

CHASSELL TOWNSHIP SCHOOL
Board of Education
Regular Meeting

June 22, 2015

The Chassell Township School Board of Education met on Monday, June 22, 2015, in the library. President Ken Kytta opened the meeting at 5:33 p.m. with the public hearing on the proposed budget for 2015-2016.

Total Revenues	\$2,181,005
Total Expenditures	\$2,243,880
Excess (Deficiency) of Revenue	\$ (62,875)
Total Other Financing Sources (Uses)	\$ 11,912
Estimated Fund Balance, End of Year	\$ 109,651

Lynn Gierke moved, seconded by Carl Olson, to approve the proposed budget as presented. Motion carried with all board members voting AYE.

The board continued with its regular meeting at 5:36 p.m.

Present: Carl Olson, Marcia Messer, Suzanna Tuomi, Roger Tervo, Lynn Gierke, Chris Holmes, Ken Kytta

Absent: None

Visitors: Barb & John Litzner, Margaret Salmi, Sandy Curnow, Marco & Sarah Guidotti, Heather Hainault, Sally Van Kleeck, Denise Messina, Sarah Hoekstra, Tricia & BJ Tervo, Tamara Pietila, Rob McTaggart, Jane Rautiola, Mary Markham, Angela Danison, Brandi Hainault, Carol Pomeroy, Nora Olson, Polly Sue & Jacy Goddard, Sue Hietala, Jon Marshall

Guests

- Farm-To-School: Mrs. Mary Markham and Mrs. Sandy Curnow spoke about the USDA Farm-To-School Program which is operated by the Department's Food and Nutrition Service (FNS). The Chassell school district will begin to implement a new Farm-To-School program next year with the help of the high school service learning class and the food service department. Mrs. Markham has secured a grant from the Farm-To-School program which will help to purchase a new hoop house to begin growing fresh herbs and vegetables. Mrs. Curnow has been in touch with local farmers and has secured fresh blueberries, strawberries and potatoes to begin with when school returns. Both Mrs. Markham and Mrs. Curnow are excited to begin a new project.
- New Lunch Room Tables: Mrs. Curnow spoke to the board about needing to replace tables and chairs in the lunchroom. The existing tables and chair have been in the school since the building was built in 1992. One estimate that has been received by HPS shows that replacement costs will run around \$9,100.00 to replace all the tables and chair in the multi-purpose room. Mrs. Curnow wanted the board to be aware so that funding avenues may be reviewed.
- Food Service Wages: Mrs. Curnow wanted to address the board regarding review of support staff wages; most specifically the food service department wages. Mrs. Curnow presented the board with a summary of wages from local area school districts. Mrs. Curnow would like the board to address this issue prior to the start of the new school year.

Board Meeting Minutes – May 18, 2015 – Roger Tervo moved, seconded by Chris Holmes, to approve the minutes of the regular meeting on May 18, 2015. Motion carried with all members voting AYE.

Treasurer's Report - Lynn Gierke reported an Income of \$179,447.47, Expenses of \$221,703.76, leaving a deficit Net Income balance of (\$42,256.29).

The Net Income balance for the period of July 1, 2014 through May 31, 2015 is a deficit Net Income of (\$27,921.98).

The General Fund Cash & Investment Balance as of May 31, 2015 was \$122,828.25.

Chris Holmes moved, seconded by Carl Olson 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: Carl Olson, Marcia Messer, Suzanna Tuomi, Roger Tervo, Lynn Gierke, Chris Holmes, Ken Kytta

NAYS: None

COMMUNICATIONS

A. Administrative Items

Legislative Update:

- The educator evaluations will be weighted by 50% student growth.
- HB4325 which is the Early Warning for districts that may have financial distress, did pass. The current Senate version includes an option for those districts identified by MDE or Treasury to have potential distress, to contract with an ISD to provide the district with an "Administrative Review". The district would have 60 days to work out contract terms with an ISD for the review. If the district chose not to pursue the ISD option, the district would work directly with Treasury and be subject to periodic financial reporting as prescribed by Treasury in an effort to avoid deficit.
- Snow Days: Revises allowable "snow days" to 6 automatic days and 3 additional days at any time of the year if the additional days are waived by the State Superintendent. Current law is 6 automatic and 6 additional days if the additional days occur after April 1 and are waived by the State Superintendent.
- Best Practice funding is eliminated for FY 2015-16 with no requirement to continue those practices.
- Performance funding is eliminated for FY 2015-16.
- Language within the bill requires a longer school year for FY 2016-17 from 175 days to 180 days.
- Isolated district funding was nearly doubled and expanded to include districts with 7.3 pupils per square mile rather than 5 pupils per square mile. Chassell does qualify as an "isolated district".

