

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

Board of Education
Minutes
Regular Meeting
June 26, 2017

Welcome: This regular meeting of the Cassopolis Board of Education was held on Monday, June 26, 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, Lisa Cutting, Deb Deubner, Scott Ward

Member absent: Amanda Smego, Jesse Binns

Also present: Tracy Hertsel, Angela Piazza, Bonnie Adams, John Bright, Robyn Bright, Dee Voss, Dave VanLue, Cindy Martynowicz, members of the staff, community and media

Sue Horstmann led the Pledge of Allegiance.

Approval of the Agenda – **Moved by** George Calvert, **supported by** Deb Deubner, to amend the agenda by removing IX New Business, Action Item A. **Motion carried** 5-0, as follows: Horstmann, yes; Cutting, yes; Calvert, yes; Deubner, yes; Ward, yes.

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

Approval of Minutes: **Moved by** George Calvert, **supported by** Deb Deubner to approve the minutes from the June 12, 2017 regular meeting, as written. **Motion carried** 5-0, as follows: Deubner, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Ward, yes.

Communications and correspondence – None.

Reports, Information Items from School Staff –

Sam Adams Elementary / Voss: Mrs. Voss distributed NWEA compiled data, and the data rubric for end of year growth for teachers in classrooms and grade levels. Mrs. Voss reviewed this information with Board members.

Ross Beatty JSHS / VanLue: Mr. VanLue reviewed NWEA data for high school students.

Operations / J Bright: Mr. Bright updated the Board on the track and parking lot.

Public Comment – None.

Financials – May, 2017 – **Moved by** Lisa Cutting, **supported by** Sue Horstmann, that the May, 2017 payables are approved as follows: General Fund \$320,691.22; Food Service Fund \$34,450.88, Sinking Fund \$13,900.00, Debt Service Fund \$2,200, and 2015 Capital Projects Bond Fund \$117,663.96. **Motion carried** 5-0, as follows: Cutting, yes; Calvert, yes; Horstmann, yes; Deubner, yes; Ward, yes.

New Business – Action Items

Hire – Curriculum Coordinator/Instructional Coach K-12 – **Moved by** Deb Deubner, **supported by** Lisa Cutting to award the position of Curriculum Coordinator/Instructional Coach K-12, beginning July 1, 2017. **Motion carried** 5-0, as follows: Deubner, yes; Cutting, yes; Horstmann, yes; Calvert, yes; Ward, yes. Mrs. Blaha introduced herself to the Board, giving her background and said she is very happy that she will be working in Cassopolis.

Hire – In-School Resource Supervisor / Online Learning Instructor – **Moved by** Deb Deubner, **supported by** Lisa Cutting to award the position of In-School Resource Supervisor/Online Learning Instructor to Todd Pawelski, beginning with the 2017-18 school year. **Motion carried** 5-0, as follows: Calvert, yes; Horstmann, yes; Cutting, yes; Deubner, yes; Ward, yes. Mr. Pawelski said that he is glad to be working in Cassopolis and is coming from Niles.

New Business – Discussion Items

2017-18 State Aid Borrowing Resolution – Mr. Hertsel said that this is a standard item for the Board to review and adopt in June. It will be on for action later this meeting.

Purchase of Sousaphones for Band Program- Mr. Hertsel said that at the last Finance Committee meeting Mr. Keck had a very detailed presentation for his request. The Finance Committee asked this be brought forward for discussion. The price of the instruments would be split 50/50 between the district and the Band Boosters. He would recommend this be on an upcoming agenda for action once we are into the 2017-18 school year.

Possible Fiber Usage by Cass County Medical Care Facility – Mr. Hertsel said that he was approached by the County of Cass and the Cass County Medical Care Facility to ask the district work with them as their Internet availability is very limited. Mr. Hertsel reviewed how they could be allowed access to a small amount of the district's dark fiber which would still leave the district with more than enough for future usage.

Old Business – Action Items

2016-17 Final Budget Resolutions – **Moved by** Sue Horstmann, **supported by** Lisa Cutting that the 2016-17 Final Budget Resolutions are approved, as presented. **Motion carried** 5-0, as follows: Horstmann, yes; Cutting, yes; Calvert, yes; Deubner, yes; Ward, yes.

Adoption of 2017-18 Preliminary General Fund Budget – **Moved by** Deb Deubner, **supported by** George Calvert that it is hereby resolved that the attached preliminary General Fund budget resolution for the 2017-18 school year is approved as presented. Adoption of the General Fund budget will include an ad valorem property tax 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 in the local sources of revenue. **Motion carried** 5-0, as follows: Deubner, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Ward, yes.

Adoption of 2017-18 Preliminary Debt Fund Budget – **Moved by** Deb Deubner, **supported by** George Calvert that it is hereby resolved that the attached preliminary Debt Fund budget resolution for the 2017-18 school year is approved as presented. Adoption of the Debt Fund budgets will include an ad valorem property tax levy of up to 2.80 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; Ward, yes.

Adoption of 2017-18 Sinking Fund Budget – **Moved by** Deb Deubner, **supported by** George Calvert that it is hereby resolved that the attached preliminary Sinking Fund budget resolution for the 2017-18 school year is approved as presented. Adoption of the Sinking Fund budget will include an ad valorem property tax levy 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** 5-0, as follows: Horstmann, yes; Calvert, yes; Cutting, yes; Deubner, yes; Ward, yes.

Adoption of 2017-18 Food Service Budget – **Moved by** Sue Horstmann, **supported by** Lisa Cutting that it is hereby resolved that the attached preliminary Food Service budget resolution for the 2017-18 school year is approved, as presented. **Motion carried** 5-0, as follows: Cutting, yes; Deubner, yes; Horstmann, yes; Calvert, yes; Ward, yes.

Adoption of the 2017-18, 2015 Bond Capital Projects Fund Budget – **Moved by** Sue Horstmann, **supported by** Deb Deubner that the attached preliminary 2015 Bond Capital Projects Fund budget resolution for the 2017-18 school year is approved, as presented. **Motion carried** 5-0, as follows: Cutting, yes; Calvert, yes; Horstmann, yes; Deubner, yes; Ward, yes.

2017-18 State Aid Borrowing Resolution- **Moved by** Sue Horstmann, **supported by** George Calvert that the Resolution Authorizing Issuance of Notes in Anticipation of State Aid in the amount of \$950,000 be approved and presented to the Michigan Municipal Bond Authority. **Motion carried** 5-0, as follows: Horstmann, yes; Calvert, yes; Cutting, yes; Deubner, yes; Ward, yes.

Vacation Day Buyout Request - **Moved by** Deb Deubner, **supported by** Lisa Cutting to approve the request from Tracy Hertsel, Robyn Bright and John Bright for payout of vacation days at a total cost of \$22,086.18, of which \$3,893.40 will be out of the Food Service Fund and \$18,192.78 out of the General Fund. **Motion carried** 5-0, as follows: Deubner, yes; Cutting, yes; Horstmann, yes; Calvert, yes; Ward, yes. Board members said that they wanted language written up that this situation will not come up again in the future.

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

- Had hoped he could bring sale of the Red Brick property to a close before June 30 but that did not happen. It is on the agenda for action at a meeting with the township later this week.
- Welcomed the new staff to the district and thanked them for attending tonight's meeting.
- Thanked Cassopolis for a great 29 years.

Request for Closed Session – **Moved by** George Calvert, **supported by** Lisa Cutting to go into closed session at 7:39 for the purpose of discussing the Superintendent's Evaluation. **Motion carried** 5-0, as follows: Calvert, yes; Horstmann, yes; Cutting, yes; Deubner, yes; Ward, yes.

Return to open session at 8:37 p.m.

Act on Superintendent Evaluation – **Moved by** George Calvert, **supported by** Deb Deubner to approve the findings of the Superintendent Evaluation for the 2016-17 school year, with a rating of effective. **Motion carried** 5-0, as follows: Horstmann, yes; Cutting, yes; Calvert, yes; Deubner, yes; Ward, yes.

There being no further business to come before the Board of Education it was **moved by** George Calvert and **supported by** Deb Deubner to adjourn the meeting at 8:38 p.m. All in Favor.

Susan Horstmann, Secretary