

**Cedar Valley Catholic Schools  
Board of Education Meeting Minutes  
March 25, 2010**

**In Attendance:**

| <u>Parish</u>     | <u>Pastor</u>  | <u>Lay Representative</u>      |
|-------------------|----------------|--------------------------------|
| Blessed Sacrament | Father Juhl    |                                |
| Queen of Peace    |                | J. J. Meier                    |
| Sacred Heart      | Father Jaeger  | Jana Schmitt<br>Mark Russell   |
| St. Edward        | Father Kopacek | Mark Gallagher<br>Tim Kneeland |
| St. Patrick       | Father Hemann  | Suzy Luecke                    |

Absent: Russ Heiple, Mary Nichols, Father Comparon, Craig White, and Katie Anderson

**CVCS Office**

|                  |                       |
|------------------|-----------------------|
| Cathy Walz       | Director of Education |
| Michele Rutledge | Controller            |

**Administrators**

|              |                    |
|--------------|--------------------|
| Nancy Stirm  | Blessed Sacrament  |
| Amy Sandvold | Sacred Heart       |
| Tom Ulses    | Columbus           |
| Hazel Martin | DRE Representative |

**Call to Order:** J. J. Meier called the meeting to order at 5:03, in the absence of Chair Russ Heiple. J. J. also led the opening prayer.

**Approval of Minutes:** Correction was made of the spelling of Laci Ernst, not Lucy. Note was made that Hazel Martin was present at the February meeting. Enrollment was misspelled under staff reductions and an extra zero was noted in 2010. Under service projects, Sacred Heart students chose underage drinking for their project, rather than choose. Schools will start the same as the Waterloo System. Father Juhl made the motion to accept the minutes of the March meeting with the noted corrections. Fr. Hemann gave the second. The motion was carried.

**Correspondence:**

- Condolences to Tina Varney, librarian at Sacred Heart, on the death of her father-in-law.
- Condolences to Dan Gerken and family on the loss of Joyce, wife and mother, former employee at Columbus.
- Congratulations to Julie Thomas and contest entrants on placing second, and placing the top male and female soloists.

**Information:** None

**Inservice: Review Archdiocesan Faith Formation and BdGram**

Cathy Walz asked the board members to carefully read the recent Faith Formation & Education BdGram, stressing particularly the information pertaining to personnel. Contracts

will be given to the educational staff on April 15<sup>th</sup>. Employees have two weeks to return the contracts with their signatures. Other employees will be given their job agreements/assignments in May. Cathy asked that Board Members be familiar with the process, as clarified in the BdGram.

**Address to the Board: None**

**Action Items:**

**Finance Committee Approvals - Michele Rutledge**

Michele Rutledge reported that the Finance Committee met Monday, March 22, and approved the January financial report which was presented to the Board. The expenditures are lower than last year's. The outstanding receivables for tuition is \$503,417.95 and for the Parish Subsidy \$125,275.43. Father Jaeger made the motion to approve the January report. Suzy Luecke gave the second. The motion was passed.

Then Michele presented the 2010-2011 budget. With the review and close study done by the Administrators, the enrollment of March 21<sup>st</sup>, and no need for staff reduction, the Finance Committee were able to present a budget with a positive balance. Board members expressed their gratitude for the hard work on reaching the balanced budget. Father Jaeger made the motion to approve the 2010-2011 budget. Tim Kneeland made the second. The motion was carried.

Michele presented a plan for the renovation of the stadium bleachers for \$18,000. This is being done to improve the safety by adding extra foot boards. Tom Ulses further explained that the funding was coming from the Booster Club. The visitors' bleachers will be removed and parts used to fix the home side seating. There is another set of bleachers not often used which will be moved to the visitors' side. The leftover materials will be removed. The motion to approve the use of funds for this project was given by Father Hemann and seconded by Father Jaeger. The motion was carried.

**CHS Early Graduation Request - Tom Ulses**

Tom Ulses explained that a request was made by Senior Alexandra Nichols for early graduation in January, 2011. She has the ability to graduate at the semester if she completes both Theologies, both English classes, a government class, and PE in the first semester. It is her wish to begin college at Hawkeye in Practicum Nursing in January, 2011. Jana Schmitt made the motion to approve this request if all requirements are met. Suzy Luecke gave the second. The motion was approved.

**Old Business:**

**09/10 CVCS Enrollment Figures - Cathy Walz**

Present enrollment data was presented.

**New Business:**

**2010-2011 CVCS Enrollment Figures - Cathy Walz**

The to-date chart of enrollment for the 2010-2011 school year was passed by Cathy. She explained that the Senior class leaving was larger than the eighth grade class coming into Columbus, so the enrollment at Columbus is down. Of the 71 current eighth graders, 60 registrations are in. 19 of the 22 at Blessed Sacrament is registered for Columbus. A

clearer explanation of the special assistance offered at Columbus had much to do with this higher enrollment. Numerous accolades were given about the registration process this year. There will be a need for an additional teacher at the 7<sup>th</sup> and 8<sup>th</sup> grade levels at St. Edward because of the larger numbers there. St. Edward will also go back to the 2 sessions of five day AM classes for preschool because of the number on the waiting list.

#### **Letters of Resignation - Cathy Walz**

The following letters of resignation for the 2010-2011 school year were read by Cathy Walz:

Cathy Reindl, preschool teacher from Blessed Sacrament. Motion to accept by Tim Kneeland and seconded by Jana Schmitt. Motion carried.

MaryCae McNellis, Grade 2 Teacher at St. Edward. Motion to accept by Father Jaeger and seconded by Jana Schmitt. Motion carried.

Diane Christopher, Grade 3 and 4 Teacher at St. Edward. Motion to accept, with regret, by Father Jaeger and seconded by Father Hemann. Motion carried.

Mali Rushton, Grade 3-4 Teacher at St. Edward. Motion to accept by Father Juhl and seconded by Father Hemann. Motion carried.

Michael Green, Business Education Teacher at Columbus. Motion to accept by Father Jaeger and seconded by Father Kopacek. Motion carried.

Nick Wiltgen, Band Teacher for the Middle School. Motion to accept by Father Juhl and seconded by Mark Russell. Motion carried.

Cathy shared that there was no need for staff reduction this year. As a result the April Board Meeting will not be a hearing of appeals, as it sometimes has been. A message will be read to all staff sharing the good news that there will be no staff reductions and that a balanced budget has been approved.

#### **Executive Session:**

Father Kopacek made the motion to go into Executive Session at 5:32. Father Jaeger made the second. The motion was carried.

At 6:15 Suzy Luecke made the motion to return to regular session. Tim Kneeland gave the second. The motion was accepted.

#### **Adjourn:**

Suzy Luecke made the motion to adjourn. At 6:17, Tim Kneeland seconded it. The motion was accepted and the meeting adjourned.

The next meeting is April 8, 2010 at Columbus HS Media Center.

(Submitted by Suzy Luecke, Secretary and Gladys Oppold, Recording Secretary.)