

Cassopolis Public Schools
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Board of Education
Minutes
Regular Meeting
November 28, 2016

Welcome: This regular meeting of the Cassopolis Board of Education was held on Monday, November 28, 2016 in the Board meeting room at Squires Education Center, and called to order at 7:00 p.m., as President Ward welcomed those attending.

Roll Call:

Members Present: Lisa Cutting, George Calvert, Deb Deubner, Jesse Binns and Scott Ward

Members Absent: Sue Horstmann and Amanda Smego

Also present: Tracy Hertsel, Bonnie Adams, Dee Voss, Dave VanLue and Cindy Martynowicz

Lisa Cutting led the Pledge of Allegiance.

Approval of Agenda – **Moved by** Lisa Cutting, **supported by** George Calvert to amend the agenda by adding two new Discussion Items (C) Administrative Contracts for 2016-17 and 2017-18 school years; and, (D) Offer for Red Brick school and property; and, to add a new Action Item (C) Administrative Contracts for the 2016-17 and 2017-18 school years. **Motion carried** 5-0, as follows: Binns, yes; Calvert, yes; Cutting, yes; Deubner, yes; Ward, yes.

Moved by George Calvert, **supported by** Lisa Cutting to approve the agenda, as amended. **Motion carried** 5-0, as follows: Binns, yes; Calvert, yes; Cutting, yes; Deubner, yes; Ward, yes.

Approval of Minutes: **Moved by** Jesse Binns, **supported by** Deb Deubner to approve the minutes of the November 14, 2016 regular meeting, as written. **Motion carried** 5-0, as follows: Deubner, yes; Cutting, yes; Binns, yes; Calvert, yes; Ward, yes.

Communications or correspondence – None.

Reports, Information Items from School Staff –

Sam Adams ES / Voss: Mrs. Voss said that she, Mrs. Stermer and Mrs. Jones met with Tom Swartz. Mr. Swartz started the swimming program for 4th grade students at Diamond Lake a few years ago. He and other volunteers will be providing backpack food for 20 kids who are in need to have over weekends starting after the holidays. Mrs. Voss said they did a “Thanks for Giving” collection for the food pantry and will also participate in Toys for Tots. The school is again running a Santa Shoppe for the kids to shop for family members. Mrs. Voss said that she will be attending a meeting on Title. The SAES staff has had a lot of PD, which she reviewed. Mrs. Voss thanked those that supported the staff when Miss Lang passed away.

Ross Beatty JSHS / VanLue: Mr. VanLue said they had two drug dogs inspect both inside the building and in the parking lot and they found no issues. On the November 8 half-day, his entire staff participated in an active shooter training which was very helpful. Mr. VanLue thanked Mr. Bright whose department

was providing transportation to students in the academic intervention program. He also thanked Mrs. Bright and Mrs. Phillips for providing snacks for the 13 junior high students currently in the program. The Ranger Wellness Center arranged for a presentation on drug and alcohol awareness for high school students which was very well received by the students. Mr. VanLue listed upcoming events.

Finance / Adams: Mrs. Adams said she is going through how accounts are set up, looking at amendments that need to be done. The FID was done on time and completed. The final grant expenditure reports are done. She is getting familiar with things.

Public Comment – None.

Financials – **Moved by** Lisa Cutting, **supported by** George Calvert, that it is hereby resolved to approve the October, 2016 financials as follows: General Fund \$339,564.59; Food Service Fund \$46,775.04; Debt Service Fund \$120,012.32; and 2015 Bond Capital Projects Fund \$32,213.52. **Motion carried** 5-0, as follows: Calvert, yes; Binns, yes; Cutting, yes; Deubner, yes; Ward, yes.

New Business – Discussion Items

District Technology – Mr. Ward said he had asked this item be added to the agenda. Mr. Ward distributed a proposal that he prepared on district technology that was discussed at a recent committee meeting. He reviewed the proposal and estimated cost and said that if all students were provided an item (iPad, Chromebook or laptop) the district would be able to keep up with current textbooks and current technology. This would need to be put in place by June so teachers would have the summer to get acclimated with the new program. Mr. Ward thinks this is an attainable goal but would like it brought up again for discussion at a future meeting after Board members have reviewed this information.

Report from November 17 meeting at Lewis Cass ISD – Mr. Ward asked Board members who attended this second training session to give their input. It was the consensus of those who had attended that the meeting had conflicting information from the first meeting about procedures and said that the general presentation was not at all helpful. It was the consensus of the Board for this school year to pick one other Board goal to be used for evaluation, as Goal #1 has already been chosen and aligned. The second goal chosen would be used for evaluation and aligned as well. This will be on the December 12 agenda for discussion and action so that the goals are in place.

Administrative contracts for 2016-17 and 2017-18 school years – Mr. Hertsel said that in the past when the teacher's contract has been adopted, administrators have gotten an equal increase in their pay. He asked the Board approve that increase and also approve the scale reflective in the administrative contracts. Mr. Hertsel said that the administrators are all deserving and he knows the hours they put in.

Offer for Red Brick School and property – Mr. Hertsel said that the district received an offer to purchase Red Brick school and property. The offer is contingent on getting approval from Jefferson Township on zoning. He asked the Board to get back with him as to their thoughts on accepting the offer. Mr. Ward asked Mr. Hertsel provide the following in Friday's update: recurring monthly expenses and the cost of liability insurance for Red Brick school and property.

Old Business – Action Items

Athletic Conference Resolution – **Moved by** Deb Deubner, **supported by** George Calvert that it is hereby resolved that Cassopolis Public Schools approves participation in the Southwest 10 Athletic Conference beginning with the 2017-18 school year. **Motion carried** 5-0, as follows: Cutting, yes; Calvert, yes; Deubner, yes; Binns, yes; Ward, yes.

Second Reading on NEOLA Vol. 31, No. 1 – **Moved by** Deb Deubner, **supported by** Jesse Binns that it be hereby resolved that the following NEOLA Policies are adopted, as presented: 1619, 1619.01, 1619.02, 1619.03, 2628, 3142, 3419, 3419.01, 3419.02, 3419.03, 3420 (delete), 4419, 4419.01, 4419.02, 4419.03, 4420 (delete), 5830, 6424, 6605, 8321 and 9700. **Motion carried** 5-0, as follows: Deubner, yes; Binns, yes; Calvert, yes; Cutting, yes; Ward, yes.

Administrative Contracts for the 2016-17 and 2017-18 school years – **Moved by** Jesse Binns, **supported by** George Calvert that it is hereby resolved that the administrative contracts for the 2016-17 and 2017-18 school years are approved with the same schedule increases and off-schedule payments as agreed to by members of the BCEA-MEA-NEA. **Motion carried** 5-0, as follows: Deubner, yes; Cutting, yes; Calvert, yes; Binns, yes; Ward, yes.

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

- Showed Board members the full-page ad that was run in the Decatur newspaper thanking them for the use of their football facility for playoffs.
- Thanked Mrs. Voss and Officer Graves for preparing the memorial service for Miss Lang.
- Asked for input about when to reschedule the community meeting and Board members felt that after the holidays would be best.
- He attended a legislative meeting earlier today and they have the next three weeks in session and then reviewed discussion items from today’s meeting.
- Mr. Hertsel announced that he is planning to retire at the end of the school year. He thanked Cassopolis for the many great years.

There being no further business to come before the Board of Education it was **moved by** George Calvert, **supported by** Jesse Binns to adjourn the meeting at 8:25 pm. All in favor.

Susan Horstmann, Secretary