

CHASSELL TOWNSHIP SCHOOL
Board of Education
Regular Meeting

August 21, 2017

The Chassell Township School Board of Education met on Monday, August 21, 2017, in the library. President Roger Tervo called the meeting to order at 5:32 p.m.

Present: B.J. Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Ken Kytta, Roger Tervo

Absent: Carl Olson

GUESTS: Charles & Deb Gazvoda, Nora Olson, Angela Danison, Tricia Tervo

Charles and Deb Gazvoda presented a proposal to the board requesting that the school board consider to allow them to obtain material that has been removed from the school grounds and placed at the old drive-in theatre property. The Gazvoda family is looking to obtain 20 plus yards of fill material to improve their woods trails. The proposal states that no outside contractor will be involved and the Gazvoda family will assume all liability for activity in such a matter. The family had previously obtained material in a similar matter when the school last disposed of material at the drive-in several years ago.

Regular Board Meeting – July 17, 2017 – Ken Kytta moved, seconded by Randy Danison, to approve the minutes of the regular meeting on July 17, 2017 Motion carried with all members voting AYE.

Treasurer's Report - Chris Holmes reported an Income of \$19,328.11, Expenses of \$67,845.21, leaving a deficit Net Income balance of (\$48,517.10) for the period of July 1, 2017 through July 31, 2017.

The General Fund Cash & Investment Balance as of July 31, 2017 was \$45,309.90.

Ken Kytta moved, seconded by Suzanna Tuomi, to approve the treasurer's report, petty cash report, and to pay the July bills as submitted. Motion carried on a roll call vote:

AYES: B.J. Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Ken Kytta, Roger Tervo

NAYS: None

ADMINISTRATIVE ITEMS

A. Updates on Building Projects –

- The alert system is complete
- Keweenaw Lock is finishing locks. They will return once DP Construction installs the new interior doors.
- Driveway Project – paving should begin August 24
- Front Door Project – DP Construction is still waiting for glass for the exterior doors. The glass will be installed as soon as it arrives.
- Interior Doors – Should be installed August 23 or 24

B. Library Aide - There were six applicants for the position of library aide. Three of the six were interviewed. The recommendation of the hiring committee was to offer the position to Dan Wenberg.

C. Vacancies -

- Title I Aide – Former Title I aide, Megan Hilsendager, accepted a teaching position in L'Anse, therefore the district was in need of a Title I aide. Through the interviews for the library aide, one of the people who applied was a standout candidate; this standout candidate was Jomarie Wakeham. Mr. Parmentier called Ms. Wakeham to ask if she would be interested in the Title I aide position. She stated she would be interested. The recommendation would be to offer the position to Ms. Wakeham if the board approved..
- Food Service Department – There are currently two positions available in the food service department. A cook assistant who would work approximately six to six and a half hours a day and a food service aide who would work approximately three hours a day. The job postings are listed on the website and interviews are planned for the last week of August.
- Possible coaching position for the Girls Varsity Volleyball – Ms. Hilsendager had originally planned to finish the season as coach of the girls' varsity volleyball team, however, there were more conflicts than she anticipated when she accepted the teaching position in L'Anse. Due to those conflicts, she will most likely need to resign. Ms. Hilsendager has already contacted Kaitlyn Michaels to ask if she would be interested in completing the season as the head coach and stated that she would share that information with Mr. Parmentier and the school board. After a discussion during the board meeting, it was stated that if Ms. Hilsendager resigned, the position should be posted internally for a week prior to going to Kaitlyn Michaels.

- D. Early College Numbers – Currently there are (9) 5th year students; (5) seniors and (10) juniors enrolled in the Gogebic Community College early college program through Chassell.

COMMITTEE REPORTS

- A. Enrollment Sub-Committee – B.J. Tervo reported the enrollment sub-committee (as part of the Education Committee) met on Wednesday, July 26, 2017. The committee had quite a lengthy but productive discussion and shared many good ideas. The committee discussed that there are approximately sixty students from Chassell Township that are enrolled through the school of choice option and are attending classes in Portage Township Schools. Ideas that were shared during the meeting include: selling the early college program through GCC, communicate and share the positive atmosphere of a small school and the opportunity to have a one-on-one relationship with staff members if needed; plan an open house and give tours to showcase what Chassell has to offer; modernize the Panther Pawse newsletter; offer a preschool; encourage the community to get involved in the school and continue to recruit.

To-date items that have been done to help with these ideas: a letter has been mailed to home school students highlighting and detailing the opportunities that students have with regard to enrolling in classes through CTS and early college. A fifth year student will be doing radio ads selling the Gogebic Early College program. A link will be added to our web page with details regarding the early college program and a school-wide Open House has been scheduled for Tuesday, August 29 from 5 p.m. until 7 p.m.

- B. Curriculum Sub-Committee – B.J. Tervo reported the curriculum sub-committee (as part of the Education Committee) met on Thursday, July 27, 2017. The curriculum sub-committee has a lot of leg work ahead of them. The committee should develop a comprehensive written plan with clearly defined goals and expectations of what the curriculum should be. The curriculum needs to be strengthened. The work on this should begin during professional development meetings. The committee and staff should review and update the vision statement and mission statement for the school and build from there. Carla Strome from the CCISD will help guide the staff and committee through this process.

- C. Athletic Committee – Suzanna Tuomi reported the committee had met on Wednesday, August 16, 2017 and discussed the following.
- Coaches wages – The recommendation from the committee was to change the Cross Country coach's wages to \$2,000.00 per season. The second recommendation was to change the Varsity Volleyball wages to \$3,200.00 per season. Both changes will be effective with the 2017-2018 athletic year.
 - Varsity Volleyball Coach – After a discussion with the committee it was recommended to advertise internally for one week for a varsity volleyball coach and if no staff member was interested, the position could be offered to Kaitlyn Michaels to finish out the season.
 - Junior High Bussing – Transportation costs are being evaluated. It was noted that last year during the junior high season, many times the return bus from the event only had one or two athletes along with the coach. Is it feasible to provide transportation for junior high events? After a brief discussion, it was recommended that a bus be provided to deliver students to the event, however, students will need to car-pool to return home. The coaches will be responsible for their own transportation and must follow the bus or meet the bus at the scheduled venue. Parents and athletes will be informed of these changes prior to the start of the athletic season.
- D. Property Committee – The property committee will need to meet and discuss the roof line with regard to the small engine classroom bay. Secondly, a question regarding the crack sealing and striping of the older sections of the parking lot (i.e., student lot, etc.). The estimated cost is approximately \$15,000.00. The board as a whole decided to re-evaluate this topic/issue in a couple of months once a summary of bond money expenditures was reviewed.
- E. Personnel/Negotiation Committee – Ken Kytta reported the committee had met on Thursday, August 17, 2017. A tentative agreement was reached with the teacher union. Changes are as follows:
1. Teachers on steps accrue their steps.
 2. Salary schedule increase tied to enrollment:
 - If fall 2017 enrollment count is equal or greater than 250 increase Salary schedule by 0.5%.
 - If fall 2017 enrollment count is equal to or greater than 252, increase Salary schedule by an additional 0.5%.
 3. If fall 2017 enrollment count is equal to or greater than 253, there will be an increase of \$300.00 for all longevity categories.
(Note: enrollment not to include the 5th year students)
 4. Schedule B Changes: Cross Country Coach to \$2,000.00 and Varsity Volleyball Coach to \$3,200.00.
- The recommendation of the committee was to ratify the tentative agreement as presented.

DISCUSSION ITEMS

- A. School Calendar – The official start date for the 2017-2018 school year will be Tuesday, September 5, 2017. The staff will have professional development in the morning and students will have a half day of school with a noon start time.
- B. Building Signage and Electronic Sign – A lengthy discussion was held regarding the electronic sign. Mr. Parmentier will get additional information as requested. Building signage will wait until a decision has been made on the electronic sign.

ACTION ITEMS

- A. Material from the Drive-In Property - Chris Holmes moved, seconded by Ken Kytta, to allow the Gazvoda family to obtain 20 plus yards of fill material to improve their woods trails. The proposal states that no outside contractor will be involved and the Gazvoda family will assume all liability for activity in such a matter. The family had previously obtained material in a similar matter when the school last disposed of material at the drive-in several years ago. (See attached letter). Motion carried with all members voting AYE.
- B. Ratify the Tentative Agreement – Ken Kytta moved, seconded by Suzanna Tuomi, to ratify the tentative agreement with the teachers union. Changes are as follows:
1. Teachers on steps accrue their steps.
 2. Salary schedule increase tied to enrollment:
 - If fall 2017 enrollment count is equal or greater than 250 increase Salary schedule by 0.5%.
 - If fall 2017 enrollment count is equal to or greater than 252, increase Salary schedule by an additional 0.5%.
 3. If fall 2017 enrollment count is equal to or greater than 253, there will be an increase of \$300.00 for all longevity categories.
(Note: enrollment not to include the 5th year students)
 4. Schedule B Changes: Cross Country Coach to \$2,000.00 and Varsity Volleyball Coach to \$3,200.00.

Motion carried on a roll call vote:

AYES: B.J. Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Ken Kytta, Roger Tervo

NAYS: None

- C. Varsity Volleyball Coach – Chris Holmes moved, seconded by Ken Kytta, to post internally for one week for a varsity volleyball coach provided that Ms. Hilsendager resigns. If no applicants are received, Mr. Parmentier may make an offer of employment to Kaitlyn Michaels for the remainder of this 2017-2018 season. Motion carried with all members voting AYE.
- D. Milk Bid – Ken Kytta moved, seconded by Chris Holmes to accept the milk bid from Jilbert Dairy for the 2017-2018 school year. The prices are as follows: 1% white milk (1/2 pint carton) fixed price \$0.2650; TruMoo Skim Chocolate Milk (1/2 pint carton) fixed price \$0.2840 and Skim White Milk (1/2 pint carton) fixed price \$0.2565. (Bid copy attached) Motion carried on a roll call vote:

AYES: B.J. Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Ken Kytta, Roger Tervo

NAYS: None

AYES: B.J. Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Ken Kytta, Roger Tervo

NAYS: None

- G. Resignation – Title I Aide – Ken Kytta moved, seconded by Randy Danison, to accept with regret the resignation of Megan Hilsendager as the Title I aide. Motion carried with all members voting AYE.
- H. NEOLA Policies (Vol. 31 – No. 2); ESSA February 2017; Special Update May 2017 – Chris Holmes moved, seconded by Ken Kytta, to approve the second reading and adopt the NEOLA Policies (Vol. 31 – No. 2), ESSA February 2017; Special Update May 2017. Motion carried with all members voting AYE.
- I. New Hire – Title I Aide – Chris Holmes moved, seconded by Ken Kytta, to hire Jomarie Wakeham as the new Title I aide. Wages will be paid according to the support staff pay schedule. Motion carried on a roll call vote:

AYES: B.J. Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Ken Kytta, Roger Tervo
NAYS: None
- J. Resignation – Assistant Cook – Ken Kytta moved, seconded by Suzanna Tuomi, to accept with regret the resignation of Polly Sue Goddard as the assistant cook for the food service department. Motion carried with all members voting AYE.
- K. September board meeting will be on Monday, September 18, 2017, at 5:30 p.m.

Ken Kytta moved, seconded by Randy Danison, to adjourn the meeting at 6:50 p.m. Motion carried with all members voting AYE.

Approved:

President:

Secretary: