

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

**December 13, 2021**

The Chassell Township School Board of Education met on Monday, December 13, 2021. President Randal Danison called the meeting to order at 5:35 p.m.

Present: Randal Danison, Peter Torola, Roger Tervo, B.J. (Brady) Tervo, Tanya Etelamaki

Absent: Ken Kytta, Carl Olson

Guests: Tamara Pietila, Tricia Tervo, Sarah Guidotti

**Guests**

No comment at this time.

Regular Board Meeting – November 8, 2021 – Roger Tervoi moved, seconded by Peter Torola, to approve the minutes of the regular meeting on November 8, 2021 as presented. Motion carried with all members voting AYE.

Treasurer's Report – B.J. (Brady) Tervo reported an Income of \$544,900.70, Expenses of \$766,718.84, leaving a deficit Net Income balance of (\$221,718.14).

The General Fund Cash & Investment Balance as of November 30, 2021, was \$657,846.37.

Roger Tervo moved, seconded by Peter Torolai, to approve the petty cash report, and to pay the November bills as submitted. Motion carried on a roll call vote:

AYES: Peter Torola, Roger Tervo, B.J. (Brady) Tervo, Tanya Etelamaki, Randal Danison

NAYS: None

**ADMINISTRATIVE ITEMS**

- A. Student handbook - tutorial attendance when students participating in school approved off campus assignments.
- B. Staff sick time - COVID related quarantine.

**COMMITTEE REPORTS**

- A. No committee reports at this time.

**DISCUSSION ITEMS**

- A. Updated COVID plans.
- B. Afterschool make-up time.

**ACTION ITEMS**

- A. High School Handbook Update - Tutorial Grade - Roger Tervo moved, seconded by Peter Torola, to update the student handbook to read as follows: "students participating in school approved off campus assignments are exempt from a tutorial grade." Motion carried with all members voting AYE.
- B. Sick Leave - COVID Quarantine – Roger Tervo moved, seconded by B.J. (Brady) Tervo, to reimburse staff one half (½) of their sick leave time when required to quarantine for COVID related school mandated leave for the 2021-2022 school year only. (Retroactive to the beginning of the 2021-2022 school year.) Motion carried with all members voting AYE.
- C. Updated COVID Plans - Roger Tervo moved, seconded by Peter Torola, to reapprove the updated COVID Plans with the 4th bullet point. (Please see attached copy). Motion carried with all members voting AYE.
- D. Make-Up Time Policy with Teacher Stipend - Peter Torola moved, seconded by Roger Tervo, to approve the Make-Up Time Policy with teacher stipend as presented. \$20.00 stipend per hour, \$10.00 per half hour; stipend only to be paid when students are present. (Copy attached). Motion carried on a roll call vote:
- AYES: Peter Torola, Roger Tervo, B.J. (Brady) Tervo, Tanya Etelamaki, Randal Danison  
NAYS: None
- E. Annual Summer Tax Resolution - Peter Torola moved, seconded by B.J. (Brady) Tervo, to approve the annual summer tax resolution to collect 100% of the annual school property tax during the summer 2021. (Resolution attached). Motion carried with all members voting AYE.
- F. New Hire - Special Education Teacher - Roger Tervo moved, seconded by B.J. (Brady) Tervo, to hire Elizabeth Juntikka as the new special education teacher. Ms. Juntikka will be paid according to the CCEA Teacher contract. Wages to be prorated for the first year as her hire date is December 13, 2021. Motion carried with all members voting AYE.
- G. New Hire - Part-Time Maintenance Personnel – Roger Tervo moved, seconded by B.J. (Brady) Tervo, to hire Ryan Kuntze as the new part-time maintenance personnel. Mr. Kuntze will be paid through ESS WillSub, the third party contractor used by the district. Upon successful completion of all background checks and pre-hire screening, Mr. Kuntze will be paid according to the support staff pay schedule. Motion carried with all members voting AYE.

Roger Tervo moved, seconded by B.J. (Brady) Tervo, to adjourn the meeting at 6:27 p.m. Motion carried with all members voting AYE.

Approved:

President:

Secretary: