



**CEDAR VALLEY**  
CATHOLIC SCHOOLS

## **Board of Education Minutes**

**January 06, 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	Absent
Jeff Fitzpatrick	Elect - Queen of Peace	Present
Brian Holthaus	At Large – Blessed Sacrament	Absent
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	Present
Greg Stammeyer	Elect - Blessed Sacrament	Present

#### In Attendance:

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

#### Guest:

Nicole Morgan

#### **Call To Order:**

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

#### **Prayer:**

Prayer was led by Father Tony Kruse.

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

#### **Adjustments to the agenda/Approve the agenda**

Under Information move, Strategic Planning Action Plans to 1.

1. Strategic Planning Action Plans - Brian Holthaus, Sarah Smith
2. CVCS Title Allocations 21-22 - Jo Schwarz
3. St Edward Title I & Title II Handbook - Jo Schwarz

**Cedar Valley Catholic Schools**

3231 West Ninth Street | Waterloo, IA 50702  
319.232.1422 | [www.cvcatholic.org](http://www.cvcatholic.org)

Blessed Sacrament Early Childhood Center

St. Edward Elementary School

Blessed Maria Assunta Pallotta Middle School

Columbus Catholic High School



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**Consent agenda:**

A motion to approve the consent agenda of minutes and personnel.  
(Greg Stammeyer, Al Schott) Motion Carried.

**Information:**

1. Strategic Planning Action Plans - Brian Holthaus, Sarah Smith  
Enrollment & Retention - Nicole Morgan presented to the board about the Adult Ambassador committee. The committee will work to spread information on CVCS. They want to be able to connect with parents as a touchpoint for questions everyday. The launch date is the 22-23 school year. Goals for the first year are: Create social media ambassadors. Parent ambassadors for new families in each building. Future goals: Transition year ambassadors. Parent ambassadors for tours. Mentor families. Immediate goals: Promote on review websites, STO promotions, calls to preschool 4 and kindergarten families

Development & Donor Relations - Sarah noted that a mailing for annual fund and business appeals has been sent out. Athletic sponsorships are part of the plan. New matching gift programs, along with the John Deere programs for donations and volunteer hours.

Academic Excellence - Bill Rhomberg gave the board a brief update on the committee's status. The committee will be working on the best answer for the system. Each grade and/or building will have different directives. The committee wants to know the best way to communicate to parents so their students have the best academic experience.

The State of the System meeting is still being planned for the week of Catholic Schools Week. Sarah and Brian will be reaching out to the board to help facilitate the evening.

2. CVCS Title Allocations 21-22 - Jo Schwarz

3. St Edward Title I & Title II Handbook - Jo Schwarz

Any questions on Title Allocations and Title handbooks can be emailed to Jo Schwarz at [jschwarz@cvcatholic.org](mailto:jschwarz@cvcatholic.org).

**Old business – Action Items:**

1. CHS Athletic Sharing Agreement with Waterloo Christian - Tony Harrington  
At this time Waterloo Christian has opted out of a possible athletic sharing agreement. They have left the door open for discussion down the road.

**New business – Action Items:**

1. 2022-2023 Archdiocesan Reduction in Force Policy - Tanya Cutsforth

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Mission: To Provide an exceptional Catholic education to every student, built on the foundation of faith, discipline, knowledge and service.



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Per Archdiocesan Policy #4111.22, the Cedar Valley Catholic School board requests the administration to conduct a review of staffing needs for the 2022-2023 school year. If necessary, as per policy, staff reduction recommendations must be made no later than the regular March board meeting.

(Jeff Fitzpatrick, Al Schott) Motion carried.

2. 2022-2023 Budget - Matt Verbraken

a. 2022-2023 Salary Increases

A motion to approve a 6% increase with an additional 2 steps for certified staff and a 6% increase for non certified staff for the 22-23 school year.

(Jeff Fitzpatrick, Al Schott) Motion carried.

b. 2022-2023 Tuition (K-12th, PreK 4, PreK 3)

The finance committee will continue to work with the budget for any other reductions that can be found prior to setting the tuition.

A motion to table setting tuition for the 2022-2023 school year until the February board meeting.

(Jake Schaefer, Bill Rhomberg) Motion carried.

**In-service:** The Sacred Congregation for Catholic Education; Paragraph 25-32 will be moved to the February board meeting for discussion.

**Adjournment:**

A Motion to adjourn the meeting was made at 7:10 pm.

(Bill Rhomberg, Al Schott) Motion carried.

**Next Board meeting:**

Thursday, February 03, 2022 - 5:30 PM

Prayer – Al Schott

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**Executive Board meeting:**

Monday, January 17, 2022 - 4:00 PM

Prayer - Mark Sinnwell

**Chief Administrator Office**

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