

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING
TUESDAY, September 25, 2018
5:15 Board Teacher Appreciation Dinner
MPR
6:30pm 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 28, 2018 | |
| 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	10/23/18	6:30 PM	MPR
B. Executive Committee	3 rd Wednesday	10/17/18	5:30 PM	HS Library
C. Finance Committee	3 rd Wednesday	10/17/18	4:30 PM	HS Library
D. Policy/Bylaws Committee	2 nd Thursday	10/11/18	9:00 AM	HS Meeting Room
E. SIAC/Education Committee	2 nd Tuesday	10/09/18	4:00 PM	HS Library
F. Catholic Identity Committee	3 rd Tuesday	10/16/18	4:30 PM	Room 409
G. Building & Ground Committee				
H. Strategic Planning Committee	3 rd Monday	10/15/18	6:30 AM	Business Office
I. Health & Safety	3 rd Thursday	10/18/18	5:30 PM	HS Library

II. ENROLLMENT

2018-2019 Month-by-Month Comparisons										
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Elem	472	441								
JR/SR	410	353								
PreK	81	73								
Total	963	867								
2018-2019 Tuition										
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Budget										
Elem	\$1,932,010	\$1,823,867								
JR/SR	\$2,437,080	\$2,257,742								
PreK	\$358,000	\$21,000								

I. UPCOMING DATES

Homecoming Week	Sept 23-29		
Alumni Awards Luncheon	Sept 28	12:00 PM	Louie's Wine Dive
Homecoming Dance	Sept 29	8:00 PM	Elem Gym
Iowa Assessments 7-12	Oct 8 & 9		
Iowa Assessments K-6	Oct 8-12		
Torch Run	Oct 12	1:30 PM	Front Circle
Run for the Schools	Oct 14		
PSAT Test	Oct 17	8:30 AM	Hs Gym

II. PRAYER SERVICE/MASS SCHEDULE

Mass 7-12	Sept 26	2:15 PM	HS Gym
Mass 7-12	Oct 3	2:15 PM	HS Gym
Prayer Service K-6	Oct 3	2:30 PM	Elem Gym
Mass K-6	Oct 17	2:00 PM	Elem Gym
Prayer Service 7-12	Oct 17	2:30 PM	HS Gym

III. Holy Days

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING
Tuesday, Aug 28, 2018
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, Sue Kloos, Scott Nibaur, Matt Pacha, Janan Rustan, Angela Villhauer, (Alaina Welsh), Melinda Shetler, Fr. Witt, Annette Goodheart
 - ii. Ex-Officio Members: Kecia Boysen, Carolyn Brandt, (Tim Foley), (Michele Goldsmith), Alan Opheim, Glenn Plummer, (Stacy Suepple), Pam Schowalter, Celeste Vincent, (Julie Rhomberg), (Gail Hensch), Kelly Starr, Bryce Smeins.
- c. Chairperson Remarks- Pacha invited all to attend the BOE Teacher Appreciation Dinner next month at 5:30.
- d. Approval of July 24, 2018 Minutes- Father Witt moved to approve, seconded by Fr. Witt, motion passed.
- e. Approval of Agenda- Shetler moved to approve, seconded by Rustan, motion passed.
- f. Open to the Audience- N/A

II. Administration Reports

- a. Elementary - Vincent- Report in packet. Great start to school year. Thanked Starr for all her efforts for a successful start of AM/PM program.
- b. Jr/Sr High - Plummer Report in packet. Correction of ACT Report - Class of 2018 has not been received from ACT. UIHC Trainer Contract to be renewed with expected increase in cost. Reported that Lynn Zoulek school counselor provided increased awareness of the demands/workload required. 340 student schedules readjusted. 24 new students to address. Plummer introduced Bryce Smeins as the new Activities Director. Bryce provided his background of employment. He's happy to be at Regina and welcoming to all. Fall teams numbers- Football 74, Cross country 42, Volleyball 61. The cheerleader/dance team desires to attend the National Dance Competition in Florida next year and in process of fundraising. The Fall Play will be Sherlock Holmes. Plummer informed all of Back to School Night 8-29-18.
- c. Enrollment - Report in packet. Discussion ensued regarding low enrollment numbers. Schowalter working hard on Enrollment Efforts. She will be traveling to China and Taiwan with the ASA organization next month to promote International Students at Regina. Regarding low enrollment, Hageman wondered about potentially using the Associates/aides hired for kindergarten for the larger first grade class. Vincent will determine after discussion with first grade teachers. Recommendations to form a committee for a comprehensive look into improving enrollment.
- d. Business Office - Opheim. Report in packet. Diocesan STO process update.
- e. Religious Education- Brandt. Report in packet. Currently 60 students registered for RE.
- f. Foundation - Boysen. Report in packet. Currently in the 2018/19 Fundraising year. 7 Scholarship Recipients have left Regina. Will redesignate dollars and assess recipient selection process. Community Fundraising night will be held on Sept 18th at the Vue in Iowa City. 10% of the proceeds go back to the Excellence Fund.
- g. Boosters - No Report. PISA and Home and School- Reports in packet.

