

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

Board of Education
Minutes
Reorganizational Meeting
July 10, 2017

Call to Order: This reorganizational meeting of the Cassopolis Board of Education was held on Monday, July 10, 2017 in the Board meeting room at Squires Education Center and was called to order at 6:30 P.M. by President Ward.

Roll Call:

Members Present: Amanda Smego, Deb Deubner, Lisa Cutting, George Calvert, Sue Horstmann, Jesse Binns, Scott Ward

Members Absent: None

Also Present: Dr. Angela Piazza, Karen Blaha, Bonnie Adams, Dave VanLue, Cindy Martynowicz, staff, community members and member of the media

Dr. Calvert led the Pledge of Allegiance.

Election of Officers:

President – **Moved by** George Calvert, **supported by** Lisa Cutting to nominate Scott Ward for the office of President.

Moved by Deb Deubner, **supported by** Amanda Smego to nominate Jesse Binns for the office of President.

Vote was taken on the nomination for Scott Ward as President, as follows: Binns, no; Horstmann, yes; Calvert, yes; Cutting, yes; Deubner, no; Smego, no; Ward, yes; totaling 4 yes votes and 3 no votes.

Vote was taken on the nomination for Jesse Binns as President, as follows: Cutting, no; Calvert, no; Horstmann, no; Deubner, yes; Smego, yes; Binns, yes; Ward, no; totaling 3 yes votes and 4 no votes.

Mr. Ward is elected President.

Vice President – **Moved by** Sue Horstmann, **supported by** Scott Ward to nominate Lisa Cutting for the office of Vice President.

Moved by Amanda Smego, **supported by** George Calvert to nominate Deb Deubner for the office of Vice President.

Vote was taken on the nomination for Lisa Cutting as Vice President, as follows: Cutting, yes; Binns, no; Deubner, no; Horstmann, yes; Smego, no; Calvert, yes; Ward, yes; totaling 4 yes votes and 3 no votes.

Vote was taken on the nomination for Deb Deubner as Vice President, as follows: Binns, yes; Horstmann, no; Calvert, no; Cutting, no; Deubner, yes; Smego, yes; Ward, no, totaling 3 yes votes and 4 no votes.

Ms. Cutting is elected Vice President.

Secretary – **Moved by** George Calvert, **supported by** Lisa Cutting to nominate Sue Horstmann for the office of Secretary.

Moved by Deb Deubner, **supported by** George Calvert to nominate Amanda Smego for the office of Secretary.

Vote was taken on the nomination for Sue Horstmann as Secretary, as follows: Cutting, yes; Calvert, yes; Horstmann, yes; Deubner, no; Smego, no; Binns, no; Ward, no, totaling 4 yes and 3 no votes.

Vote was taken on the nomination for Amanda Smego as Secretary, as follows: Deubner, yes; Cutting, no; Binns, yes; Horstmann, no; Calvert, no; Smego, yes; Ward, no, totaling 3 yes and 4 no votes.

Mrs. Horstmann is elected Secretary.

Treasurer – **Moved by** Scott Ward, **supported by** Jesse Binns to nominate George Calvert as Treasurer. There were no other nominations for Treasurer. **Motion carried** 7-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Deubner, yes; Smego, yes; Ward, yes.

Approval of Agenda: **Moved by** George Calvert, **supported by** Lisa Cutting to approve the agenda, as presented. **Motion carried** 7-0, as follows: Deubner, yes; Cutting, yes; Binns, yes; Horstmann, yes; Calvert, yes; Smego, yes; Ward, yes.

Approval of Minutes: **Moved by** Sue Horstmann, **supported by** George Calvert to approve the minutes of the June 26, 2017 budget hearing and regular meeting, as written. **Motion carried** 7-0, as follows: Calvert, yes; Horstmann, yes; Smego, yes; Binns, yes; Cutting, yes; Deubner, yes; Ward, yes.

Public Comment – None.

Set Date, Time and Place of Regular Meeting: **Moved by** Deb Deubner, **supported by** Lisa Cutting that it is hereby resolved that the Cassopolis Public Schools Board of Education meet on the following dates at 6:30 p.m., for the 2017-18 school year: July 10, August 14, August 28, September 11, September 25, October 9, October 23, November 13, December 11, January 8, January 22, February 12, March 12, March 26, April 9, May 14, June 11, and June 25. Meeting location will be at Squires Education Center, 725 Center Street, Cassopolis. **Motion carried** 7-0, as follows: Horstmann, yes; Cutting, yes; Smego, yes; Calvert, yes; Deubner, yes; Binns, yes; Ward, yes.

Name Depositories: **Moved by** Deb Deubner, **supported by** George Calvert that WHEREAS, there may now be in and may hereafter, from time to time, come into the possession of the Treasurer of the Board of Education of Cassopolis Public School District, Cassopolis, Michigan, certain public monies belonging to or held for the Cassopolis Public School District, or otherwise held according to law; and,

WHEREAS, under the laws of the State of Michigan, this Board is required to provide by resolution for the deposit of all public monies, including tax monies coming into the possession of said Treasurer, in one or more banks (hereinafter called BANK) to be designated in said Resolution.

NOW, THEREFORE, BE IT RESOLVED that said Treasurer, George Calvert, is hereby directed to deposit all public monies, including tax monies, now in or coming into his/her possession, as Treasurer, in the following:

Chemical Bank – General Fund, Building & Site Funds / Sinking Fund, Debt Retirement Funds (2009 AZAB, 2010A, 2010B), and 2015 Bond Capital Projects Fund, Payroll Account.

Greater Niles Community Federal Credit Union – Athletic Account Fund, Food Service Fund, Activity Fund, Athletic Referee

Fifth Third Bank – QZAB Fund

Motion carried 7-0, as follows: Deubner, yes; Binns, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Smego, yes; Ward, yes.

Authorize Check Signatories: **Moved by** Amanda Smego, **supported by** Sue Horstmann that it be FURTHER RESOLVED That funds from the below listed accounts be withdrawn from said banks, by check, signed by George Calvert, Treasurer and/or Scott Ward, President, and/or Susan Horstmann, Secretary: General Fund, Payroll, Food Service, Building and Site, Debt Retirements, Activity, Athletics, QZAB. **Motion carried** 7-0, as follows: Smego, yes; Deubner, yes; Cutting, yes; Calvert, yes; Horstmann, yes; Binns, yes; Ward, yes.

Authorization to use check signer for payroll transfers, investments and emergency use: **Moved by** Lisa Cutting, **supported by** Jesse Binns that the Cassopolis Board of Education authorize the use of the check signer for payroll transfers, investments and emergency use. **Motion carried** 7-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Deubner, yes; Smego, yes; Ward, yes.

Appointment of Legal Counsel: **Moved by** Sue Horstmann, **supported by** George Calvert that the Cassopolis Board of Education retains Thrun Law Firm of East Lansing, Michigan as legal counsel for Cassopolis Public Schools for the 2017-18 school year. **Motion carried** 7-0, as follows: Cutting, yes; Binns, yes; Deubner, yes; Horstmann, yes; Smego, yes; Calvert, yes; Ward, yes.

Other Business to be addressed

Membership in MHSAA: **Moved by** Deb Deubner, **supported by** Jesse Binns that it is hereby resolved the Cassopolis Public Schools continue membership in the Michigan High School Athletic Association for the 2017-18 school year. **Motion carried** 7-0, as follows: Cutting, yes; Calvert, yes; Horstmann, yes; Deubner, yes; Smego, yes; Binns, yes; Ward, yes.

Membership in MASB Legal Trust Fund: **Moved by** Lisa Cutting, **supported by** Sue Horstmann that the Cassopolis Board of Education continue membership in the Michigan Association of School Boards Legal Trust Fund for the 2017-18 school year. **Motion carried** 7-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Deubner, yes; Smego, yes; Ward, yes.

Approve SET-SEG for Property, Liability and Fleet Insurance: **Moved by** Jesse Binns, **supported by** George Calvert that Set Seg be the agent for Cassopolis Public Schools property, liability and fleet insurance for the 2017-18 school year. **Motion carried** 7-0, as follows: Deubner, yes; Cutting, yes; Binns, yes; Horstmann, yes; Calvert, yes; Smego, yes; Ward, yes.

Membership in MASB: **Moved by** Lisa Cutting, **supported by** Sue Horstmann that Cassopolis Board of Education continue membership in the Michigan Association of School Boards for the 2017-18 school year. **Motion carried** 7-0, as follows: Calvert, yes; Horstmann, yes; Smego, yes; Binns, yes; Cutting, yes; Deubner, yes; Ward, yes.

Legislative Relations Network Representative: **Moved by** George Calvert, **supported by** Jesse Binns that Lisa Cutting be appointed as the Board's Legislative Relations Network Representative for 2017-18. **Motion carried** 7-0, as follows: Horstmann, yes; Cutting, yes; Smego, yes; Calvert, yes; Deubner, yes; Binns, yes; Ward, yes.

Berrien/Cass School Board Association Representative: **Moved by** George Calvert, **supported by** Sue Horstmann that Jesse Binns be appointed as the Board's Berrien/Cass School Board Association Representative and that Deb Deubner be appointed as the Alternate. **Motion carried** 7-0, as follows: Deubner, yes; Binns, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Smego, yes; Ward, yes.

Board Members to attend District Related Conferences: **Moved by** Amanda Smego, **supported by** George Calvert that it is hereby authorized members of the Cassopolis Board of Education are authorized to attend District related conferences for the 2017-18 school year. **Motion carried** 7-0, as follows: Smego, yes; Deubner, yes; Cutting, yes; Calvert, yes; Horstmann, yes; Binns, yes; Ward, yes.

Continuing Participation in Section 105 and 105c – Schools of Choice – **Moved by** Deb Deubner, **supported by** George Calvert that it is hereby resolved that Cassopolis public Schools will continue to participate in Section 105 and 105c of the State School Aid Act (Schools of Choice). **Motion carried** 7-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Deubner, yes; Smego, yes; Ward, yes.

New Business – Action Item

Hiring – **Moved by** Lisa Cutting, **supported by** George Calvert that the position of Secondary Level Special Education Teacher is awarded to Melissa Garrett, effective with the 2017-18 school year. **Motion carried** 7-0, as follows: Cutting, yes; Binns, yes; Deubner, yes; Horstmann, yes; Smego, yes; Calvert, yes; Ward, yes.

Mrs. Garrett said that she has taught in the Grand Rapids area for nine years in two districts, all within special education classroom settings. She is looking forward to teaching in Cassopolis.

Communications or Correspondence – None.

Superintendent's Report – Dr. Piazza introduced Mrs. Karen Blaha, Curriculum Coordinator/Instructional Coach K-12, who presented a PowerPoint presentation of a Curriculum Development Plan. Mrs. Blaha reviewed the practices of high achievement districts and schools and the various steps involved. She then discussed the purpose of the curriculum map and development of a guaranteed and viable curriculum, which are: planning, articulating and developing, implementing, use of assessments and evaluation.

Dr. Piazza and Mrs. Blaha presented an overall timeline of the 2017-18 curriculum map work which outlined steps to achieve each month. Mrs. Blaha said that she will be working closely with teachers on this entire process.

Dr. Piazza said that with our Technology Department, as Mr. Diol will be retiring and is starting to step back from his duties, she prepared two job descriptions. Dr. Piazza said that she would like to begin with posting the Technology Director position, which would be a replacement for Mr. Diol; and, when the district is ready she would like to add an associate or technician position also. She discussed this with the Finance Committee earlier and they asked this be brought to the Board for information.

Mrs. Smego asked about plans to feed kids at the fair this year. Dr. Piazza said that she is meeting with Mrs. Bright tomorrow to discuss plans for the Food Service Department as she resigned effective July 27, 2017. Dr. Piazza said that she hopes to secure replacements for both Mr. Bright and Mrs. Bright's positions in the near future. If necessary, Dr. Piazza said she would request a special meeting in order to get new staff in place.

Mr. Ward thanked Dr. Piazza and welcomed her to her first official Board meeting as Superintendent. He said he is personally looking forward to the upcoming years in Cassopolis under her leadership

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 7:17 p.m. All in favor.

Susan Horstmann, Secretary