

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

Board of Education  
Minutes  
Regular Meeting  
August 25, 2014

Welcome: This regular meeting of the Cassopolis Board of Education was held on Monday, August 25, 2014 in the Board meeting room at Squires Educational Center and called to order at 7:01 P.M., as President Ward welcomed those attending.

Roll Call: Members Present: George Calvert, Sue Horstmann, John Bright, Jason Pompey, Lisa Cutting, Jeremy Carlisle and Scott Ward  
Members Absent: None  
Also present: Tracy Hertsel, Dave VanLue, Dee Voss, Robyn Bright, Cindy Martynowicz, members of the student body and staff

George Calvert led the Pledge of Allegiance.

Approval of Agenda - Moved by Jason Pompey, **supported by** Sue Horstmann to amend the agenda by adding a new business – action item “hirings”; and, by removing an old business – action item “cardiac emergency response plan”. **Motion carried** 7-0, as follows Horstmann, yes; Cutting, yes; Bright, yes; Calvert, yes; Carlisle, yes; Pompey, yes; Ward, yes.

**Moved by** Lisa Cutting, **supported by** Jeremy Carlisle to approve the agenda as amended. **Motion carried** 7-0, as follows: Carlisle, yes; Pompey, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Bright, yes; Ward, yes.

Approval of Minutes: **Moved by** George Calvert, **supported by** Jeremy Carlisle to approve the minutes of the August 11, 2014 meeting, as written. **Motion carried** 7-0, as follows: Cutting, yes; Calvert, yes; Horstmann, yes; Carlisle, yes; Bright, yes; Pompey, yes; Ward, yes.

Communications or correspondence – None.

Reports, Information Items from School Staff –

**Sam Adams Elementary School / Voss:** Mrs. Voss said that she and Mr. VanLue met on Friday and scheduled their fire drills, tornado drills and lockdown procedures for the year. The plan was submitted to and approved by David Smith. Both schools will run the same drills on the same days, at scheduled times, 30 minutes apart. In doing so, Dave Smith, Tiffany Graves and others will be able to be present at both schools. By law, school districts are not required to post on the web site when we have completed drills.

Mrs. Voss said that David Gray stopped at the building last Friday. David is the MDE’s district rep and is the Regional Director for Title I. He will be on the school improvement team. Dr. McCrumb who works with us on our data was in district today and spoke to the staff. Mrs. Voss said she feels positive about the year, as this was the first time in several years that our district worked together on a school improvement plan. Mrs. Voss requested for she and Mr. VanLue to meet with the Curriculum Committee for guidance regarding non-negotiable items for teachers. It was decided that the Curriculum Committee would meet on September 8<sup>th</sup> at 6 p.m., prior to the Board meeting.

Mrs. Voss said that over 70 students finished summer school and they went to the Air Zoo in Kalamazoo last Tuesday. Mrs. Voss said that she is having Kindergarten orientation on Wednesday, an ice cream social. K numbers are at 57 as of today.

**Ross Beatty Jr./Sr. High School /VanLue:** Mr. VanLue said that the high school open house is tomorrow from 6:30-8:00 p.m. The custodial staff worked over the weekend to make sure that the building would be ready. They expect to have it all in place for open house.

Public Comment – Monica Ward, 20290 M-60 East and Stacey Horstmann, 62056 Carlton Drive, Cassopolis said they were here about the issue of the black cheerleading uniforms. Several years back the cheerleaders raised over \$1,500 to purchase these black uniforms. They were worn twice and then their coach received written disciplinary action for the purchase. The uniforms were approved by the then principal and athletic director. They would like to wear the uniforms again but before doing so would ask for written approval and an assurance that their coach would not be punished.

Mr. Hertsel asked if Mr. Brawley was aware. Miss Ward said that he is and is not opposed to the black uniforms. She stated that last years' baseball team uniforms were all grey. Mr. Hertsel asked they work through Mr. Brawley and get with the Athletic Committee as well as the Athletic Boosters.

Erin Westrate, 210 N. East Street, Cassopolis said she is very proud of the girls for wanting to speak as a team and offering to get up in front of their parents and the rest of the Board to present the information. Mrs. Westrate said that she received written disciplinary action for purchasing the uniforms but wanted the Board to know that the purchase was made through a purchase order; she followed proper procedures. It went through the principal and the athletic director, both signed the purchase order. There were some community members serving with various boosters who opposed the uniforms. She asked if the girls are permitted to wear the black uniforms again that the letter of reprimand be removed from her file.

Financials – **Moved by** Jeremy Carlisle, **supported by** Jason Pompey that it is hereby resolved the Board of Education approve bills for the month of July, as follows: General Fund, \$291,995.91; Food Service Fund, \$9,933.97; and, Sinking Fund \$79,916.69. **Motion carried** 7-0, as follows: Pompey, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Carlisle, yes; Bright, yes; Ward, yes.

#### New Business – Discussion Items

Home School Partnership – Mr. Hertsel said that this committee met prior to the Board meeting. They are still looking for state regulations for home school partnerships. There does not seem to be a lot of legal information available about this topic. The committee is asking permission to hire someone part time who could collectively use their time on this project. He noted that home school students can participate in athletics if they meet a certain percentage of time as a Cassopolis student. He said that the committee knows of home schooling parents who live in our district that want to be Cassopolis parents. He believes it important to get a point person and move forward.

Mrs. Horstmann said she thinks this would be a win-win for both groups. In order to get the program off the ground correctly we need someone to handle the project. They are asking for Board approval to hire this person.

Mr. Pompey said that the Personnel and Finance Committee has discussed this before and are in favor.

Epinephrine Auto-Injector Policy and Epinephrine Auto-Injector Prescription Authorization – Mr. Hertsel said that these are new state requirements. He is asking the Board adopt both policy language and also authorize the Board President or his designee to obtain prescriptions for the Epi-Pen. It is required to have two pens per building and we would have these for Ross Beatty JSHS, Sam Adams ES, Red Brick Agriculture School and Squires Education Center.

Cardiac Emergency Response Plan – Mr. Hertsel said that we do not yet have language on this item from legal counsel but provided the Board with a handout from the MI HEART Safe School organization. As our legal counsel has not released their suggested wording, he would like to do more research before presenting this to the Board for action.

BCS Membership Resolution – Mr. Hertsel said that this resolution is similar to the membership resolution from the former Lakeland Conference. The BCS conference for this year is made up of 10 schools, and more schools will be added beginning next year.

#### Old Business – Action Items

Home School Partnership – **Moved by** Jason Pompey, **supported by** Jeremy Carlisle to resolve that the Superintendent be authorized to hire a part-time director for the Home School Partnership Program to research and work toward implementing the Home School Partnership Program that would be effective with the second semester of the 2014-15 school year. **Motion carried** 7-0, as follows: Bright, yes; Carlisle, yes; Cutting, yes; Calvert, yes; Horstmann, yes; Pompey, yes; Ward, yes.

Epinephrine Auto-Injector Policy – **Moved by** Jeremy Carlisle, **supported by** John Bright to resolve that the Cassopolis Public Schools Board of Education adopt the proposed Emergency Anaphylaxis Policy for the 2014-2015 school year. **Motion carried** 7-0, as follows: Pompey, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Carlisle, yes; Bright, yes; Ward, yes.

Epinephrine Auto-Injector Prescription Authorization – **Moved by** Jason Pompey, **supported by** John Bright to resolve that the Cassopolis Public Schools Board of Education authorize the Board President or designee to obtain a prescription in the name of the school board for auto-injectable epinephrine sufficient to maintain at least two epinephrine auto-injector devices in Ross Beatty Jr./Sr. High School, Red Brick Agriculture School, Sam Adams Elementary School and Squires Education Center. **Motion carried** 7-0, as follows: Cutting, yes; Pompey, yes; Carlisle, yes; Horstmann, yes; Bright, yes; Calvert, yes; Ward, yes.

BCS Membership Resolution – **Moved by** Jeremy Carlisle, **supported by** Sue Horstmann that it is hereby resolved to adopt the BCS Conference membership resolution, as presented. **Motion carried** 7-0, as follows: Calvert, yes; Bright, yes; Horstmann, yes; Pompey, yes; Carlisle, yes; Cutting, yes; Ward, yes.

#### New Business – Action Item

Hirings – **Moved by** Jeremy Carlisle, **supported by** Sue Horstmann to award Wendy Grace and Kimberly Holder teaching positions at Sam Adams Elementary School. **Motion carried** 7-0, as follows: Pompey, yes; Cutting, yes; Bright, yes; Horstmann, yes; Calvert, yes; Carlisle, yes; Ward, yes.

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

- Gave an update on teacher inservices for the week.
- Updated the Board on Linda Vite.
- Stated he will meet with the Adult Education staff tomorrow to assign duties during Linda's absence.
- Walked through the high school with Mr. VanLue Friday night and they were not pleased. He contacted DM Burr and extra custodial help was called in over the weekend to make sure things were in place for Tuesday's open house.
- The sign was on site at Sam Adams Elementary today but due to the weather it has not yet been installed.
- Thanked those that attended tonight's home school partnership meeting. The information discussed was helpful and they are anxious to move forward in finding a part time person to coordinate and work to implement this program.

- Received approval for security updates at the high school, those being for cameras and the camera system. They did not get approval of entry change updates. He is looking into the security piece, as the recurring fee for monitoring is very expensive.
- Went to a reception at Tom Swartz's house at Diamond Lake on Saturday. Mr. Swartz is the one behind the swimming program for our 3<sup>rd</sup> graders. He invited donors to his house and they are fully behind the program. His goal is to expend it to the whole county for 3<sup>rd</sup> grade students. The program will start next Friday the 5<sup>th</sup>. The program continues the next full week with swimming lessons at the Yacht Club. Yacht Club members will be in the area to assist. Mr. Swartz has hired staff from the YMCA in Niles to instruct our students.

Comments from Board members:

Mr. Bright said that last year he and Mr. Carlisle worked on a fundraiser for athletics. All proceeds went to the Athletic Department. This year the first home football game is on September 19<sup>th</sup> and they hope to put together the same type of event. Mr. Bright said he would like to see as many Board members participate as possible. Tickets will be \$5 for adults and \$3 for kids. It will be from 5-7 p.m. Putting the event on the district's Facebook page was discussed.

Mrs. Horstmann said that as a parent of one of the cheerleaders and having to maintain the uniforms she is very much in favor of the team being able to wear the black uniforms. The ones they are currently wearing are 10-15 years old, they are still workable and look ok. She has had to take several for alterations or repairs, when we have brand new uniforms not being used. Even if they were limited to wearing them on specific dates or for special events, she would like them to be able to wear these black uniforms.

Mr. Hertsel said that he would like the Athletic Committee to meet and bring their recommendation to the Board for a vote. It was decided that the Athletic Committee would meet at 5:30 p.m. on September 8<sup>th</sup>, after the 6 p.m. Curriculum Committee meeting.

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

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Susan Horstmann, Secretary