

**OPENING OF MEETING  
6/18/19**

The Copper Country Intermediate School District Board of Education held its regular monthly meeting on **Tuesday, June 18, 2019**, at the Intermediate Service Center, 809 Hecla Street, Hancock, Michigan, beginning at 5:30 p.m.

The meeting opened with the reciting of the **“Pledge of Allegiance.”**

**ROLL CALL**

**MEMBERS PRESENT:** Nels S. Christopherson, presiding; Robert E. Loukus; Karen M. Johnson; Gale Eilola; Dale J. Kero; Lisa A. Tarvainen; Robert C. Tuomi via conference call. **ADMINISTRATIVE STAFF MEMBERS PRESENT:** Kristina Penfold, Mike Richardson, Jason Auel, Carla Strome, George Stockero. **GUEST PRESENT:** None.

**OPEN PUBLIC HEARING**

It was moved by Mr. Kero and seconded by Mr. Eilola to open the Public Hearing at 5:32 p.m. for the purpose of public discussion on the proposed 2019-2020 budget, and for receiving testimony and discussing the levying of 3.3395 mills for the 2019-2020 school year. All yeas; motion carried.

**CLOSE PUBLIC HEARING**

It was moved by Mr. Loukus and seconded by Mrs. Tarvainen to close the public hearing at 5:35 p.m. and continue

**AGENDA**

It was recommended by Superintendent George Stockero that the submitted agenda with addendum be adopted as presented. It was moved by Mrs. Tarvainen and seconded by Mrs. Johnson to adopt the agenda, as presented. All yeas; motion carried.

**APPROVE MINUTES  
5/21/19**

It was recommended by Superintendent George Stockero that the submitted minutes of the regular meeting on May 21, 2019, be approved as presented. It was moved by Mrs. Johnson and seconded by Mrs. Tarvainen to approve the minutes of the regular monthly meeting of May 21, 2019, as presented. All yeas; motion carried.

**APPROVE FINANCIAL STATEMENTS**

It was recommended by Business Manager Jason Auel, with concurrence by Board Treasurer Robert Loukus that the financial statements be accepted as presented. It was moved by Mr. Loukus and seconded by Mr. Kero to accept the financial statements as presented. All yeas; motion carried.

**APPROVAL OF CHECKS WRITTEN**

It was recommended by Business Manager Jason Auel, with concurrence by Board Treasurer Robert Loukus that the checks written for the month of May 2019, be approved as presented. Mr. Loukus moved and Mr. Eilola seconded to approve the checks written for the month of May 2019, as presented.

General Education Fund	\$1,007,303.55
Special Education Fund	131,813.75
Career & Technical Education Fund	17,689.72
REMC Fund	<u>31,546.06</u>
<b>Total</b>	<b>\$1,188,353.08</b>

All yeas; motion carried.

**APPROVAL OF PAYMENT OF BILLS**

It was recommended by Business Manager Jason Auel, with concurrence by Board Treasurer Robert Loukus that the bills as of June 18, 2019, as presented, be paid from the General Education Fund, the Special Education Fund, the Career and Technical Education Fund and the REMC Fund. Mr. Loukus moved and Mrs. Tarvainen seconded to pay the bills as presented as of June 18, 2019.

General Education Fund	\$13,857.00
Special Education Fund	87,690.96
Career & Technical Education Fund	57,771.93
REMC Fund	<u>97,128.93</u>
<b>Total</b>	<b>\$256,448.82</b>

All yeas; motion carried.

**APPROVAL OF CONFERENCE CALENDAR**

It was moved by Mrs. Johnson and seconded by Mr. Loukus to approve the following Conference Calendar dates for June through October 2019, as recommended by Superintendent George Stockero.

<u>Date</u>	<u>Location</u>	<u>Conference</u>	<u>Staff</u>
June 17-20	Traverse City, MI	Foundations of Comm.	Katrina Carlson Jennifer Beaudette Gabriella Gilfoy Dawn Steves
July 15-18	Appleton, WI	ITW Welding Ins. Conf.	Tim Stites Jordan Schultz
July 21-23	Lansing, MI	MDE App. Placement	Carla Strome
Aug 12-15	Mt. Pleasant, MI	Trauma Training PBIS	Gwen Stockwell Lynnette Borree Sierra Bishop Kim Hendrickson
Aug 20-22	Lansing, MI	MIBLSI Staff Meeting	Kelly Tuomikoski
Sept. 9-11	Lansing, MI	MIBLSI Staff Meeting	Kelly Tuomikoski

Sept. 17-19	Traverse City, MI	MASA Fall Conf.	George Stockero
Oct. 14-16	Mackinac Island, MI	Power School Group	Steve Kass

All yeas; motion carried.

**COMMUNICA-  
TION**

Minutes from the Copper Country Superintendents' Round Table meetings on May 17, 2019 were read and discussed.

**APPROVE REV.  
2018-19 BUDGET.**

It was moved by Mrs. Tarvainen and seconded by Mr. Kero to approve the revised 2018-19 budget as presented, as recommended by Business Manager Jason Auel, with concurrence by Board Treasurer Robert Loukus. All yeas; motion carried.

**ADOPT 2019-2020  
BUDGET RESOLUTION**

**2019-2020 BUDGET - RESOLUTION  
COPPER COUNTRY INTERMEDIATE SCHOOL DISTRICT  
Houghton County, Michigan**

The following preamble and resolution were offered by Member Lisa A. Tarvainen and supported by Member Robert E. Loukus:

**WHEREAS**, the Board of Education has duly considered each item of the proposed 2019-2020 budget; and

**WHEREAS**, not more than ten (10) days have elapsed since the public hearing of June 18, 2019,

**NOW THEREFORE BE IT RESOLVED THAT:**

1. The Board of Education hereby adopts as its budget for the 2019-2020 fiscal year the document attached hereto as **Exhibit A**.
2. For 2018, the total millage rate of **3.3395** to be levied upon property located within the school district.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

All yeas; motion carried.

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Karen M. Johnson, Secretary  
Board of Education

I, the undersigned, Secretary of the Board of Education, Copper Country Intermediate School District, Houghton County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Education, Copper Country Intermediate School District, Houghton County, Michigan, at its **regular meeting held on June 18, 2019**, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of MI, 1976, as amended).

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Karen M. Johnson, Secretary  
Board of Education

**EXHIBIT A**  
**(GENERAL APPROPRIATION RESOLUTION)**  
**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION**  
**OF THE**  
**COPPER COUNTRY INTERMEDIATE SCHOOL DISTRICT**  
**2019-2020 BUDGETS**

**RESOLVED**, that this resolution shall be the general appropriations of the Copper Country Intermediate School District for the fiscal year 2019-2020; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by the Copper Country Intermediate School District. The millage rate for the General Education, Special Education and Career and Technical Education Funds, respectively, are **0.3995**, **1.9400** and **1.0000** levied on all property within the Copper Country Intermediate School District.

**BE IT FURTHER RESOLVED** that the total revenues and unappropriated fund balance estimated to be available for appropriations in the **General Education Fund** of the Copper Country Intermediate School District for fiscal year 2019-2020 is as follows:

<b>Revenue</b>	
Local	1,057,790
Intermediate	-0-
State	2,386,010
Federal	-0-
Incoming Transfers and Other Transactions	117,290
<b>Total Revenues</b>	<b>\$3,561,090</b>
Fund Balance, July 1, 2019	\$1,293,602
Less Appropriated Fund Balance	-0-
Fund Balance Available to Appropriate	1,293,602
<b>Total Available to Appropriate</b>	<b>\$4,854,692</b>

**BE IT FURTHER RESOLVED**, that **\$3,652,669** of the total available to appropriate in the **General Education Fund** is hereby appropriated in the amounts and for the purposes set forth below:

<b>Expenditures</b>	
Instruction:	
Basic Programs	\$5,850
Added Needs	-0-
Adult and Continuing	-0-
Unclassified	-0-
Support Services:	
Pupil	149,695

