

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

**April 18, 2022**

The Chassell Township School Board of Education met on Monday, April 18, 2022, in the school library. President Randal Danison called the meeting to order at 5:32 p.m.

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

Absent: Carl Olson

Guests: Jason Auel, Sarah Guidotti, Josh Normand, Dominique Crowley, Karen Valentine, Kara LaTendresse, Jill Tervo, Tricia Tervo

Comments from guests:

- Josh Normand informed board members that he and Mark Ware will be taking the sixth grade students to Camp Nesbit on May 23 to May 25. The students will be going with Adams and Stanton as in year's past. Mr. Normand tried to talk Jeffer's into taking last year's sixth graders; this year's seventh graders along since they were not able to go last year. Unfortunately Jeffer's did not agree to that arrangement since there would not be enough cabins at Camp Nesbit.
- Dominique Crowley gave an update to the board regarding the use of the child care grant money. Currently the infant area has a ratio of four infants to one adult. A fourth staff member was recently added to the staffing structure to allow for more cohesive staffing and no overtime hours. Additionally, the child care center would like to expand it's outside playground area. The children under two and half do not have many items to play on. The child care center has priced and ordered two Step 2 play structures for the children for immediate use. Mr. Guidotti is securing quotes for a larger play structure for the children over two and half. The structure will be commercial grade and will be placed outside the fenced area as the children over two and half may play on the large playground as long as they are supervised. The second grant cycle will be available by May 26 so in order to qualify for that, the center has to have spent all the money it received in the first grant cycle; which the center plans to do.
- Jason Auel stated that this is the first year that the school district had a new auditing firm. The new auditor was Hungerford-Nichols from Grand Rapids, Michigan. Jason reviewed the audit findings which expressed an unqualified opinion – clean report. The auditors are satisfied with the company's financial reporting. Audit reports were handed out to board members.

Regular Board Meeting – March 21, 2022 – Roger Tervo moved, seconded by Ken Kytta, to approve the minutes of the regular meeting on March 21, 2022. Motion carried with all members voting AYE.

Treasurer's Report - B.J. (Brady)Tervo reported an Income of \$1,634,332.90 and Expenses of \$1,715,447.44 leaving a deficit Net Income balance of (\$81,114.54).

The General Fund Cash & Investment Balance as of March 31, 2022, was \$962,014.51.

Ken Kytta moved, seconded by Peter Torola, to approve the treasurer's report, petty cash report, and to pay the March bills as submitted. Motion carried on a roll call vote:

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

NAYS: None

## COMMUNICATIONS

### A. Administrative Items

1. CCASB Award Recipients:

Student Impact	-	Ally Etelamaki
School Service	-	Nora Olson
Employee	-	Chris Schuldt
  
2. Class of 2022 – 9 out of 15 with honors

Valedictorian	-	Miranda Juntunen
Salutatorian	-	Janna Hyypio
  
3. Teacher/staff appreciation will be celebrated May 2 through May 6.
  
4. Driver's Education Instructor – Two committed to completing instructor training which began last week. Sarah Sohlden and Tamara Pietila are both taking the instructor training.
  
5. Spring Band Concert – Wednesday, May 11, 2022 @ 7 PM in the school gymnasium.
  
6. PREPaRE Workshop – A three day workshop that was recently held at the ISD regarding school safety. The ISD will pay stipends for substitutes. Marco went to one day of training and Tricia attended all three days.

## COMMITTEE REPORTS

- A. No committee reports this month.

## DISCUSSION ITEMS

- A. Audit reviewed.

## ACTION ITEMS

- A. Resignation – Ken Kytta moved, seconded by B.J. (Brady) Tervo, to accept with regret the resignation of Holly O'Connor as the Pre-K – 12 Principal Secretary. Motion carried with all members voting AYE.
- B. Interim – Ken Kytta moved, seconded by Peter Torola, to hire Tamara Pietila as the interim Pre-K – 12 Principal Secretary for the remainder of the school year. Mrs. Pietila will be paid through ESS-WillSub the third party contractor. Motion carried in a roll call vote:  
AYES: Roger Tervo, Ken Kytta, Peter Torola, B.J. (Brady) Tervo, Tanya Etelamaki, Randal Danison  
NAYS: None
- C. Golf Coach – Ken Kytta moved, seconded by B.J. (Brady) Tervo, to hire Calvin Larson as the Golf Coach. Mr. Larson will be paid according to the Schedule B as adopted by the CEA/CCEA contract and paid through ESS-WillSub the third party contractor. Motion carried on a roll call vote:  
AYES: Roger Tervo, Ken Kytta, Peter Torola, B.J. (Brady) Tervo, Tanya Etelamaki, Randal Danison  
NAYS: None
- D. Audit – Ken Kytta moved, seconded by Roger Tervo, to approve the audit by Hungerford-Nichols as presented. Motion carried with all members voting AYE.

- E. 4<sup>th</sup> Year Probation – Ken Kytta moved, seconded by Roger Tervo, to grant 4<sup>th</sup> year probation to Josh Normand. Motion carried with all members voting AYE.
- F. 3<sup>rd</sup> Year Probation – Ken Kytta moved, seconded by Peter Torola, to grant 3<sup>rd</sup> year probation to Beth Squires. Motion carried with all members voting AYE.
- G. 3<sup>rd</sup> Year Probation – Ken Kytta moved, seconded by Peter Torola, to grant 3<sup>rd</sup> year probation to Karen Valentine. Motion carried with all members voting AYE.
- H. Tenured – Ken Kytta moved, seconded by Peter Torola, to grant tenure to Senia Kuntze. As a probationary teacher who previously acquired tenure in another Michigan public school district Mrs. Kuntze was on a two year probationary cycle. Motion carried with all members voting AYE.
- I. 2<sup>nd</sup> Year Probation – Ken Kytta moved, seconded by Peter Torola, to grant 2<sup>nd</sup> year probation to Dominique Crowley. Motion carried with all members voting AYE.
- J. 2<sup>nd</sup> Year Probation – Ken Kytta moved, seconded by Peter Torola, to grant 2<sup>nd</sup> year probation to Dawn Carlson. Motion carried with all members voting AYE.
- K. 2<sup>nd</sup> Year Probation – Ken Kytta moved, seconded by Peter Torola, to grant 2<sup>nd</sup> year probation to Diane Esterline. Motion carried with all members voting AYE.
- L. 1<sup>st</sup> Year Probation – Ken Kytta moved, seconded by Peter Torola, to grant 1<sup>st</sup> year probation to Chris Schuldt. Motion carried with all members voting AYE.
- M. The May board meeting will be Monday, May 16, 2022, at 5:30 p.m. in the school library.

Ken Kytta moved, seconded by Peter Torola, to adjourn the meeting at 6:04 p.m. Motion carried with all members voting AYE.

Approved:

President:

Secretary: