

**Regis Catholic Schools
Education Commission Meeting Notes
Mega Foods East Conference Room
Thursday, December 20, 2012**

Present: Becky Alexander; Denise Boos; Renee Cassidy; Barb Haag; Rev. Paul Hoffman; Teresa Johnson; Val Knobloch; Very Rev. Brian Konopa; Chuck Larson; Howard Ludwigson; Gina Ostrowski; Rev. Derek Sakowski; Rev. John Schultz; Mark Seyer; Patty Usher;

Absent: Anna Sizer; Kelly Bowe; Gayle Flaig; Todd Fischer; Rev. Eugene Klink; Rev. George Szews; Rev. Georgekutty Thayikuzhithottu

The meeting was called to order at 5:00 pm by Chuck Larson, Chair. Fr. Sakowski led the opening prayer. Notes from the meeting of October 18, 2012, were accepted as distributed.

- I. Mr. Ludwigson provided an administrative report.
 - a. Teaching and Learning is moving forward. Linda Nortier is working with Language Arts teachers. Meeting on January 28 and will need to meet again in February or March.
 - b. December newsletter went out last week. Howard encouraged the commission members to take the survey that was included in the newsletter.
 - c. Getting bids on the RHS bathroom remodel. Howard and Bill are meeting with contractors in January regarding the remodel.
 - d. Tech Night will be January 29 at RHS. Parents can ask questions about iPads, etc. and we will be able to gain feedback from parents.
 - e. Howard thanked the Central Office staff for all they do.
 - f. Howard is hoping to meet with Ryan Kostka regarding the tuck-pointing at RHS. Ryan and Howard have been unable to connect but hoping for a meeting in January. The bid will need to be sent to the Diocese for approval.
 - g. We are adding a section of 4K at St. Mary's (Altoona 4k).
 - h. Carol Donahue, Regis library aide passed away this week. Her funeral services are Friday evening and Saturday morning in Independence.
 - i. Patty inquired about the survey and the response we have received. Howard stated that we have received about 100 responses. A reminder will go out to people. Students 5th grade and up can participate in survey. Hope to have results later in January.
 - j. 5 year Strategic Plan – Discussion on whether it should be shared with the Education Commission members and the Regis community. Howard suggested that all pastors review the plan before we send it out. Pastors will make recommendation at January Education Commission meeting.
- II. Denise Boos provided a financial report:
 - a. Preliminary budget was sent to the Diocese last week. Finance committee reviewed and approved the budget before being sent to the Diocese. The Bishop will approve (or not approve) by December 31.
 1. Proposed tuition increase of 2% - \$55 K-8 and \$85 High School.

2. Proposed increasing the non-parish member fee from \$1,000 to \$1,200 per family. (Our non-parish fee is one of the lowest of all the Diocesan school systems).
3. Budgeted for \$36,000 less in subsidy based on 11/12 revenue. In our 5 year plan, we are proposing that once the debt is paid off to the Diocese, we can reduce the parish subsidy. Our debt to the Diocese is \$362,000. We paid \$300,000 this year (\$200,000 came from estate gifts and \$100,000 from our operating budget). The \$111,000 remaining balance for the estate gifts will be used for tuck-pointing at RHS (Finance committee approved).
4. Proposed 1.5% increase in wages. Not all staff will receive the same percentage increase.
5. Health Insurance – Diocese is expecting a 10-14% increase in premiums. RCS proposed decreasing the single health insurance premium that RCS contributes (90% to 82.5%). We are the highest in the Diocesan system – most pay 60-70%. Also new in 2013, employees can choose a new HSA plan.

III. Fr. Konopa presented the proposed Mission and Vision statements.

- a. We need to identify 3-5 objectives for the Vision through a strategic planning process that should involve representative faculty. Saturday sessions after the holidays have been proposed with an outside (non-paid) facilitator for the sessions. Chuck will work on getting these sessions scheduled with a facilitator.
- b. Mission Statement – Discussed if the mission statement sounds Catholic enough. Fr. Sakowski suggested inserting “Catholic” before Christ-centered environment.

IV. Teaching & Learning Committee – Recruitment and Retention

- a. Fr. Sakowski suggested a recruitment and retention committee be formed. This should be added to the bylaws.

V. President position

- a. Father Konopa announced that the RCS President position will be posted in January. A search committee will be used again. Last year’s committee consisted of Howard Ludwigson, Renee Cassidy, Father Konopa, Cheryl Hanson, Chuck Larson, Patty Usher, Barb Haag, Val Knobloch, Earl Benning, and Denise Boos. All committee members present agreed to be a part of the search committee again. Father will contact the other members to see if they are interested in participating again. Fr. Sakowski suggested having the Regis Chaplain (Fr. Paul Hoffmann) on the search committee as well. If for some reason, a candidate for the position is not found, Howard has expressed interest in staying on for a second year.

VI. Howard Ludwigson reported on the use of iPads in RCS:

- a. Hoping that iPads can be acquired for middle school students starting with 6th grade first. Researching students bringing their own device (pros and cons). Currently, Marshfield allows students to bring their own device for use in school.

- VII. Guidelines/By-Laws. Patty Usher provided the latest draft. Discussion:
- a. Sub groups and what those would be and their roles.
 - b. Father Konopa added that under Article II #2, the list should also include Dean and Pastors.
 - c. Father Konopa noted that the Diocese has produced new guidelines.
 - d. Fr. Konopa suggested that Pastors can appoint who they want, in consultation with the Dean.
 - e. Chuck suggested that the Pastors review the current draft of the guidelines/bylaws and go with this version.

The next Commission meeting is scheduled for Thursday, January 17, 2013 at 5:00 pm

Fr. Hoffmann offered the closing prayer.

The meeting was adjourned at 6:30 pm.

Submitted By,
Teresa Johnson