

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

Board of Education  
Minutes  
Regular Meeting  
January 12, 2015

Welcome: This regular meeting of the Cassopolis Board of Education was held on Monday, January 12, 2015 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: John Bright, Deb Deubner (arrived at 7:02 p.m.), Lisa Cutting, George Calvert, Sue Horstmann, Jason Pompey, Scott Ward  
Members Absent: None  
Also present: Tracy Hertsel, Becky Smith, Dee Voss, Dave VanLue, Robyn Bright, Cindy Martynowicz, members of the staff and press

Jason Pompey led the Pledge of Allegiance.

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

Approval of Minutes: Moved by George Calvert, **supported by** John Bright to approve the minutes from the regular meeting of December 8, 2014, as written. **Motion carried** 6-0, as follows: Cutting, yes; Pompey, yes; Horstmann, yes; Bright, yes; Calvert, yes; Ward, yes.

Mrs. Deubner arrived at this point in the meeting.

Communications or correspondence – None.

Reports, Information Items from School Staff –

**FINANCE / Smith:** Mrs. Smith said that she has been working on the budget revisions and hopes to have them as a discussion item at the January 26<sup>th</sup> meeting, which means the Board could act on this at the first meeting in February.

**Ross Beatty JSHS / VanLue:** Mr. VanLue said that they have decided to keep finals week as scheduled even with having three snow days last week. They feel it will be better get off to a fresh start with the new semester next Tuesday. Finals will be on Thursday and Friday is a half day for students. He will meet with Mrs. Voss and Mrs. Burks on Wednesday to disseminate data for his staff meeting on Thursday. Also Mr. VanLue said he attended his first pageant ever and it was awesome; he congratulated Monica Ward and Olivia Hertsel.

**Sam Adams ES / Voss:** Mrs. Voss said that last week Mr. Hertsel, Mrs. Smith, Mr. VanLue and she met for 18 or more hours to update the Title I grant and also the consolidated grant. Mr. VanLue also updated his school improvement plan. All were resubmitted to the state and they hope to hear back within the next week. The M-STEP replaced the MEAP; she and Mr. VanLue will be trained for the M-STEP.

**Administration / Hertsel:** Mr. Hertsel showed a video that Mrs. Rogers' daughter and future son in law put together highlighting our students and staff. There are two separate videos, one being the student side and the other the teacher perspective. He will forward this link to Board members. It is the intent to have the videos available on DVD's for incoming or prospective new families to the district. Also discussed was having a link to the videos available to realtors in the area, and on the district web site, as well as to make them available to other interested parties.

Public Comment – None.

Financials – **Moved by** Lisa Cutting, **supported by** John Bright that it is hereby resolved the Board of Education approve bills for the month of November as follows: General Fund \$270,230.52; Food Service Fund \$52,427.18; Debt Service Fund, \$2,913.22, and, Sinking Fund \$30,000.00. **Motion carried** 7-0, as follows: Calvert, yes; Horstmann, yes; Bright, yes; Pompey, yes; Cutting, yes; Deubner, yes; Ward, yes.

New Business – Discussion Items

Bids for audit services – Mr. Hertsel said now that the 2013-14 audit is complete, the administration decided to request bids for audit services. We want to make sure we have the best representation for the district, and now feel solid with our financial information. He noted we had received several bids thus far.

Mrs. Smith said that she has received questions from various interested company representatives who were glad the financial area of the district has been cleaned up.

Mr. Bright asked what audit firms some other nearby districts are using and wondered if there was a possibility of consolidating audit services. Mrs. Smith said that she is not sure what firm other districts around Cassopolis may contract for their audit. She further said that the ISD went out to bid for audit services last year and were able to save over \$9,000 annually. Mr. Hertsel said that he would ask this at the Superintendent's meeting on Friday. Mrs. Smith stated that last year several districts were contacted about the possibility of consolidating audit services and were not interested at that time. She agreed that it would be a good idea to explore the possibility as this is a new year.

Quality Masonry Quote – Mr. Hertsel said that Quality Masonry provided a quote to repair the southwest corner of the gym at Ross Beatty. We need Board action on this item even though it is under the state threshold, because we hope this can be a look back expense through the bond. If the bond is secured this amount could be included. Mr. Hertsel said that Mr. Deubner is stripping the original bricks as replacement bricks are one half inch shorter than the original bricks.

Mr. Bright asked if the sizes of the bricks in the other area going into the auditorium and by the computer classes would also be different. Mr. Hertsel said the entire building was done 38 years ago and there is a one half inch difference in all of the old bricks as compared to the replacement bricks. He said that this information will be included in the facility study that Carmi Design Group is finishing up for the district.

Mr. Pompey asked if there is anything else that needs to be done regarding a potential look back period. Mr. Hertsel said the Board needs to pass the resolution and that will take care of it.

Sublease Agreement between the Lakeland Immediate Care Center and Woodlands Behavioral Healthcare Network – Mr. Hertsel said that this information was sent to Board members last week. The Clinic paid for the agreement to be written. With approval of this item, Woodlands will be able to use the space set aside for them at the Wellness Center to provide services for our students. This agreement is renewable annually.

Old Business – Action Items

5<sup>th</sup> Grade Request for overnight trip to Camp Friedenswald – Sarah Mason, 5<sup>th</sup> Grade teacher, said that the 5<sup>th</sup> grade staff hopes to be able to take the 5<sup>th</sup> grade students to Camp Friedenswald again this year.

She is the only returning staff member this year. Other 5<sup>th</sup> grade teachers attending this year will be Jessica Mark and Nan Schuur. They are working very well together and are excited. She will be meeting the new camp director in the near future. They expect 68-70 kids plus chaperones. The students are selling snacks, collecting funds and the cost this year will be the same, \$70 per student.

**Moved by** Jason Pompey, **supported by** George Calvert, that the request for 5<sup>th</sup> grade students to attend Camp Friedenswald for an overnight trip, April 22-24, 2015, is approved. **Motion carried** 7-0, as follows: Horstmann, yes; Cutting, yes; Bright, yes; Calvert, yes; Deubner, yes; Pompey, yes; Ward, yes.

Award Contract to Quality Masonry – **Moved by** Jason Pompey, **supported by** John Bright that it is hereby resolved the quote from Quality Masonry dated October 10, 2014 to make emergency repairs on the southwest gymnasium brick wall at Ross Beatty Jr Sr High School, in an amount not to exceed \$14,500 is approved as presented. **Motion carried** 6-0-1, as follows: Pompey, yes; Deubner, abstained; Horstmann, yes; Calvert, yes; Cutting, yes; Bright, yes; Ward, yes.

Approve Sublease Agreement between Lakeland Immediate Care Center and Woodlands Behavioral Healthcare Network – **Moved by** Jason Pompey, **supported by** George Calvert that it is hereby resolved the sublease agreement between the Lakeland Immediate Care Center and Woodlands Behavioral Healthcare Network is approved, as presented. **Motion carried** 7-0 as follows: Deubner, yes; Bright, yes; Pompey, yes; Cutting, yes; Calvert, yes; Horstmann, yes; Ward, yes.

#### New Business – Action Item

Hiring – **Moved by** Sue Horstmann, **supported by** John Bright that it is hereby resolved the position of Middle School Track Coach be awarded to Kelly Hargrove, as recommended by the Athletic Director. **Motion carried** 7-0, as follows: Calvert, yes; Bright, yes; Horstmann, yes; Pompey, yes; Deubner, yes; Cutting, yes; Ward, yes.

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

- We have had weather related challenges with snow plowing, but nothing major like the district experienced last year.
- Thanked the administrators for coming in on snow days last week.
- Will keep everyone as updated as possible with changes in sporting event dates.
- We are looking for bus drivers.
- Thanked Mrs. Rogers for getting a lead on the video, and said it will be a great tool in promoting the district.

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 7:43 p.m. All in favor.

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Susan Horstmann, Secretary