

Cassopolis Public Schools
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Board of Education
Minutes
Regular Meeting
June 22, 2015

Welcome: This regular meeting of the Cassopolis Board of Education was held on Monday, June 22, 2015 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: Deb Deubner, Jesse Binns, Lisa Cutting, George Calvert, Sue Horstmann, Scott Ward

Members Absent: None

Also present: Tracy Hertsel, Becky Smith, Robyn Bright, Cindy Martynowicz, members of the community and staff

Lisa Cutting led the Pledge of Allegiance.

Approval of Agenda - **Moved by** Jesse Binns, **supported by** George Calvert to approve the agenda, as written. **Motion carried** 6-0, as follows: Calvert, yes; Horstmann, yes; Binns, yes; Deubner, yes; Cutting, yes, Ward, yes.

Approval of Minutes: **Moved by** George Calvert, **supported by** Lisa Cutting to approve the June 8, 2015 minutes, as written. **Motion carried** 6-0, as follows: Binns, yes; Cutting, yes; Horstmann, yes; Calvert, yes; Deubner, yes; Ward, yes.

Communications or correspondence – None.

Reports, Information Items from School Staff –

Food Services / Bright: Mrs. Bright said that the summer meal program is off to a great start. Numbers from their first week were 566 breakfasts and 758 lunches were served. Also this week we opened a new site at Brookside and she expects the numbers to continue to be high.

Public Comment – None.

Financials – May, 2015

Moved by Lisa Cutting, **supported by** George Calvert that it is resolved that the Board of Education approves the payment of bills for the month of May as follows: General Fund \$304,302.80, Food Service Fund \$57,983.75, and Debt Service Fund \$2,200. **Motion carried** 6-0, as follows: Cutting, yes; Calvert, yes; Horstmann, yes; Deubner, yes; Binns, yes; Ward, yes.

New Business – Discussion Items

Request to increase food service prices – Mrs. Bright said that the Food Services Department is required by law to prepare a report from the USDA Food & Nutrition Program. It is a weighted average pricing report from our October count numbers. A mandate by the USDA requires she bring a recommendation for this price increase which she is proposing be 15 cents per meal.

Merit Pay for Administrators – Mr. Hertsel said he wanted to bring this to the Board's attention. He first saw this item as a qualifier for Best Practices and Cassopolis has not yet implemented this merit pay. In checking with legal counsel he was told that merit pay was to be for both teachers and administrators. Mr. Hertsel said that some districts are handling this with money and some with per diem days. He will get more information on this and relay to the Board.

Dr. Calvert asked who this would apply to and Mr. Hertsel said it is for building administrators and the Superintendent.

Mr. Ward asked how this would be recorded. Mr. Hertsel said it would be done through the evaluation process. This was to be tied to student achievement at the state level but now that is on hold. He will get this information to the Finance Committee when facts are pulled together.

Old Business – Action items

Adoption of 2014-15 Final Budget – **Moved by** Sue Horstmann, **supported by** George Calvert that it is hereby resolved the attached final General Fund, Food Services Fund, Debt Fund and Sinking Fund budget resolutions for the 2014-15 school year are approved, as presented.

Motion carried 6-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Deubner, yes; Ward, yes.

Adoption of 2015-16 Preliminary General Fund Budget – **Moved by** Deb Deubner, **supported by** Jesse Binns that it is hereby resolved that the attached preliminary General Fund budget resolution for the 2015-16 school year is approved as presented. Adoption of the General Fund budget will include an ad valorem property tax levy of up to 18 mills on non-homestead and non-qualified agricultural property. The purpose of this levy is to support the General Fund budget operating expenses. The tax revenue is included in the local sources of revenue. **Motion carried** 6-0, as follows: Deubner, yes; Cutting, yes; Binns, yes; Horstmann, yes; Calvert, yes; Ward, yes.

Adoption of the 2015-16 Preliminary Debt Fund Budgets – **Moved by** Deb Deubner, **supported by** Sue Horstmann, it is hereby resolved that the attached preliminary Debt Fund budget resolution for the 2015-16 school year is approved as presented. Adoption of the Debt Fund budgets will include an ad valorem property tax levy of up to 2.30 mills on non-homestead and non-qualified agricultural property. The purpose of this levy is to support the Debt Fund budgets operating expenses. The tax revenue is included in the local sources of revenue. **Motion carried** 6-0, as follows: Deubner, yes; Cutting, yes; Calvert, yes; Horstmann, yes; Binns, yes; Ward, yes.

Adoption of the 2015-16 Sinking Fund Budget – **Moved by** Jesse Binns, **supported by** George Calvert that it is hereby resolved the attached preliminary Sinking Fund budget resolution for the 2015-16 school year is approved as presented. Adoption of the Sinking Fund budget will include an ad valorem property tax of up to .8379 mills on non-homestead and non-qualified agricultural property. The purpose of this levy is to support the Sinking Fund budget operating expenses. The tax revenue is included in the local sources of revenue. **Motion carried** 6-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Deubner, yes; Ward, yes.

