

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

July 20, 2015

The Chassell Township School Board of Education met on Monday, July 20, 2015, in the library. Acting president Roger Tervo called the meeting to order at 5:34 p.m.

Present: Lynn Gierke, Marcia Messer, Suzanna Tuomi, Chris Holmes (5:42 p.m.), Roger Tervo

Absent: Carl Olson, Ken Kytta

Guests: Sarah & Marco Guidotti, Patti Perfetti, Tamera Pietila

Regular Board Meeting – June 22, 2015 and Special Board Meeting – July 9, 2015 – Lynn Gierke moved, seconded by Marcia Messer, to approve the minutes of the regular meeting on June 22, 2015 and the special meeting on July 9, 2015. Motion carried with all members voting AYE.

Business Meeting

A. Regular Board Meetings – Suzanna Tuomi moved, seconded by Roger Tervo, to hold the regular monthly board meetings on the third Monday of each month at 5:30 p.m. Meetings will be on the following dates:

July 20, 2015	January 18, 2016
August 17, 2015	February 15, 2016
September 21, 2015	March 21, 2016
October 19, 2015	April 18, 2016
November 16, 2015	May 16, 2016
December 21, 2015	June 20, 2016

Motion carried with all members voting AYE.

- B. Posting Notices of Public Meetings – Lynn Gierke moved, seconded by Marcia Messer to designate the *Superintendent* or *Secretary to the Superintendent* as the person responsible for posting notices of public meetings. Motion carried with all members voting AYE.
- C. Appointment of Election Committee – Roger Tervo moved, seconded by Lynn Gierke, to appoint the *School Board Secretary*, the *Superintendent*, and *Township Clerk* as members of the election committee. Motion carried with all members voting AYE.
- D. Approval of annual retainer contracts – Suzanna Tuomi moved, seconded by Roger Tervo to approve annual retainer contract for legal services with the following:
- Law Firms - Thrun Law Firm, P.C. and Daniel J Wisti, P.C.
 - Auditors – Rukkila/Negro and Associates, CPA, PC
- Other consultants will be an option of the Board as required.

Motion carried with all members voting AYE.

- E. ACH Transactions – Marcia Messer moved, seconded by Roger Tervo, to authorize the *Business Manager* to conduct ACH transactions. Motion carried with all members voting AYE.

F. Approval of Memberships – Lynn Gierke moved, seconded by Suzanna Tuomi, to approve the following memberships:

- CCASB (Copper Country Association of School Boards)
- C.C. Secondary Principal's Roundtable
- C.C. Superintendent's Roundtable
- MASA (MI Association of School Administrators)
- MASA Region I (Local Association)
- MASB (MI Association of School Boards)
- MASSP (MI Association of Secondary School Principals)
- MIEM (MI Institute of Educational Management)
- MSBO (MI School Business Officials)
- UPSBO (U.P. School Business Officials)

Motion carried with all members voting AYE.

G. Depositories and Signatories – Lynn Gierke moved, seconded by Chris Holmes, to designate the following as depositories and signatories for school funds:

MILAF Liquid, Max Accounts and Term Series

General Operating	Superintendent, Treasurer, Business Manager
Capital Projects	
Debt Retirement	

Motion carried with all members voting AYE.

Depositories and Signatories – Lynn Gierke moved, seconded by Chris Holmes, to designate the following as depositories and signatories for school funds:

Superior National Bank

General Fund Checking	Superintendent, Treasurer
Payroll Checking	Superintendent, Treasurer, Business Manager, Secretary to Superintendent
Imprest Fund Checking	Superintendent, Business Manager, Secretary to Superintendent
Activities Checking	Superintendent, Pre-K 12 Principal Secretary, Secretary to Superintendent
Capital Projects Savings (Building & Site Fund)	Superintendent, Treasurer, Business Manager
Debt Retirement Acct	(Summer Tax Collection 6/15/10) Superintendent, Treasurer, Business Manager
Capital Projects – Sinking Fund	(Checking 07/14/10) Superintendent, Treasurer, Business Manager

Motion carried with all members voting AYE.

Depositories and Signatories – Lynn Gierke moved, seconded by Chris Holmes, to designate the following as depositories and signatories for school funds:

River Valley State Bank

Money Market Account Superintendent, Treasurer, Business Manager

Motion carried with all members voting AYE.

