

Cassopolis Public Schools
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Cassopolis, MI 49031
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Board of Education
Minutes
Regular Meeting
May 11, 2015

Welcome: This regular meeting of the Cassopolis Board of Education was held on Monday, May 11, 2015 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, Jesse Binns, Lisa Cutting, Deb Deubner, Scott Ward
Members Absent: None
Also present: Tracy Hertsel, Becky Smith, Dave VanLue, Dee Voss, Cindy Martynowicz, member of the community and media

Deb Deubner led the Pledge of Allegiance.

Approval of Agenda - Moved by Sue Horstmann, **supported by** George Calvert to amend the agenda by adding Item VIII,D "Resolution Designating District's Election Representative" and Item X,H "Approval of Resolution Designating District's Election Representative". **Motion carried** 7-0, as follows: Horstmann, yes; Cutting, yes; Bright, yes; Calvert, yes; Deubner, yes; Binns, yes; Ward, yes.

Moved by John Bright, **supported by** Jesse Binns to approve the agenda, as amended. **Motion carried** 7-0, as follows: Horstmann, yes; Cutting, yes; Bright, yes; Calvert, yes; Deubner, yes; Binns, yes; Ward, yes.

Approval of Minutes: **Moved by** George Calvert, **supported by** John Bright to approve the minutes from the regular meeting of April 27, 2015, as written. **Motion carried** 7-0, as follows: Deubner, yes; Binns, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Bright, yes; Ward, yes.

Communications or correspondence – None.

Reports, Information Items from School Staff –

Ross Beatty JSHS / VanLue: Mr. VanLue said he had an opportunity for students to participate in a teen jury at the courthouse and was able to coordinate that event for last Friday. He wanted this to be a life experience for them. Mrs. Herwick accompanied the students. The students said it was a great experience and Mrs. Herwick said they all behaved very well. Mr. VanLue said he would like to take another group of students to participate in a mock jury next year. Mr. VanLue said that last week the 10th grade students visited LMC. He thanked Mrs. Bright for her hard work during teacher appreciation week. Mr. VanLue listed upcoming events for students at the junior/senior high school.

Sam Adams Elementary / Voss: Mrs. Voss said that the staff made over \$500 working McTeachers night. She received \$293 from McDonalds and some of the teachers got tips. Mrs. Voss said the elementary also has a lot of activities coming up. Mrs. Voss said that summer school registration will close on Friday, but she may extend it if there aren't enough students. The enrollment is currently at 55.

Finance / Smith: Mrs. Smith said that May 1 was the deadline for General Fund purchases and purchase orders. This helps the business office have a better estimate of where we will be at year end on June 30. She said that grant and activity fund purchases are still allowed. Mrs. Smith then reviewed the 2014-15 Budget Analysis spreadsheet, explaining the various columns. She said that the amount for Revenue over Expenditures is skewed because the auditors wouldn't allow the 2014-15 grant revenue to be added in the books so there was a fluctuation from 2013-14 year end to 2014-15 year end, and that money has been spent and is why \$169,853 comes back off from the transition period of the prior business people to when she and Mrs. Ash started with the district early in 2014. Mrs. Smith said that with these estimates there is a slight budget surplus projected for year-end providing no catastrophes. Her projection shows an estimated \$117,062 surplus in the fund balance, which will help our schools significantly if we can keep that number for this year and ongoing.

Mrs. Smith said that for 2014-15 Mrs. Voss has been working diligently on the grants. Both the junior/senior high school and the elementary have been working very hard revising some grants to make sure the money is spent in the year it should be.

Mrs. Smith said that she has been working on 2015-16 budget projections and will be meeting with administration and the Board's Finance Committee. The preliminary budget will be presented to the full Board at the first June meeting and will need to be adopted by the Board by the last meeting in June. She now has information utilizing our student count down 40 which would equate to approximately \$285,000 depending on funding from the state. The Board approved the early retirement buyout so we hope not to affect others. She said we won't have the final revenue numbers from the state before the end of the month, she has been preparing the budget on revenue assumptions. She will keep the Board updated throughout the summer. Mrs. Smith said that at-risk and retirement funding have been discussed, which could reduce our funding. For now the budget projection is based on status quo.

Mr. Hertsel said that this Friday is the revenue sharing conference. If the at-risk or categoricals roll up it will hurt the district severely. The talk now is if districts fund equity falls below 8% they would have to do quarterly reporting and follow more structured guidelines. He felt encouraged by Mrs. Smith's report.

Mr. Bright said that the 8% is a pretty firm number right now and he feels we are currently in good shape, if we end at that number. He said it will be important to stay above 8% going into budget planning. If the changes go the way of the House it could hurt our district a lot.

Public Comment – Mrs. Whitmyer, 2012 Bulhand Road said she has four kids going to Cassopolis district. She attended the community meeting and thanked the Board for keeping the 6th graders at the elementary. Mrs. Whitmyer said she had concerns about 7th and 8th graders having interaction with high school students. She said that she would like to talk to any Board member that would like to call her, so she could go into more detail. She asked why the 7-8th grade students have breakfast with high school students. She asked the Board to step in to do something about keeping 7-8th grade students completely separate from high school students. She said she understands wanting to move the high school office for security but why not fix one problem before making other changes. Mrs. Whitmyer said she is asking for help and hopes the Board will help her.

New Business – Discussion Items

Early Release Proposal for 2015-16 – Mr. Hertsel said in working with the administrators and union on the calendar for next year they are looking at having one early release day a month, the 2nd Wednesday, from October through May. They would release class 90 minutes early and this would allow teachers time to work on curriculum and school improvement.

Resolution for the district to be policy holder for the medical benefit plan – Mr. Hertsel apologized for bringing this to the Board for discussion and action tonight but we just found out late last week what is required to be completed before June 1st to keep the district in compliance with Best Practice Legislation.

