

**Cedar Valley Catholic Schools
Board of Education Meeting Minutes
September 1, 2011**

In Attendance:

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

St. Patrick

Absent: Mary Nichols, and Katie Anderson

CVCS Office

Jeff Frost	Director of Education
Deb Thurman	Business Manager

Administrators

Julie Niemeyer	Sacred Heart
Nancy Stirm	Blessed Sacrament
Amy Sandvold	Maria Catholic
Pam Schowalter	St. Edward
Tom Ulses	Columbus
Hazel Martin	DRE/DFP

Call to Order: Mark Gallagher called the meeting to order at 5:07. Father Kopacek led the prayer. Introductions were made for the new member Mike McNamee.

Approval of Minutes: Margaret Klein made the motion to accept the August minutes with the following corrections: Mike Knipp's title is Advancement Director; Terry Geert spelled Goerdt; Conrardy spelled Konrardy; Jeff Henderson, not Father Kopacek encourages us to take our meeting prayers seriously. Mark Russell gave the second.

Correspondence:

- Congratulations to Anna and Michael Lind on the birth of their son, Loras Christopher.
- Congratulations to Lindsay Smith, Music teacher at St. Edward, married on Sept. 3.
- Grateful appreciation to the Staff at St. Edward for their endurance dealing with the mold issue; to the staffs of Blessed Sacrament and Sacred Heart for helping with the cleanup on their in-service afternoon; to the Columbus service group who also helped clean; and to Susie Schaefer and Jolene DeLorbe at the St. Edward Day Care for taking on all the additional students during the cleanup.

Oral appreciation was expressed to Pam Schowalter, Jeff Frost, and Father Kopacek for the professional manner in which they dealt with the mold issue and to Jim O'Connor for his help in preparing the press releases.

Address to the Board: 2011-2012 Board of Education Goals - Mark Gallagher

Mark Gallagher presented a listing of the Board Goals which the Executive Committee drew up for consideration to be accomplished this school year. He asked Board members to study them and send comments to him via email. Father Jaeger asked about adding a goal regarding maintaining and increasing enrollment at all buildings. This will be considered. Final goals will be set at the next Executive meeting and presented at the next Board Meeting.

Action Items:

Finance Committee Approvals - Deb Thurman

The year-end revenue and expenses were shared. Deb Thurman mentioned that the formal year-end report had been sent to the Archdiocesan Education Office by the deadline date. She will now begin work on posting the August payments and track those in arrears and will be given to the Finance Committee. The number of families who have made no attempt in making payments is around 10-12. This report will be presented at the next meeting so action can be taken. STO monies in the amount of \$105,000 have been received for a second round of the STO monies. A third round will now be opened for October and already 3 or 4 families have asked for assistance. If anyone has suggestions for families whom they have heard could use assistance, please present those names to the administrators.

There was discussion about understanding the financial report when many of the actual expenditures are higher and sometimes almost double the budgeted amount. After some discussion, it was decided that a work session will be set in the future to give the report greater detail and clarity. Father Jaeger gave the motion to accept the 2010-2011 financial report as presented. Kim Reiter gave the second. The motion was passed.

Approval of 2011-2012 Annual Progress Report (Apr) Goals - Jeff Frost

The APR Goals for 2011-2012 were included in the board packets. Mr. Frost explained that the ITBS and ITED will now be known as "Iowa Assessments". These will be administered in November. Early publicity says that they are more user friendly and that the goals set can be measured very much the same as in the past. This year's goals address Science in the tenth grade, Reading in the sixth grade and Math in the seventh grade.

Father Jaeger made the motion to approve the APR Goals. Father Kopacek gave the second. The motion was carried.

Resignation - Pam Schowalter

Johanys Alvarez, presently the Spanish teacher at St. Edward, has submitted a letter of resignation in order to move to Des Moines with her two children and husband who took a promotion with John Deere, effective October 14th. The \$1,000 penalty was imposed. Margaret Klein made the motion to accept the resignation. Father Tom McDermott gave the second. The motion was carried.

Information:

August Administrative Report and Report to Parishes - Jeff Frost

No discussion.

2011-2012 1st Day Enrollment Compared to Projections and to 2010-2011 - Jeff Frost

The projected enrollment of 951 is now 962 (11 up). The budget was set on the 951 projection so there is a little "wobble room" based on receiving 100% of projected revenue. Enrollment is now 40 more than at any time in the history of the CVCS.

Columbus High School Renovations Update - Tom Ulses

Tom Ulses reported that the ceilings, lights, lockers, and display cabinets have been completed. The display cabinets will be filled soon. Technology has been upgraded to three wireless routers: Teacher, Student, and Guest. Parking is moving smoothly and there are usually a few spaces left.

Blessed Maria Assunta Pallotta Middle School Construction Updates - Amy Sandvold

Amy Sandvold reported that she has been working closely with Mike Knipp and Darlene Hatton from the Advancement Office regarding public relations, naming rights, and the funding of the already selected named areas: Friends of Roswitha Marie Marold Library and Jim Berry Court. She shared a handout with pictures of these areas. Part of the handout was a detailed schedule of the hiring process of the staff for the Middle School (August through April, 2012). Amy continues working with an area artist who is painting a picture of Blessed Maria Assunta Pallotta. It was noted that the tuition for the Middle School will remain the same as for the elementary buildings for the next three years so that money cannot be an issue as to whether students enroll in the Middle School or not. A suggestion was made that perhaps some item could be given to the student once the \$50 tuition deposit is paid. This will be taken into consideration.

St. Edward Mold Situation

Since the Archdiocesan insurance does not cover the mold issue, the cost for the correction of the mold at St. Edward will be the burden of the St. Edward parish. No amount has yet been quoted but anticipation is that the cost could be near or over \$200,000. Pam Schowalter shared with the group that 840 spores per cubic foot passes. In this case the basement was 96,000, the first floor was at 66,000, and the top floor was at 44,000. There are now dehumidifiers and two air conditioners running in the basement. Air conditioners will be placed on the second floor next summer. Columbus has been checked and the other two elementary schools will be in the near future.

Chad from Service Master will in-service the custodians of the CVCS about prevention and also the teachers about their role in helping to prevent a future mold problem. Mold is common but preventable.

1:1 Rollout - August 16, 2011

Amy Sandvold shared that the 1:1 rollout of the I-pads was very well organized by the Technology personnel. Principals shared how they have already viewed classrooms in discovery experiences with the technology. An invitation was extended to Board members to visit classrooms in the near future. It was asked if there would be training for substitute teachers particularly long term ones. This will be taken into consideration.

CVCS Professional Development for 2011-2012-Jeff Frost

The professional development schedule for the entire school year was included in the

packets. The afternoon schedule for September 7 and the all day schedule at the Town Hall at Hawkeye Community College on September 16 were presented in detail.

In-service: Archdiocesan Leader Gram - Handout

Not discussed.

Old Business:

Review of the 5000 series of the Archdiocesan Policy Manual - Jeff Frost

This month the Board is to review the 5000s policies and next month the 6000s.

Department of Education Site Visit Review - 2007 "Areas of Need Growth-Jeff Frost

The areas of growth determined at the time of the 2007 Department of Education site visit were presented to the Board for review. Other materials prepared for the visitation scheduled for October were also passed. More will be brought to the October Board meeting.

Adjourn:

Father Jaeger made the motion to adjourn. Jim O'Connor seconded it. The motion was carried. The meeting adjourned at 6:48.

The next meeting is October 6, 2011 at 5:00 in the Columbus Conference Room. The prayer will be led by Mark Russell.

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