

**Regis Catholic Schools**  
**Education Commission Meeting Minutes**  
**Regis High School, Room #107**  
**Thursday, January 17, 2013**

**Present:** Becky Alexander, Denise Boos, Renee Cassidy, Barb Haag, Rev. Paul Hoffman, Val Knobloch, Very Rev. Brian Konopa, Chuck Larson, Howard Ludwigson, Gina Ostrowski, Rev. Derek Sakowski, Rev. Georgekutty Thayikuzhithottu, Mark Seyer, Patty Usher, Anna Sizer

**Absent:** Rev. John Schultz, Kelly Bowe, Gayle Flaig, Todd Fischer, Rev. Eugene Klink, Rev. George Szews

The meeting was called to order at 5:05 pm by Chuck Larson, Chair. Very Rev. Brian Konopa led the opening prayer. Notes from the meeting of December 20 were accepted as distributed.

**I. Administrative Report – Howard Ludwigson**

- a. 2 sections of 4K were added at St. Mary School; thanks to Fr. Sakowski.
- b. An Advancement Report from Bill Uelmen was submitted.
- c. Tuck point and flashing projects are being considered for the Regis campus.
- d. The Accreditation Committee continues to work, focusing efforts on Standard Three: Curriculum.
- e. Phy Ed credits may be reduced from 1.5 to 1 credit for students who have varsity sport involvement; this would be to allow an academic course to be chosen in place of the Phy Ed class. Mr. Ludwigson will work on the wording for this change and bring it to the next Commission meeting.
- f. The survey results were shared in a handout from Anna Sizer. The top ranked item was “Continue with the Teaching and Learning Plan.” There were approximately 300 respondents to the survey which was sent to all parents, students, staff, and alumni. Anna noted that sending out a survey in December possibly reduced the number of respondents because of the “busy-ness” of the season. Anna also mentioned that the most common write-in comment across the board was “increased compensation for faculty/staff.”

**II. Financial Report – Denise Boos**

- a. The budget has been approved by the Bishop
- b. There will be a 2% tuition increase
- c. A subsidy formula plan is being reviewed
- d. Building Use Agreements will be reviewed

**III. Discussion Items**

- a. Proposal for Commission Strategic Planning – Chuck Larson
  - i. The proposal has been approved
  - ii. Mr. Ludwigson will try to set up dates to meet on Saturdays in the spring
  - iii. Mr. Ludwigson will arrange for a facilitator (Larry Doyle?)

- b. 5-Year Projection Report – Fr. Konopa
  - i. Chuck Larson thanked Howard and Anna for their efforts in creating the Restructuring Report sent to the Bishop last fall
  - ii. The Restructuring Report included data from a 2009 demographic study which has proven accurate so far and projects continued enrollment growth through 2018. This was the main reason for maintaining the current school structure. The report also included projections for 5 more years of balanced budgets.
  - iii. 5-Year Projection Report is based on the forward-looking items from the Restructuring Report and includes data about the challenges of retaining students in RCS.
  - iv. Members of the Commission felt the report was well-done and gives good analysis. Members will be given another week to suggest revisions. One suggestion: include information about two additional 4K sections to be added at St. Mary's.
  - v. After revisions it will be posted on the website.
- c. Commission Guidelines and By-Law Revisions – Patty Usher
  - i. Discussion centered on what membership means: What is the difference between ex-officio and term?
  - ii. Should Facilities be included under Finance?
  - iii. Bylaws will be sent to the Pastors for discussion and decision.

The next meeting is scheduled for Thursday, February 21, 2013 at 5pm. If you have agenda items to submit for the meeting, please contact Howard Ludwigson two weeks prior to the meeting.

Fr. Paul Hoffman led the Closing Prayer.

The meeting was adjourned at 6:40pm.

Respectfully submitted,

Kathy Long