration process, summer breakfast and tour with new students.

14-15 New Family “touch”—Registration information for year (15-16) was sent out to new Regina families. In addition, the Regina car decal was sent as a thank you gift for their commitment of a Catholic education for their son/daughter. A HUGE thank you to Regina’s Booster Club for supporting this endeavor and donating the decals.

Recruitment:

Professional Video—share with Board of Education on 3/24/15 This video will be used as a marketing tool on our web site and a shortened version will be used on Facebook to promote Regina Catholic Education Center.

Shadow Day was held on Feb. 26th. Our principals and teachers were wonderful in welcoming our eight visiting students to Regina. We have had three students apply and be accepted to Regina for the 15-16 year. The other five students and their families will be making a decision after March break. In addition, we have three other students who shadowed (current 5th and 8th and 10th grade students) on March 2nd and 13th. One of these students has applied for admission; the application is pending (waiting on student records).

Parish Visits will take place the weekend of March 21st and 22nd. Admissions and some of our school board members will give a Regina update to our parishes and welcome perspective families that are interested in a Catholic education for their children to come and visit our campus for a tour.

Regina Regal Football Clinic will host at Hawkeye Tennis and Recreation Center on April 11th from 9-12 a morning of football instruction for students in grades 3rd-8th. Marv Cook, Ed Hinkle, Jason Dumont, Alex Kannelis and Mike Brinkman will be donating their time to work with the boys. We will be recruiting outside of Regina for attendees of this clinic, as well as at Regina to assist in building up football numbers and interest in our school. This is also sponsored by Regina Boosters and we want to thank them for their ongoing support!

Tours –10 tours in March (3 are 2nd tours)

Regina Enrollment Statistics

Based on BEDS

	PreK	K	1	2	3	4	5	6	7	8	9	10	11	12	Totals
BOY 14 - 15	51	69	53	65	74	49	71	66	54	73	72	46	56	70	818
As of Feb. 2015		69	53	67	77	50	70	68	53	72	71	45	57	71	823

14-15 YTD Enrollment	100.6%	
	2014-15	2013-14
Elem	454	447
Jr/Sr	369	371
Total	823	818

New Students Accepted 15- 16

K	1	2	3	4	5	6	7	8	9	10	11	12	Total
53	2	1**				2*	1*		2	1**			62*****

***= 6 pending acceptance**

2015 - 2016 Pipeline

K	1	2	3	4	5	6	7	8	9	10	11	12	Total
11		4	2	2	3	6	5	4	7	6	4		54

International - - 2 accepted/1 Pending/4 in pipeline = 7 (full tuition)

Finance / Operations
Director – Alan Opheim
Board Report
March 24, 2015

Business Office –

- Sandy continued working tuition receivables, preparing teacher contracts for 2015-16, and started quarterly reports for Iowa Catholic Conference and payroll.
 - I attended 1 Road Race Board meeting.
 - Among the many items worked on with fellow administrators and co-workers during the month were an August 24 starting calendar, registration and e-registration updates, advancement and administrative meetings, meetings with and about site planning, worked with Trish on contracts for 2016 Gala and confirming aspects of Fall Fun Festival 2015, and many other “typical” follow-ups.
 - Attended an insurance update and compliance seminar put on by Mercer.
 - File E-Rate Form 470. Gathering information for Form 471.
- Special Events / Fundraising
 - In addition to regular Advancement Team Meetings, spent time with Trish and April in looking at our fund raising efforts in more detail relating to the “one call” concept, plus in-home parent meetings that will start within the next couple of weeks.
 - Principals made a commitment to working with Trish on a full carnival, so commitment was made for the same carnival to return to FFF as we had last year.

Buildings & Grounds

- Worked with Nationwide and our own staff for projects during spring break.
- Work will begin in April towards identifying summer projects.
- Mike Streb assisted in replacing the grate on the sidewalk leading towards Rochester that had major rust issues.
- Gave purchase order to DC Taylor for project involving Elementary Roof with end result being to eliminate annual leaks in the elementary computer lab.

COMMITTEE NOTES:

Finance – February 25 meeting postponed due to weather.

Next regular meeting – Wednesday March 25, 2015, High School Library.

Next quarterly review – April 22, 2015; 5 PM High School Library preceded by regular meeting at 4:30 PM.

Building & Ground – Monday, April 13, 2015; 6:00 p.m. Business Office

Regina Tri-Parish Religious Education Board Report March 24, 2015

February 22, 2015

- 7th and 8th grade did the Circle of Grace

February 25, 2015

- K – 6th grade - class at Regina was cancelled due to weather.

March 4, 2015

- 3rd graders did an activity about the Ten Commandments in the Cafeteria
- Everyone filled up a treasure chest with an object that reminds them of that certain commandment.
- They really had a great time doing this project.

March 8, 2015

- 7th and 8th grade went to the “We Were There” performance at Saint Patrick Church
- They very much enjoyed it.

February 11, 2015

- Kind. – 1st grade – Class at Regina
- 2nd – 6th grade – Reconciliation at St. Patrick Church
- A **Very Big Thank You** to all the priests that were there. It went very smooth.

February 18, 2015

- No Class – Spring Break!

Carolyn Brandt, Director
Regina Tri-Parish Religious Education

Regina Foundation
Executive Director-April Rouner
Board Report
March 9, 2015

ANNUAL APPEALS/REPORT:

- Annual Appeal 2014-15 to date: \$243,714 (same time last year total was \$231,803).
- 600 Business Appeal brochures sent March 6th. Follow-up calls to be made by committee members.
- Phone-a-thon calling started on March 2nd and will continue all weeks of March except for Spring Break Week.
- Foundation Sunday in the parishes has been set for April 18th and 19th (exception of STM which is May 2 & 3
- Leadership donor names (\$1K+) will be distributed among board members for a personal contact at March board meeting. Development Committee members will also make some leadership calls.

ADVANCEMENT WORKS:

- Trish and April made a personal call on a business owner last week; donor significantly increased his annual giving through this visit.
- First small group “One Ask” gathering will be held on Wednesday, March 25th at Eric & Missy Aitchison’s home. Another has been scheduled for Wednesday, April 8th at Tami & John Mergen’s residence. All couples in attending will receive a personalized folder outlining all giving opportunities and their respective ask amount.
- Alan, Trish & April are working to renew the message that all gifts to benefit Regina should be routed through the Foundation for comprehensive gift tracking, receipting and donor acknowledgement purposes. Alan will speak to the parent-driven support groups and administrators about this practice.

FOUNDATION COMMITTEE MEETINGS:

- Executive Committee: Met on March 9th. Report to be presented to full board.
- Finance Committee: Did not meet.
- PR/Marketing Committee: Met on March 2nd. Report in board materials.
- Stewardship Committee: March meeting TBD. Report on previous month’s work in board materials.
- Development Committee: Met on March 5th. Report in board materials.

OTHER:

- Took 4 days of vacation February 24-27.
- Attended daylong Success in Fundraising Workshop in Moline on March 4th.