

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

February 19, 2018

The Chassell Township School Board of Education met on Monday, February 19, 2018, in the library. President Roger Tervo called the meeting to order at 5:30 p.m.

Guests: Mary Markham, Frank & Libby Kyro, Jane Rautiola, Tamara Pietila, Sarah Guidotti, Kyle Hupp, Matt Tuomi

Present: B.J. (Brady) Tervo, Suzanna Tuomi, Chris Holmes, Roger Tervo

Absent: Randy Danison, Carl Olson, Ken Kytta

Guests: Libby Kyro spoke to the board about her desire to drop her high school physics class. After a lengthy discussion, it was decided that the board would need to schedule a special hearing so that a quorum of the board was available to vote on the issue of dropping a high school class rather than dropping a second early college class. A special meeting was scheduled for Thursday, February 22 at 5:30 p.m.

High school senior class trip members, Kyle Hupp and Matt Tuomi, spoke to the board and presented an itinerary they wanted approved for their senior class trip to Cozumel. (Itinerary attached).

Regular Board Meeting – January 15, 2018 – Chris Holmes moved, seconded by B.J. Tervo, to approve the minutes of the regular meeting on January 15, 2018. Motion carried with all members voting AYE.

Treasurer's Report - Chris Holmes reported an Income of \$171,581.01 and Expenses of \$162,895.86 leaving a Net Income balance of \$8,685.15.

The General Fund Cash & Investment Balance as of January 31, 2018, was \$220,990.62.

Suzanna Tuomi moved, seconded by B.J. (Brady) Tervo, to approve the treasurer's report, petty cash report, and to pay the January bills as submitted. Motion carried on a roll call vote:

AYES: B.J. (Brady) Tervo, Suzanna Tuomi, Chris Holmes, Roger Tervo

NAYS: None

ADMINISTRATIVE ITEMS

1. Science Olympiad –

Division C:	1 st place in Optics	– Kellan Heikkila and Rebecca Markham
Division B:	3 rd place in Crime Busters	– Amelia Laux and Jacie Schaaf
Division B:	3 rd place in Write It Do It	– Emma Holmes and Hailey McClure
Division C	7 teams participated	
Division B	11 teams participated	
Congratulations to all our team members.		

2. Solo & Ensemble –

The following list of students who participated in Solo & Ensemble on Saturday, February 3 and received a Division I Rating (Similar to receiving an “A” in class).

- Riley Wilson
- Marli Hietala*
- Rebecca Markham*
- Kurtis Kytta*
- Kolson Kytta*
- Hunter Bellow

Students with a (*) next to their name have the opportunity to participate in State Solo & Ensemble. Congratulations to our band students.

3. Kindergarten Round-Up has been scheduled for Tuesday, March 13 from 4:30 p.m. – 6 p.m.
4. Thank you card – The school district received a thank you card from Gordette Cote-Leutz.
5. Website – Mr. Parmentier spoke to another web designer, Scott Niska from SmartCreative, LLC. After speaking with Mr. Niska he stated that a one-time set-up fee would be approximately \$8,800.00 - \$9,600.00. Yearly thereafter our cost would be \$300.00.
6. U.P. Janitorial – Barb Litzner is scheduled to retire on Monday, February 26. U.P. Janitorial will provide a person to work daily from 6 a.m. until 2:30 p.m. starting on Tuesday, February 27. The district will need to post for the Maintenance/Custodial position.
7. Health Inspection – The school district had a health inspection on the former B.H.K. classroom which the school district would like to use for a day care program (Panther Cubs Day Care). The health inspection passed with an “A” rating.

