

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING

TUESDAY, March 28, 2023

6:30pm Regular Board Meeting

MPR

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

Regular Agenda

- | | |
|---|------------|
| I. CALL TO ORDER – Board of Education | 10 minutes |
| a. Opening Prayer | |
| b. Roll Call | |
| c. Chairperson Remarks | |
| d. Approval of Minutes – February 28, 2023 | |
| e. Approval of Agenda | |
| f. Open to the Audience | |
| II. NEW BUSINESS DISCUSSION | 15 minutes |
| a. Term limits for Chris Clark and Amy Lynch | |
| b. Presentation of Slate for next year's BOE Executive Officers | |
| III. OLD BUSINESS UPDATE | 15 minutes |
| a. BOE Retreat Update | |
| IV. ADMINISTRATION REPORTS IN PACKET/QUESTIONS | 10 minutes |
| a. Elementary | |
| b. Junior/Senior High | |
| c. Director of Teaching & Learning | |
| d. Enrollment Report | |
| e. Business Office | |
| f. Religious Education | |
| g. Foundation | |
| h. Boosters, PISA, Home & School – committee reports | |
| V. CALENDAR AND DISCUSSION ITEMS | 5 minutes |
| a. Administrator(s) – Recommend teacher contracts (Policy #414 Staff Personnel Contract Renewal or Non-Renewal Process.) | |
| b. Finance Committee – Present the Regina Inter-Parish Catholic Education Center budget for the upcoming school year (if not completed in January or February) | |
| VI. COMMITTEE REPORTS IN PACKET/QUESTIONS | 5 minutes |
| VII. CLOSING PRAYER | 1 minute |
| VIII. EXECUTIVE SESSION | 15 minutes |
| IX. ADJOURNMENT | |

INFORMATION PAGE

I. ENROLLMENT

2022-2023 Month-by-Month Comparisons										
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Elem	477	472	473	473	473	473	473	472		
JR/SR	363	365	364	364	362	362	362	363		
PreK	83	72	73	75	67	67	67	67		
2021-2022 Tuition										
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May/June
Budget										
Elem	\$2,321,044	\$2,451,864	\$2,449,628	\$2,459,708	\$2,454,920	\$2,454,920	\$2,465,133	\$2,465,133		
JR/SR	\$2,556,993	\$2,555,761	\$2,565,746	\$2,583,776	\$2,259,198	\$2,259,198	\$2,581,099	\$2,580,003		
PreK	\$358,500	\$27,354	\$57,004	\$109,494	\$162,434	\$206,231	\$269,867	\$280,392		

*Partial Month

I. UPCOMING DATES

NHS Blood Drive	Mar 30	7:00am	MPR
Retreat 8yh	Mar 31	8:30am	St. Patrick Church
JH Play	Mar 31	7:00pm	Elem Gym
JH Play	Apr 1	2:00pm & 7:00pm	Elem Gym
Senior Trip	Apr 9 - 14		
ACT's	Apr 15	8:00AM	
NHS Induction	Apr 16	2:30am	HS Gym

II. PRAYER SERVICE/MASS SCHEDULE

Mass 7-12	Mar 29	2:20PM	HS Gym
Prayer Service K-6	Apr 6	1:15pm	Elem Gym
Prayer Service 6-12	Apr 7	11:00am	HS Gym
Prayer Service K-5	Apr 7	11:15am	Elem Gym
Mass 7-12	Apr 12	2:20PM	HS Gym

III. Holy Days

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING
Tuesday, February 28, 2023
REGULAR MEETING MINUTES

- I. Call to Order – 6:34 PM
 - a. Opening Prayer by Fr. Beckman
 - b. Roll Call – (absent members in parenthesis):
 1. Anne Adam, Fr. Adam, Fr. Beckman, Julie Beard (arrived 7:15, left 7:50), Chris Clark, Kim Cronk, Andy Cutter, Elizabeth Getachew, Lisa Gumpfer, Todd Kopecky, Amy Lynch, Ron Udell, Fr. Sia, Angela Villhauer, Jason Wagner, Alaina Welsh, Fr. Witt.
 2. Ex-Officio Members Present –
Celeste Vincent, Kelly Starr, Pam Schowalter, Carolyn Brandt, Julie Rhomberg, Michelle Goldsmith, Alan Opheim, Kady Hall, Lynne Devaney
 - c. Chairperson Remarks – by Andy Cutter
Welcome and moving along to get us all home to watch the Regina Girls' Basketball semifinal game. Go Regals!
 - d. Approval of Minutes –
 - o Approve January 24, 2023 –Regular Meeting Minutes.
Motion to approve by Clark. Second by Kopecky. All in favor
 - e. Approval of Agenda –
 - o Motion to approve the Agenda made by Clark. Second by Udell. All in favor.
 - f. Open to the Audience –
 1. Matt Boileau expressed concern regarding content of a display at school.
- II. NEW BUSINESS DISCUSSION –
 - a. Discussion regarding scheduling for a Spring BOE retreat to include both outgoing and incoming BOE members so we can do some transition planning. Will also likely include a recommitment to the Strategic Plan. A show of hands indicated a Friday is preferred by the majority over a Saturday date for the retreat. Clark will send out a Doodle poll to determine the actual date.
 - b. Vote to approve the new By-Laws for the Parents in Support of the Arts organization (PISA) as outlined in the BOE packet.
 - o Motion to approve made by Fr. Witt. Second by Lynch. All in favor.
- III. OLD BUSINESS DISCUSSION –
 - a. Educational Savings Account (ESA) update –
Kady Hall, Director of Finance, is the point person for all questions related to ESA. There is currently limited information from the State and what is available

has been shared with all incoming kindergarten families. The State Department of Education is the best resource for current information. There will be a statewide conference that will include some training for administrators and finance departments on April 20th and 21st.

- b. Head of School Search Ad-Hoc Subcommittee - remarks by Chris Clark
Angela Olson has signed her contract to officially begin her role as the Regina Head of School on July 1, 2023. She has been invited to attend the Monday afternoon BOE Executive Committee update meetings and we are hoping she will be able to attend the BOE Spring Retreat. Clark is working with Administration to set up a time for a staff meet and greet opportunity with Ms. Olson in the next couple of months.
- c. Staff Benefits Ad-Hoc Committee Update – remarks by Todd Kopecky
Presentation was given at Finance Committee meeting on February 15th. Findings and recommendations have been submitted and the committee is wrapping up.

IV. ADMINISTRATIVE REPORTS – see BOE packet

- a. Elementary Report – Additional comments by Mrs. Vincent.
 - 1. Center wide planning for next year is already underway.
- b. JH/SH Report –see BOE Packet – Mr. Plummer at state basketball tonight.
- c. Director of Teaching & Learning – Additional comments by Kelly Starr.
 - 1. March is a busy month with ISASP testing and prep for grades 3-11. Tests will be after Spring Break.
- d. Enrollment Report – Additional comments by Pam Schowalter.
 - 1. Three new international students for next year. First time we will have one from India and two from Columbia.
 - 2. One new seventh grader started this week.
 - 3. Eleven new students have been accepted for next year (not including kindergarten) and 21 more are in the pipeline.
- e. Business Office – Additional Comments by Kady Hall
 - 1. Started February off strong with the Gala, which exceeded the budgeted net income.
 - 2. There have been several budget meetings this past month and working to identify the many things that need to be taken into consideration. More budget meetings to come this month.
- f. Religious Education – See BOE packet.

