

CASS CITY PUBLIC SCHOOLS
CASS CITY, MICHIGAN

SPECIAL MEETING MINUTES OF THE BOARD OF EDUCATION
August 22, 2011

The special meeting of the Cass City Board of Education was called to order on August 22, 2011 at 6:00 p.m., in the Cass City High School Library by President Craig Bellew.

MEMBERS PRESENT: Craig Bellew, Sloane Stimpfel, James Veneziano, Alice Zaleski, David Osentoski, Kathy Leslie.

MEMBERS ABSENT: Daniel Manwell

OTHERS PRESENT: Superintendent Hartel and Outdoor Maintenance Director Randy Schuette.

The purpose of the special meeting was to review the board of education goals set for the 2010/2011 school year and establish new 2011/2012 goals.

I. School Policy

Goal: Update and/or revise all district policies and put together an updated Board Policy Manual.

2010/11 - Updates/revisions for all district policies have been completed .

Action to be taken Present first reading/draft of new policies at the Sept. board meeting, with
2011/2012 the second reading completed/adopted by the Oct. board meeting. Manual fully implemented and on the school website by the end of the first semester.

II. Curriculum

Goal: Achieve AYP and a grade of A on the Education YES state report card for all district buildings.

2010/11 - Goal has been met with all three schools making AYP (Adequate Yearly Progress). Each building received an A on the state report card.

Action to be taken: Achieve AYP for all buildings, with a target achievement goal of the highest
2011/2012 in the Tri County for 2012. Continue to ensure that all curriculum is aligned to state and/or national standards. Administer fall, winter and spring assessments. The use of daily interventions based on individual student needs. Data results will be discussed at monthly Grade Level Team meetings, monthly SAM leadership meetings and quarterly district SAM leadership meetings.

III. Students

Goal: Implement initiatives to stabilize student enrollment with the ultimate goal of maintaining student enrollment.

2010/11 - Goal has been met with larger than anticipated class student enrollment numbers for the 2011/2012 school year.

Action to be taken: Continue to develop a school marketing plan which includes using local newspaper, media, radio ads, informational flyers sent to all district residents and community forums.
2011/2012

IV. Fiscal Responsibility

Goal: Maintain a 7% fund balance while striving to achieve 10%.

2010/11 - Goal has been met with ending fund balance of 10.5 %.

Action to be taken: Maintain a 7% fund balance while striving to achieve a 10%.
2011/2012 Monthly monitoring of budget at school board meetings. Being fiscally responsible in all areas of spending. CFO will develop budgets and monitor investments. Superintendent will work closely with CFO and assist with decision making in regards to budget.

V. Superintendent

Goal #1: Superintendent will build positive relationships with community groups/organizations and keep the community informed on what is happening in the district

2010/11 - Goal has been met, while continuing to be a work in progress.

Action to be taken: Be active and visible in community. Continue to develop and monitor a district marketing plan as well as to come up with new ideas to promote CCPS. The superintendent will also promote CCPS at local service clubs meetings, being visible at school and community functions and being open and honest with community stakeholders at every opportunity.
2011/2012

Goal #2: Superintendent will improve knowledge of school finance.

2010/11 - Goal has been met, while continuing to be a work in progress.

Action to be taken: Attend professional development as often as possible in regards to school finance. Work closely with CCPS's CFO on budget and school finance. Be prepared to present information and answer questions at monthly board meetings in regards to school finance and budget items. Read and study about school finances at every opportunity.
2011/2012

VI. Professional Development

Goal #1: All board members will attend at least one board training session.

2010/11 - Goal has been met, while continuing improvement is still needed.

Action to be taken: School board members will continue to attend CBA classes or other training offered by MASB throughout the 2011/2012 school year.
2011/2012

Goal #2: All board members will volunteer at least one day in the elementary, middle school or high school.

2010/11 - Goal not met. Needs improvement.

Action to be taken: Each board member will need to contact one of the building principals to schedule a visit to one of our school buildings. Learning about the Programs being offered to students, getting to know students and staff Better and getting an overall feel of each building would be the key Objective to this visit.
2011/2012

Goal #3: NEW Superintendent/Board Communication.

Action to be taken: Maintain open and frequent communication between board members and superintendent.
2011/2012

A copy of the 2011/2012 goals will be presented at the September regular board meeting for approval. (A copy of the suggested goals is in the Secretary's book.)

At 6:47 p.m. it was moved by Alice Zaleski, supported by James Veneziano, that the special meeting (goals session) be adjourned. All Ayes. **MOTION CARRIED.**

Sloane Stimpfel, Secretary
Cass City Public Schools Board of Education