



CEDAR VALLEY
CATHOLIC SCHOOLS

Board of Education Minutes
Wednesday, July 16th, 2025 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-Zoom
Jake Schaefer	At Large – Blessed Sacrament	Present
Father Tony Kruse	Appointed Rep - Blessed Sacrament	Present
Laura Schaefer	Elect - Saint Patrick	Present
Heather Malek	At Large - Saint Edward	Present
Ki Park	Elect - Saint Edward	Present
Open Position	Elect - Sacred Heart	
Greg Stammeyer	Elect - Blessed Sacrament	Present

In Attendance:

Staff

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

Prayer:

Tom Novotney

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

Adjustments to the agenda/Approve the agenda

Cedar Valley Catholic Schools

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

CVCS Early Childhood Program

St. Edward Elementary School

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Safety Project - Amy Y - In information section

(Greg - motion, Ke Second) Motion carried.

Consent agenda:

A motion to approve the consent agenda.

(Fr. Tony - motion, Greg Second) Motion Carried.

Information:

1. Enrollment Update- Sarah

Decline in PK3- losing a couple kids a week, better rates, younger kids accepted, location.

Last month 2 kindergarteners were approved by the board to attend - 2 withdrawals, 1 of the 2 others that were approved hasn't been responding.

1st Grade is full

Looking at future opportunities to enroll students w/ IEP's

8th Grade has opened up and is doing well at 77, with 8 still on the waitlist

Anticipating 9 & 10th grade will be full by the start of the school year.

Working with Strategic Plan on the footprint - meeting next week. Visiting spaces on campus and a few other alternative options. Recommendations will likely come early this fall.

2. Next School Year Theme- His Grace is Enough

Book that all staff members will get, song is picked, scripture verse if picked. 2 Corinthians 12:9

3. 2025-2026 BHGMHC Mental Health Coach Update-

Emily has gotten her certification to be a social mental health counselor and she can bill her caseload to Medicaid, which will reduce our costs.

4. French Toast- Can do school store on their website and can get cash back if we do embroidered tops; we can't do it at this time due to our contract with Iowa Sports Supply. French Toast will be our vendor for the bottoms. We currently have sizes in our office and can be tried on.

5. Safety Project Update - Bollards up front at CHS, SE - Visitor management system and PA system, and starting to work on steel doors at the hallway. BMAP- Visitor

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management system, door alarms and bollards. CHS - PA, Visitor management system, bollards. Each school got \$50K, we have about \$23,400 left so secure doors are being pursued.

New business – Action Items:

1. 28E sharing agreement with Waterloo Schools (special education teacher)- Waterloo Public is open to a second special education teacher, but won't pay for it. 6-12 Campus won't have a special ed teacher on site.
Motion to sign the 28E Sharing Agreement.
(Eric - Motion, Fr. Tony - Second) Motion Carried.
2. Baseball Light Campaign - Sarah
Sent out an update by email - football, soccer and softball lights done.
Stage Lights- money is raised, working on getting it done before the fall play, no guarantees because things are moving slower than expected.
Baseball - How do we proceed? Less than 50% of the money has been raised. Looked into renting lights, using other fields, etc. Sarah would like to sit down with the Baseball Coaches and Activities Department: are there other options for the donors to support the baseball program. Consensus by the board to support Sarah's path forward.
3. Staff Dress Code- Admin Team has put significant time into reviewing the staff dresscode. Xavier & Newman - same policy expect 1 states that staff shouldn't wear anything that is blatantly outside the student dresscode. Then we sent it out to some trusted staff. Seeking approval to add dress code into Employee Dresscode - Option 4, recognizing that student dress code may impact.
(Greg Motion, Eric Second) Motion Carried.
4. CHS Program of Study - Changes
 - pg. 4 - Elective requirements were changed for incoming sophomores and freshmen, they must elect something in Fine Arts, STEM, Social Studies and English, this will not impact Juniors and Seniors.
 - Course Progression is listed
 - High School Foundations - incoming freshmen will take this course as a required credit.
 - Pg. 11 - Section of College & Career Readiness, 2 Hawkeye courses that are taught in house, action and leadership course which is also an ACT prep course (juniors and seniors will have priority).

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- Additional ELL classes were added, progressing ELL, emerging ELL and beginning - this will allow us to better serve students.
- Did remove 1 history and 1 english elective to focus more on core classes.

A motion to approve Program of Study
(Ki Motion, Heather Second) Motion carried.

5. Student Dress Code - Proposal has been shared. Shorts & skirts- at the fingertip. Sarah Smith's wording similar to- Concerns have been brought up to the staff and board with the dress code, in an attempt to maintain an environment of modesty... Dresscodes will be revisited in January for review
(Greg Motion, Heather Second) Motion carried.

6. Handbooks- Changes are highlighted.

1st Letter from Tom - 4 sites should be 3.

7:30 for school time (page 26) should be updated to 8 am - these have since then been updated.

Pg 54 - Section N to include nicotine in title.

Pg 58 - Required Drills

Student & Lunch Prices need to be confirmed that they are current

Student Attendance Code -

Excused Absence- Reword the portion about the dr. note

Minor Offenses- Academic Dishonesty - remove due to it having its own section

Detentions- Either email or call if a detention is assigned.

Link to Program of study needed updated.

Activity Fees

Expulsion section on page 50

AI Section?

Motion to approve the handbook(Greg Motion, Fr. Tom - Second)- Motion Carried

Student attendance codes - State guidance is having us change our codes a bit. We are going to make changes to be consistent with all CVCS buildings -

Med X- Medically Excused

College Visits, etc. - Will be able to get a better idea of what the student is actually gone for.

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Board Elections- Board President - Jake Schaefer, Vice President - Greg Stammeyer, Secretary - Laura Schaefer

Executive Session: 7:44 (Fr. Tom motion, Heather second), motion carried
7:54 pm (Greg Motion, Laura Second), motion carried

Motion to assess the fine on late teacher resignation: (Fr. Tom Motion, Ki second), motion carried

Additional Documents/Reports:

Advancement (Sarah) - Business Night August 5th and 6th, Jamboree 27th, Benchwarmers will be sold at each Waterloo Parish. ESA's are being billed this week - go in and click your school. Next meeting we will take a board photo.

(Chief Admin) Tom - Each week there are improvements at each campus - Sean Schott doing new concrete. Asphalt coming soon, Senior parking spots will be happening in August.

CHS (Katie)- Ethan H is attending basic training this summer, he was nominated to be a squad leader for a ruck march. Student leading the way! Curriculum for high school foundations - partnering with Jr. Achievement, it will include finance curriculum - credit score, financial awareness, career exploration, etc. simulation at the end of the program will be October 31st. Evan was nominated at Iowa communications network broadband communication counsel.

BMAP (Nick)- Is attending the Catholic Worker House celebration tonight.

St. Ed's (Aaron)- Working to fill 1st grade position, updates to Aaron's office.

Activities (Julie)- Basketball coach interviews tomorrow.

Adjournment:

Motion to Adjourn: 7:55 pm (Heather Motion, Fr. Tony second) motion carried

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Next Board meeting:

Thursday, August 21, 2025 - 5:30 PM

Prayer - Jake Schaefer

CHS Room #128

Executive Board meeting:

Monday, August 11, 2025 - 4:00 PM

Prayer - Jake Schaefer

CHS Office

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