

Cassopolis Public Schools
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Board of Education
Minutes
Regular Meeting
November 23, 2015

Welcome: This regular meeting of the Cassopolis Board of Education was held on Monday, November 23, 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: Lisa Cutting, George Calvert, Sue Horstmann, Deb Deubner (arrived at 7:18 pm), Amanda Smego, Jesse Binns, and Scott Ward

Members Absent: None

Also present: Tracy Hertsel, Becky Smith, Jeremy Carlisle, Sara Park, Dave VanLue, Cindy Martynowicz and member of the staff

Lisa Cutting led the Pledge of Allegiance.

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

Approval of Minutes –**Moved by** George Calvert, **supported by** Sue Horstmann to approve the minutes from the regular meeting of November 9, 2015, as written. **Motion carried** 6-0, as follows: Cutting, yes; Binns, yes; Horstmann, yes; Calvert, yes; Smego, yes; Ward, yes.

Communications or correspondence – None.

Reports, Information Items from School Staff –

Ross Beatty JSHS / VanLue: Mr. VanLue congratulated Coach Purlee for being named Coach of the Year in the BCS Conference. The football team had their banquet tonight. Mr. VanLue said that he would like to start recognizing students for the positives they do and hold assemblies at the end of each nine weeks for: All A, All A & B's, and Perfect Attendance. He is looking at starting this after the Thanksgiving recess. Mr. VanLue said that he has been having teachers do colleague observations where teachers observe another teacher. He has seen reports that these types of observations are helpful for staff members. Mr. VanLue said that M-STEP results are out to individuals but unable to be shared with parents as of yet. Mr. VanLue concluded by saying that Josh Townsley at the ISD is conducting regular principal meetings which is a good way to share information between districts.

Administration / Carlisle: Mr. Carlisle said that he has been working on updating the web site and estimates to go live with it within the next couple of weeks. The new site is much more user friendly. He then shared the layout of the new web site with Board members. Mrs. Smego asked if the Accelerated Reader program could be added as a drop down on the Sam Adams elementary page. Mr. Carlisle said that would not be a problem.

Finance / Smith: Mrs. Smith said that she is working on budget revisions and will meet regularly with the Finance Committee. She hopes to have the revisions complete by January.

Sam Adams Elementary / Voss: Mrs. Voss said that last week she met with John Lowery from the Pokagon Tribe of Potawatomi Indians. They have chosen to have Sam Adams Elementary work with them on a new project including diverse artwork for the school and other activities as well as services for our children and/or adults. Mrs. Voss said that the school improvement teams from both Sam Adams and Ross Beatty Schools have been working together to build a gap on programming. Mrs. Voss said that the school received \$1,300 for a fundraiser from School Mall Jackets.

Mrs. Deubner arrived at this point in the meeting.

Public comment – None.

Financials – October, 2015 - **Moved by** Lisa Cutting, **supported by** George Calvert to approve the payment of bills for the month of October 2015, as follows: General Fund \$419,250.18, Food Service Fund \$40,798.37, and, Debt Service Fund \$88,406.19. **Motion carried 7-0**, as follows: Deubner, yes; Smego, yes; Binns, yes; Cutting, yes; Calvert, yes; Horstmann, yes; Ward, yes.

New Business – Discussion Items

Proposed New Policy for Cardiac Emergency Response – Mr. Hertsel said that last year this topic came to the Board with options. Mr. Carlisle has been working on this and put together a policy and guidelines that will be brought for action at the next Board meeting.

Mr. Carlisle said that this policy is per state law, which requires any K-12 district adopt a cardiac emergency response plan. This plan must cover four requirements: at least 10% of staff will be trained in CPR and in the use of an AED; training shall be done by an instructor currently certified by a nationally-recognized organization in conformance with current American Heart Association guidelines; training shall include either traditional classroom instruction or online instruction and shall include hands-on instruction and training; and, all members of the Cardiac Emergency Response team shall receive and maintain certified training, including the issuance of a nationally recognized certification card.

Mrs. Deubner asked if some razors could be bought to use when the AED units are needed to ensure that the pads would stick as they are supposed to. Mr. Carlisle said we would make sure those are included in the kits.

Proposed Changes to Policy #5517 – Anti-Harassment – Mr. Hertsel thanked Sara Park for attending the meeting to give the history of this item and why it is on the agenda.

Sara Park, Special Education Supervisor, said that in 2008 there was an original complaint to the district with the Office of Civil Rights. In this complaint there were eight allegations against the district. We are now down to two remaining allegations. They want very specific wording on bullying and harassment and how to respond, as an example, when a child goes to a teacher. Also, OCR does not want the wording currently in our NEOLA policies, they want it to say that upon request we are to provide our policies in another language. If the Board approves this tonight she will send the documentation to OCR tomorrow, along with a copy of tonight's agenda and a screen shot of what the page looks like on our web site.

Old Business – Action Items

Act on request for FFA to attend the Green and White Hog Show – **Moved by** Amanda Smego, **supported by** Deb Deubner that the request for the FFA to attend the Green and White Hog Show at Michigan State University from January 29-30, 2016, is approved. **Motion carried** 7-0, as follows: Calvert, yes; Smego, yes; Horstmann, yes; Binns, yes; Deubner, yes; Cutting, yes; Ward, yes.

Act on request for FFA to attend Michigan Convention – **Moved by** Jesse Binns, **supported by** Deb Deubner that the FFA request to attend the Michigan Convention at Michigan State University from March 8-10, 2016, is approved. **Motion carried** 7-0, as follows: Binns, yes; Cutting, yes; Smego, yes; Horstmann, yes; Calvert, yes; Deubner, yes; Ward, yes.

Act on request for FFA to attend Region I Camp – **Moved by** Deb Deubner, **supported by** George Calvert that the FFA request to attend the Region I Camp at Camp Friedenswald from April 28-29, 2016, is approved. **Motion carried** 7-0, as follows: Calvert, yes; Horstmann, yes; Smego, yes; Binns, yes; Cutting, yes; Deubner, yes; Ward, yes.

Changes to Policy #5517, Anti-Harassment - **Moved by** George Calvert, **supported by** Jesse Binns that it is hereby resolved the revision to Policy #5517, Anti-Harassment is approved as presented. **Motion carried** 7-0, as follows: Horstmann, yes; Cutting, yes; Smego, yes; Calvert, yes; Deubner, yes; Binns, yes; Ward, yes.

New Business – New Item

Hiring – **Moved by** Deb Deubner, **supported by** Jesse Binns that the position of 7th Grade Spelling Bee Coach is awarded to Kylee Ridge, as recommended by the Principal. **Motion carried** 7-0, as follows: Deubner, yes; Binns, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Smego, yes; Ward, yes.

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

- Thanked Mr. Carlisle who has been doing an outstanding job.
- Congratulated Dan Purlee who was also recognized as the Regional Coach of the Year.
- Wished all a Happy Thanksgiving.

There being no further business to come before the Board of Education it was **moved by** George Calvert, **supported by** Lisa Cutting, to adjourn the meeting at 7:33 p.m. All in favor.

Susan Horstmann, Secretary