

Cassopolis Public Schools
725 Center Street
Cassopolis, MI 49031
(269) 445-0500

Board of Education
Minutes
Regular Meeting
June 9, 2014

Welcome: This regular meeting of the Cassopolis Board of Education was held on Monday, June 9, 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: Lisa Cutting, George Calvert, Sue Horstmann, Jeremy Carlisle, John Bright, Jason Pompey, Scott Ward

Members Absent: None

Also present: Tracy Hertsel, Laura Ash, Becky Smith, Matt Brawley, Dee Voss, Robyn Bright, Cindy Martynowicz, members of the community and press

Sue Horstmann led the Pledge of Allegiance.

Approval of Agenda - Moved by Jason Pompey, **supported by** Jeremy Carlisle to amend the agenda by adding item IX B, Review and Discussion of the Federal Financial Internal Controls and Procedures Manual. **Motion carried** 7-0, as follows: Pompey, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Carlisle, yes; Bright, yes; Ward, yes.

Moved by George Calvert, **supported by** Jeremy Carlisle to approve the agenda, as amended. **Motion carried** 7-0, as follows: Carlisle, yes; Cutting, yes; Pompey, yes; Horstmann, yes; Calvert, yes; Bright, yes; Ward, yes.

Approval of Minutes: **Moved by** Jeremy Carlisle, **supported by** John Bright to approve the minutes from the special meeting of May 19, 2014, as written. **Motion carried** 7-0, as follows: Bright, yes; Carlisle, yes; Cutting, yes; Calvert, yes; Horstmann, yes; Pompey, yes; Ward, yes.

Communications or correspondence – None.

Reports, Information Items from School Staff – Mr. Hertsel presented retiring teacher Mrs. Felomina Patton with a gift of appreciation from the Board in recognition of her 30 years with the district. Mr. Hertsel said that she and her years of service are much appreciated. Mrs. Patton said that she could not have asked for a better place to work these past 30 years and how the school family is her second family. Mrs. Patton then invited the Board to attend an open house at the Bonine House this Friday from 1-4 p.m. She also noted that the Kentucky Raid team was invited to present at the Detroit Underground Railroad Convention later this year.

Public Comment – None.

Financials - Moved by Jason Pompey, **supported by** George Calvert, that the Board of Education approve payment of bills for the month of April as follows: \$296,239.97 for the General Fund, \$75,112.78 for the Food Service Fund and \$10,768.75 for the Sinking Fund. **Motion carried** 7-0, as follows: Pompey, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Carlisle, yes; Bright, yes; Ward, yes.

New Business – Discussion Item

2014-15 Preliminary budget presentation – Mr. Hertsel said that Mrs. Ash and Mrs. Smith have been working a lot of overtime putting the budget together. He then turned the presentation over to Mrs. Ash.

Laura Ash reviewed the specifics of the proposed 2014-15 preliminary budget, including the following: local revenue, state revenue and federal funds. Mrs. Ash then reviewed 2014-15 expenditure assumptions.

There was then brief discussion amongst Board members. This will be an action item at the June 23 meeting.

Federal Financial Internal Controls and Procedures – Mr. Hertsel said that the district has a Title I audit on Thursday and Mrs. Ash has worked diligently to get this document before the Board. It is up for discussion tonight and will be an action item at the June 23 meeting.

Mrs. Ash said they found that NEOLA doesn't have specific enough control procedures, which this manual addresses. The document is meant to be used to reflect how the business office operates, who does what and when, etc., it is meant as a procedural guide. Mrs. Ash will present this document at the Title I audit and advise that this will be finalized and on the agenda for adoption at the next Board meeting.

Hiring – **Moved by** Jeremy Carlisle, **supported by** Jason Pompey that it is hereby resolved to award the following positions: Boys Varsity Soccer Coach, Austin Francis; Ross Beatty summer school Math teacher, Paul Chapman; and, Ross Beatty summer school English teacher, Kristine Widerquist Bosler. **Motion carried** 7-0, as follows: Cutting, yes; Pompey, yes; Carlisle, yes; Horstmann, yes; Bright, yes; Calvert, yes; Ward, yes.

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

- Attended the soccer award program and said he appreciates what Mr. Brawley has done to personalize the awards ceremony for each sport.
- There were many field trips the last month of school, and the kids got to attend some great events.
- Informed the Board that Linda Vite, our Adult Education Director, is in the hospital in serious condition. He will keep the Board updated on her condition.
- Stated that he received an email late today from Ellizar Abalos, our Band Director, resigning from his position. While we are sorry to see him leave the district, Ellizar has an opportunity to work with the United States Navy Band and we wish him well.
- The high school bleachers and press box have all been dismantled and are being removed. He said that the process is moving quickly.

Request to go into closed session for Superintendent Evaluation – **Moved by** Jason Pompey, **supported by** Jeremy Carlisle to go into closed session at 7:32 p.m. for the Superintendent evaluation. **Motion carried** 7-0, as follows: Carlisle, yes; Bright, yes; Pompey, yes; Cutting, yes; Calvert, yes; Horstmann, yes; Ward, yes.

The Board returned to open session at 8:13 p.m.

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 8:14 p.m. All in favor.

Susan Horstmann, Secretary