- g. Regina Foundation – See BOE packet. Fr. Sia noted a need for new member recruitment for the Foundation Board. Please consider who you may know that could help build our donor network.
 - h. Boosters, PISA, Home & School – See BOE packet.
- V. CALENDAR & DISCUSSION ITEMS-
 - a. Recommended by Andy Cutter to extend an annual contract to the Elementary Principal, Junior/Senior High Principal and the Director of Teaching and Learning. Additional discussion to occur in Executive Session.
 - b. Nominating Committee designated by Andy Cutter. Members will be the outgoing lay members of the BOE (as of June 30, 2023), Angela Villhauer, Jason Wagner, Andy Cutter, and Alaina Welsh. This committee will present candidates for each of the four executive officer positions at the March BOE meeting and the vote will occur at the April BOE meeting. If you would like to suggest a nomination to the committee, please do so soon. Alaina Welsh will coordinate the committee. The nominees will be identified in the March BOE packet.
- VI. COMMITTEE REPORTS – See BOE packet
 - a. Reminder to all committee chairs to provide a report each month to Michelle Winders for inclusion in the BOE packet. Even if your committee did not meet, indicate such and summarize the plan for the next meeting and/or include a reminder on what is currently in process for the committee. This is the primary means of communicating your committee’s work with the board.
- VII. CLOSING PRAYER – by Fr. Adam
- VIII. EXECUTIVE SESSION – 7:48 PM
 - o Motion to enter Executive Session by Clark. Second by Fr. Witt. All in favor
- IX. Open Session – 8:25 PM
 - o Motion to end Executive Session by Fr. Adam. Second by Fr. Witt. All in favor
 - o Motion to approve new one-year contracts for Celeste Vincent, Glenn Plummer, and Kelly Starr. Motion made by Udell. Second by Kopecky. All in favor.
- X. Adjournment – 8:30 PM
 - o Motion to adjourn made by Fr. Witt. Second by Clark. All in favor.

Respectfully Submitted by
Alaina Welsh, BOE Secretary

**REGINA ELEMENTARY
BOARD REPORT
March 2023**

FACILITATOR OF FAITH COMMUNITY

HOLY WEEK

April 6. Holy Thursday prayer service, 1:15, elementary gym

April 7. Good Friday prayer service, 11:15, elementary gym

A blessed Easter to all.

UPCOMING RELIGIOUS CELEBRATIONS

April 19 – PreK-12 Memorial Mass @ 9:30 – HS gym

DIOCESAN PRINCIPALS' MEETING

Diocesan principals' meeting will be held on April 20.

APRIL SERVICE MISSION

Our April service mission will be the Hospice walk which will be held on Sunday, April 30th.

This is the Walk for Dignity.

STANDARD #1 - VISION

ISASP TESTING (Iowa Statewide Assessment of Student Progress)

ISASP testing is being administered the week of March 27th through March 31st.

MAKE-UP DAY

April 10th will be used for our snow make-up day for instruction.

ACADEMIC CALENDAR 23-24

Administrators are starting to make plans for professional development needs for the upcoming academic year.

STANDARD #2 - CULTURE AND INSTRUCTIONAL PROGRAM

MUSIC PROGRAMS

Thank you to Christina Pappalardo for our two wonderful concerts this month.

Music professionals are preparing for our end of the year concerts in May.

PROGRAMMING

Administrators continue to work with all departments for calendaring events through the end of the school year.

We have many events to look forward to during the next two months of the school year.

STANDARD #3 - MANAGEMENT

ADMISSIONS

Pam Schowalter and administration are working closely on new families touring and acceptance. We have several new families accepted and interested for next year.

REGISTRATIONS

Registrations for the 23-24 school year went home to families on March 1. The elementary office will contact those who have not returned their registration forms for next year.

STANDARD #4 - COLLABORATION**GRANDPARENT/GRANDFRIEND DAY**

Regina Elementary and the Regina Foundation are hosting Grandparent/Grandfriend Day on May 5th.

NCEA

Home and School is sponsoring an administrator and two teachers to attend the National Catholic Education Association Conference which will be held April 11-13.

STANDARD #5 – ETHICS**EVALUATIONS**

The administration and teachers are in the process of the end of the year sharing of professional development plans/accomplishments.

WEEK OF THE YOUNG CHILD

During the week of April 1-7, we celebrate our early learning preschool program, our young children, their teachers and their families.

STANDARD #6 - LEARNING COMMUNITY

BOOK FAIR- Our Home and School will be hosting a spring book fair for our community during the week of April 24th through the 28th.

ENROLLMENT SUMMARY

K-64

1-55

2-63

3-69

4-68

5-77

6-76

Total=472

Regina Junior Senior High School
Board Report
March 2023

Principal as Spiritual Leader

1. Our annual Kairos retreat was another great opportunity for our students to deepen their faith lives. 23 students attended the retreat along with 6 student leaders. Thank you to Mrs. Conlon for organizing another great retreat.
2. Our Good Friday prayer service will be held at 11:00 in the Gym.
3. Upcoming celebrations
 - March 29: 7-12 Mass @ 2:20
 - April 7: Stations of the Cross prayer service @ 11:00
 - April 12: 7-12 Mass @ 2:20
 - April 19: 7-12 Mass @ 2:20
 - April 27: K-12 Memorial Mass @ 9:30

Principal as Instructional Leader

1. The ISASP will be given next week.
2. The Class of 2022 ACT Report is included at the end of the report. I apologize for not getting the report out sooner. I thought it had already been shared in a previous month.
3. Teacher content groups continue to work on finalizing their curriculum maps.
4. My teacher observations and meetings are complete. Informal observations/walkthroughs will continue throughout the remainder of the year.

Principal as Administrator

1. Teacher contracts will be recommended to the Board.
2. Registration for the 2022-2023 school year has started. The next steps are working on assignments and sections.
3. Enrollment Summary (3/22)
 - 7th - 79
 - 8th - 66
 - 9th - 59
 - 10th - 60
 - 11th - 56
 - 12th - 43
 - Total - 363

Principal as Communicator

1. Senior trip departs on April 9th and returns on April 15th . Students will visit Gettysburg and Washington D.C. We will attend Mass at the Basilica of the National Shrine of the Immaculate Conception while in Washington D.C.
2. Prom will be held on April 22 from 8:00-11:00 at Old Brick. A group of parents are organizing a Party After Prom.

Average ACT Scores

Composite

	2018	2019	2020	2021	2022
REGINA	23.9	23.1	24.3	22.2	23.0
IOWA	21.8	21.6	21.1	21.5	21.4
NATION	20.8	20.7	20.6	20.3	19.8

English

	2018	2019	2020	2021	2022
REGINA	24.9	23.5	24.0	22.4	22.4
IOWA	21	20.8	20.1	20.4	20.4
NATION	20.2	20.1	19.9	19.6	19.0

Reading

	2018	2019	2020	2021	2022
REGINA	24.4	23.6	25.9	23.3	23.8
IOWA	22.5	22.3	22.0	22.4	22.3
NATION	21.3	21.2	21.2	20.9	20.4

Mathematics

	2018	2019	2020	2021	2022
REGINA	22.5	21.0	23.4	21.1	21.4
IOWA	21.2	21.0	20.5	20.8	20.6
NATION	20.5	20.4	20.2	19.9	19.3

Science

	2018	2019	2020	2021	2022
REGINA	23.4	23.0	24.6	22.2	22.6
IOWA	22	21.8	21.3	21.8	21.6
NATION	20.7	20.6	20.6	20.4	19.9

Director of Teaching and Learning

Kelly Starr

March 2023 - Board Report

EARLY CHILDHOOD CENTER:

Currently our three preschool classrooms are full for this fall. We are in the midst of looking at the possibility of adding a 4th classroom. We will continue to tour with the status of "pending acceptance" as we finalize quotes and DHS licensing visits. We will work towards a cut off date for final classroom plans and full acceptance of pending applications of April 17th. Meetings have started with the business office, admissions director, DHS, and designer.

During the week of April 1-7 we celebrate our early learning preschool program, our young children, their teachers and their families.

ISASP TESTING:

March 27th will begin High School ISASP testing. Elementary grades 3-6 begin their testing on Tuesday, March 28th. This year, we worked to have a more systematic approach to testing. Evaluation and feedback will be collected after testing to determine if there are additional ways to improve testing coordination and implementation.

All mandated training was completed by teachers and administrators, as it relates to ISASP assessments.

TECHNOLOGY WORK SESSIONS:

Elementary teachers met with Gina Rogers, technology consultant from Grantwood AEA, on March 7th. High school teachers met with Gina on March 21st. Teachers continue to ask excellent questions as they try new technology tools in their classroom. Gina and I have begun planning for a culminating experience for teachers to share their learning experiences throughout the year.

INSERVICE ADJUSTMENTS:

Our final inservice day of April 10th has been changed to an in school session day, due to snow make up days. Administrators plan to meet in the upcoming week to reschedule our missed inservice time and determine how we will close out the school year with our previously scheduled professional development.

STUDENT SERVICES:

Many parent meetings related to additional student services continue to take place in PreK-12. Administrators plan to meet and discuss important protocols as they relate to additional student services.

Thank you, Kelly Starr

Admissions
Pam Schowalter
March 2023 Board of Education Report

Enrollment Numbers for the 2022–2023 school year (this is a fluid document)

K	1	2	3	4	5	6	7	8	9	10	11	12	Total
64	55	63	69	68	77	76	79	66	59	60	57	43	836

New students to Regina 22–23

K	1	2	3	4	5	6	7	8	9	10	11	12	total
65	5	5	3	5	1	7	10	4	5	2	5	1	53 + K

2022–2023—Elementary K–6: 472 students (–1)
 Jr./Sr. High 7–12: 364 students (+2/–1)
Total: 836 students

2021–2022—Elementary K–6: 482 students
 Jr./Sr. High— 7–12: 352 students
Total: 834 students

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:

Preschool—preschool has 3 full classrooms for next fall. We are in the midst of looking at the possibility of adding a 4th classroom. We will continue to tour with the status of "pending acceptance" as we finalize quotes and DHS licensing visits. We will work towards a cutoff date for final classroom plans and full acceptance of pending applications by April 17th.

2022–2023 preschool: 72 students—3 classrooms
 2021–2022 preschool: 61 students—3 classrooms

New students— We welcomed a new 7th grade and new 9th grade student to Regina.

St. Patricks' Parish had Informational Regina sessions on Sunday March 19th after the 10:00 and 12:15 (Spanish) services. We have nine potential new students interested in attending Regina for the 23–24 school year. Three students have now applied from this venture. Huge thank you to Fr. Sia for assisting us in this event.

Tours—Tours have increased exponentially—the month of March, admissions will have toured 30 families.

Student Ambassadors did not meet in March. March/April has 35 service opportunities for ambassadors. Service includes ushering at the Jr. High Play, helping out at the upcoming 6th/7th/8th grade dance on March 24th and cleaning preschool manipulatives for all three preschool classrooms.

Kindergarten—Currently, we have 50 students registered for kindergarten. We also have seven prospective kindergarten students in the pipeline.

Wait List—7th grade is currently on a wait list for new students

1st–12th grade new students to Regina

	K	1	2	3	4	5	6	7	8	9	10	11	12	total
accepted	50	4	0	5	2	6	2	10	2	0	0	0	0	31+K
pending	0	1	1	0	1	2	1	0	0	2	0	0	0	8
Rec. req.	0	2	0	2	0	0	1	2	0	0	0	0	0	7
pipeline	8	3	1	1	2	3	1	4	0	1	1	1	1	19+K

RETENTION

Elementary registrations are due by March 31st for the 23–24 school year.

Parent Ambassadors—All of our 1st–12th grade new families have been paired with a seasoned Regina Family. Each month, the Parent Ambassadors will receive talking points from the Admissions Office to share Regina Happenings with our new families.

Financial Aid and Foundation Scholarships are now available. The deadline for interested families is April 17th. Forms are available in both English and Spanish for the financial aid forms.

Business Office
Kady Hall, Director of Finance
March 28, 2023
Board Report

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

- Committee Involvement – Admin and Policy
- Continue to stay up-to-date on ESA; here is the website link for further information: <https://educateiowa.gov/pk-12/education-savings-accounts>
- Meetings and work on budget items with the following:
 - Two principals
 - Rich / our Facilities Director & summer planning for buildings and grounds
 - Educator Trust meetings
 - Academics
 - Student life (athletics & activities) / Taylor
 - Benefits committee
 - Payroll and benefit type of cost at expense of tuition
- Finance Committee has had two meetings with a culmination of a recommended operating budget at our monthly meeting on March 22.

**Regina Tri-Parish Religious Education
Board Report
March 28, 2023
Carolyn Brandt, Director**

March 1, 2023

- 3rd grade had a Ten Commandments Night.
- Every student had a treasure chest and went from table to table in the cafeteria, each learning about a different commandment. They filled their treasure chest with things that represented that commandment. They had a great time!!
- 4th grade had a visit with Father Steve Witt. Thank you, Father.

March 8, 2023

- 5th and 6th grade had a visit with Father Gary Beckman. Thank you, Father.

March 15, 2023

- Spring Break!!

March 22, 2023

- 5th and 6th grade made Kiddush Cups.
- They enjoyed decorating their cups with glue and tissue paper.
- They will drink from their cups next week during their Seder meal.
- They were all very unique and colorful!!



Regina Foundation
Kecia Boysen, Executive Director
Monthly Report
3/21/2023

2022-2023 Excellence Fund

- Excellence Fund total as of 3/17/2023: **\$437,435.93** (516 donors)
- Last year at this time: \$387,459.14 (539 donors)

Business Partners Appeal: The mailing to business partners was sent on March 20, 2023, to 337 total businesses; 39 are renewals and 10 are new business prospects. Development Committee members co-signed 23 of the letters.

Remainder of EF Timeline for 2023

- Week of April 3 – Draft of FYE letter complete
- Week of April 17 – Determine segments and finalize mailing lists for FYE mailing
- Week of May 1 – Print, stuff & process FYE Letters
- Week of May 8 – Mail FYE Letters
- Sunday, May 21 – Parish insert?
- Friday, June 2 or 9 – *Regina Record* to print
- Friday, June 30 - END of Fiscal Year
- Friday, July 7 – Last donation accepted for FYE (unless dated June 30 or before)

Committee Meetings

- Stewardship Committee – Met: Noon, March 7
- Development Committee – Next meeting: TBD
- Foundation Executive Meeting - Next Meeting: 10 a.m., Wednesday, April 12
- Foundation Board Meeting – Next Meeting: 4:30 – 5:30 p.m., Tuesday, April 18

Donor meetings & calls

- Visits/calls of note: Lois Zeman '61 (alumni donor)

Other

- Visibility in the Regina community (goal = at least 2 events per month) – March: TBD (Spring Break)
- Kecia participated in the EIPCG quarterly board meeting on 3/2 via Zoom.
- Kecia attended the supplemental Finance Committee meeting on 3/8 to discuss budget recommendations based on facilities, benefits committee, and tuition setting considerations. Recommendations for the BOE will be finalized at the monthly BOE Finance Meeting on 3/22.
- Memorial Mass invites will be sent to families for the April 26 Mass the week of 3/20. We will recognize the following individuals for their legacy gifts/memorials to Regina during a candlelight ceremony prior to Mass:
 - John Allen
 - John Bauer
 - Robert Dostal
 - Patricia Ann Fisher
 - Sue Gordon '69
 - Raymond Lawrence Hollister
 - Mary Hurt
 - Jerry Jensen '71
 - Steve Keifer '70
 - David Kral '59
 - Guy (Terry) McFarland
 - Marian McLaughlin
 - John Milder '68
 - Gus & Anna Pusateri
 - Mary Jo Rocca
 - Donald Spevacek
 - Ray Wombacher

- Capital Campaign report:
 - Remaining original cash pledges to be fulfilled: \$ 0
 - Cash on Hand: \$ 25,693
 - Continuation pledges to be fulfilled (3 donors): \$ 935
 - Continuation lead pledge/new Pre-K pledge to be fulfilled (1 donor): \$443,400
 - **Total:** **\$470,028**
- *total reflects \$136,595 (60 donors) written off (1.47% of total raised)

Capital campaign invoices totaling \$282,743.05 remain to be reimbursed to the school.

