



CEDAR VALLEY
CATHOLIC SCHOOLS

Board of Education Minutes

March 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	Present
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	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
Annie Zeets	Waterloo Parish Faith Formation Representative	Present
Carley Epling	Early Childhood Director	Present
Matthew Verbraken	Controller	Present

Guest:

Judy Bullis, Eileen Salkowski, Mike DeWald

Call To Order:

Mark Sinnwell called the meeting to order at 5:31 p.m.

Prayer:

Prayer was led by Greg Stammeyer.

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

Adjustments to the agenda/Approve the agenda

Consent agenda:

A motion to approve the consent agenda.
(Al Schott, Bill Rhomberg) Motion Carried.

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Information:

1. 2022 Investing in Iowa Child Care Grant & Iowa Child Care Stabilization Subgrant - Carley Epling

- Investing in childcare

\$72,376.64

-Date in Spring of 2021-

-Used to open 2 new toddler rooms- new toys, supplies etc

-put 3 exit doors on DHS rooms that need them

Future Ready Iowa Grant

\$109,840.00

-remodeling the kids bathrooms

-updating an older childcare room floor and expanding the room

- resurfacing the front playground that is for 2 year olds

- new outdoor equipment for new infant toddler playground and the 2 year old playground

-new child size tables and chairs for the 2 year old rooms, updating shelves, toys in all of our rooms

Iowa Stabilization Grant

\$207,

-Staff raises and cover the salaries increase

-painting the hallways

-stove and fridge for downstairs

-creating office spaces

-help with increase in supplies

- put some away to help cover staffing salaries

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

- a. Academic Excellence 1

Aaron Becker updated the board on goal #1. The specific areas the group is working on is setting up and defining the phrases and terms. Then to connect them to what is currently happening in the buildings. The groups will continue to update the definitions and do additional research. By the end of the year they would like to have an assessment in place to know what a successful implementation will look like moving forward.

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b. Marketing 1

Sarah Smith updated that the social media plan is set up and ready to move forward with the rest of the year. Mission Monday, Wednesday Engagement, Friday Discovery (What separates CVCS?) A detailed monthly list of what is happening currently with marketing will be available for the board.

c. Enrollment & Retention

Sarah Smith noted this group will be looking at CVCS specific demographics not just at the school level but throughout the parishes and/communities. Once the research is complete, the group will be reaching out to local community leaders to help with discussions.

3. Sustainability Report Updates

a. Capital Campaign - Sarah Smith

Sarah presented the updated proposal to the board. Sarah has been in constant communication with Matt at Steier Group since 2017. The updated quote is not far off of the 2017 quote. They feel they would be able to start planning and feasibility study soon. This could allow us to possibly start a capital campaign in fall or winter of 2022.

A motion to approve a proxy to start the capital campaign with Steier Group at the cost of ????. (Brian Holthaus, Jake Schaefer) Motion carried.

b. Other updates on reports

The documents will be a work in progress until adjustments are made to be feasible with what the Archdiocese needs to review. All documents that are needing a response have a designated person in the CVCS office currently. A priority of reports after the first review would be the three additional documents requested, tuition - where we are at with past due and current, and retention for current students. A main priority should be to get the finances cleaned up. The tuition and enrollment management systems are a work in progress but ongoing.

- Strategic Plan execution
- Accurate/Current/Updated/Formatted financial statements
- Fundraising/Capital Campaign Initiated
- Tuition collection - current & past
- Software management cleaned up
- Staffing 22-23

4. Teacher & Child Care Retention Bonuses - Tom Novotney, Tanya Cutsforth

The State of Iowa announced that full-time classroom teachers in Iowa would receive a retention payment for their work during the COVID-19 pandemic. In recognition of this work,

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and as a means of providing premium pay to educators, \$1,000.00 will be offered to each full-time pre-kindergarten through grade 12 (PK-12) in-person classroom teacher who has been on the job since October 1st this year and continues teaching to the end of this school year. This program will not include part-time teachers nor non-classroom teachers such as administrators, guidance counselors, classroom associates, etc. There is a separate program for Early Childhood workers to receive a \$1,000.00 retention bonus through the Department of Human Services. A separate guidance document is being provided for our Early Childhood programs, as that program has several differences, including that the payment does not come from the school, but rather goes directly to the employee from DHS. The DHS program is also available to part time workers of 20 hours per week or more.

Board discussed options for bonuses to staff who did not qualify. The board agrees that CVCS will fund a bonus for those staff. Tanya will work on a list of the staff and cost for the board review.

Old business – Action Items:

1. 2021-2022 Budget Update - Matt Verbraken

Grant and bonus funding will need to be added along with some changes in staffing to complete the 21-22 adjusted budget.

- a. BMAP Baseball/Softball

A motion to approve the adjusted 21-22 budget to include the BMAP baseball and softball salaries for summer of 2021.

(Jake Schaefer, Greg Stammeyer) Motion carried.

2. 2022-2023 Budget Approval - Matt Verbraken

The budget will be approved at the April board meeting due to many moving pieces on the staffing end.

New business – Action Items:

1. BMAP Out of State Trip Request - Chris Bailey, Sheila Miller

A motion to approve the out of state trip request to Mankato State at Mankato Minnesota on 4/22/2022 for Blessed Maria Assunta Pallotta Middle School STEM class Engineering Design Contest.

(Jake Schaefer, Father Tony Kruse) Motion carried.

2. CHS Out of State Trip Request - JP Collins

A motion to approve the out of state trip request to University of Wisconsin at Platteville Wisconsin for on 4/19/2022 for Columbus Catholic High School Biology class .

(Greg Stammeyer, Jake Schaefer) Motion carried.

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3. 2022-2023 Academic Calendar - Tanya Cutsforth

The 22-23 Academic calendar will be tabled until the April board meeting so further conflicts dealing with the graduation date can be researched prior to a decision being made.

4. 22-23 Contract FTE Approval - Tanya Cutsforth

A motion to approve certified contracts at 56.90 FTE for the 2022-2023 school year.
(Father Bullock, Bill Rhomberg) Motion carried.

In-service: The Sacred Congregation for Catholic Education; Paragraph 25-32 - All
The April meeting will review paragraphs 33-37.

Executive Session:

A motion to move into executive session at 7:20 pm.
(Father Scott Bullock, Jeff Fitzpatrick) Motion carried.

A motion to move out of executive session at 8:29
(Father Scott Bullock, Jeff Fitzpatrick) Motion carried.

A motion to approve administrator contracts for the 22-23 school year.
(Al Schott, Jeff Fitzpatrick) Motion carried.

A motion to adjourn the meeting at 8:36 pm.
(Father Tony Kruse, Jeff Fitzpatrick) Motion carried.

Next Board meeting:

Thursday, April 7, 2022 - 5:30 PM

Prayer – Jake Schaefer

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Executive Board meeting:

Monday, March 21, 2022 - 4:00 PM

Prayer - Tom Novotney

Chief Administrator Office

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