

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

February 15, 2016

The Chassell Township School Board of Education met on Monday, February 15, 2016, in the library. President Roger Tervo called the meeting to order at 5:31 p.m.

Guests: Sue Hietala, Sarah Hoekstra, Sarah Guidotti, Denise Messina, Polly Sue Goddard, Margaret Salmi, Brandi Hainault, Tamara Pietila, Tricia Tervo

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

Absent: Carl Olson

Guests: No guest comments directed to the board.

Regular Board Meeting – January 18, 2016 – Chris Holmes moved, seconded by Lynn Gierke, to approve the minutes of the regular meeting on January 18, 2016. Motion carried with all members voting AYE.

Treasurer's Report - Lynn Gierke reported an Income of \$167,987.65 and Expenses of \$152,195.36 leaving a Net Income balance of \$15,792.29.

The General Fund Cash & Investment Balance as of January 31, 2016, was \$184,998.12.

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

NAYS: None

ADMINISTRATIVE ITEMS

1. Transparency Report – The Michigan Department of Education reviewed the Chassell Township Schools website, ensuring compliance with Budget & Salary/Compensation Transparency Report requirements. The Department of Education stated that our district's transparency page is in "excellent" condition.
2. LSSI Grant Request Approved – Congratulations to Brandi Hainault and Heather Hainault for their elementary grant proposal. The Lake Superior Stewardship Initiative (LSSI) Advisory Board and Leadership Team approved the Chassell Elementary Team's proposal for funding. The funding period will run from September 1, 2015 through June 30, 2017. The total funds granted to the district is \$3,200.00. The proposed project includes upgrades to the existing outdoor classroom which will include, widening the path to the classroom, shrub cleaning and maintenance plus signage for specie classification.
3. M-Step & ACT results for the 2014-15 school year were reviewed.
4. March is Reading Month in the Elementary. All our elementary students will be reading Charlie and the Chocolate Factory. To kick off the month, on Wednesday, March 2 the students will celebrate with "Wake Up and Read With Us!" Family members are invited to share breakfast with their students and then take time to read with them also. The menu for the morning is as follows: "Willy Wonka pancakes w/chocolate syrup & whipped cream, sausages, "violet juice" (grape), apple slices and chocolate milk. Please join us.

5. State School Budget – The current proposal states there will be an increase of \$123.00 per pupil spending.
6. Announcements in the Upcoming Panther Pawse - The “Connect to Kindergarten” (former Kindergarten Round-Up) has been scheduled for Tuesday, March 15 from 4:30 p.m. – 6:00 p.m. which will be followed by the MTU Family Science Night which runs from 6:00 p.m. – 7:30 p.m.
7. Updates – (A) Food Service – Mrs. Sandy Curnow has given verbal notice that she will not be returning next year, therefore, discussions have already been had with Mrs. Shelby Turnquist and Mrs. Doreen Klingbeil from Houghton-Portage Township Schools regarding the feasibility of Mrs. Turnquist running or overseeing our food service department. To-date, Mrs. Turnquist’s decision or recommendation is on hold depending on what the situation is with Hancock Public Schools. Hancock is in transition with hiring new food service personnel and Mrs. Turnquist already has a contract to work with Hancock. (More information to follow.) The second item regarding Food Service – the school district will be having an on-site review of the food service program by the Michigan Department of Education on Wednesday, March 23, 2016. (B) Trades Program at Chassell – Mr. Howard Parmentier spoke to the Chassell Township Public School Foundation board officers after their meeting in January and presented the idea of supporting a new Trades Program at Chassell. The Foundation board officers were not opposed to supporting the program, however, they stated it would have to go to the entire board for a vote. Mr. Parmentier was encouraged to put a proposal together for the foundation board to review. Mr. Parmentier stated that he felt the estimate to start the program would be approximately \$40,000.00. (C) Athletics / Cross Country – The school district received a call from a local family who had a cross country team member pass out during the meet against Jeffers that was held in August. During this discussion it was stated that several other local schools had team members pass out from dehydration during the same meet and one school district (Hancock Public Schools) payed for out of pocket medical expenses. The family that contacted our school, was inquiring as to whether our school district had insurance that would cover the expenses incurred. Mr. Parmentier spoke to the athletic committee and made a call to our insurance company. The general consensus by the committee members was that due to language in the student athletic handbook, each family is responsible to cover medical issues. The school does not provide insurance for participants. (see page 24 of the Athletic Handbook, item #11 – copy attached).
8. Truancy Officer Update - Bill Green the truancy officer will be paid by the CCISD and not by the Houghton County Sheriff department as previously reported.

COMMITTEE REPORTS

- A. Finance Committee Report – Lynn Gierke reported the committee had met on Tuesday, February 2 at noon at the ISD and reviewed the amended 2015-2016 budget.
- B. Personnel Committee Report – Roger Tervo reported the committee had met on Tuesday, February 9 at 4:00 p.m. at the school library. A large portion of the teaching staff was present at the meeting. A lengthy but open discussion ensued.

DISCUSSION ITEMS

- A. Committee Assignments - Update
 - Property Committee:
Prior List: Carl Olson, Marcia Messer, Roger Tervo, Suzy Tuomi (Alt.)
NEW: Carl Olson, Marcia Messer, Suzy Tuomi, Roger Tervo (Alt.)
 - Personnel Committee:
Prior List: Ken Kytta, Suzy Tuomi, Chris Holmes, Carl Olson (Alt.)
NEW: Ken Kytta, Roger Tervo, Chris Holmes, Carl Olson (Alt.)

- B. CCASB Award Recipients – *Community Leadership* award nominations are due to the CCASB by Wednesday, March 23. District award winners are due by Friday, April 8.

ACTION ITEMS

- A. Amended Budget 2015-2016 - General Fund - Ken Kytta moved, seconded by Lynn Gierke, to approve the amended General Fund budget as follows:

Total Revenue	\$2,289,515
Total Expenditures	\$2,357,175
Excess (Deficiency) of Revenue	\$ (67,660)
Total Other Financing Sources (Uses)	\$ 38,075
Excess (Deficiency) of Revenues	\$ (29,585)
Estimated Fund Balance, End of Year	\$ 190,707

Motion carried on a roll call vote:

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

NAYS: None

- B. Amended Budget 2015-2016 - Food Service - Ken Kytta moved, seconded by Lynn Gierke, to approve the amended Food Service budget as follows:

Total Revenue	\$109,795
Total Expenditures	\$144,575
Excess (Deficiency) of Revenue	\$ (34,780)
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	\$ (34,780)
Estimated Fund Balance, End of Year	\$ (39,807)

Motion carried on a roll call vote:

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

NAYS: None

- C. Hire – Varsity Volleyball Coach – Suzanna Tuomi moved, seconded by Ken Kytta, to hire Kaitlyn Hietala as the new Varsity Volleyball Coach. Motion carried with all members voting AYE. (Resume attached)

- J. Advertise/Post – Freshman & JV Volleyball – Suzanna Tuomi moved, seconded by Ken Kytta, to authorize Mr. Parentier to advertise for a coach for the Freshman & JV Volleyball teams. Motion carried with all members voting AYE.

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Chris Holmes moved, seconded by Ken Kytta, to move into closed session at 5:50 p.m. to discuss personnel issues.

Chris Holmes moved, seconded by Lynn Gierke, to move back into open session at 6:14 p.m.

N. March Board Meeting – The March board meeting will be held on Monday, March 21, 2016, at 5:30 p.m.. The Superintendent evaluation review will be part of the discussion.

Lynn Gierke moved, seconded by Roger Tervo, to adjourn the meeting at 6:15 p.m. Motion carried with all members voting AYE.

Approved:

President:

Secretary: