

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

June 11, 2018

The Chassell Township School Board of Education met on Monday, June 11, 2018, in the library. President Roger Tervo opened the meeting at 5:31 p.m. with the public hearing on the proposed budget for 2018-2019.

Total Revenues	\$2,449,405
Total Expenditures	\$2,578,613
Excess (Deficiency) of Revenue	\$ (129,208)
Total Other Financing Sources (Uses)	\$ 3,714
Estimated Fund Balance, End of Year	\$ 29,731

Chris Holmes moved, seconded by Ken Kytta, to approve the proposed budget as presented. Motion carried with all board members voting AYE.

The board continued with its regular meeting at 5:40 p.m.

Present: B.J. Tervo, Randal Danison, Chris Holmes, Ken Kytta, Roger Tervo

Absent: Suzanna Tuomi, Carl Olson

Visitors: Tricia Tervo, Naomi Tervo

Guests

- No comments at this time.

Board Meeting Minutes – May 21, 2018 – Ken Kytta moved, seconded by Randal Danison, to approve the minutes of the regular meeting on May 21, 2018. Motion carried with all members voting AYE.

Treasurer's Report - Chris Holmes reported an Income of \$209,535.97, Expenses of \$160,018.79, leaving a Net Income balance of \$49,517.18.

The Net Income balance for the period of July 1, 2017 through May 31, 2018 is a deficit Net Income of (\$125,063.05).

The General Fund Cash & Investment Balance as of May 31, 2018 was \$147,283.66.

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

AYES: B.J. Tervo, Randal Danison, Chris Holmes, Ken Kytta, Roger Tervo

NAYS: None

COMMUNICATIONS

A. Administrative Items

Sports Highlights:

- Marl Hietala finished first and was the low medalist at the U.P. Girls Golf finals. Congratulations.
- Young American Creative Patriotic Art Award – Congratulations to Aili O'Connor for her award through the Chassell VFW Auxiliary, she placed 4th in the State of Michigan.

- Dial Help Community Support & Outreach – Substance Abuse Prevention Programs for middle school (6th-8th) and 10th grade students. The middle school program is entitled Botvin's Life Skills Training which includes topics such as "Personal Self-Management Skills", "General Social Skills" and "Drug Resistance Skills". The 10th grade program is entitled "a Project towards No Drug Abuse". Lake Linden Hubbell, L'Anse and Baraga participated in the middle school programs this past year and Horizons in Mohawk will be starting the new 10th grade program. Information was shared with board members.
- Senior Lunch and Award Program – asking for feedback. The feedback received from presenters and family members were very positive. The presenters were honored to be able to meet and interact with the students they were presenting the awards to rather than just handing them a scholarship award during the graduation ceremony. Board members confirmed that the feedback they heard was also positive.
- Panther Cub Preschool Update – current enrollment is at six students so there is enough interest to open this upcoming fall. Michelle from the State of Michigan is scheduled to visit on Wednesday, July 11 to do a walk through visit of the classroom and facilities.
- Third Party Contractors – GMS Services (Good Marks for Schools) will be closing their doors as of June 30. Currently the district contracts the food service department and coaches through them. After reviewing several other third party contractors, the district will utilize PESG for the food service personnel and try them one more time for coaching services. Mr. Parmentier will contact PESG.
- RFP for the playground basketball court and preschool fencing. The RFP is almost complete and will be posted shortly.
- Land Sale – Late today, the district received property appraisals from Mary Forsberg of Forsberg Appraisals. Justin Miller from Green Timber Consulting Foresters, Inc. will be conducting an appraisal of the school forest timber products. The property committee will schedule a meeting once the appraisal has been received from Green Timber Consulting.
- Sports Booster Update – Darren and Lynn Hietala had informed Mr. Parmentier that the Sports Booster Club was working with Superior National Bank to get funding to purchase new score clocks for the gymnasium. Thank you Sports Booster Club.

COMMITTEE REPORTS

- A. Education Committee – B.J. Tervo reported the committee had met on Tuesday, June 5, 2018, and met with John Vaara from NEOLA and reviewed the NEOLA policies Vol. 32, No. 2 and the Tech Phase IV policies.

Additionally the committee discussed students in grades 9-12 receiving a P.E. credit for those students who participate in two seasons of a varsity sport. The recommendation of the committee was to allow those athletes to use their two seasons of a varsity sport to be used in placed of a physical education (P.E.) class credit.

- B. Finance Committee – Chris Holmes reported the committee had met on Thursday, June 7, 2018, at noon and reviewed the amended 2017-2018 budget and the proposed 2018-2019 budget. The recommendation of the committee was to accept the amended 2017-2018 budget and approve the proposed 2018-2019 budget. (Note: The 2018-2019 budget was built on 240 students).
- C. Personnel/Negotiation Committee – Roger Tervo reported the committee had met on Monday, June 11, 2018, at 4:30 p.m. and discussed staffing and negotiations. No recommendations at this time.

DISCUSSION ITEMS

- A. 2018-2019 Budget – budget assumptions include an enrollment built on 240 students; a \$240 increase in the foundation allowance from \$7,631 to \$7,871; maintain Small, Isolated Districts money; maintain At-Risk funding at current level; includes MPSERS Offset money, same as last year; Special Ed revenue, same as last year; Title Allocations, same as last year; other State and Federal money, same as last year. Property tax value: Levying 18.00 mills; Homestead \$42,729,253 and Non-Homestead \$17,442,801. Early College – budget same as 2017-18; insurance – capped based on the law and 3.5% increase as of January 1; CIL – no change; Salaries – Teachers, no increase in salaries, steps or longevity; all other staff, no increase. Include 1/3 of Mike Randell’s salary and benefits being reimbursed by the ISD. Property insurance – 5%. Retirement – average rate 27%. No Capital Outlay. Contracting day and night school year cleaning at \$64,000.00 through U.P. Janitorial Services. Contract summer cleaning at \$8,600.00 along with student help for basic cleaning and Mark Roth for general maintenance at \$26,000.00. Increase transportation cost by \$39,900.00. Did not include a transfer from Capital Projects.

ACTION ITEMS

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

Total Revenue	\$2,369,295
Total Expenditures	\$2,511,886
Excess (Deficiency) of Revenue	\$ (142,591)
Total Other Financing Sources (Uses)	\$ 53,714
Excess (Deficiency) of Revenues	\$ (88,877)
Estimated Fund Balance, End of Year	\$ 155,225

Motion carried on a roll call vote:

AYES: B.J. Tervo, Randal Danison, Chris Holmes, Ken Kytta, Roger Tervo

NAYS: None

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

Total Revenue	\$91,125
Total Expenditures	\$92,885
Excess (Deficiency) of Revenue	(\$1,760)
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	(\$1,760)
Estimated Fund Balance, End of Year	\$ 8,273

Motion carried on a roll call vote:

AYES: B.J. Tervo, Randal Danison, Chris Holmes, Ken Kytta, Roger Tervo

NAYS: None

- C. Amended Budget 2017-2018 - Debt Retirement - Chris Holmes moved, seconded by Ken Kytta, to approve the amended Debt Retirement budget as follows:

Total Revenue	\$261,195
Total Expenditures	\$261,543
Excess (Deficiency) of Revenue	(\$ 348)
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	(\$ 348)
Estimated Fund Balance, End of Year	\$ 25,150

Motion carried on a roll call vote:

AYES: B.J. Tervo, Randal Danison, Chris Holmes, Ken Kytta, Roger Tervo
NAYS: None

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

Total Revenue	\$ 260
Total Expenditures	\$585,000
Excess (Deficiency) of Revenue	(\$584,740)
Total Other Financing Sources (Uses)	Zero
Excess (Deficiency) of Revenues	(\$584,740)
Estimated Fund Balance, End of Year	\$112,386

Motion carried on a roll call vote:

