

Cassopolis Public Schools
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Board of Education
Minutes
Regular Meeting
September 28, 2015

Welcome: This regular meeting of the Cassopolis Board of Education was held on Monday, September 28, 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, Amanda Smego, Jesse Binns, Scott Ward

Members Absent: None

Also present: Tracy Hertsel, Becky Smith, Dave VanLue, Dee Voss, Cindy Martynowicz, members of the staff and community

Lisa Cutting led the Pledge of Allegiance.

Approval of Agenda - **Moved by** Sue Horstmann, **supported by** George Calvert, to amend the agenda by adding discussion item “f” review quote for masonry on the Ross Beatty JSHS sign; item “g” review quote for electric on the Ross Beatty JSHS sign; and, adding action item “d” approval of quote for masonry on the Ross Beatty JSHS sign; and, “e” approval of quote for electric on the Ross Beatty JSHS sign. **Motion carried** 7-0, as follows: Binns, yes; Horstmann, yes; Calvert, yes; Cutting, yes; Deubner, yes; Smego, yes; Ward, yes.

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

Approval of Minutes – **Moved by** George Calvert, **supported by** Jesse Binns to approve the minutes of the regular meeting of September 14, 2015, as written. **Motion carried** 7-0, as follows: Deubner, yes; Smego, yes; Binns, yes; Cutting, yes; Calvert, yes; Horstmann, yes; Ward, yes.

Communications or correspondence – None.

Reports, Information Items from School Staff –

Finance / Smith: Mrs. Smith said that the district was part of a 3 year grant through Western Michigan University. We had just under \$18,000 remaining to spend and the deadline for reimbursement was September 30th this year. She thanked Mr. VanLue and Mrs. Voss for working hard to make sure the grant money was spent before the deadline. The money was used for supplies, teacher conference registrations, tuition reimbursement, technology and other items. The information was submitted today and the district will receive reimbursement within the next two weeks.

Public Comment – Jennifer Bonner, 151 S. Rose Street, Kalamazoo, said that she is the Vice President of the Michigan After School Association, and had the opportunity to work with Ms. May and her summer school program. Ms. Bonner thanked Mr. Hertsel and Mrs. Voss for their support. Ms. Bonner said that both the summer school and after school programs are very important. She said that working with these programs was a wonderful experience.

Financials – August, 2015 - Moved by Lisa Cutting, **supported by** George Calvert to approve the payment of bills for the month of August, 2015 as follows: General Fund \$187,852.74; and, Food Service Fund, \$15,596.69.

Motion carried 7-0, as follows: Calvert, yes; Smego, yes; Horstmann, yes; Binns, yes; Deubner, yes; Cutting, yes; Ward, yes.

New Business – Discussion Items

Recap of Our Fathers Keepers Family Ministries summer program – Bianca May said that the purpose of her presentation was to inform the Board, administration and audience about what has been happening in the community since 2012. Ms. May said that at that time Superintendent Weatherspoon and her organization made the decision to work together to include the youth of the community in after school tutoring options and have since conducted summer school programs. Ms. May reviewed a Power Point presentation outlining her programs. Ms. May said that the summer school program had a core curriculum designed by a 40 year educator. There were no questions from Board members.

Activity Audit Report – Mrs. Smith provided Board members with a current activity audit report as last year the Board asked for these to be presented regularly. Also, our new auditing firm requires regular activity audit reports be provided. Mrs. Smith reviewed the audit report that showed where the 2014-15 school year ended and where we are now with these accounts. She said that most of the miscellaneous activity accounts are doing well. There are a few high school activity accounts that need small adjustments but they will not be in the red once they conduct fundraisers for the current year. Mrs. Smith said that the principals have let the advisors know they are not allowed to pre-spend and she has set up the computer system so it won't be allowed.

2015 Tax Levy – Mrs. Smith said that this is the annual L-4029 that the Board approves each September. This is an anticipation of the tax rate that will go to the public. This is up for action later in the meeting.

Review Carmi Design Group / Owner Agreement – Mr. Hertsel said that Board members received this information in an email and hard copies at the meeting. The document was just received from legal counsel earlier today.

Review bid for Ross Beatty JSJS sign – Mr. Hertsel said that there are four bidders on this project and he was glad to see the lowest bid was from the same company that we used for the sign at Sam Adams Elementary. He said he feels confident in the bid which was by far the lowest received.

Review quote for masonry on the Ross Beatty JSJS sign – Mr. Hertsel said that he was glad to report a local contractor bid on this part of the sign project. This contractor was less than half the price of the other two bidders.

Review quote for electric on the Ross Beatty JSJS sign – Mr. Hertsel said that two bids were received on the electric for the high school sign. A company that we recently used was the low bidder. This will be to provide electric out to the sign and we will run an extra conduit in case there is ever a need for Internet at the site.

Old Business – Action Items

2015 Tax Levy (L-2049 and detailed townships) – **Moved by** Jesse Binns, **supported by** George Calvert that it is hereby resolved the 2015 Tax Levy is approved as presented, a copy of which is attached. **Motion carried** 7-0, as follows: Binns, yes; Cutting, yes; Smego, yes; Horstmann, yes; Calvert, yes; Deubner, yes; Ward, yes.

Approval of Carmi Design Group / Owner Agreement – **Moved by** Deb Deubner, **supported by** George Calvert, that it is hereby resolved the Cassopolis Board of Education approves the Owner/Architect Agreement as presented between Cassopolis Public Schools and CARMI Design Group, Inc., which agreement has been reviewed and prepared by Thrun Law Firm, P.C., and the Cassopolis Board of Education further authorizes the Superintendent to execute such agreement on behalf of Cassopolis Public Schools. **Motion carried** 7-0, as follows: Calvert, yes; Horstmann, yes; Smego, yes; Binns, yes; Cutting, yes; Deubner, yes; Ward, yes.

Approval of bid for Ross Beatty JSHS sign – **Moved by** Amanda Smego, **supported by** Deb Deubner that it is hereby resolved that the bid from Signworks in an amount not to exceed \$18,850 for the sign at Ross Beatty JSHS is approved, as presented. **Motion carried** 7-0, as follows: Horstmann, yes; Cutting, yes; Smego, yes; Calvert, yes; Deubner, yes; Binns, yes; Ward, yes.

Approval of quote for masonry on the Ross Beatty JSHS sign – **Moved by** Jesse Binns, **supported by** George Calvert that it is hereby resolved that the quote from Quality Masonry in an amount not to exceed \$6,885 for masonry work on the Ross Beatty JSHS sign is approved, as presented. **Motion carried**, 6-0-1, as follows: Binns, yes; Deubner, abstained; Horstmann, yes; Calvert, yes; Cutting, yes; Smego, yes; Ward, yes.

Approval of quote for electric on the Ross Beatty JSHS sign – **Moved by** Lisa Cutting, **supported by** Deb Deubner that the quote from Wolverine Electric in an amount not to exceed \$4,166.39 for electric work on the Ross Beatty JSHS sign is approved, as presented. **Motion carried** 7-0, as follows: Deubner, yes; Smego, yes; Binns, yes; Cutting, yes; Calvert, yes; Horstmann, yes; Ward, yes.

New Business – Action Item

Accept donation from United Presbyterian Church – **Moved by** Deb Deubner, **supported by** George Calvert that it is hereby resolved that the \$1,000 donation from United Presbyterian Church is accepted, with much appreciation. At the donor's request, this donation will be distributed as follows: Band, \$200; Robotics \$400, PTO \$200, and MI History and Underground Railroad Education \$200. **Motion carried** 7-0, as follows: Calvert, yes; Smego, yes; Horstmann, yes; Binns, yes; Deubner, yes; Cutting, yes; Ward, yes.

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

- Asked if Board members could be available if needed for a special Board meeting next Monday. This may be necessary in order to move forward with contracts on the roofing project.
- Asked Board members let him know if they would be interested to participate in continuing education classes at the ISD.
- As of today the fire systems at the high school and Squires are hooked to Haas Systems and both systems are now being monitored.
- Remember to let him or Cindy know if you are interested in attending the legislative breakfast at 8 am on October 12th at Berrien RESA.

There being no further business to come before the Board of Education it was **moved by** George Calvert, **supported by** Jesse Binns to adjourn the meeting at 7:32 p.m. All in favor.

Susan Horstmann, Secretary