

CHASSELL TOWNSHIP SCHOOL
Board of Education
Regular Meeting

January 15, 2018

The Chassell Township School Board of Education met on Monday, January 15, 2018 in the library. President Roger Tervo called the meeting to order at 5:32 p.m.

Guests: Tricia Tervo and Jane Rautiola

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

Absent: None

GUESTS:

- Tricia Tervo spoke to the board and thanked them for their dedication and service to our students and our school.

Regular Board Meeting – December 18, 2017 – Chris Holmes moved, seconded by Carl Olson, to approve the minutes of the regular meeting on December 18, 2017. Motion carried with all members voting AYE.

Treasurer's Report - Chris Holmes reported an Income of \$168,728.64 and Expenses of \$196,609.13 leaving a deficit Net Income balance of (\$27,880.49).

The General Fund Cash & Investment Balance as of December 31, 2017 was \$220,990.62.

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

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

NAYS: None

COMMUNICATIONS

A. Administrative Items

- **Grants** - The school district received news that they were approved for a Trades Grant from the State of Michigan that will be paid through the C.C.I.S.D. The grant amount total is \$5,000.00. The trades program has been approved to purchase an enclosed trailer.
- **Board Appreciation Month** – Chassell Township Schools “proudly join educators and community members in saluting our board members as education advocates as they provide vision and leadership for student achievement, academic programs, district funding and school facilities.” Board members enjoyed a cheesecake dessert and coffee after the meeting.
- **Foundation Board of Directors Meeting** – Will be held on Tuesday, January 23 at 5 p.m. at the Superior National Bank board room.

COMMITTEE REPORTS

- A. Education Committee – B.J. Tervo reported the committee had met on Monday, January 15, 2018, at 4:30 p.m. to discuss the following:
- Students having water and/or coffee in the classrooms. There has been some concerns regarding students carrying drinks into classrooms. At this time, there will be no policy change. Students will continue to be able to carrying drinks into classrooms unless a teacher adamantly objects to it.
 - Adding and dropping classes. There was a rather lengthy discussion with regard to students adding and dropping classes. The current policy was reviewed and the committee felt that an update should be written, however, the current policy will stand for the remainder of this year. An update will be addressed at the end of the current school year, as there needs to be a provision added for those students who are enrolled in the early college program.

DISCUSSION ITEMS

- A. Website – A discussion was held regarding two options for upgrading our website. Currently the website designer is OpusWeb.com. Mr. Parmentier spoke to both OpusWeb and REMC1 which is beginning to get into web design along with their support-net computer support. Both companies offered estimates to upgrade our website plus make it ADA compliant and also offered an estimate on what it would cost to maintain those websites. No decision was made regarding the upgrade at this time.
- B. Superintendent/Principal Evaluation – The school board began using a new evaluation tool designed by MASB (Michigan Association of School Boards); the Revised School Code requires Board of Education members to receive training on the evaluation instrument to be used for the superintendent evaluation beginning in 2016-2017. Our school board was trained in February 2017.

A suggested timeline for evaluation of our Superintendent based on our election cycle for new board members would be as follows:

- January – Board of Education and superintendent mutually agree upon timeline and key dates; goals (benchmarks and evidence); how the evaluation will be compiled; how the evaluation will be shared with the superintendent; how the evaluation will be shared with the community.
- April – Informal update. Board president shares any specific questions/concerns from board members. Superintendent provides a written update to the board on goals, expectations and indicators of success. Board offers input on status/progress to-date.
- June – Formal discussion and check-in on progress towards goals. Board president provides questions from the board prior to the meeting. Superintendent provides update on progress with available evidence. Board seeks clarification if needed. Discussion on progress and growth. Adjustments to course or goals are discussed.
- August – Informal update. (See notes above)
- November – Annual evaluation. Superintendent performs a self-evaluation; presents portfolio with evidence to the Board of Education. Board members review the portfolio prior to the evaluation, seek clarification as needed. Board president or consultant facilitate the evaluation. Formal evaluation is presented to and adopted by the Board of Education. Board president and superintendent coordinate public statement regarding the superintendent performance.

This year (2018) the Board of Education will meet after spring break which is scheduled for the last week in March – therefore the Board will meet in early April for an *Informal Update*. The Board will then meet (at a minimum) of one more time in late October or

early November for a *Formal check-in progress* prior to the *Annual Evaluation* in December.

ACTION ITEMS

- A. Board Member Appreciation – Board members were presented with cheesecake for dessert and beverages in honor of “Board Member Appreciation Month”. Thank you.
- B. Second Reading – Chris Holmes moved, seconded by Carl Olson, to adopt the Neola Policies Vol. 32, No. 1 with disregarding Policy 2418 (Program – Sex Education) after the second reading. Motion carried with all members voting AYE.
- C. The February board meeting will be held on Monday, February 19, 2018, at 5:30 p.m. The amended budget update for 2017-2018 will be presented.

Chris Holmes moved, seconded by Carl Olson, to adjourn the meeting at 6:34 p.m. Motion carried with all members voting AYE.

Approved:

President:

Secretary: