

Regis Catholic Schools
Education Commission Meeting
Thursday, August 20, 2020
5:00 p.m.
Optional Virtual WebEx Meeting or In Person Regis 107

Present: Kelly Mechelke, Bill Spangler, Fr. Oudenhoven, Linda Schultz, Ashley Wolterstorff, Mark Golden, Eric Nelson, Jen Eager, Paul Pedersen, Kayla Bahnub, Carisa Smiskey, Jackie Lutz, Meghan Kulig, Linda Marx, Brian Hoeschen

Absent: Fr. Kieffer, Fr. Thadathil, Fr. Jazdzewski, Fr. Krieg, Fr. Sakowski, Fr. Kurzynski, Angel Olsen, Gayle Flaig

Minutes: Lindsey Engel

- I. **5:00 p.m. Call Meeting to Order: Bill Spangler**
5:00 p.m. Opening Prayer – Fr. Oudenhoven
- II. **Approval of June minutes: Bill Spangler**
 - a. There are some misspellings of names (Carisa Smiskey, Kayla Bahnub), update minutes to reflect
 - b. Paul Pedersen motion to approve, Linda Schultz seconds the motion, all in favor to pass.
- III. **Faculty Representative Introductions**
 - a. Mark Golden, Advancement Director
 - b. Lindsey Engel, Executive Assistant
 - c. Ashley Wolterstorff, St. Mary's Representative
 - d. Angel Olsen, St. Olaf's Representative (absent)
- IV. **Standing Committees**
 - a. Catholic Identity: Becky Alexander is no longer with us. Paul Pedersen motion to make Tina Morning head. Linda Schultz seconds the motion, all in favor to pass.
 - b. School Life: Has not been operating as much in the last two years, so may not continue in the future.
 - c. Teaching and Learning: Linda Schultz will try to get list of members by September 17.
 - d. The next Teaching and Learning meeting is October 13th.
- V. **Bylaw Changes**
 - a. The bylaws were previously mis-numbered but have been corrected now.
 - b. XI Operating Procedures was omitted but is back in now.
 - c. Paul Pedersen motion to approve changes to bylaws. Linda Schultz seconds, all in favor to pass.
- VI. **Central Office**
 - a. **Communications – Meghan Kulig**
 1. The Rambler Report was sent out along with graduation photos. The graduating seniors also received a flash drive of videos as a special keepsake.
 2. An update on options for at home learning will be sent out to parents.

3. Covid-19 communication and guides are being worked on.
4. Local social media from news stations is being monitored regarding school plans during Covid-19.
5. Regis branded facemasks went out to students and staff this past week.
6. Regis polo shirts will be available for staff. These are being partly paid for by the Foundation.
7. Edits to the regular handbooks are in progress.
8. The auction will be online only this year. It will open November 5th at 7 p.m. and close November 8th at 10 p.m. Bidding is open to anyone.
9. The Class of 2020 senior exit survey results were discussed and are very positive.

b. Enrollment – Kelly Mechelke

1. The total as of 12 p.m. on 8/20 was 770 students, which is down from 778 last year. However, due to adhering to 6 feet social distancing, many classes are being considered full per Health Department regulations.

c. HR – Jen Eager

1. A handout was given to show which classroom roles need to be filled.
2. Faculty and staff updates are as of 4 p.m. on 8/20.
3. Several open positions, which are highlighted on the back side of handout, including: Float Cook, 9th grade Religion, 7th & 8th grade Language Arts, Library Instructional Assistant, Elementary Technology
4. The number of paraprofessionals has been increased for this year, as they cannot go around to all of the classrooms as before.

d. Advancement Update – Mark Golden

1. Mark has been consulting with Bill Uhlman on a weekly basis.
2. Tuition Partnership Program letters have been sent out.
3. Regis Fund letters and brochures will be sent out after Labor Day.
4. Currently working on new trophy case at Regis thanks to donation from Zukaitis/Jacks families. Working with the Booster club on this.
5. Working with families on endowment funds.
6. Taking over some elements of the auction from Meghan Kulig.
7. Also working on new bleachers thanks to Multhauf family donation. May hold off on this depending on how fall sports proceed.
8. Working with Mark Beckfield on decisions about Non-Sibi week.

VII. Old Business

a. Investigation Update – Kelly Mechelke

1. Eric met with Officer Wutschke, detective with ECPD. We will be letting families know about the individual being investigated going to court in September. Once the court date has passed there will be more information.

b. Covid-19 Planning Update

1. Kelly has been meeting with principals all summer to plan.
2. Principals have been meeting with staff.
3. Desks are being placed 6 ft apart.
4. Plexiglass shields are being utilized at the elementary schools.

5. We will go back to regular 5 day weeks in person but also have a virtual learning option. 10 families in the system are currently planning on doing virtual learning. Anyone who chooses to do virtual learning is committing to a minimum of 25 days then may return if they wish.
6. Bus capacity is limited, so families have been asked to drive their children if possible. There has been a good response from quite a few families on this.
7. Extra curricular activities – golf, tennis, and cross country are proceeding as normal. There has not yet been a formal announcement on football or volleyball. We are hoping to be able to have some games, but none will be held at Regis. There will be an update on this by 9/1.
8. Both practice and games would need to take place outside of Eau Claire county for high contact sports.

c. Contingency Plans

1. John Cook has put together enough Chromebooks for teachers to record virtual learning during normal lectures. Videos will be taken down/destroyed after the coursework is done. Lessons will always be recorded but will only be sent out when necessary.
2. Support staff has been hired to help the teachers out. Some subs are also willing to record virtual lessons if teachers get sick.
3. Two masks have been provided for each student and each teacher.
4. The Foundation is providing approximately \$26,000 for 20 machines for the middle and high schools that will increase airflow and help eliminate bacteria and viruses.
5. Donations of face shields and sanitizer have also been provided.

VIII. New Business

a. Welcome to Fr. Kieffer – not present at this meeting.

b. Financial Report – Eric Nelson

1. Approximately \$100,000 has been spent on Covid-19 expenses. This is expected to go up slightly and is largely due to precautions (masks, shields, etc.) as well as new technology for distance learning.
2. The average cost is about \$132 per student.
3. Financial reports have been redesigned to be more readable and useful.
4. A monthly budget sheet for total costs is also in progress and will be sent to principals.
5. One of the buses has failed inspection and would require over \$10,000 to fix. The finance committee is having us rent a bus as needed until we can get a replacement.

c. Organizational Chart – Kelly Mechelke

1. The organizational chart has been updated.
2. One change will be made to the draft copy presented at the meeting – executive assistant will report to advancement director and to the president.
3. This chart will eventually be made public, however, we will be waiting until Fr. Sakowski can be present to discuss the changes.

4. There are some vacancies, which will ideally be filled eventually and are on the chart to show what our ideal operation would look like in the future when finances allow.

d. Discussion of Commission Mission

1. This has been moved to discussion at the next meeting on September 17, 2020.

IX. School Reports

- a. Kayla Bahnub discussed replacements made to lighting and newly finished gym floor and mentioned there were recent staff changes and hires.
- b. Jackie Lutz mentioned all classrooms were painted and paid for by volunteers.
- X. A. Father Oudenhoven thanked all leaders and central office for their hard work. Father was impressed with the transparency of information shared.
B. Kelly praised administration and teachers for their dedication throughout the summer.

XI. 6:30 p.m. Closing Prayer by Fr. Oudenhoven

XII. 6:30 p.m. Meeting Adjourned