

**Cassopolis Public Schools
725 Center Street
Cassopolis, MI 49031
(269) 445-0503**

**Board of Education
Minutes
Regular Meeting
June 12, 2017**

Welcome: This regular meeting of the Cassopolis Board of Education was held on Monday, June 12, 2017 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: George Calvert, Sue Horstmann, Jesse Binns, Deb Deubner, Scott Ward
Members absent: Amanda Smego, Lisa Cutting
Also present: Tracy Hertsel, Bonnie Adams, John Bright, Robyn Bright, Dr. Angela Piazza, Cindy Martynowicz, students, members of the staff and community

Dr. Calvert led the Pledge of Allegiance.

Approval of the Agenda – **Moved by** Sue Horstmann, **supported by** Jesse Binns to amend the agenda by adding the following to item VIII “New Business-Action Items”:

- E. Hire – Elementary Level Teacher – Kristin Leduc
- F. Hire – Elementary Level Teacher – John File
- G. Hire – Elementary Level Teacher – Brandy Carrington

And to add the following under items IX “New Business – Discussion Items”

- I. Proposal to Purchase Food Service vehicle
- J. Proposal to Add Position

And to add the following under item X “Old Business – Action Items”

- D. Proposal to Purchase Food Service vehicle
- E. Proposal to Add Position

Motion carried 5-0, as follows: Deubner, yes; Binns, yes; Horstmann, yes; Calvert, yes; Ward, yes.

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

Approval of Minutes: **Moved by** Jesse Binns, **supported by** Deb Deubner, to approve the minutes from the regular meeting of May 22, 2017, as written. **Motion carried** 5-0, as follows: Deubner, yes; Calvert, yes; Horstmann, yes; Binns, yes; Ward, yes.

Communications and correspondence – None.

Reports, Information Items from School Staff – Mr. Hertsel recognized Julie Allen (who was not able to attend), Kelly Hargrove and Maria Jones upon their retirement. He thanked them all for their years of service to the district. Both Mrs. Hargrove and Mrs. Jones thanked the Board for the recognition of their retirement.

Public Comment – Edward Jones, community member, businessman and husband of Mrs. Jones. Mr. Jones spoke about how proud he is of his wife and of her tireless efforts to the district over the many years.

New Business – Action Items

Request for Maternity Leave – **Moved** by Deb Deubner, **supported** by George Calvert that it is hereby resolved that the Alisa Doll's maternity leave request, tentatively beginning August 27, 2017 for a 12-week FMLA leave, is approved. **Motion carried** 5-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Deubner, yes; Ward, yes.

Hire – Elementary Intervention Specialist – **Moved by** Deb Deubner, **supported by** Jesse Binns that Breana Bowsher is hired as the Elementary Intervention Specialist beginning at the start of the 2017-18 school year, as recommended by the Principal. **Motion carried** 5-0, as follows: Binns, yes; Deubner, yes; Horstmann, yes; Calvert, yes; Ward, yes. Ms. Bowsher said that she is a 1997 Ross Beatty High School graduate and looks forward to this opportunity.

Hire – Elementary Special Education Teacher – **Moved by** Deb Deubner, **supported by** George Calvert that Kaley Flynn is hired as an Elementary Special Education Teacher beginning at the start of the 2017-18 school year as recommended by the Principal. **Motion carried** 5-0, as follows: Deubner, yes; Calvert, yes; Horstmann, yes; Binns, yes; Ward, yes.

Hire – Adult/Alternative Education Director – **Moved by** Jesse Binns, **supported by** Deb Deubner that Jeff Wernette is hired as the Adult/Alternative Education Director/Teacher, beginning with the start of the 2017-18 school year, with the understanding that he will also work the 2017 summer school program, as available. **Motion carried** 5-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Deubner, yes; Ward, yes.

Hire – Elementary Level Teacher – **Moved by** Sue Horstmann, **supported by** George Calvert that Kristin Leduc is hired as an elementary level teacher beginning with the 2017-18 school year. **Motion carried** 5-0, as follows: Binns, yes; Deubner, yes; Horstmann, yes; Calvert, yes; Ward, yes. Ms. Leduc said that she is from Marcellus and is very excited to be here.

Hire – Elementary Level Teacher – **Moved by** Sue Horstmann, **supported by** Deb Deubner that John File is hired as an Elementary Level Teacher beginning with the 2017-18 school year. **Motion carried** 5-0, as follows: Deubner, yes; Calvert, yes; Horstmann, yes; Binns, yes; Ward, yes. Mr. File said that he is originally from Cass County and is excited to be a part of the Cassopolis community.

Hire – Elementary Level Teacher – **Moved by** Sue Horstmann, **supported by** Jesse Binns that Brandy Carrington is hired as an Elementary Level Teacher beginning with the 2017-18 school year. **Motion carried** 5-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Deubner, yes; Ward, yes. Ms. Carrington said that she is from Watervliet and looks forward to being a part of the community.

New Business – Discussion Item

Presentation from Advanced Art Class – Mrs. Shelly Johnson introduced 5 members of her current Advanced Art Class. Each student gave a brief presentation, showing a piece of their art work and talking about how this class has helped them and in what ways.

School Start Date 2017-18 – Mr. Hertsel said that he met with the teacher's association and they have agreed for the first day of school to be a full day on Tuesday, September 5. He would recommend the Board approve this date.

Technology Position – Mr. Ward asked Dr. Piazza to speak regarding this department. Dr. Piazza distributed a handout of sample job descriptions for various position levels within a Technology Department. The needs for Cassopolis would be much more streamlined, due to the size of our district in comparison with larger districts. Dr. Piazza asked Board members review the job descriptions and think about the direction they would like for our district to go regarding technology. Mr. Ward said that we will use these samples to come up with a working document to use through the process.

Asphalt Proposal for Ross Beatty JSHS – Mr. Bright said that this proposal was discussed at a Finance Committee meeting last week. The committee reviewed the two quotes obtained and recommends the Board approve the lower quote from Shembarger Asphalt Sealing, Inc. Mr. Ward added background information, stating that at a community meeting, a complaint they heard more than once was about the condition of the parking lots, and he feels they will have the backing of the community to make this improvement.

Logging Proposal for trees on Squires Property – Mr. Hertsel said he received two quotes for the logging of 61 trees on the north side of the Squires property. He would recommend the quote from Forest and Land Management be approved.

Buyout of vacation days for three administrators – Mr. Hertsel said he is asking the Board approve the buying out of vacation days for himself, Robyn Bright and John Bright as they are too busy to take time off. The Board will consider this at the June 26 meeting. Mr. Ward asked that the total dollar amount for these buyouts be included in this Friday's update to the Board.

Final 2016-17 Budget Presentation – Mrs. Adams reviewed changes to the final 2016-17 budget as compared to the budget revisions adopted in April, 2017.

Preliminary 2017-18 Budget Presentation – Mrs. Adams reviewed parts of the proposed 2017-18 preliminary budget.

Proposal to Purchase Food Service Vehicle – Mr. Hertsel said that Food Service has another surplus of funds this year and he is proposing the purchase of a high cube truck. There are ample funds for this purchase in the 2016-17 Food Service budget.

Proposal to Add Position – Mr. Ward asked Dr. Piazza explain this proposal. Dr. Piazza said that she is proposing this position be added as it would be a huge asset to the principals and would be an asset for our students. If approved, once hired this person would work on development of curriculum maps, K-12 articulation and in many more areas. Dr. Piazza said that she has seen the positive difference this position can have on a district.

Old Business – Action Items

School Start Date for 2017-18 **Moved by** Jesse Binns, **supported by** George Calvert that the first day of school for students for the 2017-18 school year will be a full day on Tuesday, September 5, 2017. **Motion carried** 5-0, as follows: Binns, yes; Deubner, yes; Horstmann, yes; Calvert, yes; Ward, yes.

Asphalt Proposal for Ross Beatty JSHS and the Bus Garage – **Moved by** Sue Horstmann, **supported by** Deb Deubner that it is hereby resolved that the proposal from Shembarger Asphalt Sealing, Inc. is accepted and the Superintendent is authorized to move forward with the asphalt project at Ross Beatty Jr./Sr. High School and the Bus Garage, at a cost not to exceed \$45,800.10. **Motion carried** 5-0, as follows: Deubner, yes; Calvert, yes; Horstmann, yes; Binns, yes; Ward, yes.

Logging Proposal for trees on Squires Property – **Moved by** Deb Deubner, **supported by** Jesse Binns that it is hereby resolved that Forest and Land Management LLC's logging proposal for 61 trees on the Squires property is accepted based on their quote to pay the district \$17,650 for said logging. **Motion carried** 5-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Deubner, yes; Ward, yes.

Food Service Vehicle – **Moved by** Sue Horstmann, **supported by** Deb Deubner that it is hereby resolved that the Superintendent is authorized to purchase a Food Service Transit Vehicle from LaFontaine CDJR-Lansing, in an amount not to exceed \$38,934.06. **Motion carried** 5-0, as follows: Deubner, yes; Calvert, yes; Horstmann, yes; Binns, yes; Ward, yes.

Proposal to Add Position – **Moved by** Sue Horstmann, **supported by** Deb Deubner that it is hereby resolved that the position of Curriculum Coordinator/Instructional Coach K-12 be implemented beginning with the 2017-18 school year. **Motion carried** 5-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Deubner, yes; Ward, yes.

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

- Reviewed the GPA for athletes participating in spring sports, all of which were above a 3.0.
- Gave an update on the progress for the track project.
- Thanked those that helped with graduation.
- Thanked Mrs. Allen, Mrs. Hargrove and Mrs. Jones for their years of service to the district.

There being no further business to come before the Board of Education it was **moved by** George Calvert and **supported by** Jesse Binns to adjourn the meeting at 8:06 p.m.

Susan Horstmann, Secretary