Resolution for the district to participate in Best Practices Incentives – Mr. Hertsel said that this is another resolution the district needs to approve to keep us in compliance with this legislation.

Resolution Designating District’s Election Representative – Mr. Hertsel said that we were sent this information just this morning from the ISD and it has to be acted on before June 1. The Board must determine a Board member who would be the voting member of this Board as well as an alternate. This person would have to attend the ISD Election meeting on June 1st and vote on this candidate. Mr. Hertsel said that for now there is no candidate to represent Cassopolis but there is time for a write-in candidate. This would be for a 6-year term at the ISD level.

New Business – Action Item

Hiring – **Moved by** John Bright, **supported by** Lisa Cutting that the position of Varsity Volleyball coach be awarded to Demi Schrader, as recommended by the Athletic Director. **Motion carried** 7-0, as follows: Deubner, yes; Bright, yes; Binns, yes; Cutting, yes; Calvert, yes; Horstmann, yes; Ward, yes.

Old Business – Action Items

Lewis Cass ISD 2015-16 budget – **Moved by** Sue Horstmann, **supported by** George Calvert that the 2015-16 Lewis Cass Intermediate School District budget resolution is adopted, as presented. **Motion carried** 7-0, as follows: Calvert, yes; Bright, yes; Horstmann, yes; Binns, yes; Deubner, yes; Cutting, yes; Ward, yes.

NEOLA Revised Policies, Vol. 29, No. 2 – **Moved by** Jesse Binns, **supported by** Lisa Cutting that the following revised policies are approved: 1240, 1420, 2260.01, 3120, 3139, 3220, 4120, 5112, 5114, 5320, 5350, 5460, 5517.01, 8390 and 8400. **Motion carried** 7-0, as follows: Binns, yes; Cutting, yes; Bright, yes; Horstmann, yes; Calvert, yes; Deubner, yes; Ward, yes.

Award Bid for Ross Beatty JSHS Security System – **Moved by** Lisa Cutting, **supported by** John Bright that it is hereby resolved the bid for Ross Beatty Jr./Sr. High School Security System improvements is awarded to Security Corporation of Novi, MI, with a base bid of \$36,979.34. **Motion carried** 7-0, as follows: Cutting, yes; Calvert, yes; Horstmann, yes; Deubner, yes; Bright, yes; Binns, yes; Ward, yes.

Award Bid for Ross Beatty JSHS New Secured Entrance – **Moved by** Deb Deubner, **supported by** Sue Horstmann that it is hereby resolved the bid for Ross Beatty Jr./Sr. High School Interior Renovation Improvements is awarded to Pearson Construction of Benton Harbor, MI, with a base bid of \$84,600.00. **Motion carried** 7-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Deubner, yes; Bright, yes; Ward, yes.

Bond Election Resolution – **Moved by** John Bright, **supported by** Lisa Cutting that it is hereby resolved a special school election is approved to be held on August 4, 2015 for a bond proposal for building and site purposes in an amount not to exceed \$3,330,000, as presented. **Motion carried** 7-0, as follows: Deubner, yes; Cutting, yes; Binns, yes; Horstmann, yes; Calvert, yes; Bright, yes; Ward, yes.

Approval of Resolution for district to be policy holder for medical benefit plan – **Moved by** Sue Horstmann, **supported by** George Calvert that it is hereby resolved the resolution stating that the district be authorized as the policy holder for the medical benefit plan for 2014-15 is approved, as presented. **Motion carried** 5-0, as follows: Bright, yes; Deubner, yes; Cutting, yes; Calvert, yes; Horstmann, yes; Binns, yes; Ward, yes.

Approval of Resolution for Best Practices Incentives – **Moved by** Lisa Cutting, **supported by** George Calvert that the resolution for the district to participate in Best Practices Incentives for 2014-15 is approved, as presented. **Motion carried** 7-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Deubner, yes; Bright, yes; Ward, yes.

Approval of Resolution Designating District's Election Representative – **Moved by** Sue Horstmann, **supported by** Jesse Binns that the district appoint Lisa Cutting as the designee and George Calvert as alternate for the district's election representative at the June 1, 2015 Lewis Cass ISD Board meeting. **Motion carried** 5-2, as follows: Cutting, no; Binns, yes; Deubner, yes; Horstmann, yes; Bright, yes; Calvert, no; Ward, yes.

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

- This Wednesday several organizations will meet as a county again looking at ways to collaborate.
- Senior awards will be this Thursday at 7 p.m.
- The Advanced Art trip to Chicago was last Thursday and Friday and was fabulous. The students will have a report to the Board at an upcoming meeting. He thanked Mrs. Johnson for planning a great trip.
- This Thursday at 9 a.m. will be the pre-construction meeting for both projects at Ross Beatty.
- Reminded the Board that graduation will be Sunday May 31st at 2 p.m.
- The district voice mail is back up and running, it had been out for several day but the issues have been resolved.

Mr. Bright said that he attended the staff meeting about the possibility of moving the 6, 7 or 8th grade students. There seemed to be varying opinions. Mr. Bright said that we need a good plan going forward. He proposed the Board consider forming a committee consisting of two Board members, administration representative, a couple of teachers, head of the PTO, and some parents, to work together and try to come up with a plan. The committee could give the Board updates on progress and he would hope the committee could have a proposal in place before spring break next year to present to the Board.

Mrs. Deubner was at the staff meeting also and agrees there were positive comments. She said we want to keep moving forward and keep good things happening.

There being no further business to come before the Board of Education it was **moved by** John Bright, **supported by** Jesse Binns to adjourn the meeting at 7:56 p.m. All in favor.

Susan Horstmann, Secretary