

**Regis Catholic Schools
Education Commission Meeting Minutes
Regis High School, Room #107
Thursday, April 18, 2013**

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

Absent: Rev. Georgekuty Thayikuzhithottu, Todd Fischer, Gayle Flaig, Rev. Eugene Klink, Rev. George Szews

The meeting was called to order at 5:00pm by Chuck Larson, Chair. Fr. Derek Sakowski led the opening prayer. Minutes from the meeting of March 21 were accepted as distributed.

I. Administrative Report – Howard Ludwigson

- a. Roof Problem – Howard reported that the roof on the East side of Regis High School is leaking and needs to be fixed this summer. Original estimate of \$60,000 to fix will actually be \$90,000.
- b. McElroy Estate – Howard is executor of this estate in which ½ is willed to Regis High School and ½ to Sacred Heart/St. Patrick's parish. It is hopeful that this estate will pay for the roof repairs.
- c. Bathroom project – We have collected enough money to move forward with the project. Waiting for permission from the Diocese to begin project. We would like to start this summer while school is not in session.
- d. Teaching & Learning – Science curriculum will be updated during the 2013/14 school year. We had been waiting on standards from the Diocese and the curriculum has been recently released. Howard would like to offer contract to Leroy Lee, who worked at the State of WI DPI in Science curriculum.
- e. SCRIP – Howard and Denise met w/ Security Bank regarding partnering in the SCRIP program. May be able to offer drive-up service for our families.
- f. Dress Code – Howard announced that as the new principal of MS/HS he would like new standards for the dress code. There has been no enforcement of the dress code at the MS/HS level. Barb Haag and Patty Usher offered to assist. Anna will work on survey and send out to Education Commission members to preview and then will follow up with a survey to all families.
- g. Staffing – RCS has received a few resignations and we are working on advertising for those positions. RCS will be communicating any staffing changes at the end of the school year (versus weekly as done in the past).
- h. EC Academy – They recently contributed \$200 to the fence project at Genesis. He thanked Gayle Flaig's work on getting this achieved.

- i. IC Lockers – 300 Metal lockers will be installed at IC. Money used to purchase the lockers will be from Walk for Virtues and other funds already raised (no money will come out of budget for purchase). Education Commission approved purchase and installation of the lockers.

II. Finances – Denise Boos

- a. Finance committee will meet next Thursday, April 25th. After this meeting, RCS will have 3rd quarter financial reports available.

III. RCS Foundation

- a. Mark Seyer reported that the non-sibi event honoring Jim & Linda Geraghty was well-attended.
- b. The Foundation and RCS will be actively communicating gift & estate planning should be worded “Regis Catholic Schools Foundation” (not Regis High School Foundation as previously known as). Also, Mark noted that currently it takes \$12,500 to endow an annual \$500 scholarship.

IV. Enrollment

- a. Teresa Johnson reported that we currently have 790 students enrolled for the 2013/14 school year and approximately 65 current students not enrolled yet. Pushing for May 1 enrollment deadline with current parents as their fee goes up to \$150 if turned in after that date; Anna mentioned the lead follow-up being done by Administrators; Recruitment – communication from baptism to school age will be done.

V. By-Laws Discussion

- a. “Controller” should be added to the list of Ex-Officio members
- b. By-Laws version of April 18 will be forwarded to Pastors for recommended approval.

VI. Standing Committees

- a. Chuck Larson put together a proposal of Standing Committees and their functions. Discussion on terms ensued and it was decided to remove the terms for the volunteers.

VII. Strategic Planning

- a. The next strategic planning session is this Saturday, April 20; the goal is by June RCS will be able to share our strategic plan. Also, Anna passed a handout on the results of the Vision survey.

VIII. Chuck Larson proposed that each parish rep work with their pastor to have a reception before school starts for new president Tim Nelson. He suggested a small reception after Mass.

Father Paul Hoffman led the Closing Prayer.

The next meeting is scheduled for Thursday, May 16, 2013 at 5pm.

The meeting was adjourned at 6:30pm.

Notes submitted by Teresa Johnson