AYES: B.J. Tervo, Randal Danison, Chris Holmes, Ken Kytta, Roger Tervo
NAYS: None

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

Total Revenue	\$11,360
Total Expenditures	\$ Zero
Excess (Deficiency) of Revenues	\$11,360
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	\$11,360
Estimated Fund Balance, End of Year	\$13,101

Motion carried on a roll call vote:

AYES: B.J. Tervo, Randal Danison, Chris Holmes, Ken Kytta, Roger Tervo
NAYS: None

- F. **Proposed 2018-2019 General Fund Budget** – Chris Holmes moved, seconded by Ken Kytta, to approve the proposed General Fund budget, which includes a full levy of 18.00 mils on all Non-Homestead property tax, as follows:

Total Revenues	\$2,449,405
Total Expenditures	\$2,578,613
Excess (Deficiency) of Revenues	\$ (129,208)
Total Other Financing Sources (Uses)	\$ 3,714
Excess (Deficiency) of Revenues	\$ (125,494)
Estimated Fund Balance, End of Year	\$ 29,731

Motion carried on a roll call vote:

AYES: B.J. Tervo, Randal Danison, Chris Holmes, Ken Kytta, Roger Tervo
NAYS: None

- G. **Proposed 2018-2019 Food Service Budget** – Chris Holmes moved, seconded by Ken Kytta, to approve the proposed Food Service budget as follows:

Total Revenues	\$ 95,700
Total Expenditures	\$101,225
Excess (Deficiency) of Revenues	\$ (5,525)
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	\$ (5,525)
Estimated Fund Balance, End of Year	\$ 2,748

Motion carried on a roll call vote:

AYE: B.J. Tervo, Randal Danison, Chris Holmes, Ken Kytta, Roger Tervo
NAYS: None

- H. **Proposed 2018-2019 Debt Retirement Budget** – Chris Holmes moved, seconded by Ken Kytta, to approve the proposed Debt Service budget, which includes a levy of 4.35 mils on all Homestead and Non-Homestead property taxes as follows:

Total Revenues	\$266,395
Total Expenditures	\$257,920
Excess (Deficiency) of Revenues	\$ 8,475
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	\$ 8,475
Estimated Fund Balance, End of Year	\$ 33,625

Motion carried on a roll call vote:

AYES: B.J. Tervo, Randal Danison, Chris Holmes, Ken Kytta, Roger Tervo
NAYS: None

- I. **Proposed 2018-2019 Capital Projects Budget** – Chris Holmes moved, seconded by Ken Kytta, to approve the proposed Capital Projects budget as follows:

Total Revenues	\$ 250
Total Expenditures	\$ 15,000
Excess (Deficiency) of Revenues	\$ (14,750)
Total Other Financing Sources (Uses)	\$ (10,000)
Excess (Deficiency) of Revenues	\$ (24,750)
Estimated Fund Balance, End of Year	\$ 87,636

Motion carried on a roll call vote:

AYES: B.J. Tervo, Randal Danison, Chris Holmes, Ken Kytta, Roger Tervo
NAYS: None

- J. **Proposed 2018-2019 Sinking Fund Budget** – Chris Holmes moved, seconded by Ken Kytta, to approve the proposed Sinking Fund budget as follows:

Total Revenues	\$11,025
Total Expenditures	\$ 5,000
Excess (Deficiency) of Revenues	\$ 6,025
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	\$ 6,025
Estimated Fund Balance, End of Year	\$19,126

Motion carried on a roll call vote:

AYES: B.J. Tervo, Randal Danison, Chris Holmes, Ken Kytta, Roger Tervo
NAYS: None

- K. **2018 Tax Rate Request (L-4029)** – Ken Kytta moved, seconded by Randal Danison, to accept the 2018 Tax Rate Request (L-4029) as presented. (Document attached). Motion carried with all members voting AYE.
- L. **MHSAA Membership Resolution 2018-19** – Ken Kytta moved, seconded by Randal Danison, to approve the MHSAA Membership Resolution for the year August 1, 2018 – through July 31, 2019. (Document attached). Motion carried with all members voting AYE.
- M. **First Draft Reading** – Chris Holmes moved, seconded by Ken Kytta, to accept the first draft reading of the NEOLA policies Vol. 32, No. 2 and Tech Phase IV. Motion carried with all members voting AYE.
- N. **Grades 9-12 Physical Education (P.E.) Credit** – Ken Kytta moved, seconded by Chris Holmes, to approve the Physical Education (P.E.) credit for students in grades 9-12 who play two seasons of a varsity sport to replace the one credit of P.E. that is required for graduation. Motion carried with all members voting AYE.
- O. **Walk-In Cooler Repair** – Chris Holmes moved, seconded by Ken Kytta, to approve the estimate from Townsend Refrigeration to repair the walk-in cooler in the kitchen for an approximate cost of \$8,300.00. This repair would be all mechanical parts (ie, blower, motor, etc.) except for the cooler box itself; sinking funds to be used for this repair. Motion carried on a roll call vote:

AYES: B.J. Tervo, Randal Danison, Chris Holmes, Ken Kytta, Roger Tervo
NAYS: None

- P. Computer Server – Chris Holmes moved, seconded by Ken Kytta, to approve the computer server upgrade for an approximate cost of \$5,300.00. Funds to be spent from Capital Projects. Motion carried on a roll call vote;

AYES: B.J. Tervo, Randal Danison, Chris Holmes, Ken Kytta, Roger Tervo
NAYS: None

- Q. Spiral Slide Replacement – Chris Holmes moved, seconded by Ken Kytta, to approve the replacement of the spiral slide on the playground that was damaged over Spring break for an approximate cost of \$2,600.00. The PATT group has agreed to pay 1/3 of the cost (approximately \$866.00); the district will ask the Foundation board if they would be willing to cover 1/3 of the cost and the district will cover the last 1/3 of the cost. If the Foundation board decides not to cover 1/3 the district will cover 2/3 of the cost. Sinking Funds will be used for this expenditure. Motion carried on a roll call vote:

AYES: B.J. Tervo, Randal Danison, Chris Holmes, Ken Kytta, Roger Tervo
NAYS: None

Superintendent Evaluation – The Chassell teaching staff growth average for seventeen teachers from elementary to high school was 23.96% out of 25%. This growth average will be the value given to the student growth portion of the superintendent evaluation. (Summary sheet attached).

- R. July Board Meeting – The July board meeting has been scheduled for Monday, July 16 at 5:30 p.m. in the school library.
- S. Foundation Board Meeting – The Chassell Township Public School Foundation Board will meet on Tuesday, July 3 at 7:00 p.m. in the school library.

Ken Kytta moved, seconded by Chris Holmes, to adjourn the meeting at 6:17 p.m. Motion carried with all members voting AYE.

Approved:

President:

Secretary:

2018 Tax Rate Request (This form must be completed and submitted on or before September 30, 2018)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory. Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes

Houghton

2018 Taxable Value of ALL Properties in the Unit as of 5-29-18

60,172,054

Local Government Unit Requesting Millage Levy

Chassell Township Schools

For LOCAL School Districts: 2018 Taxable Value excluding Principal Residences, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

17,442,801

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2018 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5)** 2017 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2018 Current Year "Headlee" Millage Reduction Fraction	(7) 2018 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy*	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Voted	Oper: Non-Homestead	5/2013	18.6246	18.1166	1.0000	18.1166	1.0000	18.1166	18.0000		12/2023
Voted	Debt Retirement	9/1994	Unlimite	N/A	1.0000	N/A	1.0000	N/A	2.6100		12/2024
Voted	Debt Retirement	11/2016	Unlimite	N/A	1.0000	N/A	1.0000	N/A	1.7400		12/2022
Voted	Sinking Fund	5/2010	0.2000	0.1920	1.0000	0.1920	1.0000	0.1920	0.1920		12/2019

Prepared by **Jason G. Auel** Telephone Number **906-482-4250 x 183** Title of Preparer **Business Manager** Date **6/11/18**

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

Clerk
 Secretary *Suzanna Tuomi* Signature **Suzanna Tuomi** Print Name **Suzanna Tuomi** Date **6/11/18**
 Chairperson
 President *Roger Tervo* Signature **Roger Tervo** Print Name **Roger Tervo** Date **6/11/18**

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2018 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	0.0000
For Commercial Personal	6.0000
For all Other	18.0000

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

The Michigan High School Athletic Association is a voluntary, nonprofit corporation comprised of public, private and parochial junior high/ middle and senior high schools whose Boards of Education/Governing Bodies have voluntarily applied for and received membership for and on behalf of their secondary schools. The association sponsors statewide tournaments and makes eligibility rules with respect to participation in such Michigan High School Athletic Association sponsored tournaments in the various sports. Each Board of Education/Governing Body that wishes to host or participate in such meets and tournaments must join the MHSAA and agree to abide by and enforce the MHSAA rules, regulations and qualifications concerning eligibility, game rules and tournament policies, procedures and schedules. **It is a condition for participation in any MHSAA postseason tournaments that high schools adhere to at least the minimum standards of Regulation I and the maximum limitations of Regulation II in ALL MHSAA Tournament sports.**

Michigan High School Athletic Association tournaments are the collective property of the MHSAA and not of any individual member school. The MHSAA reserves the right to promote and advance the membership's interests with publication information; exclusive arrangements to create recognition and exposure for school-sponsored activities; restrictive policies prohibiting exploitation and commercialization of MHSAA-sponsored tournaments; appropriate proprietary interests, and the use of images or transmissions identifying contest officials, spectators and member schools' students, personnel and marks.

To obtain membership, it is necessary for the Board of Education/Governing Body to adopt the following resolution for its junior high/middle and senior high schools. This resolution must be formally ratified by your Board of Education/Governing Body and properly signed. Please return one signed copy for our files and retain one copy for your files. Resolutions that are modified in any way or are supplemented with letters placing additional conditions on MHSAA membership or tournament participation shall be rejected.

MEMBERSHIP RESOLUTION

For the year August 1, 2018 — through July 31, 2019

LIST ON BACK

_____ the School(s) which are under the direction of this Board of Education/Governing Body.

(Junior high/middle and senior high schools of your school system which are to be listed as MHSAA members and receive MHSAA mailings during 2018-19 must be listed on the back of this form)

Chassell Township Schools _____ City of Chassell _____

County of Houghton _____, of State of Michigan, are hereby:

- (A) enrolled as members of the Michigan High School Athletic Association, Inc., a nonprofit association, and
- (B) are further enrolled to participate in the approved interschool athletic activities sponsored by said association.

The Board of Education/Governing Body hereby delegates to the Superintendent or his/her designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and By-Laws of said association and adopts as its own the rules, regulations and interpretations (as minimum standards), as published in the current *HANDBOOK* as the governing code under which the said school(s) shall conduct its program of interscholastic athletics and agrees to primary enforcement of said rules, regulations, interpretations and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

This authorization shall be effective from August 1, 2018 and shall remain effective until July 31, 2019, during which the authorization may not be revoked.

RECORD OF ADOPTION

The above resolution was adopted by the Board of Education/Governing Body of the

Chassell Twp _____ School(s), on the 11th day of June _____, 2018, and is so recorded in the minutes of the meeting of the said Board/Governing Body.

Chassell Twp Schools _____

41585 U.S. Hwy 41 - P.O. Box 140 _____

Chassell _____ 49916 _____

www.chassellschools.org _____

(Contact E-mail)

Board Secretary Signature
or Designee
 Check if Designee

Chassell Staff List 2017-2018

CHASSELL TEACHING STAFF GROWTH

Name	Grade	Room #	Growth Points
		Total	407.33
		Average	23.96

The average is 23.96 of 25%

This is the staff growth average for seventeen teachers from elementary to high school.