III. Old Business Update N/A

IV. New Business Discussion

- a. Opheim provided **Regina's Sunday Use of Facility Procedure for the 2018-19 School year.** Father Witt moved to approve Sunday Use Procedure 2018-19 School Year. Seconded by Goodheart. Motion passed.
- b. Opheim added to Health and Safety Report. AEDs Pads are being distributed. Batteries have been updated.

V. Calendar and Discussion Items

- a. **Administrators-** Open to provide tour upon request.
- b. **BOE Chair/Executive Committee-** Reviewed Committee membership. Add Goodheart to Policy. Change to Father Adam on Exec. Committee. Add Shetler to Health & Safety. Meeting dates and times will no longer be stated on form due to committee times changing weekly.

VI. Committee Reports- Reports In packet as available.

VII. Meeting Schedule

a. Board Meeting	4th Tuesday	9/25/18	6:30 PM	MPR
b. Executive Committee	2nd Thursday	9/19/18	6:30 AM	Business Office
c. Finance Committee	3rd Wednesday	9/19/18	4:30 PM	HS Library
d. Policy/ Bylaws	2nd Thursday	9/13/18	9:00AM	Business Office
e. SIAC/Education	2nd Tuesday	9/11/18	4:30 PM	HS Library
f. Catholic Identity	3rd Thursday	9/18/18	4:30 PM	HS Library
g. Building and Ground	2nd Monday	TBD	6:30PM	Business Office
h. Strategic Planning	3rd Monday	9/17/18	6:30 AM	Business Office
i. Health and Safety	3rd Thursday	9/20 /18	5:30 PM	HS Library

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

IX. Executive Session

- a. At 7:10 pm Rustan moved to adjourn in Executive Session, seconded by Goodheart, motion passed.
- b. **Executive Session**

- X. Reconvene from Executive Session** - At 7:30 PM, the board reconvened from executive session.
- Motion by Nibaur to approve following 2018/19 teacher contracts: Julie Dailey **ELL/Title 1**, Jorie Means **6th grade**, Travis Richter **6th grade vocal**, Kyle Holderness Art **K-8**, Brianna McCreery **Aide**. Seconded by Hageman, motion approved.
 - Motion by Hagman to approve the following 2018/19 contracts: Martha McAndrew -**Spanish**, Doug Vollstedt - **7th grade girls basketball**, Brandon Mills-**8th grade volleyball**, Alexander Caldwell - **JH Asst Football**, Nate Streb - **Asst Football**, Phil Arendt - **Asst Football**, Zach Ries - **Asst Football**, Krista Newman - **Fall Play**. Seconded by Nibaur, motion passed. Dumont abstained from vote of Coaches contracts.
- XI. Adjournment-** at 7:35 PM, Father Juarez moved to adjourn the meeting, seconded it by Father Adam, motion passed.

Respectfully submitted,
Janan Rustan
BOE Secretary

**REGINA ELEMENTARY
BOARD REPORT
September 2018**

FACILITATOR OF FAITH COMMUNITY

UPCOMING RELIGIOUS CELEBRATIONS

October 3rd at 2:30 p.m. – K-6 Prayer Service

October 17th at 2:00 p.m. –K-6 Mass

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

SERVICE PROJECTS

September = Penny Wars/Run for the Schools

October = World Hunger food collection

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.

ACTIVE SHOOTER TRAINING - September 10th- Glenn, Alan, and Celeste attended a training called School Active Shooter Plan Workshop, which was hosted by the Iowa Department of Education. It was a full day workshop to help schools develop high quality plans that cover active shooter and natural disaster events. This was sponsored by Homeland Security.

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 8th – 12th.

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

CASA - This report was due to state on Friday, September 14th. Items include assurances and CSIP (Comprehensive School Improvement Plan). Both items filed, pending approval from state.

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 September 24th-28th.

BRANDING - Celeste attended a joint meeting coordinated by Shane Schemmel on Branding issues for the center.

STANDARD #3 - MANAGEMENT

END OF FIRST QUARTER – The first quarter will end on October 25th.

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 15th at 1:00 p.m. for their annual fire prevention assembly.

BACK TO SCHOOL NIGHT –Elementary Back to School Night was held on Thursday, September 20th from 6:30 to 7:30 p.m.

REQUIRED MEETINGS - Celeste and Glenn attended training at ICCSD on Monday, September 10th for-ESSA (Every Student Succeeds Act) workshop training on consolidated application for Title Funds. Title Funds are distributed through ICCSD to us. This was presented by the Iowa Department of Education.

DIOCESAN MEETING – Celeste and Kelly attended the Diocesan Principal meeting on September 17.

PM DIRECTOR – PM Program welcomed Katie Thul as the new Director for our after school program.

STANDARD #4 - COLLABORATION

RUN FOR THE SCHOOLS – Third graders will participate in the RFTS Torch Run on October 12th. The Run for the Schools is on October 14th. 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, NCEA, appreciation weeks, and other special events.

SUPPORT GROUPS

Home and School- Next meeting, October 4th at 6:30.

PTO- The next meeting will be November 8th.

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

PISA- October 8th 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

Jamie Zearley = Speech Pathologist

Tracy Lieberman = Regional Facilitator

EVALUATION- Celeste and Kelly are meeting with certified preschool and elementary staff for the evaluation process. Professionals on Tier II are 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.

GWAEA TECHNOLOGY – GWAEA technology consultants came to work with teachers for building in-service on September 6th.

ENROLLMENT SUMMARY

Total Elementary Enrollment = 441

Regina Junior-Senior High School
Board Report
September 2018

Principal as Spiritual Leader

1. We are using the Going Deeper program again 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 website 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. Department led prayer services will be held each month. The math department led our September prayer service.
3. Thanks to Johnson County Right to Life, Terry Beatley will speak at Regina on October 11 at 9:00 AM. Terry's mission is to fulfill the promise she made to Dr. Nathanson, father of America's abortion industry, to teach the deception underlying legalized abortion through educational workshops, conferences, curriculum and the sale of one book for every aborted baby since 1973.
4. Upcoming Celebrations:
 - Sept. 26: 7-12 Homecoming Mass @ 2:15
 - Oct. 3: 7-12 Mass @ 2:15
 - Oct. 10: 7-12 Mass @ 2:15
 - Oct. 17: 7-12 Prayer Service @ 2:30
 - Oct. 24: 7-12 Mass @ 2:15
 - Nov. 1: K-12 All Saints Day Mass @ 9:30

Principal as Instructional Leader

1. The Class of 2018 ACT Report is delayed until October. ACT is having some issues due to the larger than expected number of July test takers.
2. Iowa Assessments will be given to grades 7-11 on October 8-9. Testing is only during the morning. Make-ups will be scheduled as needed.
3. Part of our professional development this year involves utilizing the Marzano Compendium of Instructional Strategies. This is an online resource that follows Marzano's *Art and Science of Teaching*. It provides individualized PD via PDF's, videos, and more.
4. There are 6 ELL students in grades 7-12 this year. This is the first year we have had ELL students that qualify for services. Teachers will have to complete the 6 mandatory ELL training modules. This will alter our Thursday afternoon schedule.

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. Celeste, Alan, and I attended an Active Shooter workshop at Grant Wood AEA. The workshop focused on creating a quality school safety plan.
5. Celeste and I attended training from the Dept. of Education on changes to the Consolidated Accountability and Support Application.

