

**Cedar Valley Catholic Schools
Board of Education Meeting Minutes
September 4, 2008**

In Attendance:

<u>Parish</u>	<u>Pastor</u>	<u>Lay Representative</u>
Blessed Sacrament	Father Juhl	Russ Heiple
Queen of Peace	Father Comparan	J.J. Meier Jake Schaefer
Sacred Heart		Jana Schmitt Mark Russell
St. Edward	Father Kopacek	Donna O'Brien
St. Patrick	Father Secora	Liza Hulme

Absent: Larry Rasmussen, Father Jaeger, Tim Kneeland, and SP lay representative

CVCS Office

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

Administrators

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

Representatives

Barb Duggan	DRE Representative
Mary Pedersen	Columbus Catholic High School Campus Ministry

Call to Order:

Russ Heiple called the meeting to order at 5:05. Father Kopacek led the prayer, in the absence of Father Jose.

Introductions:

Russ Heiple introduced the new Development Director Mike Knipp and Mary Pedersen, Columbus Campus Minister. Following this, each Board member introduced themselves for the sake of the new persons.

Approval of Minutes:

Jana Schmitt made the motion to accept the August minutes with the following correction: Board members cover the 10-11 p. m. Perpetual Adoration on Saturdays, not the 11-12 hour. Father Juhl seconded the motion. The minutes were approved with the correction.

Correspondence:

-A thank you was received from Russ Heiple for the support, prayers, and caring shown by the Board at the time of his mother's death.

- Condolences to Don (teacher at St. Edward) and Linda Sullivan (Hot lunch worker at St. Edward) on the loss of Linda's mother in a recent car accident.
- Prayers and concern for Laura McFarland, 2008 Graduate, who is in Iowa Methodist Hospital in Des Moines with severe injuries from a car accident.
- Cathy Walz alerted board members that each building has a staff member who is quite ill or out for surgery or treatment.

Action Items:

Columbus Catholic High School Service Trip - Mr. Ulses/Mrs. Mary Pedersen

Mrs. Pedersen presented an overview of mission trips being planned for Columbus High School. The board was advised that this was not the formal request for the trips. Mrs. Pedersen will be present at a later board meeting for final approval. The goals, rationale, and some of the required preparations being made were presented for a trip to Okolona, Mississippi during Spring Break, March 14-21, 2009; and to San Lucas Mission in Guatemala in January or February of 2010. Mary asked if there were any reasons that she should not proceed in her plans. There were none. Mr. Ulses commented that since Mary has been working with the Columbus students, that he has been asked about the possibility of having more All School Masses.

Columbus Catholic High School Service Trip - Mr. Ulses/Mrs. Julie Thomas

Julie Thomas presented a DVD of the music group who went on tour to the Twin Cities in the spring of 2008. She presented a proposal for this school year's music trip to St. Louis, March 12-15, 2009. The cost per student should be less than \$100. Fundraisers will include the Madrigal Dinner in December, and a candle sale. In this her seventh year, Mrs. Thomas reported that she has record numbers of students in the music program, a total of 90, one third of the Columbus student body. There are 45 in Sound Coalition and 30 in Sound Connection. She invited board members to attend the November 2 Fall Concert at Columbus. Donna O'Brien made a motion to approve the planned trip to St. Louis. Father Juhl gave the second. The motion was passed. Father Juhl suggested a contact at St. Louis University, a former Columbus graduate. Father Kopacek asked if Mrs. Thomas was planning to have singing groups visit the parishes again. Her response was positive and she would be contacting the pastors for their schedules soon.

Address to the Board:

Capital Campaign Presentation - John McCoy

John McCoy presented each Board Member with the packet that will be used for the fund raising recommended by the Strategic Plan. He showed the DVD that will be used in the training sessions for those who will be making the contacts for large donations. He asked for additional names of persons who would be likely candidates to help with the fund raising so that they could be invited to the training sessions. John also challenged board members to be generous as he and his family would match their donations.

Information: Board Members toured the Blessed Sacrament facility from 6:10 to 6:35.

Inservice: None

Action Items Continued:

Finance Committee Approvals - Tom Drish

Tom Drish announced that the 2007-2008 school year would end with a surplus between \$30,000 to \$40,000. Part of this was due to a donation to Sacred Heart School in the amount of \$50,000. The closing of several old Columbus accounts, added to the surplus.

Outstanding tuition amounts to \$115,371.05

Tom Drish asked for approval to purchase a network server at St. Edward. The cost is \$4,000 and would come from a contingency fund for technology. Father Secora made the motion to approve this purchase. J. J. Meier gave the second. The approval was given.

The money sent to collections totals \$196,508.03 to date through 6/30/08 with an average of \$40,000 a year.

Resignation of Certified Staff - Cathy Walz

Cathy Walz reported that Kate Anderson resigned from her position at Sacred Heart. The \$1,000 penalty will be in effect. Ads have already been placed for the position. J.J. Meier made the motion to accept the resignation. Mark Russell gave the second. The motion was passed.

Approval of Hires - Cathy Walz

Cathy Walz presented the following new hires for approval and asked for one motion for all:

1. Garrett Dwyer for the .6 music position at Sacred Heart
2. Tracey Liljegren for the .6 preschool position at St. Edward
3. Robert Moore for the .5 technology position at St. Edward

Donna O'Brien made a motion to approve the recommended hires. Jana Schmitt made the second. The motion was approved.

The preschool position at Sacred Heart is now the only open position.

Approval of Educational Grant Fund Policy - Cathy Walz

Cathy Walz will be sending a copy of the Educational Grant Fund Policy to all board members by email for their review.

Service Learning/Leadership Proposal - Cathy Walz

Cathy Walz proposed the new position of a Service Learning/Leadership Coordinator as had been recommended in the Strategic Plan. Some of the components of a service and leadership program are in place due to the volunteer work done by Carol Luce through the Cedar Valley Volunteer Center. The position will be a salaried position, 30 hours per week from August - June. Carol Luce has left the Volunteer Center and would be encouraged to consider this position. Advertising will begin immediately if the Board passes the motion. Donna O'Brien made the motion to hire a Service Learning/Leadership Coordinator for the system. J. J. Meier gave the second. The motion was passed.

Old Business:

08/09 CVCS Enrollment Figures - Cathy Walz

Cathy Walz passed an updated enrollment sheet. Since it was printed, there was an additional sophomore at Columbus. Total enrollment of the system is now 1024, which is almost 96% of last year's enrollment.

New Business:

Voluntary Preschool Grant Partnership - Cathy Walz

Waterloo Community Schools contacted Cathy in August and invited the CVCS System to be partners in a preschool grant. They had 18 slots for our system that would allow free tuition. The Blessed Sacrament site was chosen in consultation with Waterloo Community Schools. Students must have ten hours of instruction and this program exceeds that so religion can still be taught. It is hoped that next year all our programs for four year olds can be included. There are no large-scale changes to the students and families, but it is a great help to the programs.

Adjournment:

Father Juhl made a motion to adjourn at 7:10 pm. J. J. Meier made the second. The motion was carried.

The Board then moved into a work session.

The next meeting is October 2.

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