

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING

TUESDAY, June 28, 2022

6:15pm Outgoing Board Member Reception

6:30pm Regular Board Meeting

**High School Media Center**

*Vision: To foster excellence with faith, knowledge, and community*

**Regular Agenda**

- |  |            |
|--|------------|
| <b>I. CALL TO ORDER – Board of Education</b>   | 10 minutes |
| a. Opening Prayer  |            |
| b. Roll Call   |            |
| c. Chairperson Remarks   |            |
| d. Approval of Minutes – May 24, 2022  |            |
| e. Approval of Agenda  |            |
| f. Open to the Audience  |            |
| <br>   |            |
| <b>II. NEW BUSINESS DISCUSSION</b>   | 15 minutes |
| a.   |            |
| <br>   |            |
| <b>III. OLD BUSINESS UPDATE</b>  | 5 minutes  |
| a. Strategic Planning Update   |            |
| b. 2 <sup>nd</sup> Reading to Adopt Therapy Dog Policy   |            |
| <br>   |            |
| <b>IV. ADMINISTRATION REPORTS IN PACKET/QUESTIONS</b>  | 10 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   |            |
| <br>   |            |
| <b>V. CALENDAR AND DISCUSSION ITEMS</b>  | 10 minutes |
| a. <b>Board Chair/Executive Committee</b> – Conduct the election of officers for the upcoming school year. Adhere to Policy #20R Transfer of Board Records Policy. |            |
| b. <b>Policy/By-Laws Committee</b> - Distribute the Board of Education Self Evaluation.  |            |
| <br>   |            |
| <b>VI. COMMITTEE REPORTS IN PACKET/QUESTIONS</b>   | 5 minutes  |
| <b>VII. MEETING SCHEDULE (Refer to the Information Page)</b>   |            |
| <b>VIII. CLOSING PRAYER</b>  | 1 minute   |
| <b>IX. EXECUTIVE SESSION</b>   | 15 minutes |
| <b>X. ADJOURNMENT</b>  |            |

**INFORMATION PAGE**

**I. MEETING SCHEDULE**

A. Next Board Meeting	4 <sup>th</sup> Tuesday	7/26/22	6:30 PM	MPR
B. Executive Committee	3 <sup>rd</sup> Wednesday	7/20/22	5:30 PM	HS Media Center
C. Finance Committee	3 <sup>rd</sup> Wednesday	7/20/22	4:30 PM	HS Media Center
D. Policy/Bylaws Committee	2 <sup>nd</sup> Thursday		9:00 AM	HS Media Center
E. SIAC/Education Committee	2 <sup>nd</sup> Tuesday	7/12/22	4:00 PM	HS Library
F. Catholic Identity Committee	3 <sup>rd</sup> Tuesday	7/19/22	4:30 PM	Room 409
G. Building & Ground Committee	2 <sup>nd</sup> Monday	7/11/22		
H. Strategic Planning Committee	3 <sup>rd</sup> Wednesday	7/18/22		
I. Health & Safety	3 <sup>rd</sup> Thursday	7/21/22	4:00 PM	Via Zoom

**II. ENROLLMENT**

**2021-2022 Month-by-Month Comparisons**

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
<b>Elem</b>	477	477	474	472	472	477	479	479	486	482
<b>JR/SR</b>	349	348	346	348	347	349	350	351	352	352
<b>PreK</b>	62	58	55	53	59	59	59	59	60	60

**2021-2022 Tuition**

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May/June	
<b>Budget</b>											
<b>Elem</b>	\$1,935,720	\$2,289,010	\$2,327,920	\$2,314,040	\$2,311,040	\$2,314,040	\$2,328,795	\$2,333,943	\$2,335,377	\$2,336,296	\$2,341,884
<b>JR/SR</b>	\$2,699,748	\$2,413,229	\$2,404,435	\$2,401,105	\$2,403,544	\$2,401,105	\$2,408,352	\$2,414,396	\$2,418,468	\$2,422,109	\$2,442,109
<b>PreK</b>	\$358,500	\$25,322	\$61,630	\$71,345	\$125,912	\$128,992	\$133,706	\$222,390	\$257,718	\$289,742	\$326,922

\*Partial Month

**I. UPCOMING DATES**

**II. PRAYER SERVICE/MASS SCHEDULE**

**III. Holy Days**

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING  
Tuesday, May 24, 2022

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REGULAR MEETING MINUTES

- I. Call to Order – 6:3 PM
  - a. Opening Prayer by Fr. Witt
  - b. Roll Call – (absent members in parenthesis):
    1. Ellen Abusada, Fr. Adam, (Fr. Beckman), Julie Beard, Chris Clark, Andy Cutter, Lisa Dutchik, Sue Kloos, Amy Lynch, Scott Nibaur, Fr. Sia, (Angela Villhauer), (Ryan Wade), Jason Wagner, (Todd Waikel), Alaina Welsh, Fr. Witt.
    2. Ex-Officio Members Present –  
Celeste Vincent, Glenn Plummer, Tim Foley, Kelly Starr, Pam Showalter, Michelle Goldsmith, Julie Rhomberg, Joy Kelly
  - c. Chairperson Remarks – by Andy Cutter
  - d. Approval of Minutes –
    - o Approve April 26, 2022 – Regular Meeting Minutes  
Motion to approve by Fr. Witt. Second by Clark. All in favor
  - e. Approval of Agenda –
    - o Motion to approve Agenda made by Fr. Adam. Second by Clark. All in favor.
  - f. Student Presentation – Teen Community Emergency Response Team  
Remarks by Laurie Boland. Presentation by three Regina Students and Teen CERT members. Regina is currently the only school with an active Teen CERT program. Mya Whitaker, Lillian Santillan, and Sofia Schnoebelen were the student presenters.
  - g. Open to the Audience – NONE
- II. NEW BUSINESS DISCUSSION –
  - a. First Reading of the new Therapy Dog Policy (Policy 620.0R Guidelines for the Use of Professional Therapy Dogs)
    - o Motion to approve the first reading of the Therapy Dog Policy. Motion made by Fr. Witt. Second by Abusada. All in favor.
  - b. Approval of the appointment of Joy Kelly as the new trustee for the Regina 401K(k) Plan following Marylou Vardeman’s resignation.
    - o Motion to approve Joy Kelly as the new trustee made by Lynch. Second by Witt. All in favor.
  - c. Approval of busing contract. - Remarks by Joy Kelly
    - o Motion to approve the three-year contract extension with Illinois Central School Bus for the period of July 1, 2022 thru June 30, 2025, and corresponding required Iowa City Community School District Contract allowing for non-public transportation funding from the State of Iowa. Motion made by Clark. Second by Nibaur. All in favor.

- III. OLD BUSINESS DISCUSSION –
  - a. Strategic Plan Update – Remarks by Chris Clark  
Currently refining action items by subgroups that correlate with the previously identified objectives. These action items will be collated for distribution to the Board of Education then a wider release of the information will be provided this fall.
- IV. ADMINISTRATIVE REPORTS – see BOE packet
  - a. Elementary Report – Additional comments by Mrs. Vincent:
    - 1. Thank you to the teachers for finishing strong!
    - 2. A special thank you and farewell to Mrs. Rudolph and Mr. Foley.
  - b. JH/SH Report – see BOE packet. Additional comments by Mr. Plummer:
    - 1. Thank you to everyone who participated in the graduation ceremonies.
    - 2. AP test results will not be available for a couple of months.
    - 3. A special “thank you” to Mr. Foley and his 16-year partnership. Wishing him the best of luck and letting him know he will be missed.
    - 4. Mr. Foley thanked us all for the well wishes and support over the years and plans on seeing many of us in the future when he returns to Regina in his capacity as a parent this fall.
  - c. Enrollment Report – See BOE packet. Additional comments by Pam Schowalter:
    - 1. As of today, 64 students registered for kindergarten for next school year.
    - 2. 28 new students in addition to the kindergarteners are registered for next school year.
    - 3. Seven additional international students will be on campus next year.
  - d. Business Office – See BOE packet.
  - e. Religious Education – See BOE packet.
  - f. Regina Foundation – See BOE packet.
  - g. Boosters, PISA, Home & School – See BOE packet.
- V. CALENDAR & DISCUSSION ITEMS-
  - a. Board Chair – Will extend an invitation to the three new BOE members to attend the June meeting. The three new members, whose terms will begin July 1, 2022 will be Anne Adam from St. Patrick, Ron Udell from St. Mary’s, and Lisa Gumpper from St. Wenceslaus.
  - b. Presentation of the slate of proposed Executive Officers for the 2022-2023 term. Andy Cutter, Angela Villhauer, Chris Clark and Alaina Welsh. Slate presented by Sue Kloos, Scott Nibaur, and Ellen Abusada. Vote will occur at the next meeting in June.
  - c. Please note an email survey sent to all members regarding the date options for the August Retreat/Orientation.
- VI. COMMITTEE REPORTS – See BOE packet
- VII. MEETING SCHEDULE –
  - a. Note that the Policy Committee will meet at a different date and time in June, June 23<sup>rd</sup> at 2:30 PM in the High School Conference Room.
  - b. There will be no Health and Safety Committee meeting in June.
  - c. Catholic Identity will not meet in June or July.