Principal as Communicator

1. This is Homecoming Week. Mass is Wednesday at 2:15. The theme is Disney. The dance will be held on Saturday night from 8-11. Activities for the week include:
 - Monday: Dress like a college student day
 - Tuesday: Jersey day
 - Wednesday: Mass at 2:15
 - Thursday: Dress as your favorite Disney character
 - Friday: Blue and Gold Day
2. Students qualify for the Belin Blank BESTS talent search and 7th Grade Duke TIP by scoring at or higher than the 95th percentile on one or more subsets of the Iowa Assessments. Regina had 38 7th graders, 30 8th graders, and 32 9th graders qualify for the program.
3. Regina finished 7th 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. PSAT will be given on Wednesday, October 10.

**Admissions
Pam Schowalter
September 2018
Board of Education Report**

Enrollment

2018-2019 BEDS # will be complete in October

2017-2018 BEDS # 848 students (368 Jr./Sr. and 480 elementary)

2016-2017 BEDS # 831 students (one 7th grade student attended school for 1 class)

2015-2016 BEDS # 835 students

2014-2015 BEDS # 818 students

**BEDS=Basic Educational Data Survey

K	1	2	3	4	5	6	7	8	9	10	11	12	total
49	72	61	68	72	59	59	77	52	67	52	45	61	794

Recruitment:

	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Pipeline/pending* 2018-2019	0	0	3	1*	2	0	1	0	2*	0	1	0	0	10

Pipeline—8/pending acceptance 2** (one is international)

ASA Global –We currently have five students from this agency. We are working with ASA for additional students for the 2018-2019 school year (January 2019/August 2019). I will be heading to Taiwan and China September 27th- October 6th. Glenn and I have sent out letters to International and Catholic high schools to set up presentation dates during my visit.

All current and new ASA-Global students were welcomed back with a note from Glenn Plummer and myself. For our students who are seniors, we also shared **graduation dates and senior activities**, to ensure that parents would have plenty of time to get their VISA to attend graduation.

Baptismal Databases are being collected from the parishes. Currently, we have completed St. Thomas More, St. Wenceslaus and St. Mary's. St. Patrick's is in the works. We will now have five years of data for recruitment. We will be sending their first communication for the 2018-2019 school year at the end of October.

Interactive Cards and Free Activity Pass—all students who continue to live in the corridor that did not return to Regina this year 2018—will receive in the mail an interactive card that contains a “free admission ticket” to a Regina activity, ie...athletic event, fine arts activity, etc...This will enable the student to “keep connected” to their Regina friends and to feel comfortable if they should return to Regina.

Preschool Pumpkin Promo/Jr. High Art class—Regina Jr. High Art classes will paint the Regina logo on pumpkins as an activity in their art class. These 40 pumpkins will be delivered with a “Welcome Fall” card to 33 area preschools, parishes, and the Newman Center. We appreciate the Jr. High students and Kyle Holderness, the art teacher's assistance in promoting Regina with our community. Pumpkins will be delivered the 2nd week in October.

Retention:

WIA/IIA—Regina has one student (9th) from WIA/IIA for this fall. We are in year 2 of our three-year contract with WIA.

New Families—August 29 and August 30 all NEW Families to Regina received a phone call and/or email follow up to see how their children are adjusting to a new school. All new elementary and Jr. High families were also give a **Parent Ambassador** who reached out to them in September to welcome them to the Regina community. New families will receive monthly updates from their Parent Ambassador.

New Families—assisted these families in setting up **their SMART tuition** accounts with Sandy. Also helped to ensure that they registered in **PowerSchool** and to receive Regina communication. Worked with Amy Kron to also help these families in setting up **free/reduced lunch** forms if they qualified. For families that needed uniforms, we were able to assist with **uniforms** that have been donated from other Regina families.

ELL students—met with Julie Dailey, Regina’s ELL teacher. Six Jr. /Sr. High students will receive services. For our international students that needed additional assistance, Admissions assisted in finding them tutoring services for academic support AND additional ELL support (the cost is paid for by their families to their tutors).

Student Ambassadors—we have 41 ambassadors for the 2018-2019 school year. Student Ambassadors met September 11th at 7:30 AM. 38 students attended this early morning meeting. Student Ambassadors will have their own bulletin board this year with their picture and fun facts. This will assist in new students connecting names to faces.

Student ambassadors sent **out welcome cards to the Class of 2031** (kindergarten students). They also added a Regina tattoo to the card. Ambassadors will continue with this “Card Promo” during the school year.

