

Cassopolis Public Schools  
Cassopolis High School  
Media Center  
(269)445-0503

Board of Education  
Minutes  
Regular Meeting  
January 29, 2024

Welcome: This regular meeting of the Cassopolis Board of Education was at Cassopolis High School in the Media Center on Monday, January 29, 2024. Meeting was called to order at 5:30p.m., as President Deubner welcomed those attending. Heather Beaudoin led the Pledge.

Roll Call:

Board of Education Members present: Heather Beaudoin, Jesse Bement, Teresa Dahlgren (arrived at 5:33pm), Deb Deubner, William Lee, Amanda Smego, and Aaron Steensma.

Members absent: None

Also present: Dr. John Ritzler, Chris Bergen, Rachele Bogue, James English, Sean Keck, Yara Neuerburg, Tammi Preston, Brian Smith, Beth Westrick, and members of the press and community.

Election of Officers:

**Moved by** Aaron Steensma, **supported by** Heather Beaudoin to retain the officers of the Board of Education in their current positions. **Motion carried** 7-0 Yes – Beaudoin, Bement, Dahlgren, Lee, Smego, Steensma, and Deubner. No – Zero

Appointment of Board Committee(s):

It was recommended that with the upcoming community member involvement meetings, no committees needed to be in place at this time, however, policy does allow for ad hoc committees at any time should the need arise.

Agenda:

**Moved by** Jesse Bement, **supported by** William Lee to approve the agenda as amended. There was no discussion. **Motion carried** 7-0 Yes – Beaudoin, Bement, Dahlgren, Lee, Smego, Steensma, and Deubner. No – Zero

Minutes:

**Moved by** Aaron Steensma, **supported by** Teresa Dahlgren to approve the minutes as presented. There was no discussion. **Motion carried** 7-0 Yes – Beaudoin, Bement, Dahlgren, Lee, Smego, Steensma, and Deubner. No – Zero

Superintendent's Report:

Dr. Ritzler discussed safety and security issues. Revisions to the Emergency Operations Plan came out of two different studies about district readiness. One with Manny DeLaRosa, County Emergency Management Coordinator, and the second was a study funded through a grant through the State of Michigan. Secure Education Consultants came in and looked at all our facilities and gave recommendations. The recommendations are available in the SEC report. The question was raised as to the difference between a School Resource Officer (SRO) and a School Security Officer (SSO). An SRO is a uniformed, badged law enforcement

officer in the school that wears the uniform just as they would out on patrol. An SSO is a school employee under the guidance and direction of the Superintendent. Questions were raised about notification of staff, such as transportation, should an incident take place. It was noted that the administrative staff at the school would be handling the incident and Superintendent Administration would then follow the Emergency Operations Plan (EOP) in notifying the appropriate staff. The EOP is written so that it allows for different situations as it is not possible to have a detailed plan for every scenario.

Dr. Ritzler also wanted to recognize the FFA teams that have advanced to the regional competition that would be taking place at our very own Cassopolis Ross Beatty High School on February 7<sup>th</sup> and wished them well.

There will be three meetings scheduled for the Community Involvement Committee on March 11<sup>th</sup>, April 8<sup>th</sup>, and April 29<sup>th</sup> at 6:00pm. We would like anyone interested in serving on this committee to reach out to Mrs. Westrick at 269-445-0503 or at [bwestrick@cassopolis.org](mailto:bwestrick@cassopolis.org). It is important that interested community members reach out to Mrs. Westrick to allow us to appropriately plan for the meeting on March 11<sup>th</sup>.

### Financial Report

Mr. English reviewed the general fund and food service budget reports highlighting areas of each budget that were trending to be under or over the budget approved by the board in December. Mr. English noted that the areas that operate on a fiscal year should show around 50% of the budget spent thus far with school year budgets trending at 33% of the overall budget. Mr. English also highlighted the cash flow report and showed how the district spends around \$500,000 every two weeks with an annual budget of \$12.5 million. Finally, Mr. English noted that the Bobcat Skid Steer that was approved by the board in December is going to cost a bit less than what was approved by the board.

### Public Comment on Agenda Items:

There was no public comment on Agenda Items.

### Consent Agenda:

**Moved by** Amanda Smego, **supported by** Teresa Dahlgren to approve the consent agenda as presented. There was no discussion. **Motion carried** 7-0 Yes – Beaudoin, Bement, Dahlgren, Lee, Smego, Steensma, and Deubner. No – Zero

### New Business: Action Item

**Moved by** Teresa Dahlgren, **supported by** Amanda Smego to approve that the firm of Kruggel Lawton & Co. be approved as the 2023-2024 financial auditor as recommended by the Superintendent and Director of Finance. There was no discussion. **Motion carried** 7-0 Yes – Beaudoin, Bement, Dahlgren, Lee, Smego, Steensma, and Deubner. No – Zero

### New Business: Action Item

**Moved by** Aaron Steensma, **supported by** Heather Beaudoin that the purchase of band uniforms from Stanbury Uniforms for \$41,275.20 be approved. There was some discussion. **Motion carried** 7-0 Yes – Beaudoin, Bement, Dahlgren, Lee, Smego, Steensma, and Deubner. No – Zero

### New Business: Action Item

**Moved by** Jesse Bement, **supported by** William Lee that the purchase of a Ford F-250 4x4 crew cab pick-up truck for the CTE Agricultural Science Program from C. Wimberley Ford for \$64,040 be approved. There was some discussion. **Motion carried** 7-0 Yes – Beaudoin, Bement, Dahlgren, Lee, Smego, Steensma, and Deubner. No – Zero

New Business: Action Item

**Moved by** Teresa Dahlgren, **supported by** Amanda Smego that Board Policies 0122, 1420, 3130, 3131, 3132, 3140, 3142, 3220, 6520 be accepted as presented. There was no discussion. **Motion carried** 7-0 Yes – Beaudoin, Bement, Dahlgren, Lee, Smego, Steensma, and Deubner. No – Zero

New Business: Action Item

**Moved by** Jesse Bement, **supported by** Teresa Dahlgren that the Emergency Operations Plan be accepted as presented. There was no discussion. **Motion carried** 7-0 Yes – Beaudoin, Bement, Dahlgren, Lee, Smego, Steensma, and Deubner. No – Zero

Miscellaneous Administrative Items:

Dr. Ritzler acknowledged that this is School Board Appreciation Month and thanked all members for their time they invest in their service to the district.

Public Comment on Non-agenda Items:

There was no public comment on Non-agenda Items.

Adjournment:

**Moved by** Jesse Bement, **supported by** Amanda Smego to adjourn the meeting. The meeting adjourned at 7:24pm.

Submitted by Beth Westrick  
Teresa Dahlgren, Secretary

\*Next BOE meeting is scheduled for February 26, 2024.