

**Cedar Valley Catholic Schools
Board of Education Meeting Minutes
March 24, 2011**

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
		Mark Gallagher
St. Patrick		Katie Anderson

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

CVCS Office

Jeff Frost	Director of Education
Michele Rutledge	Controller

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 5:05. Father Jaeger led the opening prayer in the absence of J. J. Meier who arrived later.

Approval of Minutes: Mark Russell made the motion to accept the February minutes with the following corrections: Jeff Frost was at the meeting but not listed, and Father Juhl was present via phone. Father Jaeger gave the second. The motion was carried.

Correspondence:

Condolences to:

- Carmen DeVoe, Grade 3 teacher at St. Edward, on the death of her father.
- Sister Norma Jean on the death of her sister, Esther.
- Steve Duggan on the death on his grandmother.

Address to the Board: None

Action Items:

Out of State Field Trip Request – Jeff Frost

Mr. Frost presented a request for the AP Biology and Human Biology classes to visit the University of Wisconsin in Platteville with teacher Johnpaul Collins, fourteen students and three chaperons. This is not an overnight trip but needed Board approval because it is out of state. Advance dissecting and other lab work will be a part of this trip. Father Juhl made the motion to approve this Science field trip. Tim Kneeland gave the second. The vote for

approval was unanimous.

2011-2012 Athletic Sharing Agreements - Jeff Frost

Mr. Frost brought the following Athletic Sharing Agreements for Board approval: Boys' and Girls' Swimming with Waterloo West. Father Juhl made the motion to approve this athletic sharing and Father Kopacek gave the second. The motion was approved.

Additional Athletic Sharing Agreements will be presented at the April meeting.

Resignations and Approvals:

Letters of resignation were presented for the following employees:

1. Margaret Klein, Cafeteria Manager of Blessed Sacrament and St. Edward.
2. Dick Van Dyke, Maintenance Supervisor of Blessed Sacrament.
3. Larry Skeries, Art Teacher of Columbus High
4. Virg Erickson, English Teacher of Columbus High

Father Jaeger made the motion that these resignations be accepted, effective at the end of this year's contracts. Father Juhl gave the second. The motion to accept these resignations was passed.

Father Jaeger made the motion that the following Administrative recommendation be accepted: Molly Juza's present position be increased from .6 to 1.0 FTE as a Spanish and ELL (English Language Learning) Teacher for the 2011-2012 school year at Columbus High. Tim Kneeland gave the second. The motion was carried.

Finance Committee Approvals - Michele Rutledge

Michelle Rutledge presented the January financial report for approval. Father Juhl made the motion that the Board approve the January financial report. Mark Russell gave the second. The motion was passed.

Approval of the 2011-2012 CVCS Budget - Michelle Rutledge

Michelle Rutledge presented the Financial Committees 2011-2012 budget with a deficit of \$51,940.73 for board approval. Key items were: 2% raise for personnel, the \$200 technology fee, and the costs of the iPads, the applications, and the adaptations of the technology infrastructure. Insurance coverage on the iPads is still in study but after much discussion, Board members made it clear that they did not want another add on expense for parents. Jeff Frost spoke of the positive things that are happening which we all want to have continued. Russ Heiple added the positive reactions from the Parent Meeting regarding 1:1 technology and thanked Jeff Frost for his enthusiastic presentation. Tim Kneeland made the motion to accept the proposed 2011-2012 budget as presented. Father Juhl gave the second. The motion was carried.

Information:

March Report to Parishes and Administrative Team Education Report - Jeff Frost.

Both were included in the Board information and needed no additional clarification.

Registration Update - Jeff Frost

Jeff Frost explained that 94.2% of the 2011-2012 registrations have been completed. Last year, we reached 98.4% by June 30. Mr. Frost credits the earlier success to the facilitation of the process by e-registration and to the persistence of the administrators. Tim Kneeland suggested doing some additional PR to increase our enrollment. A flyer entitled "Get to Know Us" or placing a fact page entitled "Come Visit Us" in the Celebrations section of the Waterloo Courier. Another suggestion mentioned was to host an "Open House" for Realtors, Kiwanis, the Chamber of Commerce, etc.

1:1 Update - Russ Heiple

Russ Heiple reported that approximately 100 persons attended the recent Parent Meeting regarding the 1:1 Technology Plan for 2011-2012. The Frequently Asked Question sheets were tremendously helpful. Amy Sandvold noted that these will be changing as some areas need clarification, chiefly by more easily understood language. One example is that the \$200 Technology Fee is for purchase of support, applications, and maintenance of the program, not just the iPad that the student is given. The FAQs will remain on the website. Amy Sandvold, Russ Heiple and Jeff Frost added information for the Board which they also presented at the parent meeting: 1. Forty seven schools across the nation are now 1:1 technology and CVCS is one of those trailblazers; 2. The local IT Group has been asked to be presenters at the Governor's Summit; and 3. The local IT Group has also been asked to be presenters at the annual I Summit Conference.

Middle School Groundbreaking - Amy Sandvold

The new Middle School Principal, Amy Sandvold, briefed the board about plans for the Groundbreaking event planned for the new Middle School. She passed t-shirts to all present. The Middle School Booster planned a 5K run, a raffle with the winner getting to shovel at the ground breaking, and a cake silent auction. An explanation was given about how the 4th, 5th, and 6th graders would be involved, how the program would proceed and how all would then process to the groundbreaking area. Lattin Photographers will donate their services for the event.

Bids for the Middle School are in and the committee is now in the 30 day period of study, revisiting areas, negotiating and making certain that all companies understood the specs for the building project.

Sacred Heart Principal Position Update - Jeff Frost

Mr. Frost reported that applications have been received from four candidates for the position of Principal at Sacred Heart. Interviews will begin soon. The chosen candidate will also be interviewed by the Archdiocesan Superintendent, Jeff Henderson.

In-service: Archdiocesan Leader Gram

Individual study of the Archdiocesan Leader Gram was urged.

Other:

The National Honor Society is presenting a wheelchair competition with staff and students. All were encouraged to attend.

Hazel Martin, Director of Faith Formation will be sharing the monthly minutes from the Faith Formation Commission Meetings along with her regular report.

Old Business:

2010-2011 CVCS Enrollment Figures - Jeff Frost

An updated chart of the Cedar Valley Catholic Schools enrollment was passed. Enrollment is now 1104, which is still four more than the 1092 in September.

New Business:

CVCS Cafeteria Centralization Plan - Jeff Frost

An extensive proposal for the centralization of the CVCS Food Service was presented. Personnel involved in food service would be: 1 Food Service Director, 1 Head Cooks in each cafeteria, and ten food service assistants. The rationale for the proposal is that money can be saved by consolidating services and bulk ordering. There will be unified menus at all four centers. The Food Service Director position will be posted and, hopefully presented for approval at the April 7th meeting. A job description was presented for that position.

Adjourn:

Father Jaeger made the motion to adjourn. Father Juhl seconded it. The motion was carried. The meeting adjourned at 6:25.

The next meeting is April 7, 2011 at 5:00 in the Columbus Conference Room. Prayer will be led by Father Kopacek.

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