Treasurer's Report - Lynn Gierke reported an Income of \$193,054.15, Expenses of \$168,076.93, leaving a Net Income balance of \$24,977.22 for the month of June and the period of July 1, 2014 through June 30, 2015.

The General Fund Cash & Investment Balance as of June 30, 2015 was \$148,992.09. (NOTE: Does not include all accruals and year end adjustments).

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

AYES: Lynn Gierke, Marcia Messer, Suzanna Tuomi, Chris Holmes, Roger Tervo.

NAYS: None

ADMINISTRATIVE ITEMS

- A. Thank you note – The Chassell Township School Board received a thank you note from the Chassell Lions group. The Chassell Lions were very grateful to be given the honor of receiving the CCASB Community Service Award.
- B. SET SEG Workmen's Compensation Refund: The district received news that they will be receiving a rebate of just over \$3,000.00 from SET SEG. The SEG Self-Insurer Workers' Compensation Fund was created in 1977, when many commercial insurance carriers viewed the public school market as high risk and unprofitable. The purpose of the Fund was, and still is, focusing on the needs of Michigan public schools and ensuring they have access to comprehensive workers' compensation with steady rates.

COMMITTEE REPORTS

- A. Personnel/Negotiation Committee – Chris Holmes reported they had met on several occasions – summary as follows:

Monday, June 29 – (4:00 p.m.) The committee met with teachers to listen to their concerns regarding the upcoming hiring of a superintendent/principal.

Thursday, July 2 – (10:30 a.m.) The committee met to review superintendent/principal applications prior to meeting with the union regarding negotiations.

Thursday, July 2 – (11:00 a.m.) The committee conducted negotiation discussions for approximately three hours.

Tuesday, July 7 – (5:00 p.m. & 5:45 p.m.) The school board conducted superintendent/principal interviews.

Thursday, July 16 – (9:00 a.m.) The committee conducted negotiation discussions.

- B. Chassell School Public Foundation Report – Jennifer Marshall reported that the Foundation had met on Tuesday, July 7, 2015. Thank you to the Chassell Township Public School Foundation, for the generous donation of approximately \$21,000. The requests made by teachers included the following: (Kdg) sand/water table, storage units (1st & 3rd) amplification systems, (2nd) electric pencil sharpener and a carpet for the reading corner, (4th-H.S. English & M-Step Testing) Chromebooks – 20 total, (Spec. Ed.) Apple iPad mini's w/cases – 4 each, (Small Engines) Air Compressor, (J.H. Lego Class) Lego base sets, resource kits, sensors, (Kdg) 28 classroom chairs with chrome legs, (H.S. Econ.) - SMARTboard, and new laptop computers for the teachers, 17 in total. Again, thank you to the Chassell School Public Foundation.

ACTION ITEMS

- a. Approve Contract with Howard G. Parmentier – Chris Holmes moved, seconded by Lynn Gierke, to approve a 2-year rolling contract with Howard G. Parmentier. The salary for 2015-2016 will be \$79,000.00 with an increase to \$81,000.00 for the 2016-2017 school year. Benefits will include Pak B insurance (dental and vision) with Mr. Parmentier accepting a \$500.00 per month stipend as “cash in lieu”. Motion carried on a roll call vote:
- AYES: Lynn Gierke, Suzanna Tuomi, Chris Holmes, Roger Tervo
NAYS: Marcia Messer
- b. Second Roll Call for a Unanimous Vote:
- AYES: Lynn Gierke, Suzanna Tuomi, Chris Holmes, Roger Tervo
NAYS: Marcia Messer
- c. Authorize Signature Change - Chris Holmes moved, seconded by Suzanna Tuomi, to authorize the following signature change on all school accounts: Remove Christopher M. Davidson and replace/add Howard G. Parmentier. Motion carried with all members voting AYE.
- d. Ratify Contract with the Chassell Education Association/CCEA – Chris Holmes moved, seconded by Suzanna Tuomi, to ratify the contract agreement between the Chassell Township Schools Board of Education and the Chassell Education Association/CCEA for one year (July 1, 2015 – June 30, 2016). Highlights of changes within the contract include: 1 year agreement, zero percent (0%) increase in pay, teachers do receive their steps and longevity; on the longevity scale, service year 12 was added to receive a stipend; insurance premiums will be covered by the district as dictated by the state “MCL 15.563, as amended by 2013 Public Act 270”; vision coverage will increase to VSP 3 Plus Platinum; cash-in-lieu for employees not taking health care was increased from \$400.00 per month to \$500.00 per month; language updates included changes to sick leave and other leave; pay for unused sick leave was changed to \$50.00 per day for unused sick leave; Schedule B pay rates were updated. Motion carried on a roll call vote:
- AYES: Lynn Gierke, Marcia Messer, Suzanna Tuomi, Chris Holmes, Roger Tervo
NAYS: None
- e. One-Time Off Schedule Stipend – Chris Holmes moved, seconded by Suzanna Tuomi, to give a “one-time off schedule stipend” to administrative assistant, Jennifer Marshall for the extra duties required during the administration transition. Board members also acknowledged and said thank you for all the services provided. Motion carried on a roll call vote:
- AYES: Lynn Gierke, Marcia Messer, Suzanna Tuomi, Chris Holmes, Roger Tervo
NAYS: None

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- f. 2015-2016 School Calendar – Chris Holmes moved, seconded by Suzanna Tuomi, to approve the 2015-2016 School Calendar as presented (see attached). Motion carried with all members voting AYE.
- g. 2015-2016 Class Master Schedule – Chris Holmes moved, seconded by Roger Tervo, to approve the 2015-2016 Class Master Schedule as presented (see attached). Motion carried with all members voting AYE.
- h. CCASB Representative - Chris Holmes moved, seconded by Roger Tervo, to elect Suzanna Tuomi as the 2015-2016 CCASB representative; the back-up person will be Roger Tervo. Motion carried with all members voting AYE.
- i. NEOLA Policies (Vol. 29 – No. 2) - (Second Reading) – Lynn Gierke moved, seconded by Marcia Messer, to approve the NEOLA Policies (Vol. 29 – No. 2) second draft reading as presented. Motion carried with all members voting AYE.
- j. Cafeteria – Replacement Tile – Chris Holmes moved, seconded by Lynn Gierke, to accept the bid from Dollar Bay Linoleum & Tile for replacement tile in the cafeteria (see attached bid); funds to be used from the *Sinking Funds*. Motion carried on a roll call vote:

AYES: Lynn Gierke, Marcia Messer, Suzanna Tuomi, Chris Holmes, Roger Tervo
NAYS: None

- k. Cafeteria – Replacement Tables w/benches – Chris Holmes moved, seconded by Roger Tervo, to accept the bid from HPS for replacement tables w/benches for the multipurpose room (see attached bid); funds to be from the *Capital Projects Fund*. Motion carried on a roll call vote:

AYES: Lynn Gierke, Marcia Messer, Suzanna Tuomi, Chris Holmes, Roger Tervo
NAYS: None

- l. Athletic Ticket Prices – Item to be tabled until a later date. Discussion was held regarding increasing athletic ticket prices as follows: Adult from \$3.00 to \$5.00; Students from \$2.00 to \$3.00; Daily Family Pass from \$10.00 to \$13.00. School administration was asked to double check prices from other local schools; verify if the district has a “sport event” pass vs a “yearly family pass”. Further discussion and decision to be held at a later date.
- m. Post for a Full-Time Title I Aide - Chris Holmes moved, seconded by Roger Tervo, to authorize the superintendent to post for a *full-time Title I aide*. Motion carried with all members voting AYE.
- n. Post for an Assistant Track Coach – Chris Holmes moved, seconded by Suzanna Tuomi, to authorize the superintendent to post for an *Assistant Track Coach*. The position will be posted internally prior to being posted externally. Motion carried with all members voting AYE.
- o. Food Service – Meal Prices – Item to be tabled until the August meeting. Price changes not available yet.
- p. August board meeting will be on Monday, August 17, 2015, at 5:30 p.m.

Lynn Gierke moved, seconded by Marcia Messer, to adjourn the meeting at 6:25 p.m. Motion carried with all members voting AYE.

Approved:

President:

Secretary: