

**Cedar Valley Catholic Schools
Board of Education Meeting Minutes
July 7, 2011**

In Attendance:

<u>Parish</u>	<u>Pastor</u>	<u>Lay Representative</u>
Blessed Sacrament		Margaret Klein Mary Nichols
Queen of Peace		Matt Cowell
Sacred Heart	Father Jaeger	Kim Reiter Mark Russell
St. Edward	Father Kopacek	Mark Gallagher James O'Connor

St. Patrick

Absent: Father Comparon, Father Hemann, Father Juhl, Katie Anderson, Amy Sandvold, Pam Schowalter, Nancy Stirm

CVCS Office

Jeff Frost	Director of Education
Deb Thurman	Business Manager

Administrators

Julie Niemeyer	Sacred Heart
Tom Ulses	Columbus Catholic
Hazel Martin	DRE/DFF

Call to Order: Father Jaeger called the meeting to order at 5:06 p.m., when a quorum was present. Father Jaeger also led opening prayer.

Approval of Minutes: Mark Gallagher made the motion to accept the June minutes. Father Kopacek gave the second. The motion carried.

Correspondence: None

Introduction and Welcome to New Board Members: Matt Cowell, Queen of Peace, Margaret Klein, Blessed Sacrament, James O'Connor, St. Edward. Also Principal Julie Niemeyer of Sacred Heart.

Action Items:

Election of Officers- Father Jaeger

Board President- Motion by Father Jaeger, seconded by Father Kopacek to ask Mark Gallagher to be CVCS Board President. Mark was elected by acclimation.

Board Vice President- Motion by Father Kopacek, second by Mark Russell to nominate Mary Nichols as CVCS Board Vice President. Mary was elected by acclimation.

Board Secretary- Motion by Father Jaeger, seconded by Father Kopacek to nominate Margaret Klein as Board Secretary. Margaret was elected by acclimation.

Finance Committee Approvals- Deb Thurman

Deb says it will be real close if we meet budget this year, but we should. The principals did a good job of holding down expenses the last month. Margaret Klein asked questions on the budget sheets for an understanding. She also had questions as to why some categories were so over. Deb and Jeff explained that when a budget is set up there are so many variables that you don't know, such as utilities. The bottom line is that the revenues are higher than the expenses at the end of the year. Jeff also explained STO and PSAS for new Board members. Mary Nichols made a motion to accept financials for July, seconded by Mark Russell. The motion to approve passed.

Teacher Resignation- Jeff Frost

Jeff Frost recommended the acceptance of the resignation of Blessed Sacrament and Sacred Heart shared music teacher Rebecca Sentman. Since it is a July resignation, Jeff also sought a \$600 payment for release of her from her contract. Father Jaeger made the motion to accept, second by Kim Reiter. The motion to approve passed.

Approval for Recommendation for Hiring- Jeff Frost/Julie Niemeyer

Jeff Frost recommended the hiring of music teacher Lisa Wildeboer for Rebecca Sentman's shared position between Blessed Sacrament and Sacred Heart. Julie gave a background on her dedication to Catholic education. Kim Reiter asked about her background. She stressed the need for a strong music instructor in the lower levels. Father Jaeger made the motion to

accept Lisa Wildeboer for the Blessed Sacrament/Sacred Heart music position, seconded by Mary Nichols. The motion to approve was passed.

CVCS Handbook- Jeff Frost

Jeff Frost recommended acceptance of the CVCS Handbook with an addendum that he passed out on the new iPad insurance policy. Discussion was held about what if a student refuses to pay the \$200 technology fee and what the \$200 fee all covers. It was agreed that this would be necessary to enforce strictly right away. It was also discussed to have iPads available at Business Night and to implement into conferences. Margaret Klein made the motion to accept the revisions to the CVCS Handbook, seconded by Mary Nichols. The motion to approve passed.

Information- Jeff Frost

Perpetual Adoration- signup sheet was handed around for Perpetual Adoration through the end of October.

Administrative and Parish Reports- Read.

Construction Updates- Tom Ulses and Jeff Frost

Tom discussed all of the ongoing renovations to Columbus Catholic. This has included tuckpointing, tearing down of the carpet on the walls and texturing and painting of them. He also discussed how the asbestos abatement would be done this week on the lights with the hung ceiling and electrostatic painting of the lockers to follow in the next weeks. Jeff said that 8 $\frac{1}{2}$ days have been lost on construction of the new middle school, but they are still on schedule to have it complete by July of 2012. The footings and foundation walls have been poured for the gymnasium portion of the new middle school. Up to thirteen feet of fill has been brought in during the excavation and over-excavation process.

Updated Board Information Sheet

The sheet was handed around for Board members to update their information.

Leader Gram

No Leader Gram this month.

Information from the Director of Education- Jeff Frost

Jeff handed out the 2009-2010 Annual Report, which was just completed. He promised the 2010-2011 one would be finished by September! He handed out a picture of the Sacred Heart 7th grade class receiving the Governor's Volunteer Award with Governor Branstad, held at a ceremony last week. He showed a copy of the two-page insert that will be going in the Courier on July 11, 2011 as part of a big push for more registration and enrollment.

Old Business

Discussed the filling of the vacancies from Queen of Peace and St. Patrick on the Board. Also discussed, as the Board begins the process of going to 9 members within 3 years that the Pastors will appoint their Pastoral representative. Jeff asked that the Executive Board be given permission to select the Appointed representative to the Board. An emphasis would be placed on balance among all parishes.

Jeff discussed this year's registration and gave two handouts to all Board members. As of 7/7/11, the CVCS registration was at 947 students or 16 more than the beginning of last year. We expect with our Courier insert to see this number increase even more. This is the first time in CVCS history that we have ever had an increase in enrollment and still have one-month before the beginning of the year.

Adjourn

Motion made by Father Jaeger to adjourn, seconded by Mary Nichols. The motion to approve passed. The meeting adjourned at 6:24 p.m.

Next Meeting

Thursday, August 4, 2011. Mark Gallagher has prayer.