Exit Survey Results—report has been given to Matt Pacha, BOE President.

Enrollment Ad Hoc—has been reinstated. First meeting is September 24th. Invites have been sent out.

Alan Opheim
Director – Finance / Operations
September 25, 2018 Board Report

Business Office –

- West Bank which holds our operating checking account has announced the closure of their eastside location effective November 1, 2018. Sandy and I have discussed our options dealing with this closure. We have had discussions with a couple of institutions. We plan to move forward with changing our deposits from West Bank to MidwestOne. Being directly across the street from Regina will save time in making the daily deposits. We do not expect any new monthly fees with the new accounts, and moving the savings account supplements an account already held by MidwestOne. Check signers will continue to be Sandy and Father Rudy. I am not a signer as one area that we have a separation of duties for better internal control.
- I will be spending some time in October promoting the STO from a donation perspective. We are currently at approximately 21% of our goal with \$87K collected by the STO of Southeastern Iowa towards the goal of \$405K. Please spread the word. As best we know, the Iowa Tax Credit is still intact, but Federal Tax Changes will result in changes for many people on the Federal deductibility of donations. I plan to participate in an STO webinar conducted by Iowa School Choice in mid-October to learn of potential new legislation pending for future years, and I'm sure updates for this year. Donations should be made as soon as possible, and I can get the link to anyone needing it.
- We have been learning about our new insurance coverages with filings for wind damage on the property side, a worker compensation claim, and a notice only filing off of incident reports. All are in the normal course of business, but we are learning how our new carriers operate sooner than later. We will have a scheduled on-site review with Catholic Mutual later this week. I expect it to be the same type of review as we've had annually from GuideOne for years.
- Be sure to read the Impact Report. This report is the combined annual report for both the Foundation and the school. It should have hit mailboxes late last week

Buildings & Grounds

- Work has been completed on the West face of the HS Gym.
- The abundance of rain has caused the custodial crew to be extra diligent with the flow of water from Lake Regina #2 (the retention pond in the woods off the playground). After a needed pipe clean-out, the area has been draining regularly, but does require constant checking. We will have to do some dredging late fall, or early spring, and will be considering a change to the exit drain. Since it is surrounded by trees and brush, the area can clog easily.
- The weather has also allowed for ample opportunity to review our emergency lighting status around the school, as well as rekindle discussions on how much generator or UPS back-up needs we have. This discussion will continue through the year. So far we have had 3 power outages this year, 1 on the high school side (fed down First Avenue) and 2 on the Elementary side (fed down Rochester). In all three outages, only have of the property went down, which helps with logistics when students are present. All staff and students are to be commended during these situations.

Ad Hoc and other participation

- Advancement Team meetings
- 403B / 401K meetings
- Nationwide – Various topics
- Meetings as needed (Security, custodial, administrators, finance related topics,)
- Run for the Schools -- Missed September meeting due to Regina conflict
- Board related meetings

Committee Meeting Schedule:

Finance – October 17, 2018 4:30 HS Media Center

Building and Grounds – TBD, but expecting a meeting later in October if I have the Catholic Mutual and / or Fire Inspection reports back.

**Regina Tri-Parish Religious Education
Board Report
September 25, 2018**

September 9, 2018

- This was the first night for the 7th and 8th graders.
- Beth Fitzgerald is the coordinator 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 water and got to know each other better.

September 12, 2018

- Catechist In-service was held at Regina.
- We started with a Mass presided by Father Steve Witt. Thank you
- Went to the cafeteria for dinner.
- Went over expectations and other things.
- Went well.

September 19, 2018

- Family Night/Ice Cream Social was held at Regina.
- Deacon Chris Kabat from St. Wenceslaus commissioned the catechists.
- Deacon Chris Kabat also gave a great blessing to the parents and students.
- Father Rudy and 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.

September 23, 2018

- 7th and 8th grade had their second class
- They will be talking about the Sacraments.
- They started with Baptism.

Registrations

- Registrations are still coming in the mail.

Carolyn Brandt, Director
Regina Tri-Parish Religious Education

**Regina Foundation
Kecia Boysen
Executive Director
9/25/18 Board Report**

Capital Campaign

Cash gifts and payments made to date:	\$3,139,787.51
In kind gifts and payments made to date:	\$199,252.46
Remaining cash pledges to be fulfilled (279 donors):	\$1,469,670.94
Remaining in kind pledges to be fulfilled (2 donors):	<u>\$27,000.00</u>
Total*:	\$4,835,710.91

*total reflects \$35,850.00 (7 donors) written off

Capital Campaign cash on hand: \$84,655.52

The Capital Campaign Continuation Committee has not met since April. The BOE Exec. Committee will determine next steps and present to the joint BOE/Foundation Board Exec. Committees before bringing to full boards for approval.

Excellence Fund (annual appeal)

- The joint BOE/Foundation Board Exec. Committees will finalize the 2018-2019 EF goal at the 9/25 meeting. Fundraising activities are ongoing.

Office Efficiencies

- The Foundation worked with Jess Pizana to remove and recycle all outdated technology in the office (hard drives, computer screens, keyboards, fax machine, speakers, etc.). Jess will wipe all hard drives and recycle as appropriate.

Committee Meetings

- Communications Advisory Committee: Met Tuesday, 9/11 & Thursday, 9/13 with principals and athletic staff. Minutes attached.
- Development Committee: Met Thursday, 9/13. Finalized committee goals and 2018-2019 priorities. Minutes attached.
- Stewardship Committee: Met Tuesday, 8/28. Selected Alumni Awards recipients and discussed goals and Donor Appreciation Celebration plans. Next Meeting, Tuesday, September 25.
- Foundation Executive Meeting – Next Meeting: Wednesday, October 10.
- Foundation Board Meeting – Next Meeting: Tuesday, October 16.

Donor meetings & calls

- Number of personal visits and calls completed over the past month (goal = 26 visits/calls per month on average) = August: 30+.
- Visits/calls of note: Kecia continued calls to donors who gave \$1,000 to the FY 2017-2018 Excellence Fund, as well as to first time donors to the EF.

Other

- Visibility in the Regina community (goal = at least 2 events per month) = August: 2 (8/15 new teacher orientation, 8/18 Family Fun festival)
- The *Impact Report* went to print the week of 9/7 and will drop in the mail on 9/17 or 18.
- Kecia is participating in a four-month online course presented by the University of Dayton, "Understanding, Organizing, and Implementing a Vibrant Catholic School Development/Advancement System, Part I."
- Kecia attended the joint AFP/Eastern Iowa Planned Giving program "The New Economics of Charitable Giving after the 2017 Federal Tax Act" on 9/11.
- Kecia and Shelley attended funeral services for Margaret Allen, wife of John Allen and dear friend of Regina, on 9/13.
- Banners were updated and ordered with appropriate logos and branding for future Alumni events.

Upcoming Events

- Tuesday, September 18 – Dinner with a View: Community Share the profit night at The Vue, 5 – 8 p.m. (10% of the evening's sales will be donated to the Regina Foundation).
- Friday, September 28 – Alumni Awards Luncheon, Noon – 2 p.m., Louie's Wine Dive, Coralville
- Friday, September 28 - Friday, September 28 – Presentation of Alumni Award Winners before Varsity game, 6:30 p.m.
- Sunday, October 28 – Donor Appreciation Celebration, 5 – 7 p.m., Hancher Stanley Cafe

**Home & School
September 6, 2018
Meeting Minutes**

- **Opening Prayer**
- **Introductions**
- **Motion to approve the August minutes approved.**
- **Principal's Report – Celeste Vincent**
 - Thank you to the Home and School Association for Take Pride in your school day, KidZone, School Supply Boxes, and the Chocolate Assembly
 - School year is off to a good start
 - Next week - Mass on Wednesday
 - PISA meets Monday
 - PTO meets the 13th
 - Picture day is Sept. 19
 - Back to School Night – September 20
 - Homecoming - last week of September
 - Prayer Service day before next H&S meeting
- **Teacher Representatives - Mrs. Hensch**
 - Thank you to Home and School for all they do.
- **Treasurer's Report – Shannon Lynch**
 - Most of cash balance is due to prepayment received from families for chocolate and invoice isn't due for another week
 - KidZone expenses, Wish list, Chocolate prizes and teacher startup are most of the expenses this month
 - Wish List items - Document Cameras & I-Pads
 - We should get a bonus check for chocolate sales as well
 - School supply fundraiser made a little over \$1k.
- **Committee Reports**
 - **Take Pride in Our School recap - Kara Houser**
 - Thanks to the Scout Pack & Girl Scouts that made a quick success of the playground upkeep. They were done in just over 2 hours.
 - **Kid Zone recap – Shannon Lynch and Sarah Valiga**
 - Most of the same games but did some different ones for the older kids.
 - Requested older game kids
 - No final amounts yet from Trish
 - Traffic was pretty steady
 - Suggest to send an email to Trish a month after Gala to request the obstacle course
 - **School Supply recap – Maura Casey**
 - They got delivered and there haven't been any complaints
 - They sent out an email to teachers about the guarantee
 - They have made about ~\$1k
 - Possibly do a survey monkey with the newsletter after the holidays to get parents' opinions as to whether they want this again next year.

- **Chocolate Sales update – Brandi Campbell**
 - Not much left, and there is a week left of selling
 - A constant contact needs to go out to remind people to turn money in and that we still have a few boxes to sell.
 - Got an email asking if we could offer a healthier alternative
 - It was suggested that we include preschool in our chocolate sale. Since they start late, don't overwhelm them at the beginning of the year. Maybe a smaller \$1 bar sale in October. Would need to brainstorm with Mary Pechous. Celeste will have Mary talk to Brandi.
 - Catholic Schools Week/Silver Tea/Teacher Appreciation does benefit Preschool
 - Brandi will need a co-chair next year to take over the following year.

- **Chocolate Prizes update – Alaina Welsh**
 - She will order the grand prize Hoverboard
 - Will have a few additional receipts for reimbursement
 - Big prizes - Amazon Kindle Fire HD with Alexa assistant and Hoverboard
 - They will get a summary of what they sold. They will have 3 options
 - 1 ticket for every box sold
 - Raffle B - ranges from \$5 - \$20
 - Raffle A - 1 ticket for slime, 2 tickets for guaranteed recess or out of dress code

- **One Mission - Sofia Livorsi and Alaina Welsh**
 - Sale of Regina Elementary t-shirts through One Mission Fundraising
 - Launching the sale at back to school night
 - Send home a letter with order forms earlier that week so that people could pay that night.
 - After that, there will be a website throughout the year
 - The paper order form will have a \$15 shirt option. There will be a \$25/\$35 option as well
 - On back to school night, they need 2 people to help Alaina and Sofia to man the table and preorder t-shirts to wear that night.
 - H&S will purchase Shane a shirt
 - Volunteers for root beer float & table with shirts can order shirts tonight.
 - Prefer check payment with child's name in memo line.
 - Deadline by October 5.
 - Constant contact after the paper form sale
 - Setup under the awning outside the front door at Back to School night

- **Back to School Night – Katie Horner and Maura Casey**
 - Tammi Mergen is donating root beer and ice cream for 800 people
 - She is bringing her staff
 - Setup in the grass
 - Celeste and Kelli to brainstorm and talk to Tammi about options with scooping that much ice cream.

- **Book Fair**
 - November 8 - 14
 - Sign-up genius will go out in October
 - Setup 7th and take down on 14th
 - Since it starts the same day as book fair
 - Possibly home & school to pay for snacks for teachers before conferences

- **Staff Appreciation Week - 3rd full week of November (12 - 16)**
 - Missy will chair this, but will need someone to co-chair in order to be able to take over next year.

- **Old Business - Puzzle and Game Donation Drive**
 - For open house day, they got 7 large boxes full

- **New Business - Holiday Shop**
 - Amanda Bishop Wendell
 - Kids could bring in money and volunteers helped them shop for parents.
 - She is going to look into it. She's willing to chair it.
 - There was a gift wrapping station.