COMMITTEE REPORTS

- A. School Improvement Committee Report – B.J. (Brady) Tervo reported they had met on Wednesday, February 7. The school leadership team broke up into groups to start working on survey questions to prepare a survey for community, parents, staff and students to respond to. The community and parents survey was ready for the parent/teacher conferences that were held on Thursday, February 15. The staff and student surveys should be available shortly.
- B. Finance Committee Report – Chris Holmes reported the committee had met on Friday, February 16 at 11 a.m. at the ISD and reviewed the amended 2017-2018 budget.
- C. Athletic Committee Report – Suzy Tuomi reported the committee had met on Monday, February 19 at 5:15 p.m. Discussion centered around the fan misconduct that happened at the boys’ basketball game in Ontonagon on Tuesday, February 13. The recommendation of the committee was to bar J.L. from the last home game which is scheduled for Friday, February 23. The committee also asked Mr. Parmentier to send an apology letter to the Superintendent at Ontonagon High School.

DISCUSSION ITEMS

- A. CTE (Career & Technical Education) Mileage – The CCISD has a mileage allowance for the school district of up to \$1,000.00 for the year for students who attend CTE classes. The first semester Chassell had 8 students who were signed up for CTE classes. The second semester Chassell had 6 students registered. In the past, Chassell would pay students \$50.00 per semester. Board approval would be required to pay the students a mileage allowance provided that the CCISD had funds available to cover this expense.
- B. School Web Page – update given during the Administrative Report.
- C. KEDA Membership – Annual membership dues are \$250.00. KEDA offers up to 9 local scholarships of \$500.00 each. Typically one Chassell student is awarded a scholarship for a student going into a trades program. Board members approved the payment of the annual dues as presented.
- D. Panther Cubs Day Care – update given during the Administrative Report.
- E. 2018-2019 Busing Update – No change if the district remains with R&A Transportation. Mr. Parmentier will need to check with R&A to see if they will continue with the current contract through next year. If the district goes with Lamers Bus Lines, Inc. the district will incur an additional \$25,000.00 in expenditures.
- F. RFP – Elementary playground basketball court. (To be completed this spring).
- G. CCASB Award Recipients – *Community Leadership* award nominations are due to the CCASB by Wednesday, March 21. District award winners (student, employee & school service) are due by Friday, April 6.
- H. Superintendent Evaluation – Not all evaluation tools have been turned in, therefore, the evaluation has not been completed.

ACTION ITEMS

- A. Amended Budget 2017-2018 - General Fund - Chris Holmes moved, seconded by Suzanna Tuomi, to approve the amended General Fund budget as follows:

Total Revenue	\$2,374,212
Total Expenditures	\$2,497,284
Excess (Deficiency) of Revenue	\$ (123,072)
Total Other Financing Sources (Uses)	\$ 53,714
Excess (Deficiency) of Revenues	\$ (69,358)
Estimated Fund Balance, End of Year	\$ 185,995

Motion carried on a roll call vote:

AYES: BJ (Brady) Tervo, Suzanna Tuomi, Chris Holmes, Roger Tervo

NAYS: None

- B. Amended Budget 2017-2018 - Food Service - Chris Holmes moved, seconded by Suzanna Tuomi, to approve the amended Food Service budget as follows:

Total Revenue	\$97,405
Total Expenditures	\$99,050
Excess (Deficiency) of Revenue	\$(1,645)
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	\$(1,645)
Estimated Fund Balance, End of Year	\$ 8,388

Motion carried on a roll call vote:

AYES: BJ (Brady) Tervo, Suzanna Tuomi, Chris Holmes, Roger Tervo

NAYS: None

- C. Amended Budget 2017-2018 - Debt Service - Chris Holmes moved, seconded by Suzanna Tuomi, to approve the amended Debt Service budget as follows:

Total Revenue	\$261,730
Total Expenditures	\$277,018
Excess (Deficiency) of Revenue	(\$15,288)
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	(\$15,288)
Estimated Fund Balance, End of Year	\$ 10,210

Motion carried on a roll call vote:

AYES: BJ (Brady) Tervo, Suzanna Tuomi, Chris Holmes, Roger Tervo

NAYS: None

- D. Amended Budget 2017-2018 – Capital Projects - Chris Holmes moved, seconded by Suzanna Tuomi, to approve the amended Capital Projects budget as follows:

Total Revenue	\$ 400.00
Total Expenditures	\$ 585,000
Excess (Deficiency) of Revenue	(\$584,600)
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	(\$584,600)
Estimated Fund Balance, End of Year	\$112,526

Motion carried on a roll call vote:

AYES: BJ (Brady) Tervo, Suzanna Tuomi, Chris Holmes, Roger Tervo

NAYS: None

- E. Amended Budget 2017-2018 – Sinking Fund - Chris Holmes moved, seconded by Suzanna Tuomi, to approve the amended Sinking Fund budget as follows:

Total Revenue	\$11,025
Total Expenditures	\$ Zero
Excess (Deficiency) of Revenue	\$11,025
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	\$11,025
Estimated Fund Balance, End of Year	\$12,766

Motion carried on a roll call vote:

AYES: BJ (Brady) Tervo, Suzanna Tuomi, Chris Holmes, Roger Tervo

NAYS: None

- F. Senior Class Trip – Chris Holmes moved, seconded by B.J. (Brady) Tervo, to approve the itinerary as presented. (see attached) Motion carried with all members voting AYE.
- G. Athletic Committee Recommendation – Chris Holmes moved, seconded by Suzanna Tuomi, to bar J.L. from the last boys' basketball game scheduled for Friday, February 23, 2018. The superintendent will also send a letter of apology to Ontonagon High School for fan behavior at the game on February 13. Motion carried with all members voting AYE.
- H. Career & Technical Education Mileage – Chris Holmes moved, seconded by B.J. (Brady) Tervo, to pay mileage to students enrolled in CTE classes at a rate of \$50.00 per semester provided there are funds available from the CCISD to reimburse for these expenditures. Motion carried on a roll call vote:

AYES: BJ (Brady) Tervo, Suzanna Tuomi, Chris Holmes, Roger Tervo

NAYS: None

- I. J.H. Girls Volleyball Coach – Karli Michaels – Suzanna Tuomi moved, seconded by B.J. (Brady) Tervo, to approve the hiring of Karli Michaels as the J.H. Girls Volleyball Coach. The position will be paid through GMS (Good Marks for Schools) which is our third party contractor for coaches; wages will be paid according to the Schedule B in the CEA Master Agreement. Motion carried on a roll call vote:

AYES: B.J. (Brady) Tervo, Suzanna Tuomi, Chris Holmes, Roger Tervo

NAYS: None

- J. Head Track Coach – Ayla LaRoe – Chris Holmes moved, seconded by B.J. (Brady) Tervo, to approve the hiring of Ayla LaRoe as the Head Track Coach (no assistant). The position will be paid through GMS (Good Marks for Schools) which is our third party contractor for coaches; wages will be paid according to the Schedule B in the CEA Master Agreement. Motion carried on a roll call vote:

AYES: B.J. (Brady) Tervo, Suzanna Tuomi, Chris Holmes, Roger Tervo

NAYS: None

- K. J.H. Track Coach – Karsten Kytta – Chris Holmes moved, seconded by B.J. (Brady) Tervo, to approve the hiring of Karsten Kytta as the J.H. Track Coach. The position will be paid through GMS (Good Marks for Schools) which is our third party contractor for coaches; wages will be paid according to the Schedule B in the CEA Master Agreement. Motion carried on a roll call vote:

AYES: B.J. (Brady) Tervo, Suzanna Tuomi, Chris Holmes, Roger Tervo

NAYS: None

- L. Special Board Meeting – Scheduled for Thursday, February 22 at 5:30 p.m.

- M. March Board Meeting – The March board meeting will be held on Monday, March 19, 2018, at 5:30 p.m.. The Superintendent evaluation review will be part of the discussion.

Suzanna Tuomi moved, seconded by B.J. (Brady) Tervo, to adjourn the meeting at 7:55 p.m. Motion carried with all members voting AYE.

Approved:

President:

Secretary: