

Regis Catholic Schools  
Education Commission Meeting Minutes

August 29, 2019

Regis Room 107 5:00 pm

Present: Fr. Sedlacek, Fr. Tadathil, Fr. Sakowski, Mark Gobler, Linda Schultz, Meghan Kulig, Renee Cassidy, Jackie Lutz, Brian Hoeschen, Becky Alexander, Reid Sollberger, Kayla Bahnum, Sandy Makuck (Recorder)

Absent: Fr. Kurzynski, Fr. Krieg, Linda Marx, Bill Spangler, Paul Pedersen, Carissa Smiskey, Kelly Mechelke

I. Meeting called to order – Reid Sollberger 5:00 pm

Opening Prayer Fr. Sedlacek

Minutes from June were approved by Linda Schultz and 2<sup>nd</sup> by Brian Hoeschen.

II. Elections of 2

III. Standing Committee

Catholic Identity –Becky Alexander gave the following report: Fr. Sedlacek, Michael VanHemert, and Kristin Hughes did lifeteen youth ministry training over the summer. Summer youth ministry events included:

- About 25 students went to adventure camp
- Students also went to Steubenville – on their way helped at Feed My Starving Children
- Fr. Sedlacek and Kristin met with these students four times to reflect on their experiences.
- Fr. Sedlacek held ultimate Frisbee several times with 25-35 people attending. After the group held a bible study – reflecting on next Sunday's gospel.

For Fall – retreats are scheduled. This year only Net Ministries will be used, less expensive, easier to work with, and students viewed them more favorably. Kristin is also teaching the 8<sup>th</sup> grade mass class this year and plans to hold a middle school Bible study during lunch. The fall speaker will be Joel Stepanek. Giving a holistic talk to students during the day and is speaking about social media for the deanery wide faith foundation kickoff in the evening. Paul has been on the theology curriculum writing committee and it was completed last spring.

He presented to Bishop Callahan this summer. The Bishop approved the curriculum and schools will be made aware of it and start preparing for any changes. The actual date of official implementation of the curriculum has not been determined. Paul will be part of the group that writes assessments for the new curriculum.

Next Meeting is November.

School Life – No report.

Teaching and Learning – Meet on October 15

#### IV. Central Office Reports

Accreditation - Renee Cassidy gave the following report:

1. August 26 Renee Cassidy met with the Committee Members from each school to review their work and to inform them of event dates. We are to submit a list of our evidences to Jessica Williams, our Diocesan Representative for WRISA, by October 11. All the committees have completed their work, now they just have to submit a check off list of evidences so the visiting team can review this information before they arrive.
2. The annual WRISA September report is due on the 28<sup>th</sup>. Jackie Lutz and Renee Cassidy will be completing that evidence. It is completed on line and asks for enrollment numbers, list of teachers and their licenses, our Strategic Plan, and a check list of questions.
3. October 28 & 29, two state WRISA representatives will visit central office and go through the personnel files, budgets, and legal policies. They will meet with all central office staff.
4. November 11-14, the WRISA visiting team will be here. They will arrive at 8:00 am at IC and the IC Oak Room will be their work area to meet jointly. Also, each school needs to have a work area for them. Jackie Lutz asked what is their schedule for the other elementary? Renee added each school will have a team that will come to their school.
5. The evening of November 11 we are to host a dinner for them to meet the pastors. Commissioners, Administrators, and Committee Members are encouraged to attend. Time and Place yet to be determined. Renee Cassidy will send a reminder email.
6. Renee Cassidy will set up a schedule for them that week which will include visiting classrooms and interviewing staff, pastors, and commissioners.
7. We will receive confirmation two months after their visit with our strengths and weaknesses.

At the end of the week they will meet with Renee Cassidy and Mark Gobler and give us a rating.

Renee Cassidy needs any new Commissioner's name and parish they represent.

Renee Cassidy handed out the WRISA Regis Catholic Schools Committees.

Communication – Meghan Kulig gave the following report. Handbooks are updated and in the mail. Should be mailed out today or tomorrow. Team really cleaned it up, meant to be a reference throughout the year. Good to have if there is ever a need to fall back on our principles we can. Parents can't say I didn't know that. They were all mailed a copy of handbook. If parents should ask why they got two separate mailings instead of one it was cheaper just to send two separate ones because it was lighter.

Feedback from Athletic Website . . . website is really nice. They are inputting scores of games and schedules are being updated.

Enrollment Update – Mark Gobler gave the following report. He handed out the 2019-20 Enrollment Data report. High number of students leaving from 5<sup>th</sup> to 6<sup>th</sup> grade, but nearly doubles from 8<sup>th</sup> to 9<sup>th</sup> grade. Paul Pedersen and Mark Gobler got together to discuss. Families saw more opportunity at public school. Mark Gobler said he feels we work very hard to show we are very capable to compete with public schools. Maybe it is time to go back to our roots and advertise as faith based. Meghan Kulig said we do a really good job of marketing. Look at our teaching staff main people for retention. What hurts the most is we lost choice students. We get more from the state then we charge tuition from families from choice students. Greater number of losing students than last year. 2018-2019 students going from 5<sup>th</sup> to 6<sup>th</sup> lost 6 to 8 students and from 8<sup>th</sup> to 9<sup>th</sup> grade lost 5 or 6 students. Bill Hoeschen asked what the exit interview process is. Mark Gobler indicated it is a form they fill out with an explanation of why they are leaving. Bill Hoeschen asked maybe need to be more personal and possibly in person. Fr. Sakowski added we have 2 Latino families enrolled and if they have a good experience could possibly get more. Mark Gobler said last year we went from 2 foreign exchange students to 11 this year. He also added the sooner choice students can get into our system the better.

- V. High School Proposal – Mark Gobler gave the following report. Very big sub shortage. Long term subs are great but hard to come by. They have 1:1 capability with chrome books. Eight assigned study halls with monitors. Days teachers are gone will not need to hire subs. Students are obligated to get assignments done and in. Teaching staff at high school think it's a great idea. Unless there are a lot of teachers gone they will not do this option. Give it a dry run to try. Could save us \$7,000-\$10,000 a year on the budget. Teachers can miss up to 10 days of year. They get 8 sick days per year up to a cumulative amount of 60, and two personal days. They also get 3 bereavement days. Regis also started that employees can donate their sick days they do not use to a pool. If you have been with the system for at least a year. New Procedure staff have to use their personal days before can take days without pay.
- VI. Old Business – Finance Council Special Session.  
Fr. Sakowski handed out two reports and went through these reports. 1. Summary of Wipfli Phase One Investigation and 2. Proposed Structural Revision of Finance Committee. He indicated they meet monthly and after years of sharing it's nice to finally be putting into practice.

Reid Sollberger indicated next month's agenda we should discuss group size make sure we are meeting quorum and to know whose at what meeting. Reword bi-laws of what meets quorum.

RDC Boiler project, forecasting future building needs – Mark Gobler indicated the current boiler runs two separate buildings but have to start boiler in one to heat other. New system can monitored from building to building. 3 phases – 1. Heating vent due now. 2. Air Conditioning - due in the spring 3. Windows

\$217,000 dedicated to these projects. Waiting for Certificates of Insurance.

Future needs – An engineer is looking at life expectancy in other areas of these two buildings.

Questions came up about what about the Elementary's. They are allotted a certain percentage of money according to student population and given to parishes. \*\*Look at having the Engineer took at all the buildings needs including parishes since he is already doing the job and here. Maybe cheaper.

Snowdays – Mark Gobler indicated a survey needs to go out to faculty and parents regarding this.

Meeting with principals in the near future.

VII. Athletic Director – Mark Gobler indicated he was an athletic director and it's a tough position to fill. They looked internally and one candidate decided he didn't want it. Mr. Jon Jarocki will bring good guidance and do a great job.

Alumni Association – Mark Gobler indicated they are far behind in this procedure. Need certain individuals. Will be a dues paying association to cover costs.

VIII. School Reports – Jackie Lutz for St. James Elementary School indicated Tru-Lock is updating security at St. James should be finishing up soon. Mid July Fire Alarm System was updated and we were trained on the new system. Fire Inspector was very impressed with our new system he was glad we replaced because the old system he was worried about. We meet with Audio Architects this past week to look at a paging system. Kayla Buhnub indicating her staff is ready for a new year. They had a couple of teaching assignment changes. They have a Jubilee this year and staff are getting really excited for this event. Mark Gobler for Paul Pedersen indicated summer school went well, focus is on enrollment efforts, Regis Patriotic Council Vets Day Program, Mr. Nelson leading this.

Closing Prayer Fr. Sakowski

Meeting Adjourned 6:30 pm

Sandy Makuck (recorder)