- Sofia needs a co-chair for silver tea in December. Laura O'Conner volunteered.
 - Discussion regarding whether the Foundation manages this or keep it with H&S

- **Adjourned**
 - **Attendance**
 - Sarah Valiga
 - Shannon Lynch
 - Sofia Livorsi
 - Brandi Campbell
 - Sandra Campbell
 - Molly Jamieson
 - Mary Ann Allan
 - Maura Casey
 - Alaina Welsh
 - Katie Horner
 - Kelly Starr
 - Celeste Vincent
 - Laura O'Conner
 - Chris Mann
 - Gail Hensch - Rep

Catholic Identity Minutes Sept. 18th, 2018

- 1) Opening Prayer performed by Father Witt
- 2) Welcome Sofia Livorsi a new member to Catholic Identity
- 3) Old Business
 - a) Shelly- Kairos Update- Feb. 8-11th – No update
 - b) John D/Ann/Scott- Update on Lego picture of Mary- No update
 - c) Scott- Updates on banner from Jeff Wallace – Scott is still working with Jeff to get the blurry banners replaced or redone.
 - d) Ellen is reaching out to Ms. Zirtzman about having her son complete the front circle rosary. Scott will check with Alan about compensating him for his work.
- 4) Reports
 - a) **High School Report**- No Report
 - b) **Elementary Report**-Great opening Mass by the 4th grade class. Banners are up in the elementary classrooms. The elementary teachers are doing a monthly prayer group using a book called Boundless compassion. This is going very well and great participation.
 - c) **Religious Education**- Had a Mass and dinner last week for the CCD teachers. 9-19 will be family night and meet the teacher.
- 5) New Business
 - a) Identify projects and cost for the new entrance to promote Catholic Identity.
 - (a) First priority is purchasing banners for outside light posts
 - b) Still looking for additional Regina parents to participate on Catholic Identity.
- 6) Closing prayer

Next Meeting- Tuesday Oct. 16th at 4:30pm in Mr. Moeller's classroom.

Health and Safety Committee Minutes
Thursday September 20, 2018 5:30

Present: Sue Kloos, Bryce Smeins, Andy Nugent

Goals from the 2017-2018 school year were reviewed with the members present:

Inquired about issues involving kids playing on the side fields during Regina home football games unsupervised. It seems to be progressing as in previous years. Were reminders sent out to parents?

Has player health and contact information been distributed to appropriate coaches and trainers? Bryce was going to double check with Carolyn Sueppel re: this. Jr High Football coach didn't have a paper copy at my last check.

AED's batteries and pads have been brought up to date. Bryce was going to follow up with Johnnie (trainer) that Fall sports coaches have been trained to use AED's. The new Athletic Training Facility has two AED's in common areas.

Would like to follow up with administrative staff on the safety plan mandated for June, 2019. Including safety plan for the new Athletic Training Facility. Safety Drills planned to include active shooter training?

Next meeting would be Thursday 10/ 18/2018 High School Library 5:30 pm

Name	8/29/17	9/26/17	10/24/17	11/28/17	1/23/18	2/27/18	3/27/18	4/24/18	5/22/18	6/26/18	7/24/18	8/28/2018
Matt Pacha	X	X	O	X	X	O	X	X	X	X	X	X
Patrick Gavin	O	X	O	X	X	X	X	O	X	X	O	X
Angela Villhauer	X	X	O	X	X	X	X	X	X	X	X	X
Janan Rustan	X	X	X	X	X	X	X	X	X	X	X	X
Sue Kloss	X	X	X	X	X	X	X	X	X	X	X	X
Ellen Abusada	X	X	X	X	X	X	X	X	X	X	X	O
Chad Hageman	X	X	X	X	X	X	X	X	O	O	X	X
Jason Dumont	X	O	X	X	O	O	X	O	X	O	O	X
Alaina Welsh	X	O	X	X	X	X	X	X	X	X	X	O
Scott Nibaur	X	X	X	X	X	X	X	X	X	O	X	X
Annette Goodhart	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	O	X
Melinda Shetler	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	X	X
Fr. Rudy Juarez	X	X	O	O	X	O	O	X	O	X	X	X
Fr. Gary Beckman	X	X	O	X	X	X	O	X	X	X	X	X
Fr. Steve Witt	X	X	O	X	X	X	O	X	X	X	X	X
Fr. Chuck Adam	X	X	X	X	X	X	O	X	X	X	O	X
Alan	X	X	X	X	X	X	X	X	X	O	X	X
Glenn	X	X	X	X	X	X	X	X	X	X	X	X
Celeste	X	X	X	X	X	X	X	X	X	X	O	X

Key:
X=Present
O=Absent
NA=Not a Member