

Cassopolis Public Schools
725 Center Street
Cassopolis, MI 49031
(269) 445-0500

Board of Education
Minutes
Regular Meeting
June 23, 2014

Welcome: This regular meeting of the Cassopolis Board of Education was held on Monday, June 23, 2014 in the Board meeting room at Squires Educational Center and called to order at 7:00 P.M., as President Ward welcomed those attending.

Roll Call: Members Present: George Calvert, Sue Horstmann, John Bright, Jason Pompey, Lisa Cutting, Jeremy Carlisle (in at 7:03 p.m.), Scott Ward
Members Absent: None
Also present: Tracy Hertsel, Laura Ash, Becky Smith, Robyn Bright, Dee Voss, Rosa Haines, Cindy Martynowicz, member of the press and community

George Calvert led the Pledge of Allegiance.

Approval of Agenda - Moved by George Calvert, **supported by** Jason Pompey to approve the agenda, as presented. **Motion carried** 6-0, as follows: Horstmann, yes; Cutting, yes; Bright, yes; Calvert, yes; Pompey, yes; Ward, yes.

Approval of Minutes: **Moved by** Jason Pompey, **supported by** John Bright to approve the minutes from the regular meeting of June 9, 2014, as written. **Motion carried** 6-0, as follows: Pompey, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Bright, yes; Ward, yes.

Communications or correspondence – None.

Reports, Information Items from School Staff –

FOOD SERVICE / Bright: Mrs. Bright reported that the summer meal program is running smoothly and all sites are active. This week we are serving additional students at the high school for the National Band Corps.

Mr. Carlisle arrived at this point in the meeting.

Mrs. Bright said that there are new competitive food standards and a healthy nutrition guideline that are both required by law. We must put a smart snack in school standard into place effective July 1st and that will be for anything sold on campus. She then reviewed the requirements of this mandate from the government.

Sam Adams Elementary School / Voss: Mrs. Voss said that the audit is complete and was a success. She thanked Laura Ash and Jon Blakey who helped with policies and procedures. We were not cited but have a couple of things to correct. We now move to the fiscal part of the process and she is working on the consolidated reports and the school improvement process so all are ready for the start of school. Mrs. Voss said that David Gray will be working with us this fall on the School Improvement Plan. Mrs. Voss said she has also been working on the summer school program, putting a list together of kids that will attend. The program is based on the four cores, with emphasis on science and social studies. Brochures were mailed out to students being invited to attend and as of now they have a waiting list.

Public Comment – None.

Financials – **Moved by** Jason Pompey, **supported by** Jeremy Carlisle that it is hereby resolved the Board of Education approve bills for the month of May, as follows: \$434,069.26, General Fund; \$61,154.22, Food Service Fund; \$7,411.37, Debt Services Fund; and, \$17,919.68, Sinking Fund. **Motion carried** 7-0, as follows: Cutting, yes; Calvert, yes; Horstmann, yes; Carlisle, yes; Bright, yes; Pompey, yes; Ward, yes.

New Business – Discussion Items

Presentation of 2013-14 final budget – Laura Ash presented the final budget amendment for this school year. She then discussed the changes between the General Fund 2012-13 actual budget, original budget for 2013-14 and the revised budget for 2013-14. Mrs. Ash explained some of the changes between the three columns. Mrs. Ash then reviewed the final budgets for the Sinking Fund, Debt Fund and Food Service Fund.

Presentation of 2014-15 preliminary budget – Laura Ash presented the preliminary budgets for the 2014-15 school year, which were explained in detail at the earlier budget hearing. She asked that any budget questions be relayed to Becky Smith or her.

Presentation of 2014-15 state aid borrowing resolution – Laura Ash presented the proposed state aid borrowing resolution for 2014-15. The proposal is to drop the amount to \$1.5 million for 2014-15.

Request to increase lunch program prices – Robyn Bright distributed information comparing our student lunch prices to other surrounding districts. Mrs. Bright said she is asking for the 15 cent per meal increase due to the increase in food costs, plus due to the Federal government providing a paid lunch equity tool chart that has to be completed online. We were mandated per this chart to increase our meal prices. She noted that prices would increase for faculty as well as for students. Mrs. Bright reviewed the proposed new prices for lunch and breakfast at both the elementary and secondary levels.

New Business – Action Items

Adoption of 2013-14 final budget – **Moved by** Jeremy Carlisle, **supported by** Jason Pompey that it is hereby resolved the attached final General Fund, Food Services Fund, Debt Fund and Sinking Fund budget resolutions for the 2013-14 school year are approved, as presented.

Adoption of 2014-15 preliminary budget – **Moved by** Jeremy Carlisle, **supported by** John Bright that it is resolved that the attached preliminary General Fund, Food Services Fund, Debt Fund and Sinking Fund budget resolutions for the 2014-15 school year are approved as presented. Adoption of the General Fund budget will include an ad valorem property tax levy 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 included in the local sources of revenue. **Motion carried** 7-0, as follows: Carlisle, yes; Cutting, yes; Pompey, yes; Horstmann, yes; Calvert, yes; Bright, yes; Ward, yes.

Adoption of 2014-15 State Aid Borrowing Resolution – **Moved by** Jason Pompey, **supported by** George Calvert that it is resolved that the Resolution Authorizing Issuance of Notes in Anticipation of State Aid in the amount of \$1,500,000 be approved and presented to the Michigan Municipal Bond Authority. **Motion carried** 7-0, as follows: Pompey, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Carlisle, yes; Bright, yes; Ward, yes.

Adoption of Internal Audit Procedures Manual – **Moved by** Jeremy Carlisle, **supported by** Jason Pompey that the Federal Financial Internal Controls and Procedures Manual is adopted, as presented. **Motion carried** 7-0, as follows: Cutting, yes; Pompey, yes; Carlisle, yes; Horstmann, yes; Bright, yes; Calvert, yes; Ward, yes.

Schedule Reorganizational Meeting – **Moved by** Jason Pompey, **supported by** Jeremy Carlisle to schedule the 2014-15 reorganizational meeting for Monday, July 14, 2014, beginning at 7:00 p.m., at Squires Education Center.

Moved by George Calvert to hold the reorganizational meeting in January, 2015.

Dr. Calvert said his reason is because there will be five Board seats up in the November election. If we appoint officers in July and there are changes on the Board he did not know how that would be handled and he felt it best to wait on the reorganization.

There was then discussion amongst Board members and it was decided that since the reorganizational meeting also sets legal counsel, various memberships, and many items for the new school year it would be best to keep this in July. Also stated was that if there were to be a sizable turnover in Board members from the November election, Board officers can be revisited in January and seats reassigned.

There was no second to Dr. Calvert's motion which then died.

Vote was taken on the first motion, which passed 6-1, as follows: Carlisle, yes; Bright, yes; Pompey, yes; Cutting, yes; Calvert, no; Horstmann, yes; Ward, yes.

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

- Ross Beatty's summer school for 9-12 students to earn credit recovery is going well. They had 15 students as of last Friday.
- Athletic Conference discussions are still ongoing.
- Asked for Board member input about printing a calendar for the new school year and/or having an active booth at the fair. Both items are costly but he asked the Board's thoughts.
- Gave an update on Linda Vite's condition, she is in a regular hospital room and progressing but has a long road ahead.
- He and Dee Voss have been working on many state reports which continue to be challenging.
- The high school is housing about 300 students this week, as we are hosting one of the top 20 drum corps in the nation. Mr. Abalos set this event up and the students are phenomenal. They range in age from 14-21. One event in the area will be in Paw Paw on July 16th at 7 p.m, and they also will compete in Plainwell. Mr. Hertsel will get that information to Board members.

Comments from Board members:

Mr. Bright said that regarding the fair, last year was the first time in some time that we had a booth at the fair. By the time of this years' fair the new principal should be in place and that would be a great opportunity for him to introduce himself as principal to the community.

After discussion, it was decided to have a booth at the fair but not to have the calendar printed for the new school year, as Board members felt that community members use the web site a lot more than they would use a printed calendar.

There being no further business to come before the Board of Education it was **moved by** George Calvert, **supported by** Jason Pompey, to adjourn the meeting at 7:53 p.m. All in favor.

Susan Horstmann, Secretary