



CEDAR VALLEY
CATHOLIC SCHOOLS

Board of Education Minutes

February 03, 2022 – 5:30 p.m.

Blessed Maria Assunta Pallotta Middle School Art Room - Door #25

Elected/Appointed Board Members

Father Scott Bullock	Pastoral Rep - Saint Edward	Present
Jeff Fitzpatrick	Elect - Queen of Peace	Present
Brian Holthaus	At Large – Blessed Sacrament	Present
Father Tony Kruse	Appointed Rep - Blessed Sacrament	Present
Bill Rhomberg	Elect - Saint Patrick	Present
Jake Schaefer	At Large - Saint Edward	Present
Al Schott	Elect - Saint Edward	Present
Mark Sinnwell	Elect - Sacred Heart	Zoom
Greg Stammeyer	Elect - Blessed Sacrament	Present

In Attendance:

Staff

Aaron Becker	Dir. of Elementary Programs/6th-8th Principal	Present
Tanya Cutsforth	Operations & Human Resource Director	Absent
Tony Harrington	6th-12th Associate Principal/AD	Present
Tom Novotney	Chief Administrator/9th-12th Principal	Present
Jo Schwarz	Curriculum, Assessment, & Instruction Director	Present
Sarah Smith	Advancement Director	Absent
Ann Knudtson	Finance Committee Chair	Present
Annie Zeets	Waterloo Parish Faith Formation Representative	Present

Guest:

Judy Bullis, Shilo Westhoff, Ann Knudtson, Matthew Verbraken, Carley Epling, Charlie Donohue, Chris Olmstead, Erica Feldmann, Eileen Salkowski, Mike DeWald, Cathy Feldmann

Call To Order:

Mark Sinnwell called the meeting to order at 5:30 p.m.

Prayer:

Prayer was led by Fr. Bullock.

Introduction of Guests-Correspondence, & Request to Address the Board

1. Charlie Donahue - Sailor Nation recognition by parishes
2. Chris Olmstead - BMAP Softball/Baseball
3. Eileen Salkowski - BMAP Softball/Baseball

Cedar Valley Catholic Schools

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Adjustments to the agenda/Approve the agenda

(Bill Rhomberg, Fr. Bullock) Motion carried.

Information:

1. Strategic Planning Action Plans - Brian Holthaus, Sarah Smith

a. Marketing 2 - Shilo Westhoff

Shilo provided an update about evaluating the CVCS website. The committee researched several platforms. The committee decided to further investigate eCatholic which is supported by the Archdiocese of Dubuque and is who St. Patrick in Cedar Falls uses. A demo has been scheduled for February 9th. The committee reviewed the purpose of the website discussing marketing versus parent portal. The committee's next steps are to create a flowchart for the website with a completion goal of April 2022. A website conversion is free through eCatholic, but due to the CVCS website being very outdated, a template currently used by Cedar Rapids Xavier may be used. Cost is approximately \$600.00 a year for hosting, support, and maintenance. There may be extra costs for videos and photos. Al Shott has volunteered to pay the difference in cost for this project, if needed.

New business – Action Items:

1. Daycare Handbook Changes & Summer Rates Updates - Carley Epling

A motion to approve the updated fees and rates for summer rates and a new privilege list for weather days, per the CVCS Daycare handbook.

(Brian Holthaus, Jeff Fitzpatrick) Motion carried.

Consent agenda:

A motion to approve the consent agenda.

(Jake Schaefer, Greg Stammeyer) Motion Carried.

Information:

1. Strategic Planning Action Plans - Brian Holthaus, Sarah Smith

a. Mission & Catholic Identity - Father Scott Bullock & Jo Schwarz

The current focus is on service to align service activities with Corporal Works of

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Mercy. The committee continues to seek members from parish councils and high school students. The committee is setting up meeting dates. The committee started by collecting information about service projects already being completed at BMAP and CHS, and connections being made to the Corporal Works. The committee will analyze service opportunities at parishes and determine community organizations to contact to coordinate community needs.

b. Facilities - Tom Novotney

A 20 year maintenance plan for BMAP/CHS campus has been established. A spreadsheet maps out maintenance definitions, aligns contractors for each project, lists preventative/scheduled repairs by timeline. Unscheduled maintenance issues are also being tracked. More tabs on the spreadsheet include a wish list, athletic wish list, and a comparison of budgeted vs actual cost. A suggestion was made to include an assessment of projected repairs/costs to be proactive and anticipate financial impact so we can level out the spending. (planned spending)
Blessed Sacrament & St Edward campus maintenance is mostly taken care of through parishes.

2. CVCS 2021 ISASP Summaries - Jo Schwarz

- a. Raw data is used to address supports needed by grade levels, published reports (circle graphs) every child who took the assessment is the state average; goal is to be at 70%, we are close to goals, SE compared to local public schools - 50-60%; we are equal to more diverse than local public and performing slightly above them in results; celebrate the ELL proficient work and outpacing public schools in this area; math hit hard during covid due to progressive nature
- b. BMAP - statistically equal to Hoover
- c. CHS - English/Language Arts - 84% is impressive - lots to celebrate

3. Sustainability Report - All

- a. Letter from Archbishop Jackels - report complete by 25th of each month, should have some items complete, others are not able to complete by 25th and Arch is aware, plan to include more information needed to be reported in board packet so that it will be included in the future, the Arch will provide assistance/guidance, feedback in putting this together

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- b. board needs to give direction on capital campaign, 2017 company chosen was the Stier company, resubmit a bid, but not bring companies in again, feasibility study to determine amount likely to raise, structure the campaign, local tuition assistance; get a quote and if reasonable Board still needs to accept them - Greg and Brian like option 3 proceed with a quote from Stier
- c. Brian moves to approve the solicitation for a quote of stier group for supporting the capital campaign (seconded by Jeff Fitzpatrick) Motion carried.
- d. while getting the quote, gather information about performance of past experiences of the Stier group to make a well informed decision, information brought to executive meeting and email board members

Old business – Action Items:

1. 2022-2023 Budget - Matt Verbraken
 - a. 2022-2023 Tuition (K-12th, PreK 4, PreK 3)
 - b. Tuition Letter

CVCS is looking at a potential additional loss of \$39,000.00 from the Kucera fund due to the reduction in free and reduced lunch numbers. The tuition lock rate will be brought to the finance committee to set up a sub committee.

A motion to approve tuition for the 2022-2023 at a 9% increase across the board as follows:
Preschool 3 Year old (4 days a week, morning session only, no before/after) - \$2,376
Preschool 4 Year old - (4 days a week, voluntary pre k session only, no before/after) - \$3,194
K-5th Parish - \$4,109, K-5th Non Parish - \$5,041
6th-8th Parish - \$4,714, 6th-8th Non Parish - \$5,646
9th-12th Parish - \$6,742, 9th-12th Parish Non Parish - \$8,257
(Jeff Fitzpatrick, Fr. Bullock) Motion carried.

In-service: The Sacred Congregation for Cathoic Education; Paragraph 25-32 All
Tabled for next month

Adjournment:

A Motion to adjourn the meeting was made at 7:33 pm.
(Brian Holthaus, Jake Schaefer) Motion carried.

Next Board meeting:

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Thursday, March 03, 2022 - 5:30 PM

Prayer – Greg Stammeyer

Blessed Maria Assunta Pallotta Middle School Art Room – Door #25

Executive Board meeting:

Monday, February 21, 2022 - 4:00 PM

Prayer - Jeff Fitzpatrick

Chief Administrator Office

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