

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING

Tuesday, July 28, 2020

Virtual meeting via Google Meet

REGULAR MEETING MINUTES

- I. Call to Order
 - a. Opening Prayer by Fr. Witt.
 - b. Roll Call – (absent members in parenthesis):
 - i. (Ellen Abusada), Fr. Adam, (Fr. Beckman), (Chris Clark), Andy Cutter, (Jason Dumont), (Lisa Dutchik), Patrick Gavin, (Annette Goodheart), Sue Kloos, (Scott Nibaur), Melinda Shetler, Fr. Sia, Angela Villhauer, (Jason Wagner), Alaina Welsh.
 - A quorum was not met. No votes to be taken at this meeting.
 - ii. Ex-Officio Members Present –
Glenn Plummer, Celeste Vincent, Pam Schowalter, Kecia Boysen, Kelly Starr, Michelle Goldsmith, Lynn Zoulek, Stacy Sueppel
 - c. Chairperson Remarks – None
 - d. Approval of June Minutes – unable to vote due to lack of quorum
 - e. Approval of Agenda – unable to vote due to lack of quorum
 - f. Open to the Audience – None
- II. Administration Reports
 - a. Elementary Report – Details in the distributed BOE packet. Additional comments by Mrs. Vincent:
 - Anticipate new elementary teacher representative to the BOE next month.
 - Special thanks to Pam Showalter, Lisa Rummelhart and Kelly Starr for all their extra work the past couple of weeks to accommodate the dozens of inquiries and applications from new families. 65 new applications in the past two weeks.
 - Will need to pay special attention to class sizes as enrollment increases and the need to keep three feet between students begins this fall.
 - AM/PM programing will not be available at the start of the school year due to COVID concerns. Additional planning to follow.
 - b. JH/SH Report – Details in the BOE packet. Additional comments by Mr. Plummer:
 - Communication today with Shelly regarding planning for Wednesday religious celebrations in lieu of large group gatherings in the gym for mass.
 - More emphasis on cultural competency and online learning for staff development efforts this year
 - Online learning will involve synchronous learning with the benefit of iPads on swivel devices paired with wearable Bluetooth devices by the teachers. Real time interaction between the at home student and class will be possible and the full classroom board will be visible to the online student.
 - A few doors remain to be installed in the new wing. Furniture expected to be moved in next week. Much of the front driveway and the parking lot in the back have been completed.
 - c. Enrollment Report – Details in the BOE packet. Additional comments by Pam Schowalter:
 - Working on marketing to help keep new families at Regina
 - Extremely busy with new applications and requests the past couple of weeks.
 - Working on plans for online learning for our international students who are in different time zones this fall.
 - d. Business Office – Comments by Angela Villhauer
 - Still working on hiring for the open position in the Business Office.
 - Paperwork for the construction cash flow loan from Hills Bank is still pending.
 - Alan is still providing Regina with a great deal of service/time.
 - e. Religious Education – No comments. Sessions will resume in August
 - f. Foundation – Comments by Kecia Boysen

- The Excellence Fund surpassed the annual goal with a total of \$496,282. This is the most funds raised during the annual Excellence Fund.
- Foundation to meet next month to discuss how to spend the surplus. Initial thoughts are on tuition assistance, teacher endowment and administrator wish lists.
- Approximately \$37K left to raise in the capital campaign.
- Discussion to come regarding the desire for a ribbon cutting ceremony for the new wing. Perhaps the Sunday before school starts. In person or virtual yet to be determined.

g. Boosters, PISA, Home & School - Committee Reports – None

III. Old Business – None

IV. New Business

a. Return to Learn – discussion and update

- Please see the COVID tab near the top left of the Regina home page to view a comprehensive presentation of the plans, preparations, protocols and guidance to date. The website also includes Committee meeting minutes and additional resources for families and students.
- Additional comments included:
 - o Thus far the elementary and JH/SH have been unified in their work on the return to learn plan. This week will begin some more grade specific planning and scheduling.
 - o Teacher survey was distributed today.
 - o Parent survey #2 anticipated to be distributed yet this week.
 - o Important to note the fluidity of the situation. Guidance from authorities changes often and plans have been changing nearly every day.
 - o Students may switch from their original selection of in-person vs. online learning one time in the semester. This does not include required online learning due to quarantine or illness.
 - o No visitors will be permitted in the building during school hours.
 - o Parents dropping off items will be instructed to leave the items on tables set up outside.
 - o Meetings with parents or others with the staff must be by appointment and may take place virtually if in-person is not practical.
 - o Anticipated that after school pick-up will remain largely the same. Parents may not exit their vehicles.
 - o Morning drop-off details still to be worked out. Possible plan for drop off to be in the front circle with additional staff help. Again, parents will not be permitted to exit the vehicle.
 - o Masks must be on the students before exiting from the vehicle.
 - o Questions remain as to the number of symptomatic students, but untested, would be tolerated before any changes are made to the on-site learning plans. The Return to Learn Committee is continuing to meet and additional expert inquiry is being made.
 - o Guidance from the Department of Public Health regarding the number of positive cases that constitute an “outbreak” remains unclear. Are there variations in determination if the positive cases are from one family vs. several different families, etc?
 - o Johnson County Department of Public Health will not notify Regina of instances of possible exposure. Only cases that have a positive test result will be communicated to the school.
 - o Parents must provide daily temperature checks prior to leaving for school in the morning.
 - o Regina will not be providing temperature checks.
 - o An effort will be made to provide three feet of space between the seating of each student in all grades.

- Additional guidance from administration on what will constitute an appropriate face covering. Bandanas will not be permitted. Details on the print, design, etc. regarding other face coverings to be determined.
 - All students will be encouraged to bring at least one additional face mask to school each day to switch out to during the day. Mask may become damp or dirty and additional masks will likely be needed.
 - All non-essential items are being removed from the classrooms. Only easily disinfected items remain.
 - All spaces will likely need to be utilized to maintain appropriate distancing during lunch. These spaces will include classrooms, lobbies and the cafeteria.
 - Curriculum may be adjusted to focus more heavily on the most essential details as it is anticipated instruction time may be shortened to accommodate for additional sanitizing and safety precautions.
 - Hybrid learning continues to be discussed. Again, this is a fluid situation and the administration and staff are continuing to work on providing the best possible opportunities under a variety of challenging circumstances.
 - Attendance by all students will be mandatory. Attendance will be taken during each class. Online learners will need to participate throughout the entire day.
 - Chromebooks have been ordered for all first through fifth graders in the event of the need for online learning.
- V. Calendar and Discussion Items
- a. Policy Committee – Michelle Winders sent a link to the Policies and By-Laws to all board members. If not received, please contact Michelle.
 - b. Strategic Planning Committee – Main topic of discussion is the new position of Head of School.
 - The search committee has been formed and the first meeting was July 27, 2020.
 - The members are: Glenn Plummer, Celeste Vincent, Angela Villhauer, Anne Kelly, Fr.Witt, Margaret Bottorff, Chris Clark, Patrick Gavin, Jen Wallace, Matt Pacha, Lisa Dutchik
 - Expect the position to be listed in the next couple of weeks.
 - c. Only four BOE evaluations have been returned. All board members need to complete the evaluation and return to Melinda as soon as possible.
- VI. Capital Campaign Update – See notes above regarding Foundation Report
- VII. Growth and Vitality Study – See notes above regarding Head of School search, the primary goal per the completed study.
- VIII. Committee Reports – in BOE packets with additional comments/questions below:
- a. Health and Safety Committee – report in the BOE packet. Additional comments by Sue Kloos.
 - Will there be supervision during in class lunches? Will teachers be given breaks?
Administration – yes, details being worked out.
 - Administration expresses concern over difficulty securing substitute teachers. Many are Regina specific, which lowers our risk of a teacher being exposed at another school, but many of our regular subs are in a high-risk category.
 - A constant contact was sent out requesting interested persons/parents pursue the relaxed temporary substitute teacher certification to aid Regina during this time.
 - Asymptomatic teachers in quarantine will still be teaching while at home.
- IX. Meeting Schedule – no adjustments made to schedule in the BOE packet. If there are changes, please let Alaina know.
- X. Closing Prayer by Fr. Adam
- XI. Executive Session – None due to lack of quorum
- XII. Adjourned at 8:04 PM

Respectfully Submitted,
Alaina Welsh
BOE Secretary