

Cassopolis Public Schools
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Board of Education
Minutes
Regular Meeting
September 26, 2016

Welcome: This regular meeting of the Cassopolis Board of Education was held on Monday, September 26, 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: George Calvert, Sue Horstmann, Jesse Binns, Deb Deubner, Scott Ward

Members Absent: Amanda Smego, Lisa Cutting

Also present: Tracy Hertsel, Brian Harris, Dee Voss, Dave VanLue, Cindy Martynowicz, members of the staff and community

Deb Deubner led the Pledge of Allegiance.

Approval of Agenda – Moved by Jesse Binns, **supported by** George Calvert to amend the agenda by moving discussion item A to item B and adding a new item A, discuss 2015-16 Audit. **Motion carried** 5-0, as follows: Horstmann, yes; Calvert, yes; Deubner, yes; Binns, 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 September 12, 2016, as written. **Motion carried** 5-0, as follows: Deubner, yes; Calvert, yes; Horstmann, yes; Binns, yes; Ward, yes.

Communications or correspondence – Mr. Hertsel read the following into the record:

“The Michigan Department of Education would like to thank you for participating in the Meet Up and Eat Up Summer Food Service Program this year. The work of you and your staff is making a difference for Michigan’s children and your community by providing nutritious meals and programs during the summer.

MDE encourages you to make the commitment of participating in the Meet Up and Eat Up SFSP in 2017. Although summer is a relatively short season, planning and coordinating the program is year-round work. MDE’s challenge for you is to expand the length of the operational dates of the SFSP. We encourage you to begin immediately after school is out for the summer and run the program until school starts again in the fall. If running the entire summer is not feasible, expand your program by one week or more. By participating in this challenge, we can ensure we are feeding the whole child, the whole year, in Michigan.

MDE is looking forward to another successful summer working together to ensure children get the nutrition they need during the months when school is not in session. For questions or concerns about the Meet Up and Eat Up Summer Food Service Program, contact Sara Harmon at 517-373-0107 or harmons7@michigan.gov.

Sincerely,
(s) Marla J. Moss, Director
Office of School Support Services”

Reports, Information Items from School Staff – Mr. Hertsel recognized six recent retirees from the district. Unfortunately, they were not able to be present to receive their awards, but their names and years of service are: Tim Hartsell, 26 years of service; Carolyn Kelly, 27 years of service; Darlene McIntyre, 24 years of service; Marti Piper, 12 years of service; Jean Porath, 28.5 years of service; and, Donna Strome, 14 years of service.

Sam Adams Elementary School / Voss: Mrs. Voss and Mrs. Rogers spoke about a new program for Kindergarten students that was put in place this year. It has many components and is helping the children begin to learn how to read.

Mrs. Voss said that Miss Lowe and Mr. Laraway will attend the new teacher academy beginning tomorrow, which is being offered free of charge at the ISD to first year in-county teachers.

Ross Beatty JS High School / VanLue: Mr. VanLue said that they started NWEA testing today, and he is meeting with the data team at Squires on Thursday. Mr. VanLue said that the year has started off with an extremely positive culture between students and staff.

Finance / Harris: Mr. Harris said that the August financials in the Board packet have been reviewed and are ready for Board action.

Public Comment – Amie Anderson, 434 S. O’Keefe St., and Stacey Horstmann, 62056 Carlton Dr. spoke as the volunteer 7-8th grade cheerleading coaches. Both indicated they fronted uniforms and warm ups for the squad and were now asking if there is any funding to help the program. They have spent \$2,200-2,500 to date and have earned approximately \$800 through a fundraiser.

Mr. Ward asked that they provide specific information to Mr. Hertsel or Mrs. Martynowicz to see their out of pocket expenses so far. He also asked they estimate the size of the squad for the upcoming basketball season so that information can be shared in Friday’s update.

Financials – **Moved by** Sue Horstmann, **supported by** George Calvert that it is hereby resolved to approve the August, 2016 financials as follows: General Fund \$217,654.29; Food Service Fund \$15,007.16; and, 2015 Bond Capital Projects Fund \$357,838.00. **Motion carried** 5-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Deubner, yes; Ward, yes.

New Business – Discussion Items

2015-16 Audit – Mr. Hertsel introduced Mr. Panter from Abraham & Gaffney.

Alan Panter, a partner with Abraham & Gaffney presented the 2015-16 audit and indicated that he would primarily review the General Fund. Mr. Panter reviewed the independent auditor’s report, balance sheet, statement of revenues, expenditures and changes in fund balances, as well as various graphs showing fund balances, revenue and expenditure detail. Also reviewed were the schedule of findings and questioned costs as well as the district’s Corrective Action Plan for findings from the audit.

Request for FFA to attend National Convention – Cheryl Rogers presented, as Mrs. Asmus the new Ag Science teacher was ill. Mrs. Rogers said that National Convention is coming up and they will be leaving for Indianapolis on October 18th, through the 21st or 22nd. There were no questions.

Old Business – Action Items

Act on L-4029 – **Moved by** Jesse Binns, **supported by** Sue Horstmann that the attached L-4029 is approved, as presented. **Motion carried** 5-0, as follows: Binns, yes; Deubner, yes; Horstmann, yes; Calvert, yes; Ward, yes.

Act on FFA request to attend National Convention – **Moved by** Deb Deubner, **supported by** George Calvert, to approve the request for FFA to attend National Convention in Indianapolis, IN from October 18-22, 2016. **Motion carried** 5-0, as follows: Calvert, yes; Horstmann, yes; Deubner, yes; Binns, yes; Ward, yes.

New Business – Action Item

Hiring – **Moved by** Jesse Binns, **supported by** Sue Horstmann that it is hereby resolved the position of Business Manager be awarded to Bonnie Adams, effective October 3, 2016. **Motion carried** 5-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Deubner, yes; Ward, yes.

Mr. Hertsel introduced Mrs. Adams and welcomed her to the district.

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

- The Red Brick property is moving forward for sale.
- In planning the Board goal setting session, he asked members inform him if Monday the 3rd or Tuesday the 4th works better for their schedules.
- Legislative Breakfast coming up on Monday October 10th, please let him know if you would like to attend.
- Thanked Brian Harris for his assistance as interim Business Manager over the last couple of months.

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 7:54 pm. All in favor.

Susan Horstmann, Secretary