

**Cedar Valley Catholic Schools
Board of Education Meeting Minutes
October 6, 2011**

In Attendance:

| <u>Parish</u> | <u>Pastor</u> | <u>Lay Representative</u> |
|-------------------|----------------|--------------------------------|
| Blessed Sacrament | | Margaret Klein Mary Nichols |
| Queen of Peace | | Matt Colwell Mike McNamee |
| Sacred Heart | Father Jaeger | Kim Reiter Mark Russell |
| St. Edward | Father Kopacek | Mark Gallagher Jim O'Connor |
| St. Patrick | | Katie Anderson |

CVCS Office

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|-------------|-----------------------|
| Jeff Frost | Director of Education |
| Deb Thurman | Business Manager |

Administrators

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|----------------|-------------------|
| Julie Niemeyer | Sacred Heart |
| Nancy Stirm | Blessed Sacrament |
| Amy Sandvold | Maria Catholic |
| Tom Ulses | Columbus |
| Hazel Martin | DRE/DFF |

Call to Order: Mark Gallagher called the meeting to order at 5:04. Mark Russell led the group for opening prayer, continuing the readings on Stewardship.

Approval of Minutes: Father Jaeger made the motion to accept the September minutes with the following corrections: a report of payments in arrears will be given to the Finance Committee, not the Board; Middle spelled without an "s"; and the registration fee is called a tuition deposit. Mary Nichols gave the second. The motion was passed.

Correspondence:

- Thank you to Terry Goerdt for his years of service as baseball coach. Terry has resigned from the position for personal reasons.
- Condolences were sent to Shelley and Dan Kuchera whose father/father-in-law passed away. A thank you note was received from the Kucheras for the plant sent from the CVCS Office.
- Condolences to the Fiscus family on the loss of their husband and father, Roger.
- Congratulations to Kristian Einsweiler and Molly Kapaun who will be married on October 8.
- A thank you was received from the Sacred Heart Golf Stag Committee for CVCS sponsoring a hole for their event.

Address to the Board: Mike Knipp-Advancement Director, "Finish the Race"

Mike Knipp reported that it is the goal of the Advancement Committee to reach the \$9

million mark by December 31st. We have reached \$7.5 million. The names of donors will appear as in insert to the parish bulletins the weekend of October 15-16th. Mike shared a brochure explaining the memorial of the Jim Berry Court in the new middle school with several pictures of Jim. Written tributes were also given by different persons who had associations with Jim during his life. Mike encouraged Board Members themselves to be at 100% participation with the campaign.

Video: "Iowa: Did You Know?"

Attachment from archdiocesan Principals' Meeting-Video

Due to technical difficulties, the above video regarding the state of education (public and private), was not viewed. Jeff will forward the website so members can view the video.

Action Items:

Close-up Trip approval for Kristian Einsweiler:

An out of state trip request was presented by Krisitan Einsweiler. Approximately 20 students and their chaperones are planning a trip to Washington, DC from February 19-24, 2012. The trip is intended to give Junior History students a chance to see the nation's capital, to better understand the workings of the Federal Government, and to get a different perspective about our nation's history. This trip has been taken in the past. There is scholarship assistance for a student or students who cannot afford the trip. Father Kopacek made the motion that this trip be allowed. Mary Nichols gave the second. The motion carried.

Finance Committee Approvals - Deb Thurman

The Finance Report for the month of August was presented by Deb Thurman. The first check of STO monies should arrive this month. The total STO funds will be \$64,000 more than last year. The number of students who applied for STO assistance was 540 from 290 families. Of the 540, 109 students did not qualify. Forty students who had applied for STO funds did not come to our schools so an amount of \$30,000 is not stipulated. Thirty additional Ipads have been purchased so the insurance amount of \$1,200.00 is noted in the expense report. Through discussion, it was discovered that there is a great need to revisit the Tuition Payment Policy approved by the Board five or six years ago. It is hoped that this policy can be better defined by early December and approved prior to next year's registration. Margaret Klein made the motion that the Finance report be approved by the Board. Jim O'Connor gave the second. The report was approved.

Approval of the CVCS 2011-2012 School Board Goals - Mark Gallagher

Mark Gallagher presented the Executive Committee's list of seven goals of the Board for this school year. These were prepared for Board consideration and discussion. It was suggested that Goal No. 5 be clarified to include parents and students in the 1:1 program evaluation. Some examples of the CVCS related committees might be listed in Goal No. 4. Mark asked that any additional suggestions be sent to him by October 21st, so he can prepare them for the next Executive Committee meeting.

Setting the December Board Meeting Date - Mark Gallagher

Because of a conflict with the Deanery Meeting on December 1st, and the Holy Day on

December 8th, Mark asked about moving the December CVCS meeting to Tuesday, December 6th. Consensus set December 6th as the December meeting night.

Information:

October Administrative Report and Report to Parishes - Jeff Frost

No discussion.

2011-2012 CVCS Current Enrollment Hand-out - Jeff Frost

The present enrollment of 979 in K-12 is fifty-seven more than the 922 enrolled last year. The total enrollment PS-12 is now 1,109, an increase of sixteen just this past month.

Blessed Maria Assunta Pallotta Middle School Construction Updates - Amy Sandvold

The interior color scheme in the new middle school is being determined. Work on the F.T.E. core subject teachers (12 for sure) is being studied for review by the Finance Committee. Mrs. Mary Ellen Molinaro and family are working on a Blessed Maria Assunta Pallotta history video. Birthday cards are sent each month to current 5th, 6th, and 7th grade students to encourage them to come to the new school next year. Construction work continues. It remains on schedule. Specific logos and names of the various elementary buildings will be gathered and updated.

STO Information - Jeff Frost

STO materials and information were passed to each member at the meeting. A verbal push was given for this program because everyone is a winner. The tax break, if the STO gift is given by December 31st of each year amounts to 65% tax credit to taxpayers; and the students in our schools receive the assistance they need.

Archdiocesan Catholic School Board (ASCB) Quarterly Meeting Report-Jeff Frost

The Archdiocesan School Board minutes were included in the Board packets. Jeff assured the group that future minutes would be shared at CVCS meetings..

In-service:

Archdiocesan Leader Gram - Handout

All were encouraged to be sure to read the Leader Gram for the valuable helps included in them.

Old Business:

Review of the 6000 series of the Archdiocesan Policy Manual - Jeff Frost

This month the Board reviewed the 6000's policies. Documentation that these were reviewed will now be sent to the Archdiocesan Office of Education.

Department of Education 2011 Site Visit Overview - Jeff Frost

Jeff set two dates: Oct. 13 and Oct. 25 (6:00 -7:00 in Room 176) for meetings that are pertinent to Board members in anticipation of the State Site visit. The meeting on Oct. 13 is for the Board of Education, Parents, and SIAC (the School Improvement Advisory Committee) to be prepped for their actual interview with the Site Visit Committee. The meeting on Oct. 25th is the actual interview with the Department of Education's Site Visit

Team. Other materials passed were the schedule for all the events on October 25 and a list of some questions pertaining to the Vision, Mission, Goals, and Leadership for the Board of Education.

CVCS Consolidation Agreement - Jeff Frost

The Consolidation Agreement was sent to all members prior to this meeting. Jeff asked all to get questions, concerns, and suggestions back to him by Monday, October 24th so that he can get the document reviewed and updated by the Executive Board before the November meeting.

Executive Session:

Kim Reiter made the motion to go into Executive Session at 6:58. Katie Anderson made the second. The motion carried.

At 7:29, Jim O'Connor made the motion to return to regular session. Mike McNamee gave the second. The motion was accepted.

Adjourn:

Father Jaeger made the motion to adjourn. Katie Anderson seconded it. The motion was accepted and the meeting adjourned at 7:33, after the closing prayer.

The next meeting will be November 3, 2011 at 5:00 in the Columbus Conference Room. The prayer will be led by Mary Nichols.

(Submitted by Margaret Klein, Secretary, and Gladys Oppold, Recording Secretary)