- d. Catholic Identity is changing their meeting time to 5:30 to 6:30 on the third Tuesday of the month.
- VIII. CLOSING PRAYER – by Fr. Adam
- IX. EXECUTIVE SESSION – 7:22PM
  - Motion to enter Executive Session by Clark. Second by Witt. All in favor
- X. Open Session – 7:37 PM
  - Motion to go back into open session made by Fr. Adam. Second by Witt. All present in favor.
  - Motion to approve teaching contracts for Hannah Westcott (5<sup>th</sup> grade) and Brittyn Wilhau (6<sup>th</sup> grade). Motion made by Fr. Adam. Second by Fr. Witt. All in favor.
- XI. Adjournment – 7:42 PM
  - Motion to adjourn by Fr. Witt. Second by Fr. Adam. All in favor

Respectfully Submitted by  
Alaina Welsh, BOE Secretary

**REGINA ELEMENTARY  
BOARD REPORT  
June 2022**

**FACILITATOR OF FAITH COMMUNITY**

**PRAYERS**

We thank God for another successful school year.

We are grateful for all the teachers, staff, and volunteers who assist us in our mission.

We ask for prayers for fourth grade teacher, Diann Zirtzman, whose father passed away on May 28<sup>th</sup>. May Don McChristy be welcomed into everlasting life.

**RELIGIOUS CELEBRATIONS**

We had a wonderful sixth grade prayer service on May 26<sup>th</sup>. Thank you to Father Beckman and St. Wenceslaus for giving each 6<sup>th</sup> grade student a bible.

**RELIGION CALENDAR 2022-2023**

A preliminary draft has been created to share with pastors for approval.

**FAITH**

The Diocesan Religion Curriculum Committee continues to meet on the new standards. The last meeting was held June 14<sup>th</sup>. Center representatives are: Shelly Conlon, Katie Welter, and Celeste Vincent.

**STANDARD #1 – VISION**

**HIRING**

Administrators have spent majority of June hiring. We thank the following staff who have served on hiring committees: Shelly Conlon, Doug Vollstedt, Julie Rhomberg, Barb Meyer, Jennifer McGrane, Kristine Larson, Pamela Miller-Dekeyser, Chris Ney, Kris Boulund, Erin Vorwerk, and John Demory.

**SUMMER PREPARATION**

Administrators and administrative assistants are continuing to close out the past academic year and look at calendaring needs as we prepare for the 2022-2023 academic year.

**ADMINISTRATIVE TEAM/SUMMER PLANNING MEETING**

Administrators attended the summer Diocesan Principal's meeting on June 19<sup>th</sup>.

**STANDARD #2 - CULTURE AND INSTRUCTIONAL PROGRAM**

**PRESCHOOL SUMMER CAMP**

Preschool summer camp began on June 6<sup>th</sup>. We welcome all of our summer campers. Thank you to Chris Burns and preschool staff who have planned a summer of fun learning.

**BUILDING GOALS**

Administrators are working on building goals for the 2022-2023 school year. Professional development times will be spent on training in our new student information system, PowerSchool and viewing/implementing our new Diocesan Religion Standards.

**STANDARD #3 – MANAGEMENT**

**PRESCHOOL**

Administrators continue to work on preschool building plans.

**SRI**

The final report for the 2021-2022 school year has been submitted to the state.

## FINANCE MEETING

On June 15<sup>th</sup>, we had a finance committee meeting. Alan Opheim has rejoined us to share updates on what he has covered/worked on since Marilou resigned.

## **STANDARD #4 – COLLABORATION**

### HOME AND SCHOOL

Home and School closed out the year to approve their 2022-2023 budget on June 20th.

### PLANNING

The administrative team has been working on plans for the upcoming year with scheduling professional development and meetings to ensure a smooth transition to the new structure.

## **STANDARD #5 – ETHICS**

### HEALTH AND SAFETY

Administrators were involved with nurse interviews.

### PAYLOCITY

Administrators and administrative assistants met on Monday, June 20<sup>th</sup> to learn from Michelle Winders about this new employee system that is now required by the diocese.

## **STANDARD #6 – LEARNING COMMUNITY**

### OFFICE STAFF

The office staff is working diligently to prepare for registration.

They are working on moving files, updating, files, and ordering materials.

### SCHEDULE

Administrators will be working on adjustments back to the original master schedule for the upcoming school year.

## **ENROLLMENT SUMMARY**

### **Outgoing Students =**

K= 3 (moving)

1= 4 (moving)

2= 0

3= 3 (moving)

4= 2 (ICCS)

5= 4 (Moving)

6= 4 (ICCS)

### **Summary (going)**

20

### **Incoming Students**

K= 66

1= 2

2= 3

3= 2

4= 4

5= 1

6= 6

### **Summary (coming)**

84 (K + new 1-6)

**Regina Junior-Senior High School  
Board Report  
June 2022**

**Principal as Spiritual Leader**

- The Religious Celebration calendar for the 2022-2023 school year is nearly complete.

**Principal as Instructional Leader**

- AP results should be back in July. A report should be ready by the July meeting.
- Our full ISASP results are expected in August. Individual results are in and were sent home with students.
- We have started to work on our professional development calendar for the 2022-2023 school year.

