

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING

Tuesday, May 22, 2018

6:30 PM

Regina MPR

Regular Meeting Minutes

I. Call to Order- Board of Education

a. Opening Prayer

- i. Father Witt 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'Hern), Alan Opheim, Glenn Plummer, (Stacy Suepple), Pam Schowalter, Celeste Vincent, Julie Rhomberg, (Gail Hensch), Kelly Starr

c. Chairperson Remarks- Pacha thanked Regina teachers and staff members for a successful school year. Pacha informed all that the scholarship luncheon will be held in elem gym at 11:30 May 23, 2018. Informed BOE members to arrive at 1:45 for Graduation on May 27, 2018.

d. Approval of April 24, Minutes. Kelly moved to approve the minutes, seconded by Father Witt, motion passed.

e. Approval of Agenda. Father Witt moved to approve the agenda, seconded by Nibaur, motion passed.

f. Open to the Audience- Melinda Shetler present. She will be the incoming BOE rep for St Marys.

II. Administration Reports

- a. Elementary - Report in packet. Vincent stated that Regina is blessed with good teachers. Congratulated Kelly Starr for completing her first year as an administrator. Invited all to attend the upcoming end of school year Mass and 6th grade Prayer service.
- b. Jr/Sr High - Report in packet. Plummer thanked the support he has received from the BOE members this school year. The tradition Seniors VS Staff kickball game was a success. Invited all to the awards ceremony on May 23, 2018. Plummer will meet with the new Regina Chaplin to discuss his availability. ACT Tessera individual reports are completed and Plummer will determine how the information will be shared.
- c. Enrollment - Report in packet. Schowalter shared the great feedback received from International students' families about the invaluable experiences the students received at Regina. The International Program is increasing success with potential strong growth for Regina.
- d. Business Office - Report in packet.
- e. Religious Education- Brandt stated that it was a very successful year. There is a new Regina RE Facebook page.
- f. Foundation - Report in packet. Boysen informed all in total of Annual Appeal dollars and requested continued support.
- g. Boosters & PISA - No reports. Home and School- Reports in packet.

III. Old Business Update none

IV. New Business Discussion

a. 403 B Discussion and Motion

Villhauer provided summary of finance subcommittee findings to make a change in vendor for 403. This opportunity will provide better customer service and increased support for staff members. Dumont inquired about maintaining different investment options. Villhauer moved to accept the recommendation from the 403 B Committee, supported by the Finance Committee, to drop Mutual of America as our primary Investment Provider. Villhauer also moved to appoint Business & Financial Strategies as our Plan Broker effective June 1, 2018. There is a possibility that we will move to a 401 K plan rather than a 403 B Plan. Should this happen, it will require dropping TIAA-CREF as an Investment Provider. Further be it authorized to sign any Plan documents or other papers needed for this transition, up to and including the termination of our current Plan, creating a new Plan, and / or other amendments that may be required. Should a second signature be required, the then- serving Provost or Treasurer shall be the second signature. Seconded by Father Witt, motion passed. Abstentions- Dumont and Pacha.

b. Revision of Policy 540.2 R

Rustan and Plummer provided awareness of revision. See attached board minutes Policy.

V. Calendar and Discussion Items

- a. Pacha invited the new BOE members to the June meeting. Melinda Shetler and Annette Goodheart.
- b. Kelly announced the Slate of Board Officer Candidates for the upcoming year. Matt Pacha- chair, Patrick Gavin - Vice Chair, Angela Vilhauer- Treasure, Janan Rustan- Secretary, Father Adam- Provost. Voting will occur at the June 2018 BOE meeting.
- c. Pacha invited the BOE members to attend the Regina Graduation Ceremonies, May 27, 2018.
- d. Ophem - Report is in BOE packet. Goals for upcoming year are established.
- e. Pacha announced that the BOE Retreat will be held on July 14, 2018 from 8:00 am- noon @ Regina. He stressed the importance of attending. Chairs to provide their committee goals to Rustan.

VI. Committee Reports in Packet/ Questions Reports in BOE packet.

Dumont recommended Health and Safety Committee meet with Building and Grounds Committee to ensure AEDs are located in new Athletic Facility. Dumont also highly recommended staff training of AEDs be conducted.

VII. Meeting Schedule

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|------------------------|---------------|----------|---------|-----------------|
| a. Board Meeting | 4th Tuesday | 6/26/18 | 6:30 PM | MPR |
| b. Executive Committee | 2nd Thursday | 6/20 /18 | 6:30 AM | Business Office |
| c. Finance Committee | 3rd Wednesday | 7/18/18 | 4:30 PM | HS Library |
| d. Policy/ Bylaws | 2nd Thursday | 9/13 /18 | 9:00AM | HS Meeting Room |
| e. SIAC/Education | 2nd Tuesday | 6/12 /18 | 4:30 PM | HS Library |
| f. Catholic Identity | 3rd Thursday | 6/21 /18 | 4:30 PM | HS Library |
| g. Building and Ground | 2nd Monday | TBA | 6:30PM | Business Office |
| h. Strategic Planning | 3rd Monday | 6/18/18 | 6:30 AM | Business Office |
| i. Health and Safety | 3rd Thursday | 6/21/18 | 5:30 PM | HS Library |

- VIII. **Closing Prayer-** Fr. Beckman provided closing prayer.
- IX. **Executive Session**
- a. At 7:30 pm Father Witt moved to adjourn in Executive Session, Nibaur seconded, motion passed.
- b. **Executive Session**
- X. Reconvene from Executive Session - At 7:44 pm, the board reconvened from executive session.
- a. Motion by Kelly to approve following contracts :
- Coaches
Brian Miller
Zach Gallindo
Dan Pacha
Luke Gallagher
Riley Dixon
Jeff Koolbeck
Madi Miller
- Seconded by Father Chuck, Motion approved. Pacha abstained.
- b. Motion by Kelly to approve elem. teacher contract: Jorie Means - 6th Grade teacher.
Seconded by Welsh, Motion approved.
- c. Motion by Kelly to approve HS contracts:
Jeffry Ensign - Science teacher
Jacob Koch - English teacher
Travis Richter - Vocal Music teacher
Seconded by Rustan, Motion approved.
- XI. **Adjournment-** at 7:46 pm, Father Witt moved to adjourn the meeting, seconded by Father Beckman, motion passed.

Respectfully submitted,
Janan Rustan
BOE Secretary