Upcoming Events/Important Dates

- Memorial Mass – Wednesday, April 26
- Grandparent’s Day – Friday, May 5
- 2023 Scholarship Recognition – Wednesday, May 17
- Class of 2023 Graduation – Sunday, May 21
- Upcoming staff vacations:
 - Kecia out: Thursday, April 13 – Friday, April 21, and Friday, May 5 – Monday, May 15.
 - Shelley out: Monday, April 24 – Friday, April 28 and Thursday, May 18 – Monday, May 22.
 - Kecia & Shelley out: Friday, May 19.

The 2023 Nominating Committee nominates the following people for Executive Officer positions beginning July 1, 2023 and ending Jun 30,2024.

Chris Clark, Chair
Ron Udell, Vice Chair
Amy Lynch, Treasurer
Kimberly Cronk, Secretary

The full BOE vote on the slate of nominees will take place at the regular April BOE meeting.

Catholic Identity Meeting
Tuesday February 21, 2023

Members Present: Lisa Gumpfer, Anna Daniel, Kimberly Cronk, Matt Staab, Shelly Conlon, Fr Sia, Stephanie Zeising

Members Absent: Fr. Witt, Katherine Weiner, Debbie Hellwig

Meeting opened with a prayer lead Fr Sia.

Faith Pillars: Currently there are only six pillars represented in the hallway. Kim contacted Mr Demory to see if he could help with the seventh pillar to match the current six. He said he would look into it.

School Mass: Matt is looking into purchasing some albs with blue and white cinctures. Other suggestions were to have an Altar stand and bells.

Once items have arrived he will let the committee know if he needs volunteers to organize/setup.

Dominican Sisters: Lisa discussed what has been done at this point. With the email from the community with supporting signatures, an initial invite has been sent to the sisters from the diocese. It has been presented that the Des Moines Diocese has been in discussion with the Dominican Sisters for the past 5 years and have not been able to get them to come. This will be a long process. Lisa will follow up to determine if the committee can assist in the process, a separate special committee is needed, or what steps need to be taken.

There is continued support within the community to have a group of sisters come to the school. It would be beneficial in the struggle with filling teaching positions that continues to grow generally in Iowa.

40 Days for Life: Table is ready to go up. Check out the [EmbraceGrace.com](https://www.EmbraceGrace.com) website.

Meeting concluded with a prayer lead by Fr Sia.

**Health and Safety Committee
Board Report
March 2023**

Health and Safety Committee did not meet.

Discussion items for April 2023:

- Review Policy 680.0
- May - National Mental Health Awareness Month

POLICY/BY-LAWS COMMITTEE MEETING MINUTES

Committee Purpose: The primary function of the Policy/By-Laws Committee is to work with the administrators in developing and reviewing school policy for compliance with Diocesan Policies and to ensure continued applicability to the goals and needs of the school. The Regina Policies should be limited to additions that are specific to the needs of Regina's operations and do not supersede the Diocesan Policies. Policies should not include detailed procedures for implementation. Procedures are developed by the Administrators. The Diocesan Superintendent must approve all policy revisions and new policies proposed by Regina. The By-Laws are to serve as the framework and rules for the governance of the Regina Board of Education. All Regina policies are to be reviewed at least once every three years. The By-Laws are to be reviewed at least once every five years. This committee is chaired by the Secretary of the Board.

Strategic/Academic Year Goals for Committee:

- *Review Policies last dated May 2020 or earlier over course of this academic year.
- *Develop By-Laws for PISA and recommend to BOE for approval by the end of 2022.
- *Develop By-Laws for Home & School Association and recommend for approval by May 2023.
- *Continue to review Regina BOE By-Laws and seek guidance from the Diocese of Davenport on changes.

Meeting Date: March 2, 2023

Meeting Time: 9:00 AM

Committee Chair: Alaina Welsh

In Attendance

Celeste Vincent, Glenn Plummer, Taylor Hotek, Jess Pizana, Michelle Winders, Alaina Welsh, Kady Hall, and Kathy Shey

Old Business

- None

New Business

- Review of Policy 615.1R – Acceptable Use Policy
 - Identified a team to be responsible for the ongoing evaluation of immersing technology. This team will include the Director of Information Technology, Elementary Principal, JH/SR Principal, and the Head of School and will collaboratively make decisions regarding the appropriateness of new technologies for us by students without the need to specifically identify each new technology by name in this policy.
 - Included AI generated content to the "Plagiarism" section.

Action Items

- The reviewed Policy 615.1R will be posted to the BOE Google Drive and the Regina website.
- Added detail to the "Committee Purpose" section of the monthly Policy Committee minutes to aide in future committee transitions.

Announcements

PISA By-Laws were approved at the February 28th BOE meeting. Will forward to PISA for their adoption.

Next Meeting

April 13, 2023, at 9:00 AM in the HS conference room

Agenda TBD

Minutes submitted by:

Alaina Welsh, Chair

Regina Athletic Booster Club Meeting
Wednesday February 8th,2022 at 6:00 PM
Location: High School Media Center

Prayer/Attendance: Sean Beard, John Crane, Annie Gavin, Dan Hartzler, Ed Hinkel, Keely Hinkel, Betsy Hoffman, Taylor Hotek, Ann Larew, Rick Larew, Erin Litton, Sarah McLaughlin, Steve Pacha, Molly Peterson, Zach Ries, Chase Stafford, Todd Streb, Ed Wallace, and Hilary Wilken

Reports:

AD-Taylor Hotek:

Winter sports are starting to come to an end. Thank you for all the hard work during these longer seasons. Girls basketball will play next week on Tuesday and Friday for districts. The boys basketball team will be traveling to Hillcrest for district play. Wrestling has districts this weekend.

Treasurer-Myrna Boyle:

Sean Beard spoke on Myrna's behalf. It was a hard decision but she has decided to step down as the Treasurer and will help with the transition. She has done a great job and really helped get us to where we are.

Notes from Myrna for this meeting:

*Invested \$20,000 in a 14-month CD at Hills Bank with a rate of 3.455%. There are better rates out there at other banks which is why I only did \$20,000 right now rather than the \$40,000 that was discussed.

*There were some adjustments made between Concession income and Spirit Store income for credit card sales. Still trying to figure out the Ipad reports versus what we are credited for in our bank statement.

*Back in summer of 2021 we had purchased equipment for RAN network (cameras, laptop, etc). I had originally capitalized them, but decided this probably wasn't necessary given the amount and should have just written it off to expense at the time - so decided to move it all to expense now and therefore will not show fixed assets for these items anymore

*Concessions are a little lighter than they should be due to timing of deposits.

President-Sean Beard:

Softball cages are being worked on and hope to have them complete by 4/1. The project expense will be \$10-\$12k when complete.

Coaches

Zach Ries:

Districts are this Saturday. The top two wrestlers will advance. If we get 5 or more to advance it will be a school record. He feels we could have between 4-6 that will go to state. Youth program is getting stronger and looking to expanding it more.

Ann and Rick Larew: (See attached letter)

This year we will be in conference play. It isn't great for us because with soccer when you get to a certain score then the game is over. That means we will have shorter games that parents and athletes will travel quite a while too. He is going to run before the game like a practice. Is in need for some fundamental equipment to get the players skills up with being short coaches. He is working on getting some college students. Asked for \$2k for the equipment.