**Principal as Administrator**

- Spring BEDS and Student Reporting in Iowa are complete.
- We will review our handbooks in the coming weeks.
- We have one opening, English Language Arts teacher.

**Principal as Communicator**

- Maddy Santos (1st Place) and Caitlin Martin (3rd Place) were winners in the 2022 Pro-Life Essay Contest sponsored by Johnson County Right to Life.
- Thank you to Tim Foley and Clark McFerren for their years of service to the Regina community.



**Admissions  
Pam Schowalter  
June 2022 Board of Education Report**

Numbers for the 2021-2022 school year ending in May 2022

K	1	2	3	4	5	6	7	8	9	10	11	12	Total
56	63	66	67	79	77	74	68	63	61	56	45	59	834

2021-2022—Elementary—K-6: 482 students

Jr./Sr. High— 7-12: 352 students

**Total: 834 students (-3 /+6)**

2020-2021—Elementary—K-6: 467 students

Jr./Sr. High 7-12: 349 students

**Total: 816 students**

2019-2020--Elementary K-6: 458 students

Jr./Sr. High 7-12: 341 students

**Total: 799 students**

**Recruitment**

**Tours**—Tours continue during the school day, as well as after school and weekends.

**International Students**—We have eleven international students next year.

**Preschool**—Regina preschool has added an additional section with 18 more openings. We have now filled 4 of those spots. We will be sending an announcement out on Monday for parish bulletins.

**Kindergarten** --We currently have 66 students registered for kindergarten 22-23.

A 4<sup>th</sup> of July mailing from “Crownie” will be sent out next week along with Regina tattoos to these new kindergarten students.!

**STO**—Families will be notified by the end of June on the status of their financial aid application for twelve-month tuition recipients. Ten-month participants will find out by mid-July. This will come from our business office.

**Fall Fun Festival**—Regina will be holding a welcome reception in the Pancheros Plaza for New Families on August 19<sup>th</sup> at 6:30 PM for new kindergarten families and 7:00 PM for new 1<sup>st</sup>-12<sup>th</sup> grade families.

**RETENTION**

**Crownie** will be repaired over the summer.

**Student Ambassadors**

Regina has 67 Student Ambassadors for the 22-23 school year. Student Ambassadors will have their summer orientation on August 9<sup>th</sup>.



**Business Office BOARD REPORT – MAY**  
**ALAN OPHEIM**  
**June 28, 2022**

Below are a couple of bullet points for your information since my initial report last month.

- Finance Committee
  - Reviewed with the Committee the Financials through May 2022 by class and in two formats, comparison to FY 22 and to Budget
  - The PowerPoint used at the meeting is included in the packet
- My main points of emphasis this month have been:
  - Cash and bank work (maintaining on a monthly basis)
  - Payables to our vendors
  - Assisting others with their questions on a variety of topics
  - Finance Committee, and at least for a while, Policy Committee
  - Preparation for Year End, and completion of year-end financials, plus any non-payroll reports
  - FY 23 Financial Aid preparedness -- See below
- FY 23 Financial Aid
  - The Report from the STO of Southeast Iowa was extremely late this year, receiving the final allocations just last week.
  - The concentration will be getting information for the 12-month payers, first.
  - Information will be entered into Blackbaud/Smart Tuition as soon as possible – This includes the STO allocation, Regina Financial Aid, and Scholarships for families receiving one or more grants.
  - Completing this task is a major need and goal of both Michelle W and myself.

Final thought for June – If you have questions, drop me an email. I'm here to be a resource, both today and historically. Thanks again for the opportunity to maintain my accounting and brainstorming skills.

**Kecia Boysen**  
**Executive Director Regina Foundation**  
**Monthly Report 6/21/2022**

**Capital Campaign Totals (as of 6/16/2022)**

Remaining original cash pledges to be fulfilled (4 donors):	\$ 5,225
Cash on Hand:	\$ 21,158
Continuation pledges to be fulfilled (15 donors):	\$ 56,150
Continuation lead pledge/new Pre-K pledge to be fulfilled (1 donor):	\$693,400
<b>Total:</b>	<b>\$775,933</b>

\*total reflects \$134,595 (59 donors) written off (1.67% of total raised)

\$7,929,778 raised toward \$7.8 million (plus additional \$1.2 million Pre-K pledge)

All capital campaign invoices have been reimbursed to the school.

**\$775,933 spendable campaign dollars remaining for all projects.**

**Excellence Fund (annual appeal)**

- Excellence Fund total as of 6/16/2022: \$522,267.28 (664 donors)
- Last year at this time: \$480,450.80 (711 donors)

**Committee Meetings**

- Stewardship Committee – TBD in August
- Development Committee – Met via email 6/16/2022
- Foundation Executive Meeting - Next Meeting: 10:30 a.m., Wednesday, July 13
- Foundation Board Meeting – No July board meeting

**Donor meetings & calls**

- Visits/calls of note: Kecia will continue making FYE calls to major donors \$1000k and above thru the end of June.