Local Update:

- High School athletes participated in a Spring Sports Banquet.
- Congratulations to the Girl's Track Team who traveled to the U.P. Finals. The four girls that went were: Milly Hoskins, Lela Rautiola, Shitaye Sam and Shumete Sam. (Note: Shitaye Sam made the All Conference Team.)
- Mr. Davidson shared the annual Truancy Report for the district.
- M-Step testing for 2015-16 will take place between April 11 and May 27
- The Juniors will be taking the SAT test on April 12
- The district will ask the Foundation to help fund more chromebooks for the district; which will help with the new M-Step testing as ordered by the state.

- State law (388.1704) prescribes that the Michigan Department of Education (MDE) shall administer to all Michigan public school students a summative assessment for English language arts and mathematics in grades 9 and 10 in the 2015-16 school year. In lieu of building new summative assessments for this purpose, MDE has decided to pursue a more streamlined solution – the use of the PSAT to meet the statutory requirement. Therefore, as a part of next year's transition to the College Board's SAT assessment for 11th grade, MDE has partnered with the College Board to provide PSAT assessments for 9th and 10th graders in public high schools. Testing will be done during the Spring 2016.
- For the 8th year in a row, Chassell Township Schools was reported as one of the best high schools by U.S. News and World Report.
- Chassell Township Schools was just notified that Karli Michaels was voted the Student of the Year by *The Daily Mining Gazette*. Karli will receive a \$1,000.00 scholarship.

COMMITTEE REPORTS

- A. Education Committee – Lynn Gierke reported the committee had met on Wednesday, May 20, 2015, and reviewed the NEOLA policies – Vol. 29, No.2 updates.
- B. Property Committee – Carl Olson reported the committee had met on Wednesday, June 10, 2015 and discussed several issues. (1) Snow Removal – this past year the district spent approximately \$5,500.00 on snow removal. Discussion continued regarding getting an estimate to fix the plow truck vs replacing the truck; or then hiring someone to do the snow removal. At this time, the topic was tabled. (2) Custodial Work – U.P. Janitorial was hired to clean the school in the evenings during this past school year; the consensus from the group was that U.P. Janitorial was doing a great job. Last summer, U.P. Janitorial was hired to do a summer cleaning where they came in and cleaned the entire building in a week. Our current custodial staff has requested that we hire two high school students to work with Barb and Mark to do the summer cleaning. The recommendation of the committee was to authorize the hiring of two students to help clean for 8 weeks at 40 hours per week at minimum wage.
- C. Finance Committee – Lynn Gierke reported the committee had met on Thursday, June 12, 2015, and reviewed the amended 2014-2015 budget and the proposed 2015-2016 budget. The recommendation of the committee was to accept the amended 2014-2015 budget and approve the proposed 2015-2016 budget. (Note: The 2015-2016 budget was built on 260 students).

DISCUSSION ITEMS

- A. 2015-2016 Budget
- B. Early College Handbook
- C. Senior Project – With the adoption of the Early College Handbook, the high school handbook should be updated with a culminating senior project. A draft copy of what a senior project could look like was distributed. The project should be brought to the teachers for discussion and development.

ACTION ITEMS

- A. Early College Handbook – Chris Holmes moved, seconded by Carl Olson, to adopt the early college handbook as presented. Motion carried with all members voting AYE. (Copy attached).
- B. Resignation – Chris Holmes moved, seconded by Roger Tervo, to accept with regret the resignation of Christopher M. Davidson as Superintendent effective June 30, 2015, as he has accepted a new position as of July 1, 2015. Motion carried with all members voting AYE.

- C. Summer Cleaning – Carl Olson moved, seconded by Suzy Tuomi, to hire Lars Daavettila and Jake Holmes to help clean the school for an 8 week period at 40 hours per week at minimum wage. Motion carried on a roll call vote:

AYES: Carl Olson, Marcia Messer, Suzanna Tuomi, Roger Tervo, Lynn Gierke, Ken Kytta

NAYS: None

ABSTAIN: Chris Holmes

- D. Amended Budget 2014-2015 - General Fund - Carl Olson moved, seconded by Chris Holmes, to approve the amended General Fund budget as follows:

Total Revenue	\$2,263,110
Total Expenditures	\$2,210,165
Excess (Deficiency) of Revenue	\$ 52,945
Total Other Financing Sources (Uses)	\$ (57,351)
Excess (Deficiency) of Revenues	\$ (4,406)
Estimated Fund Balance, End of Year	\$ 156,208

Motion carried on a roll call vote:

AYES: Carl Olson, Marcia Messer, Suzanna Tuomi, Roger Tervo, Lynn Gierke, Chris Holmes, Ken Kytta

NAYS: None

- E. Amended Budget 2014-2015 - Food Service - Carl Olson moved, seconded by Chris Holmes, to approve the amended Food Service budget as follows:

Total Revenue	\$108,670
Total Expenditures	\$134,629
Excess (Deficiency) of Revenue	\$ (25,959)
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	\$ (25,959)
Estimated Fund Balance, End of Year	\$ (9,444)

Motion carried on a roll call vote:

AYES: Carl Olson, Marcia Messer, Suzanna Tuomi, Roger Tervo, Lynn Gierke, Chris Holmes, Ken Kytta

NAYS: None

- F. Amended Budget 2014-2015 - Debt Retirement - Carl Olson moved, seconded by Chris Holmes, to approve the amended Debt Retirement budget as follows:

Total Revenue	\$ 252,200
Total Expenditures	\$ 292,480
Excess (Deficiency) of Revenue	\$ (40,280)
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	\$ (40,280)
Estimated Fund Balance, End of Year	\$ 79,966

Motion carried on a roll call vote:

AYES: Carl Olson, Marcia Messer, Suzanna Tuomi, Roger Tervo, Lynn Gierke, Chris Holmes, Ken Kytta

NAYS: None

- G. Amended Budget 2014-2015 - Capital Projects - Carl Olson moved, seconded by Chris Holmes, to approve the amended Capital Projects budget as follows:

Total Revenue	\$ 400
Total Expenditures	\$ 2,600
Excess (Deficiency) of Revenue	\$ (2,200)
Total Other Financing Sources (Uses)	\$ 70,000
Excess (Deficiency) of Revenues	\$ 67,800
Estimated Fund Balance, End of Year	\$ 204,793

Motion carried on a roll call vote:

AYES: Carl Olson, Marcia Messer, Suzanna Tuomi, Roger Tervo, Lynn Gierke, Chris Holmes, Ken Kytta

NAYS: None

- H. Amended Budget 2014-2015 – Sinking Fund – Carl Olson moved, seconded by Chris Holmes, to approve the amended Sinking Fund budget as follows:

Total Revenue	\$ 11,025
Total Expenditures	\$ 10,900
Excess (Deficiency) of Revenues	\$ 125
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	\$ 125
Estimated Fund Balance, End of Year	\$ 21

Motion carried on a roll call vote:

AYES: Carl Olson, Marcia Messer, Suzanna Tuomi, Roger Tervo, Lynn Gierke, Chris Holmes, Ken Kytta

NAYS: None

- I. Proposed 2015-2016 General Fund Budget – Lynn Gierke moved, seconded by Carl Olson, 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	\$2,181,005
Total Expenditures	\$2,243,880
Excess (Deficiency) of Revenues	\$ (62,875)
Total Other Financing Sources (Uses)	\$ 11,912
Excess (Deficiency) of Revenues	\$ (50,963)
Estimated Fund Balance, End of Year	\$ 109,651

Motion carried on a roll call vote:

AYES: Carl Olson, Marcia Messer, Suzanna Tuomi, Roger Tervo, Lynn Gierke, Chris Holmes, Ken Kytta

NAYS: None

- J. **Proposed 2015-2016 Food Service Budget** – Lynn Gierke moved, seconded by Carl Olson, to approve the proposed Food Service budget as follows:

Total Revenues	\$126,600
Total Expenditures	\$135,926
Excess (Deficiency) of Revenues	\$ (9,326)
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	\$ (9,326)
Estimated Fund Balance, End of Year	\$ (18,770)

Motion carried on a roll call vote:

AYE: Carl Olson, Marcia Messer, Suzanna Tuomi, Roger Tervo, Lynn Gierke, Chris Holmes, Ken Kytta

NAYS: None

- K. **Proposed 2015-2016 Debt Retirement Budget** – Suzanna Tuomi moved, seconded by Lynn Gierke, to approve the proposed Debt Service budget, which includes a levy of 4.46 mils on all Homestead and Non-Homestead property taxes as follows:

Total Revenues	\$253,765
Total Expenditures	\$292,480
Excess (Deficiency) of Revenues	\$(38,715)
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	\$(38,715)
Estimated Fund Balance, End of Year	\$ 41,251

Motion carried on a roll call vote:

