

REGINA INTER-PARISH CATHOLIC EDUCATION CENTER
BOARD OF EDUCATION
TUESDAY, SEPTEMBER 23, 2014
MULTI-PURPOSE ROOM

REGULAR BOARD MEETING MINUTES

1. CALL TO ORDER

A. **Opening Prayer**

1. Fr. Beckman provided the opening prayer.

B. **Roll Call**

1. Voting Board Members (absent members in parenthesis): Fr. Beckman, (Teri Brennan), Jason Dumont, Colette Hartley, Fr. Rudy Juarez, Anne Kelly, Jim Nepola, Fr. Stephen Page, Colleen Rapp, Janan Rustan, Melinda Shetler, Kathy Shey, Fr. John Spiegel, Angela Villhauer, Ted Welter
2. Ex-Officio Members (absent members in parenthesis): Carolyn Brandt-DRE, (Tim Foley), Lee Iben, Laura James-Elementary School Rep., Alan Opheim, Glenn Plummer, April Rouner, (Stacy Sueppel-High School Rep.), Pam Schowalter-Admissions, Celeste Vincent.

C. **Chairperson Remarks**

Dr. Nepola reminded the board of the executive meeting scheduled for Wednesday, September 24, 2014 at 7:00pm at St. Patrick's Parish Hall.

D. **Approval of Minutes**

Kelly moved to approve the minutes as presented. Shey seconded the motion which passed without objection.

E. **Approval of Agenda**

Kelly moved to approve the agenda as presented. Hartley seconded the motion. Motion passed without objection.

F. **Open to the Audience**

No reports or comments.

2. ANNOUNCEMENTS

A. **President**

Report in packet. Iben updated the board on the progress of the STO. An additional \$45,000 has been contributed as reported on September 18, 2014. Current contributions for Regina total \$128,595. representing 47.1% of the STO stipulated fair share of \$273,000. Asked for questions concerning report. There were none.

B. **Elementary School Principal**

Report in packet. Invited the board to attend the Elementary Back-to-School night this Thursday from 6:30-7:30pm. Asked for questions concerning report. There were none.

C. **Junior-Senior High School Principal**

Report in packet. Updated the board on changes to service days. 7th and 8th graders will serve in the school, 9th and 10th grades will take buses to each parish to assist with needed projects. 11th and 12th grade service projects no change. Asked for questions concerning report. There were none.

D. Director of Admissions

Report in packet. Reported that enrollment to date is at 100.12%, compared to last year's 2013 BEDS report. Highlighted upcoming tours for the next couple of weeks. Asked for questions concerning the report. Discussion ensued.

E. Director of Finance and Operations

Written report in packet. Asked for questions concerning the report. Dr. Nepola asked for a clarification concerning the depreciation and write-off categories. Opheim acknowledged the questions and reported they would be fully addressed in the Finance Committee report. She asked if there would be a follow-up survey for Fall Fun Festival. Opheim reported that Special Events Coordinator, Trish Kohl has spoken informally with volunteers and participants but did not know if a more formal survey would ensue. No further questions.

F. Director of Religious Education

Report in the packet. Asked for questions concerning the report. Dr. Nepola asked how things were going. Brandt reported things were off to a flying start. No further questions.

G. Executive Director of the Regina Foundation

Report in packet. Rouner encouraged the board to find a time for the two executive committees to meet and discuss goals and annual appeal specifics. Dr. Nepola commented that he and Foundation Chair Evans spoke last week and a joint meeting date will be set soon. No further questions.

H. Boosters, PISA, Home & School, PTO

1. Boosters: No report
2. Home and School: No report
3. PTO: No report
4. PISA: Report and calendar of events in packet.

3. BUSINESS

a. Old Business

- i. None to report.

b. New Business

- i. None to report.

c. Calendar Items

- i. Dr. Nepola asked all committees to include annual prioritized goals in their October minutes. Discussion ensued.
- ii. SIAC Committee Chairs Vincent and Plummer presented the SIAC Committee membership and the recommended goals for the 2014-2015 academic year.
 1. Reading. To increase the percent of students in the class of 2023 who score in the advanced proficiency range in reading.
 2. Math. To increase the percent of students in the class of 2019 who score in the upper quartile in mathematics.
 3. Science. To increase the percent of students in the class of 2016 who score in the advanced proficiency range in science.

- a. Data supporting these goals was shared in January 2014 to the SIAC Committee and the greater public.
- 4. Motion to approve the SIAC committee members and goals was made by Fr. Juarez and seconded by Shetler. No further discussion. Motion passed without objection.
- iii. Policy committee. Kelly read the list of members for the Policy Committee and outlined the policies to be addressed this year by the policy committee in accordance with the board calendar.
- iv. Strategic Planning Committee. Shetler read the list of members for the Strategic Planning Committee and updated those present on the committee's progress toward the strategic plan. Shetler added that the Strategic Planning committee is available to assist the other committees with the tools they need to accomplish the board's strategic plan. Shetler reported that the committee will meet on the first and third Monday of each month at the Marriott in Coralville at 6:15am. All are welcome.

4. COMMITTEE REPORTS

a. **Finance Committee.**

Welter reported on the bad debt amount that would be written off this year. The write off is necessary to reflect proper accounting procedures. Opheim added that this falls in line with Policy 802 and that although the debt would be written off, collection efforts would still continue. Opheim stated that the fiscal affairs of the school are healthy. Opheim also readdressed Dr. Nepola's question from earlier and mentioned that depreciation is a non-cash expense. Discussion ensued. Welter highlighted the next few Finance Committee meetings:

October 1: Financial Aid

October 8: Quarterly review of the center's financials

October 15: Both budget and finance will be addressed

b. **Policy Committee.**

Report in packet. See above for further comments.

c. **SIAC Committee.**

Report in packet. See above for further comments.

d. **Catholic Identity Committee.**

No meeting this month.

e. **Health and Safety Committee.**

Villhauer reported the committee will be reviewing the objectives listed in the ISES report and will also include the objectives for the Regina strategic plan.

f. **Strategic Planning Committee.**

Report in packet. See above for further comments.

5. MEETING RECAP

- a. No recap.

6. MEETING SCHEDULE

a. Next Board Meeting	10/28/14	6:30 p.m.	MP Room
b. Executive Committee	10/14/14	6:30 a.m.	Business Office
c. Finance Committee	10/1, 8, and 15	4:30 p.m.	HS Library
d. Policy/By-Laws Committee	10/2/14	7:00 a.m.	Business Office
e. SIAC/Education Committee	10/9/14	5:00 p.m.	HS Library

f. Catholic Identity Committee	TBA	4:30 p.m.	MP Room
g. Building & Grounds Committee	10/13/14	6:30 p.m.	Business Office
h. Strategic Planning Committee	10/6 & 10/20	6:15 a.m.	Marriott
i. Health & Safety Committee	10/13/14	6:30 a.m.	Panera Eastside

7. CLOSING PRAYER

Fr. Spiegel offered the closing prayer.

8. EXECUTIVE SESSION

A. **Adjournment to Executive Session**

At 7:10 p.m., Shetler moved to adjourn into executive session. Fr. Juarez seconded the motion, which passed without objection.

B. **Executive Session**

C. **Reconvene from Executive Session –**

At 7:13 p.m., the board reconvened from executive session.

D. Shetler moved to approve the contracts as presented for Nick Merlino (8th grade football coach). Shey seconded the motion which passed without objection.

E. Fr. Juarez moved to adjourn the regular meeting. Fr. Spiegel seconded the motion, which passed without objection.

9. ADJOURNMENT

The Regina Board of Education meeting adjourned at 7:21 p.m.

Respectfully submitted,
President Iben