Expressed some serious concerns about soccer and how it doesn't have a "home" like the other sports at Regina. They feel like they don't have a place and that some of the facilities when they use them are subpar. There were issues with drainage and up keep of the football field last spring. It was often unsafe for the players and not a space that they could play at. To remain competitive they need better facilities and grounds. They asked about the indoor facility to have a spot that they can use. Right now they are using the high school gym on Sundays from 7-930 for both girls and boys soccer. The hard floor is not ideal for soccer. A couple of weeks ago it wasn't even cleaned up from the basketball game the night before. Annie Gavin let them know that they have the indoor facility blocked off for soccer at 6 am during the season. That does help but the boys and girls have to share during that time. They are making a case that they would like to have a plan for soccer and the field. Rick is looking into options and will come back with a plan. Ann did have a letter we will try to obtain and add to the notes.

Steve Pacha:

Is asking for a wind screen for the concrete wall. Would be aesthetically pleasing and you wouldn't see that wall and the weeds behind it. Had 38 kids at the recent open gym, great turn out. Long term want is that the dugouts will need to be repaired/replaced. They are physically falling apart.

Old Business:

Review/approval of minutes from January 11th, 2022: Any questions or comments? Sean Beard made a motion to approve, Ed Wallace second, all in favor, motion carries.

Spirit Store:

Having Spirit Store open during more winter home events this year. What we learned:

- Higher sales during dates before Christmas break
- Can back down to just 1 volunteer position each time it opens
- Friday game also lead to higher sales than weeknight ones

*Need to figure out if there are dates that make sense to try and open in the spring.

- Maybe moving some stuff back out to the press box spirit store to open during some home soccer games or track meets?

*Croc Fundraiser

- Fundraiser running until 2/22/23
- We currently have 9 orders placed for 12 total crocs
- Goal to get to at least 20 crocs

*Ipad's have been loaded with fish fry prices and I'm working on getting the checkout sheets put together for both the front and back

*Staff Discount

- The 10% Staff Discount has been well received by Regina Staff and has already been used several times by multiple staff

*New Spirit Store Order

- The Spirit Store Committee got together and picked out some new inventory for our Spring Order
- Order should amount to about \$4,500 in inventory and hopefully be here around spring break or a little after.

Staff Discount at Spirit Store:

Ten percent off, need to show school id, apparel only, and can only be utilized in person. Taylor is going to open an online store for staff through our GameOne rep.

Basketball Slam:

We have sold enough to break even right now. Anything we sell going forward is for a profit.

St. Birch Night:

We will be having it on Friday April 14th. Erin Litton and Sarah McLaughlin are the chairs. Thinking about doing trivia instead of doing BINGO. They are looking for volunteers for the prizes. Going to get a Sign Up Genius together for other volunteers they are going to need.

Fish Fry:

Things are moving along. Amy and Brett set the menu and pricing. Amy placed the first order. We have got the advertising out to the parishes/school and the volunteer Sign Up Genius. We will not be able to serve alcohol at the fish fries.

New Member:

We are looking for one more member for the Boosters. Hilary Wilken or Annie Gavin are going to talk to Karen Tracy, as she was looking to get more involved. They need to follow up on this still.

New Business:

Spring/Summer Asks:

Soccer approximately \$2k. Sean Beard made a motion to approve, Molly Peterson second, all in favor, motion carries.

Boys and Girls Golf \$500 for coaches super speed set. Sean Beard made a motion to approve, Hilary Wilken second, all in favor, motion carries.

Softball \$440 for drag mat. Sean Beard made a motion to approve, John Crane second, all in favor, motion carries.

Baseball \$5500 put on hold to look into pricing or give towards a halo. Taylor is going to talk to Coach Pacha.

PISA:

Would it make sense for us to all be under the same bubble like other schools are doing? Tabled the conversation for a later time and with the new head of school.

Post Prom Donation:

We have been standing firm on no donations. Maybe revisit this next meeting.

Next Meeting:

Need to move the next meeting to Tuesday March 7th via Zoom. Spring sports meeting and people gone for spring break already.

No other business, Sean Beard makes a motion to adjourn, Betsy Hoffman second, all approve, motion carries.

Regina soccer

Hello

My name is Ann Larew and I am the RHS girls head soccer coach. I was asked to take this position several years ago and I have the enormous honor and privilege to work with Regina student athletes and this will be my 8th season as head coach.

I have been a part of Regina since before some of you in this room were born - when we moved to Iowa City and my oldest son started at Regina in 1st grade in 1990. In those nearly 34 years I have seen a lot happen here at Regina. I have been a part of Regina soccer since it started, when the boys program began in 1999 and when the girls program started in 2004 (these coincided with the freshman year of my oldest son and my oldest daughter). I have been doing soccer camp for incoming K-8 graders for 24 years and ran the FFF 3v3 soccer tournament for many years.

Looking at the recent state classifications for spring 2023 for girls soccer programs in the state, of the 160 programs in the state, 152 of those programs are at schools larger than Regina and only 7 are smaller. Numbers for the boys programs are similar. Despite this David and Goliath situation, Regina soccer has always been competitive and in fact has done quite well. The boys have participated in the state tournament 14 times and have won 8 state championships. The girls have participated in the state tournament 7 times, finishing 3 times as semifinals and in 2016 losing by a single penalty kick in the state championship game.

Last year in 2022, for the first time in 15 years neither team qualified for the state tournament. There are undoubtedly multiple reasons for this. Certainly we as coaches look to ourselves as the first place to find ways to understand and to improve. The quality of the competition we face has certainly improved.

And this brings me to the Regina soccer program - which I will point out is not a "program" - this is a group of student-athletes, these are your kids, the children of your friends and of other Regina families. For a host of reasons, it has become increasingly more difficult to maintain a competitive program given the disadvantages that we find for our athletes. Why is this?

#1 We are a small school where students are given the opportunity to participate in many different athletic, academic, and fine arts experiences. This is one of the things we love about Regina and is a good thing. Also not a new problem - but one that does make it difficult to have consistency year to year.

#2 Our student athletes feel an increasing amount of pressure in all aspects of their lives, athletically, academically, socially. This comes from many sources and has led to a heightened sense of anxiety for these kids and the pressure to perform and succeed sometimes diminishes the joy they feel from participation and also interferes with their performance.

#3 The Regina soccer program has no "home". There is no dedicated space for Regina soccer athletes, not for off-season training, not for practice, not for competition. For off season training and for in-season days of poor weather, we must use the high school gym. As you can imagine, this space is less than ideal in terms of both productive practice and safety. Imagine more that 30 high school students in the high school gym all with soccer balls and I think you can appreciate that there are only limited drills and helpful practice that can happen. In addition, the hardwood floor makes everything more dangerous and changes the nature of the competition.

*Off-season: During the winter when in season sports have first priority for gym space, we are allotted from 7-9pm on Sunday nights to be split between the boys and girls soccer programs. Two Sundays ago, when we arrived just before 7pm, the bleachers were out and nothing had been picked up or cleaned. The high school girls (I will mention, without a single word of complaint), spent the next 15 minutes picking up candy wrappers, half full drink containers, half-eaten walking tacos and hot dogs, etc. - you get the picture. Thus, 25% of their one hour weekly open play time was spent doing cleanup.

*Practice space in-season Our practice space is used off season by the football team and is in one of the lowest spots on the campus. In the spring there are multiple days, the space is not safe to be used due to standing water and mud. The field is uneven and irregular. At other times, officials or personnel from other sports drive cars or trucks across the field leaving large

Regina soccer

dangerous ruts and on occasion, when they drive across the field DURING our practice, the safety of our kids is perilous.

* Match field Our space for matches is the football field which is more narrow than a regulation soccer field and is grass. In prior years, this has been the one bright spot. Even though it is in a low-lying area and we have had to cancel games due to standing water and unsafe conditions, the field was generally well maintained and a joy for the athletes to use. More than one coach from another school marveled at the beautiful field and we were lucky to use the space. I don't know what changed last year but the field was in poor condition the entire season. It was rutted and uneven and at times was questionable as to the safety of its use. For our post-season competition, the field was unusable and only because of the generosity of the wonderful AD at Liberty were we able to host our match using the turf field at Liberty.

So, Enough with the whining. We are dedicated to our kids and to making the best of our situation for this spring season. I want to thank the Booster Club for a change in direction and for your efforts to include soccer and all of the sports in your discussions and budgeting. This is something that has rarely happened over the years. I appreciate the support of our athletic director in listening to my concerns and for advocating for all student athletes at Regina. Last year the Booster Club paid for new goals on wheels for us to use for practice and I sincerely thank you for this. It has been such an improvement, saves valuable practice time, and is so much safer for the girls - they no longer have to tip over heavy goals and carry them to new locations. We also appreciate any help that we are given this spring to pay for equipment - this allows us to use the coaching dollars to pay coaches and not put so much burden on ourselves and soccer parents to purchase equipment.

But, why am I really here? I would ask you to consider where you see the soccer program in the next 5, 10, 20 years. If you would like to continue to offer a valuable opportunity to our student athletes and would like the soccer program to remain competitive, some changes will need to happen. Nearly all of the soccer programs in our area and more and more across the state have vastly better facilities than we do and the disparity is only going to increase. It will become more and more difficult for us to compete. When our kids show up for their first game, having never practiced outdoors and have never had anything close to a full field scrimmage they will be at a disadvantage to start the season and it will continue throughout the season. When other programs are offering year round opportunities and new turf facilities, our kids are going to lag behind. Not because they don't work hard or aren't as competitive or as athletic, but because they don't have the same opportunities.

Before money is invested in fields and buildings and equipment for other programs. I ask you to consider the needs of the soccer program which is open to participation from each and every Regina student. I ask you to think about the current and future layout for all of the buildings and fields and tracks on the campus and see where a facility dedicated to soccer could fit in. An indoor turf facility that could be used in the off-season and would be available during the season so that practice and match days are not lost would be a solution. A turf field dedicated to soccer would help to solve some of the weather related and safety problems in the spring season. An indoor facility and/or an outdoor turf field is a large investment, probably a cost of more than a million dollars. I do not expect that the Booster Club alone would be responsible for a project of this scope but I do believe that there are donors that would be excited to invest in the Regina soccer program and its future. I also know that the Booster Club is instrumental in terms of long term planning for grounds and facilities and I urge you to consider soccer as part of these discussions.

Thank you
Ann McCoy Larew

PISA (PARENTS IN SUPPORT OF THE ARTS)

BOARD MEETING FEBRUARY 2023

PISA did not meet.

2022-23 Future Meeting Schedule:

March 22 April 26 May 24

PISA (PARENTS IN SUPPORT OF THE ARTS)

BOARD MEETING AGENDA

MARCH 22, 2023 AT 6:00 PM

Introductions of Members In Attendance: Brandi Campbell, Kim Cronk, Ellen Franklin, Taylor Hotek, Kara Houser, Sofia Livorsi, Mary Michael Pontzer, Donna Santillan, Mark Santillan, Shane Schemmel, Tim Schemmel, and Karina Smith.

Opening Prayer

Old Business: None

New Business:

- **Teacher Areas/Director Reports**
 - Activities Director - Taylor Hotek
 - The musical Grease received great feedback.
 - JH play is next weekend, 3/31/23 – 4/1/23. Tickets are \$4.
 - Poster advertising the play will be in the Regal Weekly, put up on screens in the school, and flyer/sticker sent home with students.
 - Concessions to be sold before the play since it's one act and will use some leftover treats from the musical. Donna to organize sign-ups/volunteers.
 - Kara & Mary Michael volunteered to sell tickets for the performances.
 - Jr/Sr High Choir & HS Spring Musical Recap - Travis Richter
 - Travis not in attendance, but update given by Shane:
 - 1,383 Grease tickets sold. Highest ticket sales in past 6 years.
 - Friday night's show was almost sold out.
 - Iowa High School Music Theater Awards: Adjudicators were in the audience for 2 Grease performances. Awards are given to students and to the school in different categories. Students have received the individual adjudicator comments.
 - Elementary Band - Megan Glass
 - Worked with Shane to promote March as Music in Our Schools Month.
 - Featured staff members who are involved in music on Regina's social media, and this was posted on the window/hall by the cafeteria..
 - Megan Glass arranged for a jazz quartet to play for the elementary students before Spring Break.
 - Schedules shared for spring concerts/performances.
 - Request for help with brainstorming a 3rd space for warming up when they have multiple groups performing on the same night. Referred this to Taylor Hotek to help find an additional warm-up room.

- JH Spring Play - Kristin Fuhrmann - info provided by Taylor Hotek.
- Elementary Music - Christina Pappalardo:
 - Grades 3-5 Spring Music Concert this Thursday, March 23. K-2 Concert held prior to Spring Break.
- Elementary/JH Art - Emily Hartzler
- Elementary/Jr/Sr High Orchestra - Jacob Lesan
- HS Art - John Demory
- HS Speech - Kristin Fuhrmann
- Jr/Sr High Band - Tom Nelson
- **PISA Exec Team Officer Elections for Next School Year at April Meeting**
 - Vice President Mark Santillan will become President.
 - Treasurer Mary Michael Pontzer will continue for the 2nd year of her term.
 - Secretary Karina Smith will be stepping down. She had filled the position for this year in our need to get the position filled but is unable to continue next year. We thank her for her service and dedication to PISA.
 - Will need to elect a new Vice President & Secretary. Shane asked for anyone interested in executive positions to reach out to Shane and Mark to be put on the ballot.
- **By-Laws Amendments from Board of Education**
 - These were finalized by the Board of Education in early March 2023.
 - Members reviewed which additions are new and will be emailed the updated version.
 - Tim Schemmel mentioned that some schools' parent organizations are their own non-profits to minimize school and BOE liability.

Sub-Committee Reports

- **Spring Chocolate Sale: Tim Schemmel**
 - Bunnies and almonds have arrived. Boosters have given us a table at the Fish Fry to distribute items the next 2 weeks, and next week will distribute after school during the car line.
 - Sales down from last year. The deadline was 3 weeks earlier than last year.
 - So far \$470 net profit - still will have additional sales of extra boxes.
 - 2023: 73 bunnies/47 almonds sold vs 2022: 135 bunnies/96 almonds sold
 - 3 people paid for \$10 delivery, and we received \$123 in donations.
 - To make full cases we had extra quantities of 13 almonds and 3 bunnies.
 - Discussion of selling again next year:
 - Lent is earlier in 2024, so more lead time before Spring Break.
 - Suggestion to advertise and sell them at the parishes before Easter.
 - Suggestion to offer students a prize for most items sold.
 - Consider providing a paper order form in addition to online
 - Motion to approve selling spring chocolate in 2024 was made and passed unanimously.

- **Pops Concert: Mark Santillan, Sofia Livorsi and Ellen Franklin**
 - Met with teachers before Spring Break to discuss the concert & planning.
 - High School band, orchestra, and choir will perform, plus a visual arts show.
 - Date/Time/Location: Wed., April 26, 2023, 7:00 - 9:00 pm in the HS Gym.
 - Theme: A Night at the Movies
 - Admission \$10/Person or Table of 6 for \$80 - includes free pie/dessert.
 - We will create locker signs for participating students – Asking Blue Crew to help put them up on lockers
 - Donna created a sign-up for dessert donations and volunteers
 - Kim Cronk offered to help supply some decorations for the Pops concert.
 - Forming Dessert and Decorating Committees for the event.
 - Shane's office created a flier and QR code to pre-purchase tickets.
 - Shane and Ellen creating room chart to determine space/# of tables etc.
 - Motion to approve payment of \$400 for Luigi Enriquez piano accompaniment was made and was passed unanimously.
 - Will advertise Pops Concert in the Regal Weekly & Social Media & School Screens.

- **Volunteer Chair Report: Donna Santillan**
 - JH Play and Pops Concert sign-ups created.
 - Pops concert volunteers needed for setting up, intermission, and clean up.
 - Thank yous are being sent to all the Grease parent volunteers.

- **Treasurer Report: See report for full details: Mary Michael Pontzer**
 - In February 2023 PISA received \$3,100 in donations.
 - \$3,000 donation received to be used as needed. Plan to send donors a thank you/photo collage of their donation supporting various areas.
 - \$100 donation made by a parent to pay for the Elementary Honor Band registrations (\$75) and \$25 to PISA
 - PISA will provide Honor Band performers with goody bags.
 - Cake auction earned \$1,400.
 - Taylor Hotek submitted jr/sr high teacher fund requests for reimbursement.
 - Reminder of the process being used to distribute funds -Must have PO # and Receipts turned in to the treasurer.
 - Discussion re: making sure teachers/directors are reminded to use funds.
 - Requested an update from Taylor Hotek regarding the status of the purchase of new headset microphones that PISA contributed funding toward.
 - Many of the old headset microphones are not working - concerns for JH play. Taylor said JH Play had enough working mics to use for those performances.
 - Asked if they should rent additional headsets to support the performance. Taylor reported that headset rental is \$200 per performance; and he prefers to save up to buy new microphones. But won't be able to do purchase until May and that they will likely only be purchasing 6 not 12 as was in the original plan to replace the 12 original headset mics/transmitters.

- Suggestion made to advertise what we are fundraising for during upcoming events to encourage more giving/contributions.
- **Motion to approve PISA meeting date change from April 26 to April 19** due to the Pops Concert was made and was passed unanimously.

Action Items

- Distribute Spring Chocolate (Tim)
- Finalize Pops Concert Planning & Volunteer Sign-Ups (Mark, Sofia, Ellen, Donna)
- Updates to Pops Concert Promos (Shane)
- Creation of Pops Concert Decorating and Dessert Committees (Mark, Donna, Sofia)
- Pops Concert Room Plan (Ellen, Shane)
- Distribute Parent Volunteer Sign-Up for JH Play Concessions/Items (Donna)
- Create Treat Bags for Elementary Honor Band - get them to Megan Glass (Donna)
- Microphones Quote -(Taylor Hotek to bring two quotes & status update to April mtg.)

Announcements

2022-23 Future Meeting Schedule:

April 19 May 24

**change of April meeting date due to Pops Concert being held on the original meeting date of 4-26.*

Next Meeting: April 19 | 6:00 pm, Regina Elementary Library

Motion to adjourn was made at 7:26 pm and was passed unanimously.

Minutes submitted by: Karina Smith, PISA Secretary

Minutes approved by: Shane Schemmel, PISA President

Regina Home and School
February 23, 2023
6:30 pm

AGENDA

- A. Opening Prayer
- B. Introductions/Attendance
 - 1. Sam Kaeding
 - 2. Amanda Gavin
 - 3. Vanessa Kelly
 - 4. Celeste Vincent
 - 5. Jennifer McGrane
 - 6. Kimberly Cronk
 - 7. Mike Cahill
 - 8. Stacie Grimm
 - 9. Ashley Campbell
 - 10. Elissa Thoman
 - 11. Anne Adam
 - 12. Laura Rowlette
 - 13. Jen Hoeger
 - 14. Sofia Livorsi
- C. Approval of January minutes
 - Minutes approved
- D. Principal's Report
 - Great Catholic Schools Week, big thanks to all volunteers and committee members
 - Thank you to Mrs. Kelly for organizing Touch a Truck
 - Students enjoyed the Mad Scientist presentation
 - Spring Music Concerts coming up K-2 March 2nd and 3rd-5th March 9th
- E. Teacher Representative – Mrs. McGrane
 - Emphasized an awesome CSW and her students loved the theme and activities
 - Teachers loved the West Bank lunch and the popcorn bar with treats
- F. Treasurer's Report
 - See attachment
- G. Committee Reports
 - a. CSW recap – Kim and Laura R.
 - Great week of activities with no snow days or delays

- First time giving gifts to jr/sr high which caused them to go over budget slightly
 - Thank you to Steph Wilhelm for making the Lego flyer
 - Thank you to Sofia for organizing the popcorn bar
 - Thank you to West Bank sponsored lunch the teachers loved it
- b. FFN recap – Molly and Laura O.
- Excellent turnout with lots of new families in attendance
 - Overwhelming numbers caused them to run out of pizza within 20 min
 - Molly and Lauren have done an excellent job running this event over the past few years and will no longer have kids in elementary next year so they are looking for someone to take over this great event.
- c. Spring Book Fair – Ashley and Brittney
- Will be held the week of April 24th
 - Setup will be on the Friday before (April 21st)
 - A signup genius will be going out for volunteers
- d. School Supply Fundraiser – Cynthia
- Using same company as last year
 - More info will be sent out in April

H. Old Business

- a. H&S Fundraiser @ Defy
- Great turnout

I. New Business

- a. FY24 budget discussions
- PISA will no longer be giving a donation to H&S
 - Activity fund will no longer be giving a donation to H&S
 - Propose to double or even triple the budget for Family Fun Night
 - Reevaluate field trip funding
 - Add budget for National Teacher/Staff Appreciation Day on May 2
 - Look into adding jr/sr high into the budget for start-up and end-of-year money for teacher spending
 - Reevaluate budget for teacher conference snacks

J. Adjournment

NO MEETING IN MARCH!

Upcoming Dates

April H&S Meeting – Thursday, April 6th @ 6:30 pm

Spring Book Fair – April 24th



March 22, 2023

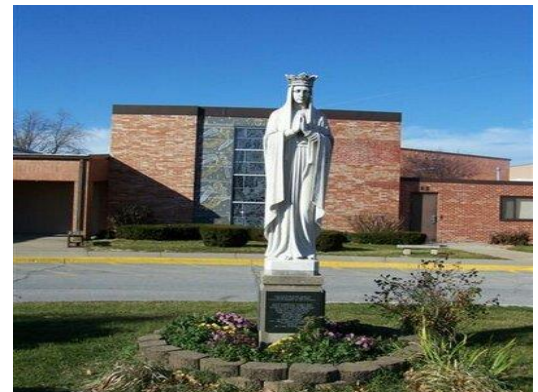
Finance Committee Meeting

Committee Members
(Voting and Ex-Officio)
Present in Bold – 03-22-2023

- **Alaina Welsh**
- **Amy Lynch**
- **Andy Cutter**
- **Angela Villhauer**
- Anne Adam
- **Chris Clark**
- Father Joseph Sia
- **Father Steve Witt**
- Jason Wagner
- **Matt Pacha**
- Melinda Shetler
- Celeste Vincent
- **Glenn Plummer**
- **Kecia Boysen**
- **Mary Rockafellow**
- **Michele Goldsmith**
- **Patrick Moeller**
- **Pam Schowalter**
- **Kady Hall**
- **Alan Opheim**

AGENDA – March 22, 2023

- Opening prayer
- Angela -- Opening Comments
- ESA Updates – Currently no new information from the Department of Education
- Kady – Budget FY 24
 - What went into the review, and the ultimate recommendation – based in part on what we heard at the March 8 Finance Meeting
 - What lies ahead with this concept – Board approves budget, not the Committee – Committee Recommends
 - Presentation of FY 24 Proposed Budget and Tuition
- Angela – Discussion, Do we have consensus?
- Other Item / STO Deadline April 17, 2023
- Next Meeting – April 19, 2023; 4:30 p.m. HS Media or Moeller's Room



FY 24 Budget Considerations

- Tuition became the catalyst to achieving a balanced – zero based budget while taking into account the requested and required expense considerations for the upcoming fiscal year
- Commitment to teachers as recommended by the Benefits Sub-committee within the scope of financial availability
- Expense accounts see minimal increase, plus specific account adjustments
- Staff discount for K-12 tuition has increased
- Other recommendations from the Benefits Sub-committee have been adopted as able. The current Plan is to raise the match and implement a nonmatch 401k contribution from the school
- The FY 24 Budget being balanced with this recommendation requires every new action requires a reaction.
- By being balanced, administrators understand that as “criteria” are modified over the next 6-18 months, a reaction may be mandatory.
- No budget impact is included for Strategic or Board discussions that may need funding in the future

Profit & Loss

July 2022 through February 2023

	Jul '22 - Feb 23	Jul '21 - Feb 22	\$ Change	% Change
Income				
40000 · Tuitions	3,502,846.54	3,185,533.33	317,313.21	10.0%
41000 · Assessments	1,115,935.72	1,133,560.00	-17,624.28	-1.6%
42000 · Foundation Funding	551,935.63	415,440.05	136,495.58	32.9%
44000 · Nutrition Income	309,463.43	306,649.01	2,814.42	0.9%
45000 · Other Incomes	560,545.85	1,110,319.77	-549,773.92	-49.5%
46500 · Bus Route Income	18,949.06	37,974.19	-19,025.13	-50.1%
Total Income	6,059,676.23	6,189,476.35	-129,800.12	-2.1%
Gross Profit	6,059,676.23	6,189,476.35	-129,800.12	-2.1%
Expense				
60000 · Salaries & Wages	3,262,107.81	3,136,456.21	125,651.60	4.0%
60145 · Benefits	708,813.98	600,446.95	108,367.03	18.1%
61000 · Educational Supplies	324,229.80	411,132.39	-86,902.59	-21.1%
61040 · Computer Technology	58,407.43	83,951.69	-25,544.26	-30.4%
62000 · Facility Expenses	557,957.96	794,536.66	-236,578.70	-29.8%
63000 · Operating Expenses	87,274.06	60,837.71	26,436.35	43.5%
64000 · Building Upkeep	194,150.12	82,581.52	111,568.60	135.1%
65000 · Nutrition	181,378.27	160,579.62	20,798.65	13.0%
66000 · Income Offsets	35,359.51	60,740.15	-25,380.64	-41.8%
66500 · Busing - Routing	215,453.94	196,700.97	18,752.97	9.5%
66900 · Reconciliation Discrepanc...	0.00	-1,311.02	1,311.02	100.0%
68000 · Interest Expense	12,648.82	11,897.97	750.85	6.3%
69000 · Depreciation Expense	338,841.00	340,576.00	-1,735.00	-0.5%
Total Expense	5,976,622.70	5,939,126.82	37,495.88	0.6%
Net Income	83,053.53	250,349.53	-167,296.00	-66.8%

Balance Sheet

As of February 28, 2023

	Feb 28, 23	Feb 28, 22	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
10000 · Operating Cash	1,505,479.79	1,351,179.72	154,300.07	11.4%
11000 · Restricted and Designated C...	3,226,257.54	3,251,210.94	-24,953.40	-0.8%
Total Checking/Savings	4,731,737.33	4,602,390.66	129,346.67	2.8%
Accounts Receivable				
12000 · Tuition Receivables	1,453,028.63	1,351,474.77	101,553.86	7.5%
Total Accounts Receivable	1,453,028.63	1,351,474.77	101,553.86	7.5%
Other Current Assets				
12200 · Prepaid Computer Contracts	4,493.00	3,111.25	1,381.75	44.4%
12208 · Other Receivable - REC Relat...	73,950.05	411,157.00	-337,206.95	-82.0%
Total Other Current Assets	78,443.05	414,268.25	-335,825.20	-81.1%
Total Current Assets	6,263,209.01	6,368,133.68	-104,924.67	-1.7%
Fixed Assets				
13000 · Long Term Assets	8,704,783.49	9,213,898.49	-509,115.00	-5.5%
13019 · Construction in Progress	1,368,687.68	249,693.74	1,118,993.94	448.2%
Total Fixed Assets	10,073,471.17	9,463,592.23	609,878.94	6.4%
TOTAL ASSETS	16,336,680.18	15,831,725.91	504,954.27	3.2%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
20001 · Accounts Payable	2,681.97	45,035.15	-42,353.18	-94.0%
Total Accounts Payable	2,681.97	45,035.15	-42,353.18	-94.0%
Other Current Liabilities				
20000 · Current Liabilities	1,899,277.20	2,256,402.10	-357,124.90	-15.8%
Total Other Current Liabilities	1,899,277.20	2,256,402.10	-357,124.90	-15.8%
Total Current Liabilities	1,901,959.17	2,301,437.25	-399,478.08	-17.4%
Long Term Liabilities				
26000 · Long Term Loans	362,724.13	422,855.03	-60,130.90	-14.2%
Total Long Term Liabilities	362,724.13	422,855.03	-60,130.90	-14.2%
Total Liabilities	2,264,683.30	2,724,292.28	-459,608.98	-16.9%
Equity				
30000 · Opening Balance Equity	4,972,571.19	4,972,571.19	0.00	0.0%
32000 · Unrestricted Net Assets	9,016,372.16	7,884,512.91	1,131,859.25	14.4%
Net Income	83,053.53	250,349.53	-167,296.00	-66.8%
Total Equity	14,071,996.88	13,107,433.63	964,563.25	7.4%
TOTAL LIABILITIES & EQUITY	16,336,680.18	15,831,725.91	504,954.27	3.2%

Name	2/22/22	3/29/22	4/26/22	5/24/22	6/28/22	7/28/22	8/23/22	09/27/22	10/25/22	11/22/22	01/24/23	2/28/23	Key:
Andy Cutter	X	X	X	X	X	X	X	X	X	O	X	X	X=Present
Amy Lynch	X	X	X	X	O	X	X	X	X	O	X	X	O=Absent
Angela Villhauer	X	X	X	O	X	X	X	X	O	X	X	X	NA=Not a Member
Lisa Gumpfer	N/A	N/A	N/A	N/A	N/A	X	X	X	X	O	X	X	
Ron Udell	N/A	N/A	N/A	N/A	N/A	X	O	X	X	X	X	X	
Julie Beard	O	X	X	X	O	X	X	O	O	X	X	X	
Alaina Welsh	X	X	O	X	X	X	X	X	X	X	X	X	
Anne Adam	N/A	N/A	N/A	N/A	N/A	X	X	X	X	X	X	X	
Chris Clark	X	X	X	X	X	X	X	X	X	X	O	X	
Jason Wagner	X	X	O	X	X	O	O	X	X	X	X	X	
Kimberly Cronk	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	X	X	X	
Todd Kopecky	N/A	N/A	N/A	N/A	N/A	N/A	N/A	X	X	X	X	X	
Elizabeth Getachew	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	X	X	
Fr. Sia	X	X	X	X	X	X	X	X	X	X	X	X	
Fr. Beckman	X	X	X	O	X	X	X	X	O	X	X	X	
Fr. Witt	X	X	X	X	X	X	X	X	X	O	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	X	X	X	X	X	X	X	X	X	X	
Scott Nibaur	O	X	X	X	O	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Ellen Abusada	O	X	X	X	X	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Sue Kloss	X	X	X	X	X	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Todd Waikel	X	X	X	O	X	X	N/A	N/A	N/A	N/A	N/A	N/A	
Ryan Wade	O	X	X	O	X	X	X	X	X	N/A	N/A	N/A	
Lisa Dutchik	X	X	X	X	X	O	O	X	X	N/A	N/A	N/A	