

**Cedar Valley Catholic Schools
Board of Education Meeting Minutes
December 2, 2010**

In Attendance:

<u>Parish</u>	<u>Pastor</u>	<u>Lay Representative</u>
Blessed Sacrament	Father Juhl	Russ Heiple
Queen of Peace		J. J. Meier
Sacred Heart	Father Jaeger	Mark Russell
		Kim Reiter
St. Edward	Father Kopacek	Tim Kneeland
St. Patrick		Katie Anderson

Absent: Father Hemann, Diane Kremer, Mary Nichols, Father Comparon, Mark Gallagher, and Craig White

CVCS Office

Michele Rutledge	Controller
Mike Knipp	Development

Administrators

Nancy Stirm	Blessed Sacrament
Amy Sandvold	Sacred Heart
Tom Ulses	Columbus
Pam Schowalter	St. Edward
Hazel Martin	Director of Faith Formation

Call to Order: Russ Heiple called the meeting to order at 5:03. Father Jaeger led the opening prayer in the absence of Mark Gallagher.

Approval of Minutes: Father Jaeger made the motion to accept the November minutes with the following corrections: In the correspondences, Patricia should have been Patrice, and Cyleigh Timmon should have been Timmer. J. J. Meier gave the second. The motion was carried.

Correspondence:

- Gratitude to Mr. Ulses for continually coordinating the provisions for each of the board meetings.
- Thanks to Tom Penaluna for funding the program, The Leader in Me, (a program similar to Character Counts) for the Waterloo, Cedar Falls, and Cedar Valley Catholic Schools.
- Appreciation to Pat Wiss for her leadership in the recent canned food drive and the successful outcome of the collection. (The goal was 50,000 can equivalents and the collected total was 82,575.5.)
- Condolences to Joanne Schwarz on the loss of her father-in-law.
- Congratulations to St. Edward teachers: Wendy Sweeney, Linda Abel, Lindsay Smith, and Tim Staudt, who recently received McElroy Award's; and thanks to Joanne Schwarz for coordinating the applications.
- Congratulations to Sacred Heart 4th grade teacher Jackie Milius who also received a McElroy Award.
- Thank you to Cathleen Richardson for her recent presentation to students, teachers, and parents about 1:1 computer technology.

-Notes were circulated from Tom Ulses and Nancy Stirm thanking the Board for the recognition of Principal Appreciation Day and a congratulatory note from Sister Marilou Irons of St. Patrick School for the recent article in the Waterloo Courier displaying the promotion of successful education in the Cedar Valley Catholic Schools.

Information:

December Report to Parishes and the Administrative Team Education Report

No further explanation needed at this time.

Explanation of Bonding Process for the Building of the Middle School - Steve Duggan

Steve Duggan explained that meetings had been held with Rick Runde from the Archdiocesan Office of Education. As a result, plans have been discussed to have \$9 million bonds issued at 4% interest. We will pay the interest only on the bonds for the first five years; and interest and principal the next fifteen years. Father Juhl and Tim Kneeland wanted it clarified that after the fifteen years; there will still remain a substantial fund deficit. Presently the architects have projected the costs of the Middle School at \$7.7 million with a \$300,000 contingency. Steve reported his finance committee is using the figure \$7.4 million with no contingency. with a smaller base and several alternatives. The additional \$2 million would be used for the refurbishing of the elementary schools and Columbus. It is hoped that the campaign will reach \$8 million by December 10th, of which \$250,000 is needed to pay the Steir Group. All of the pledge money is assumed to go to pay for the debt. The rate of return is anticipated to be 6% for the invested money with the Hammond Group out of Dubuque. When projected long term, we would run out of cash in 2029. Bonding can only be done for facilities, not endowment. Recruitment for additional knowledgeable members for the Bonding process and for the investment study.

Steve Duggan expressed concern that his committee had not heard thus far about any costs that would be forthcoming with the 1:1 Technology Plan. No grants are in hand but several possibilities exist. A listing of companies that were going to be approached for grants were passed out. Study is being made of the total anticipated cost. This will be presented at a future board meeting.

In-service: Archdiocesan Faith Formation and Leaders' Gram: Because of the lengthy agenda for the evening, Russ encouraged members to study the Leaders' Gram.

Address to the Board:

CVCS Capital Campaign - Mike Knipp

Mike Knipp reported on the numerous phoning nights and passed a sheet asking board members to volunteer a few hours on the phone calling alumni. He spoke of the commitment weekend planned for December 4 and 5th at all Waterloo Catholic Churches and asked for volunteers to work with the parish ushers in making sure the materials are in the church pews. Hope is that more persons will respond to this final solicitation or even make a stretch pledge. The Steier Group contract will end December 10th. The campaign will then go into a silent phase until March when study is made to be certain no stone has gone unturned. A chart of the designated pledges and donations was distributed, with Columbus, at this time, receiving the highest number of designated gifts.

Action Items:

Finance Committee Approvals - Michele Rutledge

This committee will meet December 9th and begin work on the budget for 2011-2012. Presently, the actual accounting is only \$13,000 away from the budget. Father Jaeger made the motion to approve the financial report. Father Juhl gave the second. The motion was carried.

Approval of Board Work Session Decisions - Russ Heiple - Handout

Russ Heiple gave an oral report of the board work session held on November 29th. The position of the Middle School Principal was discussed. It was decided to have this position filled by March 15th. Guidelines for the process of filling the position were also discussed. Other items discussed were the school colors, the school nickname, dress code, staffing, curriculum development, tuition, spiritual programming, and activities and athletic programming. Designations of who will make these decisions were put in place. Other topics to be discussed at future work sessions included the parking policy, scheduling the start and end times, middle school students taking high school courses, equipment for the new building, marketing strategies, and others still to be determined. Father Jaeger made the motion to approve the board work session decisions. Father Kopacek gave the second. The motion was carried.

Old Business:

2010-2011 CVCS Enrollment Figures - Jeff Frost

A to-date enrollment sheet was shared with enrollment of the Preschool through twelfth grade showing 5 more students since November 1.

Archdiocesan Enrollment Report - Russ Heiple

The final completed Archdiocesan enrollment report which was discussed at the last board meeting was passed to members for their information.

New Business:

Review of 2000 series of Archdiocesan Policy Manual

The 2000 series of the Archdiocesan policies were sent to Board members for their review prior to the meeting. Russ Heiple asked if there were questions or items for discussion. Hearing none, Father Jaeger made the motion to accept the 2000 series of the Archdiocesan Policies as presented. J. J. Meier gave the second. The motion was carried.

Fall School Climate Survey

A packet containing the results of each of the schools' climate surveys was passed to Board Members. The SIAC (School Improvement Advisory Committee) have been studying it.

Adjourn:

Father Juhl made the motion to adjourn. Father Jaeger seconded it. The motion was carried. The meeting adjourned at 6:09.

The next meeting is January 6, 2011 at 5:00 in the Columbus Conference Room.

(Submitted by *Mark Gallagher, Secretary, and Gladys Oppold, Recording Secretary*)