

**Regis Catholic Schools  
Education Commission Meeting Minutes  
Thursday, May 19, 2016  
Regis Room 107, 5:00pm**

Present:

Becky Alexander	Meghan Kulig	Rev. Derek Sakowski
Renee Cassidy	Linda Marx	Tanya Schmitz
Mark Gobler	Kelly K. Mechelke	Reid Sollberger
Rev. Alan Guanella	Rev. Dan Oudenhoven	Rev. George Thayikuzhithottu
Rev. Paul Hoffman	Paul Pedersen	Patty Usher
Val Knobloch		

Absent:

Gayle Flaig	Pat Lange	Carisa Smiskey
Rev. Tom Krieg	Very Rev. Don Meuret	Bill Uelmen

Minutes: Tanya Schmitz

**\*\*REV. DEREK SAKOWSKI is acting Dean for this meeting in the absence of VERY REV. DON MEURET\*\***

- I. Opening
  - Call to Order: Patty Usher 5:00 p.m.
  - Opening Prayer: Rev. Alan Guanella
  - Acceptance of April Minutes: Accepted
  
- II. Election of Officers 2016-2017
  - a. Val Knobloch: term is up for Education Commission and Vice-Chair but will remain as layperson on Teaching and Learning Committee
  - b. Vice Chair: Reid Sollberger elected
  - c. Chairperson: Patty Usher re-elected
  
- III. Communications Report and Scrip Update presented by Meghan Kulig
  - a. New promotional video
  - b. Faith Night at the EC Express: staff tickets distributed; first pitch by Rev. Tom Krieg
  - c. Graduation being archived by Spencer from Sharp
  - d. Scrip Update: Security Financial Bank will no longer provide Scrip services after July; Scrip will return to Central Office on August 1; management of program must be volunteer-based according to law
    - i. Tech addition: instant certificates, remote loading, \$.15 online transaction
    - ii. Marketing addition: creating tri-fold brochure
    - iii. Convenience addition: working with Merchants Bank on a possible Saturday morning pick up option on paid orders
    - iv. Diversity addition: diversifying scrip benefit to Choice families by banking for future events such as class trips
  
- IV. Standing Committees
  - a. Catholic Identity presented by Becky Alexander
    - i. Reviewed religious assessments results
    - ii. Discussed theology classes: subject not taken seriously and unqualified theology teachers

- iii. Community service requirements recommended to be changed from 20 community hours plus 5 parish hours for a total of 25 hours to a total of 25 hours in any combination or all in one sector
  - 1. Rev. Derek Sakowski commented theology should be filled with a qualified teacher and not filled as a stop-gap measure
  - 2. Patty Usher inquired about premium pay and the progress of this to which Becky Alexander replied the Catholic Identity Committee recommends exploring the reality of this
  - 3. Val Knobloch asked about the feasibility of an endowment to which Rev. Derek Sakowski commented an endowment requires a great deal of money
  - 4. Reid Sollberger expressed concern that premium pay would breed resentment between staff to which Kelly K. Mechelke responded RCS supports a Master's degree program if staff would like to gain skills that would develop them as a candidate for a premium pay position
  - 5. Rev. Derek Sakowski reiterated that special skills requires special pay
  - 6. Patty Usher posed the question how this would work within Diocesan restrictions to which Mark Gobler answered with this being an RCS system decision
- b. Teaching and Learning Committee presented by Kelly K. Mechelke
 

Handouts: Curriculum Flow Charts (use charts date stamped May 18, 2016)

  - i. Additional changes may come to fruition as charts begin to be utilized
  - ii. Kelly K. Mechelke requested permission to move forward so committee members may be recruited in time to meet on June 13; the Curriculum Flow Charts were voted in with a comment that "Stakeholder Wants A Change" be changed to "Stakeholder Has A Concern"
  - iii. Mark Gobler asks if this will go on website to which Rev. Derek Sakowski replied it will be added to the Procedural Manual; adding that a change may not be a curriculum change but may be an action that results in a change in curriculum
  - iv. Meghan Kulig will get out marketing that invites members of the RCS community to consider joining the Teaching and Learning Committee

## V. Old Business

- a. Strategic Plan presented by Mark Gobler
  - i. Rev. Derek Sakowski commented that the use of the word "sustain" in regards to enrollment on the framework may be difficult based on the six supporting parishes historical baptismal review to which Mark Gobler responded that was the reason for choosing "sustain" instead of "increase" enrollment; Rev. Derek Sakowski said sustaining enrollment is likely not possible
- b. Building and Grounds presented by Mark Gobler
  - i. Lockers, LED lights, tile work, and cafeteria countertops, cabinets, and locks all slated for summer
- c. Staffing Update
  - i. RMS/RHS presented by Paul Pedersen
    - 1. Multiple key positions open including RMS Administrative Assistant, RHS Administrative Assistant, RHS Counselor, RHS Athletic Director, Campus Ministry, etc; working to fill this perhaps even by the end of the school year
    - 2. Rev. Derek Sakowski was proud of RHS and the time he spent there this week
  - ii. Immaculate Conception presented by Renee Cassidy
    - 1. Three of twelve staff are leaving: Fifth Grade Teacher, Janet Curley, retiring; Fourth Grade Teacher, Ruth McHorney, retiring; and Second Grade Teacher, Beth Borst, transferring to St. James
  - iii. St. James presented by Kelly K. Mechelke

1. Four of six staff are leaving: Fifth Grade Teacher, Jessica Johnson, transferring to RMS, yet to be replaced; Third Grade Teacher, Audrey Caldwell, moving to the southern part of the state, yet to be replaced; Second Grade Teacher, Linda Schultz, retiring, replaced by Beth Borst from IC; First Grade Teacher, Kathleen Brandser, gained employment at Putnam Heights, replaced by Leah Schwabe
  2. Kelly K. Mechelke emphasizes RCS response regarding retirement parties: RCS does not host retirement parties for retiring staff; any designated honors or celebrations are done by parishes, families, etc; asks that commission members unify in this response if approached
- iv. St. Mary's presented by Kelly K. Mechelke
1. Administrative Assistant, Alea Norrish, gained employment in a different field, replaced by Sally Bartag; Aide, Diane Kuhnert, reducing from .5 to .25 time

VI. New Business

- a. Central Office Personnel Changes presented by Mark Gobler
  - i. Payroll Specialist, Mark Wacek, leaving to study for his CPA, being replaced by Rachel Brogelman, full time as of May 31
  - ii. Former Intern, Celeste Scola is returning
- b. CVTC Opportunities presented by Paul Pedersen
  - i. CVTC schedule and RHS bell schedule conflict is a barrier but 2016/2017 will have some transitions; possible reshaping RHS bell schedule to allow more CVTC opportunities
  - ii. Opportunity provides many benefits: dual credit, master's level instructors, reduces payroll with core essence of high school still intact
  - iii. Patty Usher expresses concern regarding presentation of this: tuition payment, A/P payment, what is tuition paying for to which Mark Gobler replied there are already financial arrangements that make this clear to which Kelly K. Mechelke added that transparency is of utmost importance
- c. Meeting with Key ECASD Administration presented by Patty Usher and Mark Gobler
  - i. ECASD launching referendum in the fall
  - ii. Meeting educated ECASD on RCS budget and provided clarity on how RCS does not take ECASD tax dollars via Choice program
  - iii. Discussion ensued regarding transportation stipend
  - iv. ECASD is publishing Talking Points that Patty Usher hopes to have a chance to edit prior to release
  - v. Kelly K. Mechelke inquired as to what documents RCS is creating to paint the RCS point-of-view to which Mark Gobler responded that ECASD is allowing Mark Gobler an opportunity to review the ECASD Talking Points prior to publishing, adding that the Choice program has provided additional resources to provide rebuttal; furthermore, the Diocesan Audit and DPI Audit create accountability and transparency to discredit false information and the ACT provides excellent testing comparison
  - vi. Renee Cassidy commented that transportation subsidies can be provided in place of actual transportation
  - vii. Val Knobloch commented that McDonnell has a great working relationship with the public school across the street and RCS and ECASD can work towards this to which Mark Gobler commented that Altoona Public Schools work well with St. Mary's
  - viii. Rev. Derek Sakowski requests that Commission Members have letters-to-the-editor at the ready if needed
- d. Town Hall Meeting presented by Patty Usher on behalf of Very Rev. Don Meuret
  - i. Meeting will take place on June 8
  - ii. Meeting will intermix Education Commission, Finance Council, Foundation Board, and the Deanery
- e. Accreditation Report presented by Renee Cassidy

- Handout: Accreditation Report
  - i. Report will not be reviewed until summer
  - ii. Accreditation Team to revisit in three years
- f. 2016/2017 Enrollment Update presented by Mark Gobler
  - Handout: Enrollment Numbers
    - i. RCS materials in Spanish at Sunday Spanish masses

VII. RCS Administration Reports

- a. RMS/RHS presented by Paul Pedersen
  - i. A/P testing
  - ii. MS/HS spring concerts
  - iii. Freshman Retreat
  - iv. Sports Day for Fourth and Fifth Grades
  - v. Cookout for MS/HS
  - vi. Seniors' last month uneventful in terms of concerns
  - vii. HS Graduation and Bacculaureate
  - viii. MS field trips
  - ix. Eighth grade promotion
  - x. Science offering for Freshman: adjustments and communication to parents
  - xi. Math Department strengthened recently, time to focus on Science Department
- b. Immaculate Conception presented by Renee Cassidy
  - i. Walk for Virtues raised \$49000 for the three elementary schools
    - 1. Kelly K. Mechelke gives Renee Cassidy kudos for the extraordinary work she puts into this event
  - ii. Sports Day for Fourth and Fifth Grades
  - iii. First Communion
  - iv. Angel Choir: Third through Fifth Grades out in the community
  - v. Promotion mass on June 2
- c. St. James and St. Mary's presented by Kelly K. Mechelke
  - i. Reiterated success of Walk for Virtues
  - ii. St. James and St. Mary's also enjoyed Sports Day for Fourth and Fifth Grades
  - iii. Promotion masses on June 3
- d. RCDC/GCDC: Gayle Flaig not present but sent message of nothing to share at this time

Misc:

Rev. Alan Guanella commented that he will not be at the June meeting due to the Bishop's request he receive further study in Washington D.C. over the summer

Closing and Adjournment at 6:35 p.m. by Rev. Alan Guanella