

**CHASSELL TOWNSHIP SCHOOL**  
**Board of Education**  
**Regular Meeting**

**December 18, 2017**

The Chassell Township School Board of Education met on Monday, December 18, 2017, in the library. President Roger Tervo called the meeting to order at 5:31 p.m.

Present: B.J. Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Ken Kytta (5:35 p.m.), Roger Tervo

Absent: Carl Olson

GUESTS – Tricia Tervo and Tamara Pietila

Regular Board Meeting – November 20, 2017 – Randy Danison moved, seconded by B.J. Tervo, to approve the minutes of the regular meeting on November 20, 2017, as presented. Motion carried with all members voting AYE.

Treasurer's Report – Chris Holmes reported an Income of \$201,119.02, Expenses of \$172,606.62, leaving a Net Income balance of \$28,512.40 for the period of November 1, 2017 through November 30, 2017.

The General Fund Cash & Investment Balance as of November 30, 2017 was \$198,028.55.

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

AYES: B.J. Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes (see note below), Roger Tervo

NAYS: None

ABSTAIN: Chris Holmes on the U.P. Engineering bill (he is employed by U.P. Engineering)

(Note): Ken Kytta arrived at the meeting after this motion. (No vote).

**ADMINISTRATIVE ITEMS**

**A. Voice of Democracy** – local winners

- 1<sup>st</sup> Place – Bill Rautiola (10<sup>th</sup> grade)
- 2<sup>nd</sup> Place – Katie Huhta (10<sup>th</sup> grade)
- 3<sup>rd</sup> Place – Ginny Hyypio (10<sup>th</sup> grade)

District Winner – (1<sup>st</sup> Place): Ginny Hyypio; she will travel to Kalamazoo on Thursday, January 17 through Saturday, January 20. Congratulations to all the students.

**B. Patriot's Pen** – local winners

- 1<sup>st</sup> Place – Nora Holmes (6<sup>th</sup> grade)
- 2<sup>nd</sup> Place – Madalyn Laux (7<sup>th</sup> grade)
- 3<sup>rd</sup> Place – Lorena Hupp (6<sup>th</sup> grade)
- 3<sup>rd</sup> Place – Ally Etelamaki (8<sup>th</sup> grade)

Congratulations to all the students.

**C. Teacher of the Year** – Melanie Harmala

**D. Fall Sports Banquet** – The fall sports banquet was held on Wednesday, November 29 in the multipurpose room. Players, students and parents attended and enjoyed the event.

- E. **Grants** – The district has applied for the following grants:
- CMU - \$10,000.00
  - MEEMIC - \$7,000.00
  - SET/SEG - \$2,500.00 for 3-D Printers
- F. **CTE Funding** – The Michigan Department of Education just announced Michigan plans to expand the CTE programs within the State. There will be \$12.5 million in grant opportunities available. School districts will work with their local ISD programs to apply for grant funding.
- G. **Award Designation** – Chassell Township Schools was recognized with a 2017 Title I Distinguished School Award – Category 2 (Closing the Achievement Gap). Congratulations to all the staff, students and parents for this achievement.
- H. **Website Information** – Mr. Parmentier has gathered information from several vendors regarding updating our website. Summary as follows:
- REMC 1 – An estimate to upgrade our website (approx.) \$3,000.00. They would charge \$40.00 per hour and the same \$40.00 per hour monthly thereafter as needed.
  - Opus (Current Vendor) – Estimate to upgrade would be (approx.) \$4,000.00. They created our current website in 2007. The upfront cost at that time was lowered to \$500.00 to be affordable for the school district and the monthly fee was set at \$300.00. Currently they are charging a standard monthly fee of \$150.00. The school district could get our monthly rate changed to the standard \$150.00 per month as stated.
  - MTU Class – Mr. Parmentier spoke to Robert Pastel from MTU. Mr. Pastel stated his class would be able to design a new website and mock up the design. The mock up could be taken to an actual vendor to complete. The mock up would probably be a partially functional website. There would be no cost for this mock up, however, it would not be a completely running and operating website.
  - Side Note - When looking at upgrading our website a new function that needs to be taken into account is that our website will need to be ADA compliant. This is a new requirement outlined by the Michigan Department of Education. Local school districts are in the process of upgrading their websites to add this feature.

## COMMITTEE REPORTS

- A. Education Committee – B.J. Tervo reported the committee had met on Monday, December 11, 2017 at 3:30 p.m. with John Vaara from NEOLA. The committee reviewed the NEOLA policies Vol. 32, No. 1. The recommendation of the committee is to approve the first draft reading and to discard Policy 2418 (Program – Sex Education) as presented.

## DISCUSSION ITEMS

- A. Day Care Licensing – Mr. Parmentier spoke to Michelle Newkirk regarding the steps and procedures required to get a day care up and running. To complete the whole process and pay for all fees and permits the cost would be approximately \$2,460.00. Step one would require an application fee of \$150.00 to the State of Michigan to apply for a day care license. Step two if approved for the license would be an Environmental Health Inspection which will cost approximately \$100.00-\$250.00. Would the board be interested in starting this process?
- B. Evaluation – Roger Tervo spoke to board members regarding the evaluation process for the superintendent. Board members were asked to complete their evaluations and to return them at the January board meeting.

**ACTION ITEMS**

- A. NEOLA Policies – Vol. 32, No. 1 (*first draft reading*) – Ken Kytta moved, seconded by Chris Holmes to approve the *first draft reading* of the NEOLA Policies Vol. 32, No. 1, with disregarding Policy 2418 (Program – Sex Education) as presented. Motion carried with all members voting AYE.
- B. Day Care Application – Ken Kytta moved, seconded by Suzanna Tuomi, to begin the process of applying for a day care license. The application fee of \$150.00 to the State of Michigan was approved. Motion carried on a roll call vote:
- AYES: B.J. Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Ken Kytta, Roger Tervo  
NAYS: None
- C. Student Council Advisor – Suzanna Tuomi moved, seconded by Randy Danison, to accept the resignation of Mark Ware as the Student Council advisor. Mr. Ware stated that he would complete this year as the advisor and an internal posting will be done before the end of the school year. Motion carried with all members voting AYE.
- D. The January board meeting will be scheduled for Monday, January 15, 2018, at 5:30 p.m.

Ken Kytta moved, seconded by Randy Danison, to adjourn the meeting at 6:12 p.m. Motion carried with all members voting AYE.

Approved:

President:

Secretary:

Mark Ware  
42623 Hubbard Ave  
Painesdale, MI

November 21st, 2017

Mr Parmentier  
Chassell Township Schools

Dear Mr. Parmentier,

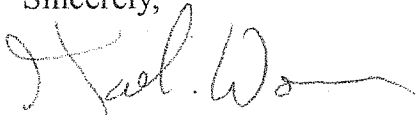
I am writing to announce my resignation from my role as Student Council Advisor, effective at the end of the 2017-2018 school year..

This was not an easy decision to make. The past few years have been very rewarding. I've enjoyed working for with the students and expanding on what the council does here.

Thank you for the opportunities for growth that you have provided me.

If I can be of any help during the transition next-year, please don't hesitate to ask.

Sincerely,

A handwritten signature in black ink that reads "Mark Ware". The signature is written in a cursive style with a long horizontal flourish at the end.

Mark Ware