



CEDAR VALLEY  
CATHOLIC SCHOOLS

**Board of Education Minutes**

**Thursday September 25, 25**

**5:30 p.m.**

**CHS Rm #128**

**Elected/Appointed Board Members**

Father Tom McDermott	Pastoral Rep - Saint Edward	Present
Eric Donat	Elect - Queen of Peace	Present
Jake Schaefer	At Large – Blessed Sacrament	Present
Father Tony Kruse	Appointed Rep - Blessed Sacrament	Absent
Laura Schaefer	Elect - Saint Patrick	Present
Heather Malek	At Large - Saint Edward	Present
Ki Park	Elect - Saint Edward	Present
Cherry Paw Maw	Elect - Sacred Heart	Absent
Greg Stammeyer	Elect - Blessed Sacrament	Present

**In Attendance:**

**Staff**

Aaron Becker	Dir. of Elementary Programs/6th-8th Principal	Absent
Tom Novotney	Chief Administrator/9th-12th Principal	Present
Nick Miller	6th-8th Principal	Present
Katie Friedly	9th-12th Assistant Principal	Present
Stephanie Kane	Director of Curriculum, Assessment, & Instruction	Present
Sarah Smith	Advancement Director	Present
Kelly Christensen	Finance Committee Chair	Absent
Amy Youngblut	Controller	Absent
Amy Peters	HR Director	Present
Annie Zeets	Waterloo Parish Faith Formation Representative	Absent

Guest:

**Call To Order:**

Jake Schaefer called the meeting to order at 5:33 p.m.

**Prayer:**

Fr. Tom

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

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3231 West Ninth Street | Waterloo, IA 50702  
319.232.1422 | www.cvatholic.org

CVCS Early Childhood Program

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Columbus Catholic High School



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

(Greg- Motion, Ki- Second), Motion passed.

### **Consent agenda:**

- August 21, 2025 Board Minutes
- Consideration of Monthly Revenue & Expense Reports
- Consideration of Personnel: hires, reassignments, resignations & terminations

A motion to approve the consent agenda.

(Fr. Tom- motion, Heather - Second) Motion passed.

### **Guest:**

Lucas Scarbrough

### **Information:**

1. Powerpoint of new staff- Amy Peters
2. Parents for Educational Choice- Tom

Organization dedicated to empowering families for education choice. Looking to choose at least one board member to join this program. Will come out in email follow up, looking for advocates on behalf of CVCS.

3. Archdiocese 7000 series review- Tom and Board

Highlight by Fr. Tom - floor, ceiling and behind original chalkboards has asbestos. Not an issue unless we are disturbing the area. Old shed where new ticket booth was installed had asbestos.

4. K-12 First Day Count - Sarah

Updated numbers came out to the board on Monday by email. 2.75 million received from ESA dollars. \$250K in transit. \$120K still needs to be approved by families. 32 is the cap that has been given. Will be at 32 - for PK3, no concerns for PK4 enrollment for next year. 934 was budget. 971 is where we currently are. Last year we were at 904. 67 over last year. Still doing tours and expecting enrollment to increase.

5. Administrator Presentation- Stephanie
  - a. PK4

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b. 2025 Professional Development

**Old Business - Action Items:**

1. 2025-2026 Exec, Finance, and Board Calendar - Tom

New calendar has been shared, looking for formal approval.

(Motion - Fr. Tom, Second - Laura) Motion carried.

**New business – Action Items:**

1. 2025 Coaches Handbook - Julie Girsch

Request to add revised date - so that we are aware of which copy we have.

(Motion - Heather, Second - Ki) Motion carried.

2. Strategic Planning - Sarah

Looking for the school board to make a motion on the options that were presented by strategic plan.

We would look at 3 year plan to be at the Westminster location to provide consistency for everyone.

Motion for option #2 - Discontinue PK3 programming for the 26-27 school year, four sections of PK4 at Westminster location, repurpose three rooms (technology, two childcare rooms) to allow for growth to four sections at three grade levels at St. Edward School, four sections each (100 per grade) for grades 6-8 at BMAP campus, 100 students per class for grade 9-12 at CHS campus.

Motion- Heather, Second - Ki, motion carried.

3. Statewide Voluntary Preschool Program Contract- Stephanie

Looking for approval for signing of SWVPP contract.

Motion- Greg, Second - Heather, motion carried.

4. Lau Plan - Stephanie

Looking for approval of the Lau Plan.

Motion- Eric, Second - Ki, motion carried.

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**In-Service:** “Teach Us to Pray” Living the Year of Prayer in Preparation for Jubilee 2025  
Chapter 4 - Prayer in the Family

**Additional Documents/Reports:** Submitted

- Faith Formation Report - Annie
  - 106 kids, 29 adults going to NCYC
  - Catholic Heart Work Camp
  - Tough Topics w/ Fr. Greg
  - Judy Bullis transfer to her office full time
  
- Advancement Office Report
  - 2640 - a few short of last year, still selling!
- Chief Administrator Report
  - Catholic Heart Work Camp - 250 spots, filled in 42 minutes. Moved to 300 spots - also all full.
  - 9th St. Traffic- Still dangerous, Waterloo PD has come out along with a traffic study being done, crossing guard and Tom working on the traffic.
  - Over the last 8 days - leadership team has been working on identifying gaps and working to fill them. Still a few gaps that we are continuing to work on and training for teachers and staff.
    - Jake - shout out to Admin team for debrief.
- News from Principals and Activity Department
  - Emails from principals provided updates.
- Board Announcements

**Executive Session:** Move to Executive Session 6:40 pm, Exit Executive Session pm (Greg motion, Heather second), motion passed

Motion to adjourn Exec Session 7:45 pm- (Motion-Greg, Second- Ki), motion passed

**Adjournment:**

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Motion to Adjourn: 7:47 pm (Fr. Tom- Motion, Laura- second) motion carried

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