

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING  
Tuesday June 25, 2019  
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), Sue Kloos, Scott Nibaur, Chris Clark, Janan Rustan, Angela Villhauer, Alaina Welsh, (Melinda Shetler), Fr. Witt, Annette Goodheart  
Rustan informed all that in accordance with the by-laws and policy, roll call to identify Ex-Officio Members present, but not recorded as absent on date of Meeting.
  - ii. Ex-Officio Members present: Kecia Boysen, Alan Opheim, Glenn Plummer, Pam Schowalter, Celeste Vincent, Julie Rhomberg, Kelly Starr.
- c. Chairperson Remarks- Villhauer conducted the meeting on this date.
- d. Approval of May, 2019 Minutes. Fr. Witt moved to approve the amended minutes, Seconded by Clark, motion passed.
- e. Approval of Agenda- Witt moved to approve, seconded by Rustan, motion passed.  
Due to members' schedules and quorum requirements, agenda modified and minutes not reflective of sequence of events.
- f. Open to the Audience- none

**II. Administration Reports**

- a. Elementary - Report in packet. Vincent indicated that there are 25 new students accepted.
- b. Jr/Sr High - Report in packet. Plummer stated that the revisions regarding the dress code have been conducted in efforts to improve enforcement. Plummer indicated that non Regina students have been loitering in the parking lot. Due to deconstruction of back buildings, the video cameras are not in working order. Police will be driving through parking lot and assessing the environment.
- c. Enrollment - Report in packet. Schowalter reported that there are 67 Kindergarten students enrolled. The Exit Survey Summaries will be available in Sept. There are 2 new International agencies working with Regina. Dominican Republic and China.
- d. Business Office - Report in packet. Opheim mentioned that Trish Kohl's father passed away. Opheim voiced that Regina hosted an overnight youth group (25) recently and was a success.
- e. Religious Education- N/A
- f. Foundation - Report in packet. Boysen highly encouraged all members to donate to the Excellence Fund by July 8th to obtain 100% participation from the BOE this current year. Currently, the Excellence Fund is \$16,000 from the targeted goal. Boysen reviewed the Capital Campaign Update. Villhauer also provided a **Capital Campaign Update** from Dumont.

**Playground** Equipment is 99% installed, we will be doing the drainage improvements installing the rubber mulch mid July. It is on track.

**Bathrooms** All demolition is done. Foundation has given 60k to the project. We are painting and will start putting it all back together in a few weeks when painting is finished and all ordered items are delivered. It is on schedule.

**Educational Wing** Final Drawings are complete.

Meeting with architects and engineers on the 28th.

Going out to bid

Finalized site plan adjustments with Shive and final drawing should be done by the end of week

Demolition is under way.

We are on schedule for a fall start.

- g. Boosters, PISA, Home and School- N/A

### III. Old Business Update- none

### IV. New Business Discussion

- a. Approval of **Emergency Operations Plan**:

Father Witt motioned to move into **Executive Session**. Seconded by Welsh. Motion passed.

#### **Executive Session.**

Rustan motioned to move out of **Executive Session**. Seconded by Welsh. Motion passed.

Motion by Nibauer to accept the **Emergency Operations Plan 2019**. Seconded by Welsh. Motion passed.

- b. Vincent informed BOE of Elem Staff Resignations.

-Sara Nickerson -Second grade teacher, Laura James- Elem Counselor.

Vincent informed BOE of **new hire recommendations**.

-Motion by Welsh to recommend new hires:

Bailey Wulf- Second grade teacher.

Cara Richmond for School Counselor pending completion of required classes.

Seconded by Goodheart. Motion passed.

- c. Second Reading of **Policy 901.0R** Rustan moved to suspend the Bylaws requiring 3 readings in favor of combining the second and third reading on this date. Seconded by Welsh. Motion Passed.  
Rustan provided the 2nd and 3rd Readings of Policy 901.01. Welsh moved to approve the policy modification. Seconded by Goodheart. Motion passed.

**V. Calendar and Discussion Items**

- a. Administrators: Opheim, Vincent and Plummer will submit official Performance and Personal Growth Goals to the BOE once completed.
- b. Villhauer presented the slate of Officers.  
**Melinda Shetler - Chair,**  
**Patrick Gavin- Vice Chair,**  
**Angela Vilhauer- Treasure,**  
**Janan Rustan- Secretary.**  
**Father Witt- Provost**  
Goodheart moved to approve the Slate of Officers. Seconded by Welsh, Motion approved.
- c. Policy / By-Laws: Rustan provided handouts of the Self BOE Evaluation. Rustan to send out via email as well. BOE members - please return by July 5, 2019 to Rustan.
- d. **Year End summaries of Committee Actions** by Committee Chairs will be added to the July 2019 agenda. BOE Chairs to complete Actions and provide to Winders with the Committee BOE Reports.
- e. Rustan to reach out to new member, Andy Cutter from St Thomas More to inform him of BOE meeting times and future orientation.

**VI. Committee Reports-** Reports In packet.

Policy Committee: Rustan stated that the Policy committee met 6/24/19 and are in the process of updating Policies to comply with By-Laws.

**VII. Meeting Schedule**

- |                        |                               |         |         |                 |
|------------------------|-------------------------------|---------|---------|-----------------|
| a. Board Meeting       | 4th Tuesday                   | 7/23/19 | 6:30 PM | MPR             |
| b. Executive Committee | 2nd Thursday                  | 7/17/19 | 6:30 AM | HS Library      |
| c. Finance Committee   | 3rd Wednesday                 | 7/17/19 | 4:30 PM | HS Library      |
| d. Policy/ Bylaws      | no scheduled meeting in July. |         |         |                 |
| e. SIAC/Education      | 2nd Tuesday                   | 7/09/19 | 4:30 PM | HS Library      |
| f. Catholic Identity   | 3rd Thursday                  | 7/16/19 | 4:30 PM | HS Library      |
| g. Building and Ground | 2nd Monday                    | TBA     | 6:30PM  | Business Office |
| h. Strategic Planning  | 3rd Monday                    | 7/15/19 | 6:30 AM | Business Office |
| i. Health and Safety   | 3rd Thursday                  | 7/18/19 | 5:30 PM | HS Library      |

**VIII Closing Prayer-** Vincent provided closing prayer. Prayer Intentions for Father Chuck and his family due to the passing of his Father.

**IX. Adjournment-**

Respectfully submitted,  
Janan Rustan  
BOE Secretary