

**Regis Catholic Schools**  
**Education Commission Meeting Minutes**  
**Thursday, June 21, 2018**  
**Regis Room 107, 5:00 p.m.**

Present:

Becky Alexander	Jackie Lutz	Very Rev. Derek Sakowski
Renee Cassidy	Kelly K. Mechelke	Tanya Schmitz
Mark Gobler	Rev. Dan Oudenhoven	Linda Schultz
Meghan Kulig	Paul Pedersen	Reid Sollberger

Absent:

Rachel Brogelman	Griffin Johnson	Bill Spangler
Gayle Flaig	Rev. Tom Krieg	Rev. George Thayilkuzhithottu
Brian Hoeschen	Linda Marx	Rev. Dan Thelen
Rev. Paul Hoffman	Rev. Don Meuret	Rebekah Thurner
Kelly Hughes	Carisa Smiskey	Bill Uelmen

Minutes: Tanya Schmitz

I. Opening

Call to Order: Reid Sollberger 5:00 p.m.

Opening Prayer: Rev. Paul Hoffman

Acceptance of May Minutes: Accepted with correction of section II, part c, item vii: omit Lifeteam and replace with Lifeteen

II. Standing Committees

a. Teaching and Learning presented by Linda Schultz

i. Discussion regarding summer STEAM

ii. Discussion regarding an Advisor to every high school student

iii. Discussion regarding one valedictorian starting with the incoming 8<sup>th</sup> graders, Class of 2023

1. Becky Alexander inquired as to what criteria besides a 4.0 GPA will be used to determine the one valedictorian to which Paul Pedersen responded considerations such as AP, honors, youth options, college credits, etc. will be used to determine the school's valedictorian, although this may not be the state-recognized valedictorian for RHS (ACT will determine the state-recognized valedictorian upon 4.0 GPA tie)

2. Mark Gobler commented that eliminating class rank is trending right now as it does not show summative learning, does not account for easy vs hard classes, etc.

3. Becky Alexander inquired as to the number of extra credit opportunities for students to which Paul Pedersen a side conversation is merited for follow up on this topic

iv. Suzy Sturz presented avenues for math placement giving credit to Jon Jarocki for his exceptional dedication to this process

v. Paul Pedersen presented Odysseyware and CAPP programs

vi. Next meeting is October 23

b. Student Life: no report

c. Catholic Identity and Mission Integration: no report

- III. Election of Officers presented by Reid Sollberger
  - a. Mark Gobler moved to keep Chair and Vice-Chair positions as is with Reid Sollberger as Chair and Becky Alexander as Vice-Chair
    - i. The group responded with all ayes
  - b. No members with expiring terms at this time
  
- IV. Communication Report presented by Meghan Kulig
  - a. Rambler Report: big issue upcoming with graduation and celebration of Seniors, out in July
  - b. 2016 Post-Graduate Survey Results were reviewed with the group
    - i. Rev. Dan Oudenhoven asked about follow up in Math which always seems to be lower to which Paul Pedersen responded Math has improved greatly over the last few years, Mark Gobler agreed with Paul Pedersen's response, and Very Rev. Derek Sakowski added that Mr. Jon Jarocki has been a stable staff member who has improved this department and closed the communication gap between RMS and RHS Math
    - ii. Linda Schultz asked about the Technology component and what classes are available for Technology to which Paul Pedersen responded that Technology classes used to be available at RMS but students now come in educated at the elementary level in Word, Excel, PowerPoint, etc. and Mark Gobler added that the Odysseyware Technology component could be used by those students John Cook identifies as being served well by it
    - iii. Becky Alexander inquired as to whether the wording of the questions on the survey could be altered to which Meghan Kulig confirmed they could be and it is asked if a question could read as "Do you continue to practice your Catholic faith?"
  - c. Internet identity: in trying to create a better presence on the internet and through Google specifically, Meghan Kulig continues to strategize for this presence
    - i. Meghan Kulig shared the statistics in searches, explained the difference between direct and discovery searches, and added she still needs more Google reviews
  
- V. Number of Meetings Discussion presented by Reid Sollberger
  - a. Discussion regarding the number of meetings per year to which the group agreed to seven meetings per year
    - i. August, September, November, January, March, May, and June
  
- VI. Enrollment 18-19 presented by Mark Gobler
  - a. Enrollment at 783, down by 11, 30 not yet re-enrolled and are pending, 174 are Choice students, up 29 from last year, anticipating 800 students
    - i. Reid Sollberger inquired as to keeping all sections at the three elementary schools to which Very Rev. Derek Sakowski responded that enrollment is on the edge of the guidelines and is looking good to keep as is
  
- VII. Old Business
  - a. DOJ Safety Grant presented by Mark Gobler
    - i. DOJ confirmed receipt of the grant which is written for approximately 250K
    - ii. Two parts to the grant, the first primary and the second advanced
      - 1. The primary grant covers entryways including 3M shatter-resistant film and intercom/camera systems as well as upgraded interior door knobs to ADA compliant knobs
      - 2. The advanced grant covers film on every door with anything leftover going towards exterior/interior camera surveillance systems

- iii. Requirements of the grant include training such as Crisis Go performed by Paul Pedersen, mental health training performed in-house by Pam Foegen, and two intruder drills each year
- b. New Staff Hires presented by Mark Gobler
  - i. Immaculate Conception has hired two teachers, needs two more
  - ii. St. James has an offer out to a teacher prospect, contract pending signature
  - iii. RHS is working with a prospect for half-time Math/half-time Spanish, is still interviewing for half-time English and Counselor positions
    - 1. Half-time Math/half-time Spanish position, if accepted, would leave the Hispanic Outreach Coordinator position as a singular position without the plurality of teaching Spanish, and this would be reposted with changes to the job description, if need be, as Very Rev. Derek Sakowski and Mark Gobler are looking to meet with a prospect for the Hispanic Outreach Coordinator position next week
  - iv. RMS will be flip-flopping two teachers with Jill Klotz taking over as 7<sup>th</sup> and 8<sup>th</sup> grades English Teacher and Mrs. Meldahl sliding into 6<sup>th</sup> grade English Teacher role utilizing their individual talents more fully
- c. Strategic Plan 18-19 presented by Mark Gobler
  - i. Mark Gobler asked the group to e-mail any suggestions to him regarding the framework
  - ii. Very Rev. Derek Sakowski encouraged a comprehensive look at the Strategic Plan for the 19-20 academic year
  - iii. Renee Cassidy commented that the same is true of the mission statement with a request that the August meeting include this topic as it is also important for Accreditation
  - iv. Linda Schultz highlighted that student assessment tools have been improved through the work of the Teaching and Learning Committee and revisiting this on the framework is necessary
  - v. Very Rev. Derek Sakowski and Kelly K. Mechelke discussed going through it line by line the same way as it was done when Advancement first directed this document to come to fruition

#### VIII. New Business

- a. Budget Update presented by Mark Gobler
  - i. What does this body want to see in regards to financials was the question posed to the group to start discussion
  - ii. Reid Sollberger commented that many do not understand financial documents so simply an honest verbal report of the financial status of RCS is acceptable
  - iii. Very Rev. Derek Sakowski added that at the parish level, they review a very simplified document, once a year
  - iv. Linda Schultz agreed that once a year was perfect
  - v. Mark Gobler asked the group if Kelly Hughes should come in to which Very Rev. Derek Sakowski said she should each August with a simple fiscal year report, in this case 17-18, to which Rev. Dan Oudenhoven asked for a one-page summary only
- b. Foreign Exchange Student Collaborative Partner presented by Mark Gobler
  - i. Cambridge provides students from China, the trend is for these students to now go to Canada, Cambridge so far unable to produce a student for upcoming academic year
  - ii. Perhaps using a different vendor for this service is needed which would gain more international opportunities and maybe produce some Catholic students for attendance at RHS

- iii. Cambridge is contracted to coordinate the home stays, too, but the prospect for Hispanic Outreach Coordinator currently coordinates home stays; therefore, the possibility is that we use a different vendor to find the international students and use the Hispanic Outreach Coordinator position to coordinate the home stays
  - c. 18-19 Calendar Changes presented by Mark Gobler
    - i. Proposing Graduation be moved from May 22 to May 29 and 8<sup>th</sup> Grade Promotion be moved from May 29 to June 3 to which the group was in favor of
    - ii. Easter Monday will remain a day off and June 7 will be a tentative make up day for grades 6-12 if weather events occur during the school year
    - iii. Meghan Kulig will get these changes announced as soon as possible
- IX. School Reports
- a. RMS/RHS presented by Paul Pedersen
    - i. Graduation, Senior Lock-in/8<sup>th</sup> Grade Promotion
    - ii. Field Trips
    - iii. Grades, Teacher Checkout, Transcripts
    - iv. Hiring
    - v. Retreats planned, Masses planned, Speakers planned: Paul J. Kim and Justin Patchin
  - b. Immaculate Conception presented by Renee Cassidy
    - i. Asbestos removal taking place this summer
  - c. St. James: no report
  - d. St. Mary's: no report

Miscellaneous:

\*Kelly K. Mechelke will come to future meetings as Curriculum Coordinator

\*Wisconsin Forward will replace Iowa Testing for Basic Skills in order to help compare apples to apples and publish results through comparison; grades 3, 4, 6, and 8 will take the Wisconsin Forward Exam and grades 5 and 7 will be on an opt-out basis

\*The Education Commission gives thanks to Fr. Paul Hoffman, Fr. Don Meuret, Fr. George Thayilkuzhithottu, and Fr. Dan Thelen for their service to the Regis Catholic Schools community

\*Next meeting August 16, 2018

Closing Prayer by Very Rev. Derek Sakowski  
Adjournment at 6:17 p.m.