**Other**

- Visibility in the Regina community (goal = at least 2 events per month) – June: 0 (summer break).
- A farewell luncheon was hosted on Monday, Jun 13 in honor of Trish Kohl, Special Events Coordinator, as she departs Regina after 12 years of service. Trish is joining the staff of the Mount Vernon Community School District and will be missed.
- Flooring will be replaced in the Elementary School wing starting Tuesday, June 14. Office hours may be adjusted as necessary to accommodate construction and access to the building.
- Kecia attended the June AFP Eastern Iowa education program, "*Successful Fundraising Strategies*," presented by Mary Harken, Xavier Foundation Advancement Director & Nick Ireland Communication Director, on Tuesday, June 14, at Hills Bank - Blairs Ferry Rd. The program focused on how Xavier Foundation harnessed the potential of a day-of-giving concept and how it transformed engagement and results. Also, discussed fundraising renovations made to steadfast campaigns, and how that increased alignment with the mission and new objectives of the organization.
- Summer Vacations: Shelley will be out of the office, from Friday, July 1 – to Friday, July 8; Kecia will be out of the office, from Monday, August 1 – to Friday, August 5.

**Upcoming Events/Important Dates**

- Early Elementary Education Wing Dedication & Ribbon Cutting – Wednesday, August 17
- Alumni Awards Luncheon & Recognition – Friday, September 23

**Regina Athletic Booster Club Meeting**  
**Wednesday May 11,2022 at 6:00 PM**  
**Location: Regina High School Media Center**

Prayer/Attendance: Sean Beard, Myrna Boyle, John Crane, Jason Dumont, Annie Gavin, Betsy Hoffman, Taylor Hotek, Sarah McLaughlin, Jane Molony, Steve Pacha, Molly Petersen, Leigha Rios, Chase Stafford

**Reports:**

AD-Taylor Hotek:

Spring season is winding down. Post season soccer next week. We host boys and girls first two rounds. Boys qualify for golf districts. Junior High Track did great! Baseball and softball start next week.

Treasurer- Myrna Boyle

\$88k in the bank right now. Fish fry came in at \$5k in income. The fish fry income is off by the \$1995 from the St. Birch. Going forward budgeting process of how much we want to lend out for support. Need to follow the bylaws about the budget. Set up some sort of process on how different teams set up an ask.

President- Sean Beard

Working with Hilary Wilken to set up committee for RAN network and advertising.

**Old Business:**

Review/approval of minutes from April 13th, 2022: Any questions or comments? Sean Beard made a motion to approve, Sarah McLaughlin second, all in favor, motion carries.

Committee Updates:

Spirit Store

While the spirit store order we made quite a bit of money it came with several headaches. Some items ordered were out of stock and some items were never delivered. Still waiting on a few things and some they don't have any longer. The vendor did not make us aware of this ahead of time. Stadium seats are now back ordered until July unless we wanted to go with gray. We decided to stick with the navy. Keely will be shutting down the spirit store after school is out for at least a week to get the new inventory system up and running.

Hall of Fame

Jane (HOF) Shane put a form together for the deadline of June 17<sup>th</sup> for the 2023.

Annual Golf Outing

Date is locked for August 19<sup>th</sup>. There will be a presale fundraiser on July 15<sup>th</sup> at Mickey's. More details to come.

**New Business:**

**Field Mowing Contract:**

Jason Dumont would like to see what it will cost Krafka would charge for football and baseball. A difference of whatever he would cover the cost.

Jason Dumont and Steve Pacha talked about some of the challenges with the fields and getting them mowed without a contract.

School proposed that the Boosters pay for the excess over the \$60k they had budgeted. That was estimated to be about \$27k.

Myrna motion to take it to a vote. All members present opposed for the boosters to pay for the lawn care.

**Pepsi/Coke Contract:**

Coke approached us about being exclusive contract. Amy talking to Pepsi about if they will offer the same thing. Do we stick with Pepsi and no contract right now? Coke would be willing to replace all the machines would be willing to do donations. A couple thousand dollars to the boosters for the promotion that is going on now, if you buy Powerade at J and S, Hy Vee Drugstore, and another place. Coke would give us \$500 for a standing free cooler, for FFF. Amy will get the contract and then let us know.

**MISC:**

No meeting in July. We will look at June once the agenda is out.

Taylor- RAN broadcasters hasn't been paid for yet. He is giving the list to Myrna.

Varsity Group contract isn't expiring until 2026. Taylor is going to send over the sponsorship things he has.

Sean made motion to adjourn. Betsy Hoffman seconded, all in favor motion carries.

Respectfully submitted by: Betsy Hoffman

## Health and Safety Committee Goals

- 1) Develop a consistent core of committee members to include at least one Regina Administrator, faculty member, parent of a Regina student, the school nurse, healthcare professional and school board member
- 2) Meet in person or by ZOOM monthly during the school year and added meetings as needed
- 3) Be an active part of the Return to Learn Committee
- 4) Offer a session for parents once a semester on current topics of interest and have them recorded for those unable to attend. Examples might include vaping, mental health awareness, gun safety, ATV Safety, etc.
- 5) Provide a checks and balance system for accurate and up to date record keeping on Immunizations, CPR certification, AED checks, etc.

Submitted by:

Sue Kloos

Committee Chairperson of the Health and Safety Committee





Finance Committee

June 15, 2022

# Opening Reflection

- Opening Prayer – Father Witt

- Silent Reflection –

Dear God, Thank you for your amazing power and work in our lives, thank you for your goodness and for your blessings over us. Thank you that you are able to bring hope through even the toughest of times, strengthening us for your purposes. Thank you for your great love and care. Thank you for your mercy and grace. Thank you that you are always with us and will never leave us. Thank you for your incredible sacrifice so that we might have freedom and life.

Forgive us for when we don't thank you enough, for who you are, for all that you do, for all that you've given. Help us to set our eyes and our hearts on you afresh. Renew our spirits, fill us with your peace and joy. We love you and we need you, this day and every day. We give you praise and thanks, for You alone are worthy!

In the name of the Father, Son and Holy Spirit. Amen.

(Debbie McDaniel)(Crosswalks.com)

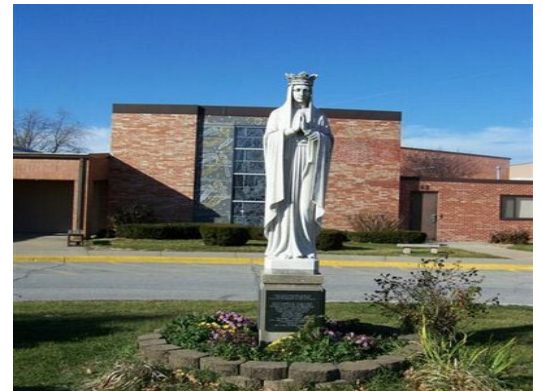
# Committee Members

## Present in Bold

- Alaina Welsh
- **Amy Lynch**
- **Andy Cutter**
- **Angela Villhauer**
- **Chris Clark**
- Chris Klitgaard
- **Father Steve Witt**
- **Jason Wagner**
- Matt Pacha
- Melinda Shetler
- **Joy Kelly**
- **Celeste Vincent**
- Glenn Plummer
- Kecia Boysen
- Michele Goldsmith
- Pam Schowalter
- Stacy Sueppel
- **Alan Opheim**

# AGENDA – June 15, 2022

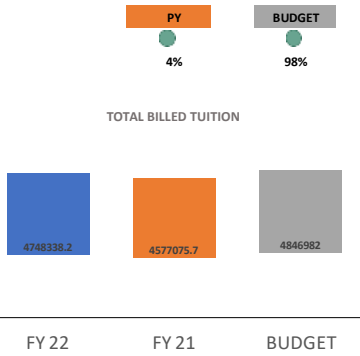
- Opening prayer
- Angela -- Opening Comments
- Joy – Update on Director of Finance and Special Events Searches
- Update on Governor’s Message on School Safety
- Family Fun Festival and Benchwarmer Discussion / Update
- Alan – Recap FY 22, May
- Final Comments – Other Business



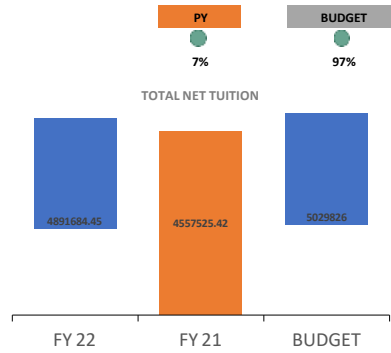
REGINA CATHOLIC EDUCATION CENTER  
KEY STATISTICS

May-22

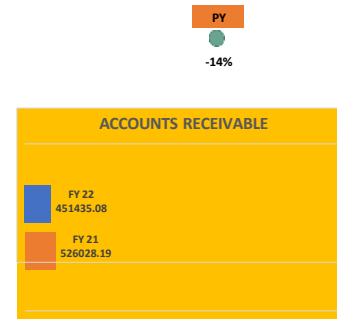
**Comment:** Billed Tuition came in 4% higher than previous year and 98% to budget



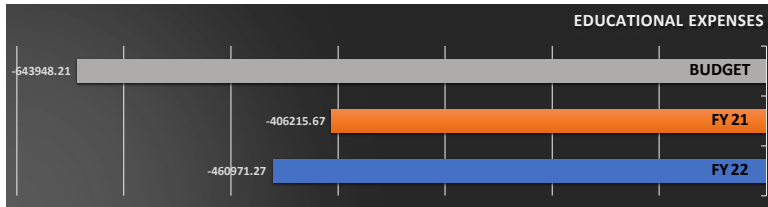
**Comment:** Total Net Tuition is up 6% from PY and 97% to budget



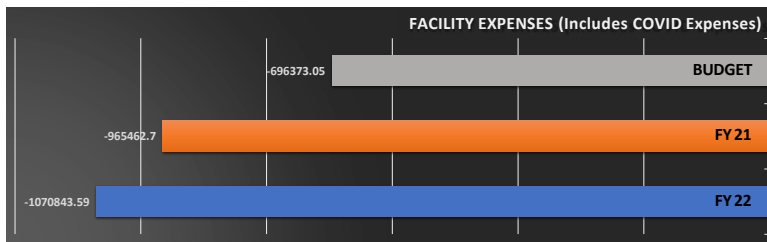
**Comment:** A/R is 14% lower than PY.



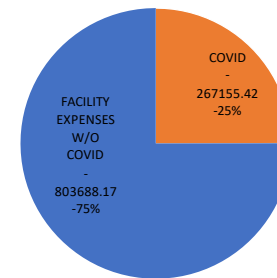
**Comment:** We are at 72% of our YTD budget in Educational Expenses and up 13% from PY at this time.



**Comment:** Facility Expenses as shown in the bar graph include Covid costs. As shown in the pie graph to the right, taking those costs out, which were not budgeted, we are 1/2% below last year, and are at 15% over budget.



COVID EXPENSES



# May 2022 Balance Sheet

Regina Inter-Parish Catholic Education Center				6:45 PM	
Balance Sheet				06/14/2022	
As of May 31, 2022				Accrual Basis	
		May 31, 22	May 31, 21	\$ Change	% Change
<b>ASSETS</b>					
Current Assets					
Checking/Savings					
10000 · Unrestricted Cash		859,381.48	726,213.85	133,167.63	18.34%
11000 · Savings		3,405,027.38	2,909,721.28	495,306.10	17.02%
Total Checking/Savings		4,264,408.86	3,635,935.13	628,473.73	17.29%
Accounts Receivable					
12000 · Tuition Receivables		451,435.08	526,028.19	-74,593.11	-14.18%
Total Accounts Receivable		451,435.08	526,028.19	-74,593.11	-14.18%
Other Current Assets					
12200 · Prepaid Computer Contracts		3,111.25	15,747.58	-12,636.33	-80.24%
12208 · Other Receivable - REC Related		447,157.00	574,864.50	-127,707.50	-22.22%
Total Other Current Assets		450,268.25	590,612.08	-140,343.83	-23.76%
Total Current Assets		5,166,112.19	4,752,575.40	413,536.79	8.7%
Fixed Assets					
13000 · Long Term Assets					
13019 · Construction in Progress		624,193.10	424,198.21	199,994.89	47.15%
Total Fixed Assets		9,710,526.28	10,206,290.02	-495,763.74	-4.86%
<b>TOTAL ASSETS</b>		<b>14,876,638.47</b>	<b>14,958,865.42</b>	<b>-82,226.95</b>	<b>-0.55%</b>
<b>LIABILITIES &amp; EQUITY</b>					
Liabilities					
Current Liabilities					
Accounts Payable					
20001 · Accounts Payable		30,642.32	9,842.63	20,799.69	211.32%
Total Accounts Payable		30,642.32	9,842.63	20,799.69	211.32%
Other Current Liabilities					
20000 · Current Liabilities		1,129,873.85	788,368.03	341,505.82	43.32%
Total Other Current Liabilities		1,129,873.85	788,368.03	341,505.82	43.32%
Total Current Liabilities		1,160,516.17	798,210.66	362,305.51	45.39%
Long Term Liabilities					
26000 · Long Term Loans		414,967.21	445,945.57	-30,978.36	-6.95%
Total Long Term Liabilities		414,967.21	445,945.57	-30,978.36	-6.95%
Total Liabilities		1,575,483.38	1,244,156.23	331,327.15	26.63%
Equity					
30000 · Opening Balance Equity		4,972,571.19	4,972,571.19	0.00	0.0%
32000 · Unrestricted Net Assets		7,884,512.91	7,579,262.42	305,250.49	4.03%
Net Income		444,070.99	1,162,875.58	-718,804.59	-61.81%
Total Equity		13,301,155.09	13,714,709.19	-413,554.10	-3.02%
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b>14,876,638.47</b>	<b>14,958,865.42</b>	<b>-82,226.95</b>	<b>-0.55%</b>

# May 2022 Profit / Loss Statement

Regina Inter-Parish Catholic Education Center				6:50 PM		
Profit & Loss				06/14/2022		
July 2021 through May 2022				Accrual Basis		
			Jul '21 - May 22	Jul '20 - May 21	\$ Change	% Change
	Income					
	40000 · Tuitions		4,597,390.76	4,559,787.45	37,603.31	0.83%
	41000 · Assessments		1,558,645.00	1,583,683.87	-25,038.87	-1.58%
	42000 · Foundation Funding		864,798.45	1,223,125.95	-358,327.50	-29.3%
	43000 · Diocesan Funding		17,149.30	15,909.55	1,239.75	7.79%
	44000 · Nutrition Income		370,004.46	127,802.60	242,201.86	189.51%
	45000 · Other Incomes		1,362,350.06	969,608.45	392,741.61	40.51%
	46500 · Bus Route Income		38,324.19	12,343.37	25,980.82	210.48%
	<b>Total Income</b>		<b>8,808,662.22</b>	<b>8,492,261.24</b>	<b>316,400.98</b>	<b>3.73%</b>
	<b>Gross Profit</b>		<b>8,808,662.22</b>	<b>8,492,261.24</b>	<b>316,400.98</b>	<b>3.73%</b>
	Expense					
	60000 · Salaries & Wages		4,323,429.11	4,024,823.23	298,605.88	7.42%
	60145 · Benefits		891,980.94	844,583.12	47,397.82	5.61%
	61000 · Educational Supplies		636,327.60	417,920.69	218,406.91	52.26%
	61040 · Computer Technology		109,843.35	153,169.47	-43,326.12	-28.29%
	62000 · Facility Expenses		1,007,830.12	912,560.01	95,270.11	10.44%
	63000 · Operating Expenses		65,862.35	54,423.35	11,439.00	21.02%
	64000 · Building Upkeep		122,333.51	102,118.17	20,215.34	19.8%
	65000 · Nutrition		251,017.88	90,049.21	160,968.67	178.76%
	66000 · Income Offsets		112,908.71	92,263.36	20,645.35	22.38%
	66500 · Busing - Routing		358,615.74	307,941.60	50,674.14	16.46%
	66900 · Reconciliation Discrepancies		0.00	0.00	0.00	0.0%
	68000 · Interest Expense		16,149.92	19,429.45	-3,279.53	-16.88%
	69000 · Depreciation Expense		468,292.00	310,104.00	158,188.00	51.01%
	<b>Total Expense</b>		<b>8,364,591.23</b>	<b>7,329,385.66</b>	<b>1,035,205.57</b>	<b>14.12%</b>
	<b>Net Income</b>		<b>444,070.99</b>	<b>1,162,875.58</b>	<b>-718,804.59</b>	<b>-61.81%</b>

# Other Topics

- Topics / questions for the group?
- Date for next meeting
  - Wednesday, July 20, 2022, 4:30 p.m.
  - Watch for Location – likely HS Library



Name	5/25/21	6/22/21	7/27/21	8/24/21	9/28/21	10/26/21	11/23/21	1/25/22	2/22/22	3/29/22	4/26/22	5/24/22
Andy Cutter	X	X	X	X	X	X	X	X	X	X	X	X
Amy Lynch	N/A	N/A	X	X	X	O	X	X	X	X	X	X
Angela Villhauer	X	X	X	O	X	X	X	X	X	X	X	O
Sue Kloss	X	X	X	X	X	X	X	X	X	X	X	X
Ellen Abusada	X	O	X	X	X	X	O	X	O	X	X	X
Julie Beard	N/A	N/A	O	X	X	X	X	X	O	X	X	X
Alaina Welsh	X	X	O	X	X	X	X	X	X	X	O	X
Scott Nibaur	X	X	O	X	X	X	X	O	O	X	X	X
Annette Goodhart	X	X	O	X	N/A	N/A	N/A	X	X	X	X	X
Chris Clark	X	X	X	X	X	X	X	X	X	X	X	X
Jason Wagner	X	X	O	X	O	X	X	X	X	X	O	X
Lisa Dutchik	O	O	O	X	X	X	X	X	X	X	X	X
Todd Waikel	X	X	X	X	X	X	X	X	X	X	X	O
Ryan Wade	N/A	N/A	N/A	N/A	X	X	O	X	O	X	X	O
Fr. Sia	X	X	X	X	X	X	X	X	X	X	X	X
Fr. Beckman	X	X	X	O	X	O	X	X	X	X	X	O
Fr. Witt	X	X	X	X	X	X	O	X	X	X	X	X
Fr. Adam	X	X	X	X	X	X	X	X	X	X	X	X
Glenn	X	X	X	X	X	X	X	X	X	X	X	X
Celeste	X	X	O	X	X	X	X	X	X	X	X	X
Melinda Shetler	X	X	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Patrick Gavin	X	X	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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