Adoption of the 2015-16 Food Service Fund Budget – **Moved by** Sue Horstmann, **supported by** Jesse Binns that it is hereby resolved the attached preliminary Food Service budget resolution for the 2015-16 school year is approved as presented. **Motion carried** 6-0, as follows: Cutting, yes; Binns, yes; Deubner, yes; Horstmann, yes; Calvert, yes; Ward, yes.

Adoption of 2015-16 State Aid Borrowing Resolution – **Moved by** Sue Horstmann, **supported by** George Calvert that it is hereby resolved the Resolution Authorizing Issuance of Notes in Anticipation of State Aid in the amount of \$1,000,000 be approved and presented to the Michigan Municipal Bond Authority. **Motion carried** 6-0, as follows: Calvert, yes; Horstmann, yes; Binns, yes; Cutting, yes; Deubner, yes; Ward, yes.

Request to increase food service prices – **Moved by** Deb Deubner, **supported by** George Calvert that it is hereby resolved starting with the 2015-16 school year meal prices will change as follows: elementary breakfast \$1.55, lunch \$2.55, milk \$0.50; secondary breakfast \$1.80, lunch \$2.80, milk, \$0.50; and, faculty breakfast \$2.30, lunch \$3.80, milk \$0.50. **Motion carried** 6-0, as follows: Horstmann, yes; Cutting, yes; Calvert, yes; Deubner, yes; Binns, yes; Ward, yes.

New Business – Action items

Schedule Reorganization Meeting – **Moved by** Lisa Cutting, **supported by** Deb Deubner that the 2015-16 school year reorganizational meeting will be held on Monday, July 13, 2015, beginning at 7:00 p.m., at Squires Education Center. **Motion carried** 6-0, as follows: Deubner, yes; Binns, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Ward, yes.

Hirings – **Moved by** George Calvert, **supported by** Jesse Binns that it is hereby resolved to award the following positions: Secondary Spanish teacher – Nicole VanderKolk; JV Volleyball Coach – Olivia Stewart; and, Operations/Transportation Supervisor – John Bright. **Motion carried** 6-0, as follows: Deubner, yes; Binns, yes; Cutting, yes; Calvert, yes; Horstmann, yes; Ward, yes.

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

- Welcomed Mr. Bright to his new position and said it was very clear in interviews that his history will be beneficial to the district.
- Said that Nicole VanderKolk is on vacation but will attend another Board meeting to be introduced. She is coming to the district with four years of experience.
- Will have some community meetings in July on the upcoming bond. He and Tony Leininger will put a presentation together.
- Worked today with Mrs. Voss and Mr. VanLue on various reports that are due next week.
- Noted that the district email was hacked today so advised all to keep an eye on their email. Mr. Diol is working through the issues.
- Regarding his evaluation he had been waiting for data from the state but rather than still wait he had given Board members the data available and asked they return completed forms to Mrs. Martynowicz. The summary of information will then be brought to the Board.

Board Vacancy Interviews – Mr. Ward read a series of questions to the applicant, Amanda Smego. The questions and her responses were as follows:

1. What are the top three reasons you want to be a Board member:

To help the school, hopes to help increase enrollment and student achievement.

2. Over the past couple of years the Board has had to make difficult staffing and financial decisions. What decision that was made would you change and why?

Doesn't think she would have changed anything as the Board followed policies.

3. What are the top three priorities you see facing the Board?

Budget, keeping staff employed and keeping schools open.

4. As a point of explanation there are a series of classes to introduce new Board members to school leadership. The classes are offered in various towns and also online. Would your schedule allow you to take these classes?

Yes

Mr. Ward asked if there were questions from Board members.

Ms. Cutting asked if Mrs. Smego was prepared to handle negativity in the community. Mrs. Smego said that she has to do the same from work and she would follow policies.

Mrs. Horstmann said that Board members sit on various committees that entail additional meetings and research. She asked if Mrs. Smego felt she would have the time to fulfill those responsibilities. Mrs. Smego said yes.

Moved by George Calvert, **supported by** Deb Deubner to appoint Amanda Smego to complete the term vacated by John Bright that will end in December, 2016. **Motion carried** 6-0, as follows: Calvert, yes; Horstmann, yes; Binns, yes; Deubner, yes; Cutting, yes; Ward, yes.

At this time Mrs. Martynowicz administered the Oath of Office to Mrs. Smego.

There being no further business to come before the Board of Education it was **moved by** George Calvert, **supported by** Lisa Cutting to adjourn the meeting at 7:28 p.m. All in favor.

Susan Horstmann, Secretary