

**Cedar Valley Catholic Schools  
Board of Education Meeting Minutes  
February 5, 2009**

**In Attendance:**

<u>Parish</u>	<u>Pastor</u>	<u>Lay Representative</u>
Blessed Sacrament	Father Juhl	Russ Heiple Larry Rasmussen
Queen of Peace		Jake Schaefer J. J. Meier
Sacred Heart	Father Jaeger	Mark Russell
St. Edward		Tim Kneeland
St. Patrick	Father Secora	Liza Hulme Suzy Luecke

Absent: Father Jose, Father Kopacek, Donna O'Brien and Jana Schmitt

**CVCS Office**

Cathy Walz	Director of Education
Tom Drish	Controller
Mike Knipp	Development Director

**Administrators**

Tom Ulses	Columbus
Nancy Stirm	Blessed Sacrament
Pam Schowalter	St. Edward
Amy Sandvold	Sacred Heart
Barb Duggan	DRE Representative

**Call to Order:**

Russ Heiple called the meeting to order at 5:01. Larry Rasmussen led the opening prayer.

**Approval of Minutes:**

J. J. Meier noted that the word "bring" should be "being" in the last sentence of the paragraph about the Capital Campaign. Father Jaeger made the motion to accept the January minutes with that correction. Larry Rasmussen seconded the motion. The minutes were approved.

**Correspondence:**

- A thank you note was received from Tom Ulses expressing his gratitude for the appreciation shown him on Principal Appreciation Day.
- Condolence to Lanny Strausser, counselor at St. Edward, on the loss of his father.
- Congratulations to Julie Thomas and the Show Choirs for their recent outstanding performances at the State Competition. Sound Coalition received a No. 1 rating and Sound Connection a No. 2.
- Appreciation to Mr. Gary Schneiders for all his organization and coordination in planning and hosting the events before and during the Academic Decathlon.

**Information:**

Russ Heiple thanked all who were able to be present for the Catholic Schools Week Liturgy at 9:00 A.M. on January 28<sup>th</sup>. He also thanked those who were able to attend the Catholic School Week social on January 30 at the KC Hall from 3:30-6:00. Prizes were awarded and fun was had by all.

**Address to the Board: None**

**Inservice: Technology - Cathy Walz**

On April 2<sup>nd</sup> and 3<sup>rd</sup>, a group of thirteen will travel to Chicago to the Apple Computer Briefing Center, where they will be attend several presentations on one-to-one technology learning and a time line of implementing such into the school's curriculum. The team of thirteen will be the four principals, Tom Drish, Cathy Walz, the building technology specialists, and three board members. Departure will be Wednesday, April 1<sup>st</sup>, with arrival back in Waterloo on Friday evening, April 3<sup>rd</sup>. Funding, the roles of the teachers, principals, and Board Members in one-to-one learning, and a workable time line will be viewed and prepared for presentation at a later date. It is hoped that in two to four years the ratio of a computer per student will be from 1 to 1.5. Board members gave positive response to this plan.

**Action Items:****St. Edward Eighth Grade Trip Request - Pam Schowalter/8<sup>th</sup> grade students**

Colin Beyer and Ashlee Sinnott, students from St. Edward asked that the Board give permission for the 8<sup>th</sup> grade class trip to Minneapolis on May 26<sup>th</sup> from 4:30 a. m. to 9:45 p. m. The first stop will be a guided tour of St. Paul's Cathedral in St. Paul. This will be followed by an I-Max presentation at the Science Museum. Then there will be time spent at the Valleyfair Amusement Park. Chaperones will be Don Sullivan, Tricia Mayer, Fr. Kopacek, and three parents. All have the required Virtus training. The total cost of the trip is \$4280 with a per student cost of \$138.00. Student fundraisers will be a pancake breakfast and the sale of HyVee booklets to help defray costs. Father Jaeger made the motion that this class trip be allowed. The second was made by Tim Kneeland. The motion was passed.

**Finance Committee Approvals - Tom Drish**

Mr. Drish asked for approval of the December financial report. Tim Kneeland made the motion they be accepted and J. J. Meier gave the second. The approval of the finance report was granted. The next finance committee meeting is February 19<sup>th</sup> and the committee will be working on the 2009-2010 budget. The outstanding accounts receivable balance will be reported at the April Board meeting.

**Staff Reduction - Russ Heiple**

Each year at the February meeting, according to policy 4111.22, it is necessary to prepare for the possibility of staff reduction. Father Jaeger made the motion that after the registration process has been completed, staff reduction be allowed to occur for the 2009-20019 school year, if necessary. Father Secora gave the second. The motion was passed.

**Approve SIAC Membership for 2008/2009- Cathy Walz**

Cathy Walz presented a list of the membership and January minutes of the Cedar Valley Catholic School's School Improvement Advisory Committee (SIAC). Jake Schaefer made the motion that the membership and minutes be approved as presented. Suzy Luecke gave the second. The motion was passed.

### **Old Business:**

#### **08/09 CVCS Enrollment Figures - Cathy Walz**

Cathy Walz presented the printout of the to date enrollment and reported that with the three additional preschoolers, the enrollment is 980. Registration for the 2009-2010 school year were sent home with students last Thursday and/or Friday. Preschool Open House will be February 8<sup>th</sup> at each site. Nancy Stirm, Blessed Sacrament principal, mentioned that her three-day program is now filled.

#### **Capital Campaign Update - Mike Knipp**

Mike Knipp reported that the annual fund to date has raised \$66,000. The projected figure is \$145,000, and the total of last year's annual drive was \$117,000. A recent mailing may generate some more funds.

\$1 million 880 thousand has been pledged thus far in the Capital Fund Drive.

Mike mentioned the March 10 event that will be held at the Isle of Capri. Bobbi Earles and two CVCS staff members will be speaking that evening. Bobbi Earles has a student at the new Middle School. The Isle will be providing approximately \$2500-\$3000 in services that evening.

Mike extended his thanks for the school displays of pictures that the principals had facilitated.

#### **New Business: Capital Campaign Bonding/Oversight Committee - Cathy Walz**

A group has been meeting with Rick Runde from the Archdiocesan Finance Office, to receive information about bonding and what this entails. The creation of an oversight committee for investment funds and how these would be for future use was also studied. It would be the responsibility of this committee what to invest and when to invest. Rick Runde helped with looking at amortization, analyzing budget scenarios, and creating a twenty-year budget. Careful planning is needed for the dynamics of bonding and investing. Donors want to know that governance is in place and that checks and balances are also a priority for immediate cash flow and the temptation to borrow back and forth. This Oversight Committee would report to the Executive Committee of the Board, not making recommendations to the Board but acting as a peer group. No action was required at this time. As this develops, the Board will be kept informed at future meetings.

**Executive Session:** At 5:40, Father Jaeger made the motion to move into executive session. Tim Kneeland seconded the motion.

At 6:43, Father Juhl made the motion to return to session. Larry Rasmussen gave the second.

**Adjournment:**

Father Juhl made a motion to adjourn at 6:43 pm. Larry Rasmussen made the second. The motion was carried.

The next meeting is March 26, 2009 at Queen of Peace.

(Submitted by Donna O'Brien, Acting Secretary, and Gladys Oppold, Recording Secretary.)