AYES: Carl Olson, Marcia Messer, Suzanna Tuomi, Roger Tervo, Lynn Gierke, Chris Holmes, Ken Kytta

NAYS: None

- L. **Proposed 2015-2016 Capital Projects Budget** – Suzanna Tuomi moved, seconded by Lynn Gierke, to approve the proposed Capital Projects budget as follows:

Total Revenues	\$ 400
Total Expenditures	\$ Zero
Excess (Deficiency) of Revenues	\$ 400
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	\$ 400
Estimated Fund Balance, End of Year	\$205,193

Motion carried on a roll call vote:

AYES: Carl Olson, Marcia Messer, Suzanna Tuomi, Roger Tervo, Lynn Gierke, Chris Holmes, Ken Kytta

NAYS: None

- M. Proposed 2015-2016 Sinking Fund Budget – Suzanna Tuomi moved, seconded by Lynn Gierke, to approve the proposed Sinking Fund budget as follows:

Total Revenues	\$11,025
Total Expenditures	\$10,000
Excess (Deficiency) of Revenues	\$ 1,025
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	\$ 1,025
Estimated Fund Balance, End of Year	\$ 1,046

Motion carried on a roll call vote:

AYES: Carl Olson, Marcia Messer, Suzanna Tuomi, Roger Tervo, Lynn Gierke, Chris Holmes, Ken Kytta

NAYS: None

- N. 2015 Tax Rate Request (L-4029) – Chris Holmes moved, seconded by Carl Olson, to accept the 2015 Tax Rate Request (L-4029) as presented. (Document attached). Motion carried with all members voting AYE.
- O. MHSAA Membership Resolution 2015-16 – Roger Tervo moved, seconded by Carl Olson, to approve the MHSAA Membership Resolution for the year August 1, 2015 – through July 31, 2016. (Document attached). Motion carried with all members voting AYE.
- P. 2015-2016 School Calendar – This item was tabled.
- Q. Secondary Social Studies Teacher - Carl Olson moved, seconded by Chris Holmes, to approve the reassignment of secondary English teacher Marco Guidotti to the secondary Social Studies teacher position. Motion carried with all members voting AYE.
- R. Head Varsity Track Coach – Carl Olson moved, seconded by Roger Tervo, to hire Marco Guidotti as the Head Varsity Track Coach. Wages to be paid according to “Schedule B” as established in the Chassell Education Association/CCEA contract. Motion carried with all members voting AYE.
- S. Head J.H. Track Coach – Carl Olson moved, seconded by Roger Tervo, to hire Marco Guidotti as the Head J.H. Track Coach. Wages to be paid according to “Schedule B” as established in the Chassell Education Association/CCEA contract. Motion carried with all members voting AYE.
- T. Secondary English Teacher – Carl Olson moved, seconded by Chris Holmes, to hire Sarah Guidotti, as a secondary English teacher. Mrs. Guidotti who previously worked for the district as a contract employee will join the bargaining unit, as per previously polled by the bargaining unit members. (Due to the approval by the bargaining unit, the position did not need to be posted externally before being filled). Wages to be determined by the Chassell Education Association/CCEA bargaining agreement. Motion carried with all members voting AYE.
- U. Purchase New Teacher Laptops – Suzy Tuomi moved, seconded by Carl Olson, to purchase new teacher laptops with donated funds that have been placed into the *Capital Projects* account. The laptops have been priced through the special 22i TRIG pricing through REMC – (Vendor: Inacomp TSG); (17) HP Probook laptops w/additional memory for a cost of \$8,098.12. Motion carried on a roll call vote:

AYES: Carl Olson, Marcia Messer, Suzy Tuomi, Roger Tervo, Lynn Gierke, Chris Holmes, Ken Kytta

NAYS: None
- V. NEOLA Policies – Vol. 29, No. 2 (First Draft Reading); approved.

- W. Interim Superintendent - Chris Holmes moved, seconded by Carl Olson, to appoint the C.C.I.S.D. superintendent, George Stockero, as interim superintendent until one has been hired. Motion carried with all members voting AYE.
- X. Upcoming Schedule – The Personnel Committee will review applications for Superintendent on Thursday, July 2. Interviews will be scheduled for Tuesday, July 7 with a special board meeting to follow on Thursday, July 9.
- Y. July Board Meeting – The July board meeting has been scheduled for Monday, July 20 at 5:30 p.m. in the school library.

Carl Olson moved, seconded by Lynn Gierke, to adjourn the meeting at 6:40 p.m. Motion carried with all members voting AYE.

Approved:

President:

Secretary: