

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

February 20, 2017

The Chassell Township School Board of Education met on Monday, February 20, 2017, in the library. President Roger Tervo called the meeting to order at 5:04 p.m.

Guests: John Sanregret – Miner’s State Bank, Denise Messina, Sarah Hoekstra, Tricia Tervo, Patti Perfetti, Angela Danison (5:20 p.m.)

Present: BJ (Brady) Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Carl Olson, Ken Kytta (5:31 p.m.), Roger Tervo

Absent: None

Guests: John Sanregret, lending officer with Miner’s State Bank, thanked the board members for accepting the Bond Bid from Miner’s State Bank. Funds from the bond sale will become available on Wednesday, March 8, 2017.

Denise Messina spoke to the board regarding the possibility of looking at renting or leasing the space that was previously rented to BHK to be used as a “day care center”. Her thought was to offer the center to students’ age 3-5 years old. She stated that she and Antoinette Collins have talked about the possibility of opening a day care center to help encourage families with young students to become familiar with the school environment and then hopefully this will entice them to enroll in Chassell when the student becomes age appropriate.

Regular Board Meeting – January 16, 2017 – Chris Holmes moved, seconded by Carl Olson, to approve the minutes of the regular meeting on January 16, 2017. Motion carried with all members voting AYE.

Treasurer's Report - Chris Holmes reported an Income of \$183,799.33 and Expenses of \$229,056.04 leaving a deficit Net Income balance of (\$45,256.71).

The General Fund Cash & Investment Balance as of January 31, 2017, was \$162,586.66.

Carl Olson moved, seconded by Suzanna Tuomi, 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: BJ (Brady) Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Carl Olson, Roger Tervo

NAYS: None

ADMINISTRATIVE ITEMS

1. Quiz Bowl Team – Congratulations to our Quiz Bowl Team and their Coach Sarah Guidotti. The team has done well and is playing in the “Final Four” in the annual NMU Public TV 13 High School Bowl. The team will compete again on Friday, March 3, 2017.
2. Voice of Democracy – Congratulations to Libby Kyro for placing 5th in the State with her essay.
3. Reward School – Chassell Township Schools has been recognized as a “Reward School” by the Michigan Department of Education. Reward Schools are determined based on the Top-to-Bottom (TTB) overall school ranking methodology which includes data from achievement results and improvements results. After all schools are ranked based on achievement and improvement, the highest 5% of ranked schools are also designated as Reward Schools.

4. MSP Grant (Competitive School Safety Grant Program) - Chassell Township Schools received funding through the MSP School Safety Grant in the amount of \$32,686.00. Monies received from this grant will be used to update our security camera system through Range Telecommunication, install keyless entry door locks for the outside and corridor doors and put in a "school wide alert system" with strobe lighting. Funds will become available after February 28, 2017.
5. State School Budget – The foundation allowance is expected to be increased by a minimum of \$50.00-\$100.00 per pupil. Additionally there is expected to be an increase of funding for students in grades 9-12 by \$50.00 per pupil.

COMMITTEE REPORTS

- A. Personnel Committee Report – Roger Tervo reported the committee had met on Tuesday, February 14, 2017, at 11:30 a.m. and discussed maintenance issues. Discussions centered on the roles and responsibilities of all who are involved in custodial and maintenance: ie, Mark Roth, Barb Litzner, U.P. Janitorial, DLH Contracting and Mike Randell. Discussions will continue.
- B. Finance Committee Report – Chris Holmes reported the committee had met on Thursday, February 16 at 11 a.m. at the ISD and reviewed the amended 2016-2017 budget.

DISCUSSION ITEMS

- A. Committee Assignments – Update
 - Athletic Committee:
NEW: Suzy Tuomi, Randy Danison, Chris Holmes, Carl Olson (Alt.)
 - Property Committee:
NEW: Carl Olson, Randy Danison, Roger Tervo, Suzy Tuomi (Alt.)
 - Education Committee:
NEW: BJ Tervo, Carl Olson, Suzy Tuomi, Ken Kytta (Alt.)
 - Personnel/Negotiation Committee:
NEW: Ken Kytta, Roger Tervo, Chris Holmes, Carl Olson (Alt.)
- B. Bond Proposal Ranking – Board members reviewed the rankings after the three items were removed that will be covered by the MSP School Safety Grant. Items remaining on the list include: Driveway, Outer/Inner Door Locks, Playground Drainage, Trades Building Addition, Re-cement the playground basketball court, Electrical to the parking lot, Trades Equipment, new Pole Barn for Cold Storage, Fire Extinguishers, Signage on the Building and Electronic Sign by the Road. Additionally, other items discussed were: score clock, drink station, motors for two basketball hoops and LED lighting in the classrooms. After a brief discussion it was suggested that the Property Committee be given the authorization by the board to meet and set priorities on what projects to begin with when the bond money becomes available on March 8, 2017.
- C. Band Applications – As of Monday, February 20, four applications had been received for the K-12 Band/Music Teacher. The board recommended that the Education Committee elect to do initial phone interviews with prospective candidates since the pool was from out of the area.
- D. Homeland Security (Project iGuardian) – Board members were presented with information regarding the Project iGuardian presented through Homeland Security. Project iGuardian helps kids, teens and parents to be smart about online safety and stay safe from online sexual predators. After discussion with board members, it was suggested that if at all possible to have the parent presentation prior to having the student presentation, therefore, parents could communicate with their students prior to their presentations. Students will be split into age appropriate groups for the presentation.

- E. CCASB Award Recipients – *Community Leadership* award nominations are due to the CCASB by Wednesday, March 22. The suggestion given by our board was for the Western U.P. VFW posts. District award winners (student, employee & school service) are due by Friday, April 7.

ACTION ITEMS

- A. Amended Budget 2016-2016 - General Fund - Chris Holmes moved, seconded by Carl Olson, to approve the amended General Fund budget as follows:

Total Revenue	\$2,318,165
Total Expenditures	\$2,460,040
Excess (Deficiency) of Revenue	\$ (141,875)
Total Other Financing Sources (Uses)	\$ 46,180
Excess (Deficiency) of Revenues	\$ (95,695)
Estimated Fund Balance, End of Year	\$ 124,597

Motion carried on a roll call vote:

AYES: BJ (Brady) Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Carl Olson, Roger Tervo

NAYS: None

- B. Amended Budget 2016-2017 - Food Service - Chris Holmes moved, seconded by Carl Olson, to approve the amended Food Service budget as follows:

Total Revenue	\$104,705
Total Expenditures	\$113,525
Excess (Deficiency) of Revenue	\$ (8,820)
Total Other Financing Sources (Uses)	\$ 8,820
Excess (Deficiency) of Revenues	\$ Zero
Estimated Fund Balance, End of Year	\$ Zero

Motion carried on a roll call vote:

AYES: BJ (Brady) Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Carl Olson, Roger Tervo

NAYS: None

- C. Amended Budget 2016-2017 - Debt Service - Chris Holmes moved, seconded by Carl Olson, to approve the amended Debt Service budget as follows:

Total Revenue	\$258,740
Total Expenditures	\$273,640
Excess (Deficiency) of Revenue	(\$14,900)
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	(\$14,900)
Estimated Fund Balance, End of Year	\$ 27,109

Motion carried on a roll call vote:

AYES: BJ (Brady) Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Carl Olson, Roger Tervo

NAYS: None

- D. Amended Budget 2016-2017 – Capital Projects - Chris Holmes moved, seconded by Carl Olson, to approve the amended Capital Projects budget as follows:

Total Revenue	\$400.00
Total Expenditures	\$50,000
Excess (Deficiency) of Revenue	\$49,600
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	(\$49,600)
Estimated Fund Balance, End of Year	\$173,387

Motion carried on a roll call vote:

AYES: BJ (Brady) Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Carl Olson, Roger Tervo

NAYS: None

- E. Amended Budget 2016-2017 – Sinking Fund - Chris Holmes moved, seconded by Carl Olson, to approve the amended Sinking Fund budget as follows:

Total Revenue	\$11,095
Total Expenditures	\$12,980
Excess (Deficiency) of Revenue	(\$1,885)
Total Other Financing Sources (Uses)	\$ Zero
Excess (Deficiency) of Revenues	(\$1,885)
Estimated Fund Balance, End of Year	\$5,662

Motion carried on a roll call vote:

AYES: BJ (Brady) Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Carl Olson, Roger Tervo

NAYS: None

- F. Property Committee – Carl Olson moved, seconded by Ken Kytta, to authorize the Property Committee to meet by March 4 and set priorities on what projects to begin with when the bond money becomes available on March 8, 2017. Motion carried with all members voting AYE.

- G. Band Applications – Chris Holmes moved, seconded by Carl Olson, to authorize the Education Committee to conduct phone interviews with the applicants for the K-12 Music/Band Teacher position. Motion carried with all members voting AYE.

- H. Bond Bid from Miner’s State Bank– Carl Olson moved, seconded by Randy Danison, to accept the bond bid from Miner’s State Bank as presented (see attached). Motion carried on a roll call vote:

AYES: BJ (Brady) Tervo, Randy Danison, Suzanna Tuomi, Chris Holmes, Carl Olson, Ken Kytta, Roger Tervo

NAYS: None

- I. Capital Projects Account – Superior National Bank – Chris Holmes moved, seconded by Suzanna Tuomi, to approve opening a new Capital Projects Account at Superior National Bank for the new bond proposal. Motion carried with all members voting AYE.

- J. Debt Retirement Account – Superior National Bank – Chris Holmes moved, seconded by Ken Kytta, to approve opening a Debt Retirement Account at Superior National Bank for the new bond proposal. Motion carried with all members voting AYE.

- K. Resignation – Assistant Track Coach – Carl Olson moved, seconded by Suzanna Tuomi, to accept with regret the resignation of Assistant Track Coach, Ross Michaels due to a conflict with his college classes. Motion carried with all members voting AYE.

L. Comp. Time – Master Schedule - Ken Kytta moved, seconded by Suzanna Tuomi, to offer Mary Markham and Tricia Tervo three additional days of comp. time for their work on creating a Master Schedule of classes for 2017-2018. Motion carried on a roll call vote:

AYES: Randy Danison, Suzanna Tuomi, Chris Holmes, Carl Olson, Ken Kytta, Roger Tervo

ABSTAIN: BJ (Brady) Tervo – Tricia Tervo is his wife.

NAYS: None

M. Property Committee – To continue to review and discuss the maintenance department roles and responsibilities within the school, snow removal, general cleaning. Bring recommendations back to the board.

N. Board Workshop/Retreat – The board should consider scheduling a workshop/retreat as the last retreat where goals had been established, the goals have been met. New goals should be set.

O. Superintendent/Principal Evaluations – To be returned before the March 20 board meeting.

N. March Board Meeting – The March board meeting will be held on Monday, March 20, 2017, at 5:30 p.m.. The Superintendent evaluation review will be part of the discussion.

Carl Olson moved, seconded by Ken Kytta, to adjourn the meeting at 6:19 p.m. Motion carried with all members voting AYE.

Approved:

President:

Secretary: