

Cassopolis Public Schools
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Board of Education
Minutes
Regular Meeting
February 3, 2014

Welcome: This regular, rescheduled meeting of the Cassopolis Board of Education was held on Monday, February 3, 2014 in the Board meeting room at Squires Educational Center and called to order at 7:00 p.m., as President Ward welcomed those attending.

Roll Call: Members Present: Jeremy Carlisle, John Bright, Jason Pompey, Lori Whitmyer, George Calvert, Scott Ward

Member Absent: Sue Horstmann

Also present: Tracy Hertsel, Dee Voss, Bob Sieko, Robyn Bright, Cindy Martynowicz, and member of the press

John Bright led the Pledge of Allegiance.

Approval of Agenda - Moved by Jason Pompey, **supported by** John Bright to amend the agenda by adding a new discussion item under new business and a new action item under old business, release of funds for restoration project. **Motion carried** 6-0, as follows: Calvert, yes; Bright, yes; Pompey, yes; Carlisle, yes; Whitmyer, yes; Ward, yes.

Moved by Jeremy Carlisle, **supported by** Jason Pompey to approve the amended agenda. **Motion carried** 6-0, as follows: Calvert, yes; Bright, yes; Pompey, yes; Carlisle, yes; Whitmyer, yes; Ward, yes.

Approval of Minutes: **Moved by** George Calvert, **supported by** John Bright to approve the minutes of the special meeting of January 20, 2014, as written. **Motion carried** 6-0, as follows: Pompey, yes; Whitmyer, yes; Bright, yes; Calvert, yes; Carlisle, yes; Ward, yes.

Communications or correspondence – None.

Reports, Information Items from School Staff –

Sam Adams Elementary / Voss: Mrs. Voss said that they have been enrolling new students for the second semester but also lost a couple of students to other districts. She has been working on Title I and noted that, pending Board approval, will be hiring Wendy Grace to work with these at-risk students. Mrs. Grace is a seasoned teacher specifically trained in reading, as well as the reading/writing workshop and the new math program they are using at the school. Mrs. Grace will work with the most at-risk students. If money allows they would like to hire someone for math. At the elementary all students are covered in tier #1; with interventions beginning in tier #2 which is Mrs. Gorham and Mrs. Carlisle; the next tier is 31-A money for reading and math.

Mrs. Voss said that she will use the model that Mark Westerburg from New Buffalo presented in December and revamp the intervention he has in place there. Mrs. Voss requested a meeting with the Curriculum Committee when possible to review the district improvement plan as well as at both building levels. Next Wednesday Sam Adams Elementary will hold their annual Father/Daughter Valentine Dance. Also she said

that the Parliamentary Procedures team was participating in districts at Van Buren Tech Center tonight and were doing very well. Mrs. Voss said now that STAR baseline data for new students will be incorporated into the program.

Ross Beatty Jr./Sr. High School / Sieko: Mr. Sieko said that operations are for the most part back to normal at the building after the water damage. He recommends hiring two teachers for an ACT “boot camp” to better prepare our students for the tests ahead. Testing begins in March and the temporary zero hour class would be offered the month of February.

Administration / Hertsel: Mr. Hertsel thanked the Board members for the countless hours they put in for the district and presented each with a gift certificate to a local restaurant. He realizes that they give up a lot of time from their personal life for district business and said that it is appreciated.

Mr. Hertsel said that Mr. Brawley has been changing event dates and shuffling events daily. A lot of our non-conference schools have had to cancel with us because they have obligations with their conference games so it is a challenge to fill the schedule.

Public Comment – None.

Financials - **Moved by** Jeremy Carlisle, **supported by** Lori Whitmyer that the Board of Education approve payment of bills for the month of December, as follows: \$213,641.73 for the General Fund and \$9,946.28 for the Food Service Fund. **Motion carried** 6-0, as follows: Calvert, yes; Bright, yes; Pompey, yes; Whitmyer, yes; Carlisle, yes; Ward, yes.

New Business – Discussion Item

Report from Finance Committee meeting – Mr. Pompey said that the amendment to tonight’s agenda is based upon talks in a Finance Committee meeting. There are a lot of projects that need to be restored, replaced and completed. These don’t need to come back to the Board for a vote each and every time. The committee is requesting the Board release \$20,000 from both the General Fund and Sinking Fund for restoration completion to be spent at the discretion of the Superintendent.

Mr. Carlisle said the reason for both funds is because the Sinking Fund has very specific things that it can be used to pay. If for restoration purposes, painting is covered but if not it is not. By releasing this money from both funds what isn’t covered in the Sinking Fund can be covered by the General Fund.

Mr. Pompey said there is still \$115,000 in the Sinking Fund from last year. The Finance Committee was told that as of now we are into the positive in the budget.

Mr. Bright said that tax monies are rolling in and that, plus the work the Board has done since last budget season, shows we are now running at a balanced budget.

Mr. Hertsel said that he received final approval today on the gym floor replacement. We will be moving forward with tearing out the old floor as soon as the company is available to begin work. It is estimated to take 6-8 weeks to complete. Also the carpet was approved and ordered today. They will house it for the district in their warehouse until needed to install in various areas at the high school.

Old Business – Discussion Item

Update on renovations at Ross Beatty Jr./Sr. High School – Mr. Hertsel said at this point the clean-up is complete and they are ready to repair and/or replace items. Mrs. Bright has made significant progress in the kitchen area. The cooler and freezer have been removed. He noted that we are using local contractors when possible for the restoration. He brought Tony Leininger from Carmi Design Group in to help with the auditorium to get things as close to new as possible.

At Sam Adams Elementary a sprinkler pipe broke last week which caused minimal damage. The night it happened a piping company came in at 1:30 a.m. to begin the clean-up. We are also working with the construction manager from the building project in order to get resolution to this problem. Servpro also helped with the water clean-up.

At Red Brick there is a non-weather related pipe that is leaking. It is believed this is due to age and the issue will be addressed tomorrow.

Mr. Ward said he toured Mattawan High School to see their gym floor and asked if Mr. Hertsel would want a Building and Grounds Committee meeting to work on the gym floor design. Mr. Hertsel said that Mr. Brawley has started the process with the Athletic Boosters. They will come to the Building and Grounds Committee with their thoughts and recommendations.

Mr. Ward thanked the Cassopolis Fire Department who came to Sam Adams Elementary immediately upon hearing of the leak. He said they did a fantastic job and wanted to thank them publicly for their efforts.

New Business – Action Items

Acceptance of Donation to Band Department – **Moved by** Lori Whitmyer, **supported by** George Calvert that the \$1,500 donation from Valerie Minnix-Pompa to the Band Department is accepted with much appreciation. **Motion carried** 6-0, as follows: Whitmyer, yes; Bright, yes; Calvert, yes; Carlisle, yes; Pompey, yes; Ward, yes.

Acceptance of Donation to Robotics Club – **Moved by** Lori Whitmyer, **supported by** Jason Pompey that the \$1,500 donation from Valerie Minnix-Pompa to the Robotics Club is accepted with much appreciation. **Motion carried** 6-0, as follows: Carlisle, yes; Pompey, yes; Calvert, yes; Whitmyer, yes; Bright, yes; Ward, yes.

Acceptance of Donation from Precision Pipeline – **Moved by** Jeremy Carlisle, **supported by** Jason Pompey that the \$5,000 donation from Precision Pipeline to Cassopolis Public Schools is accepted with much appreciation. **Motion carried** 6-0, as follows: Whitmyer, yes; Calvert, yes; Carlisle, yes; Bright, yes; Pompey, yes; Ward, yes.

Hirings – **Moved by** Lori Whitmyer, **supported by** Jeremy Carlisle that the following positions be awarded: Andi Smallbone, Varsity Girls Tennis Coach; and, Bob Ballantine, JV Baseball Coach, as recommended by the Athletic Director. Also, to award the positions of Math ACT Prep teacher to Julie Taylor, and English ACT Prep teacher to Brooke Brawley, from February 3-28, 2014. **Motion carried** 6-0, as follows: Pompey, yes; Calvert, yes; Whitmyer, yes; Carlisle, yes; Bright, yes; Ward, yes.

Release of Sinking Fund and General Fund monies – **Moved by** Jason Pompey, **supported by** Lori Whitmyer to release \$20,000 from the Sinking Fund and \$20,000 from the General Fund towards the restoration project at Ross Beatty Jr./Sr. High School, at the discretion of the Superintendent. **Motion carried** 6-0, as follows: Carlisle, yes; Whitmyer, yes; Pompey, yes; Calvert, yes; Bright, yes; Ward, yes.

Superintendent's Report – Mr. Hertsel reported as follows:

- Thanked Mr. Sieko for establishing the temporary prep classes in preparation for the ACT and MME, as it is a great opportunity for kids. He hopes students take advantage of the class.
- Thanked those involved for the above donations, noting it is always good to see former students giving back to the community. The donation from Precision Pipeline is being used to upgrade the high school security system. We will be adding new cameras to the current system.
- Has had to bring in extra snow removal equipment as our trucks have not been able to keep up with the large amounts of snow this winter.
- When a decision has to be made about whether or not to hold school due to the weather, he first and often speaks with all agencies including other county districts, the Road Commission, police and always tries to make the best and safest decision possible.
- Is working with the teacher's association on how to add hours and days back in to the schedule.
- Thanked the Cassopolis Fire Department for their help with the Sam Adams Elementary water problem.

Mr. Carlisle asked if the Sam Adams Elementary sign is still being worked on; Mr. Hertsel said that he has had his full attention at the buildings for the recent issues but has not lost track of the sign and will see that it is addressed.

Mrs. Whitmyer said she believes that she is speaking for everyone in the community who feels Mr. Hertsel is doing a fantastic job with everything that is and has been going on between the weather, water issues, and thanked him for his dedication and hard work. Board members were in agreement with her statement.

Mr. Bright said that it has been a while since the Board and administration addressed Board goals. When Mark Westerburg was in district in December he felt it important to keep Board goals simple. Mr. Bright would like this re-addressed in the near future. He asked other Board members think about the goals Mr. Westerburg discussed and that this be discussed at an upcoming Board meeting.

There being no further business to come before the Board of Education it was **moved by** George Calvert, **supported by** Jeremy Carlisle to adjourn the meeting at 7:35 p.m. All in favor.

Susan Horstmann, Secretary