Instructional Staff	370,750
General Administration	403,300
School Administration	-0-
Business	626,244
Operation/Maintenance	270,615
Transportation	-0-
Central	340,045
Other	-0-
Community Services	-0-
Outgoing Transfers and Other Transactions	1,396,170
Facilities Acquisition/Improvement	-0-
<b>Total Appropriated</b>	<b>\$3,562,669</b>

Fund Balance, June 30, 2020     \$1,216,954

**BE IT FURTHER RESOLVED** that the total revenues and unappropriated fund balance estimated to be available for appropriations in the **Special Education Fund** of the Copper Country Intermediate School District for fiscal year 2019-2020 is as follows:

<b>Revenue</b>	
Local	\$3,099,685
Intermediate	-0-
State	1,755,875
Federal	1,784,857
Incoming Transfers and Other Transactions	496,345
<b>Total Revenue</b>	<b>\$7,136,780</b>

Fund Balance, July 1, 2019,     \$1,024,050  
 Less Appropriated Fund Balance   -0-

Fund Balance Available to Appropriate     1,024,050

**Total Available to Appropriate     \$8,160,830**

**BE IT FURTHER RESOLVED**, that **\$7,417,188** of the total available to appropriate in the **Special Education Fund** is hereby appropriated in the amounts and for the purposes set forth below:

<b>Expenditures</b>	
Instruction:	
Basic Programs	-0-
Added Needs	2,385,825
Adult and Continuing	-0-
Unclassified	-0-

Support Services:	
Pupil	2,981,540
Instructional Staff	579,383
General Administration	-0-
School Administration	278,360
Business	27,600
Operation/Maintenance	130,510
Pupil Transportation	525,270
Central	137,670
Other	-0-
Community Services	-0-
Outgoing Transfers and Other Transactions	251,030
Facilities Acquisition/Improvement	120,000
<b>Total Appropriated</b>	<b>\$7,417,188</b>

Fund Balance, June 30, 2020     \$743,642

**BE IT FURTHER RESOLVED** that the total revenues and unappropriated fund balance estimated to be available for appropriations in the **Career and Technical Education Fund** of the Copper Country Intermediate School District for fiscal year 2019-2020 is as follows:

<b>Revenue</b>	
Local	1,300,641
Intermediate	-0-
State	118,691
Federal	72,907
Incoming Transfers and Other Transactions	-0-
<b>Total Revenues</b>	<b>\$1,492,239</b>

Fund Balance, July 1, 2019     \$494,973

Less Appropriated Fund Balance     -0-

Fund Balance Available to Appropriate     494,973

**Total Available to Appropriate     \$1,987,212**

**BE IT FURTHER RESOLVED**, that **\$1,198,467** of the total available to appropriate in the **Career and Technical Education Fund** is hereby appropriated in the amounts and for the purposes set forth below:

<b>Expenditures</b>	
Instruction:	
Basic Programs	\$0
Added Needs	891,123

Adult and Continuing	-0-
Unclassified	-0-
Support Services:	
Pupil	31,200
Instructional Staff	75,716
General Administration	-0-
School Administration	-0-
Business	-0-
Operation/Maintenance	53,250
Transportation	55,000
Central	32,178
Other	-0-
Community Services	-0-
Outgoing Transfers and Other Transactions	25,000
Facilities Acquisition/Improvement	25,000
<b>Total Appropriated</b>	<b>\$1,198,467</b>

Fund Balance, June 30, 2020     \$788,745

**BE IT FURTHER RESOLVED**, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the **REMC Fund** of the Copper Country Intermediate School District for fiscal year 2019-2020 is as follows:

<b>Revenue</b>	
Local	\$316,700
Intermediate	-0-
State	65,180
Federal	-0-
Incoming Transfers and Other Transactions	1,695,710
<b>Total Revenue</b>	<b>\$2,077,290</b>

Fund Balance, July 1, 2019     \$1,044,628

Less Appropriated Fund Balance     -0-

Fund Balance Available to Appropriate     1,044,628

**Total Available to Appropriate     \$3,122,218**

**BE IT FURTHER RESOLVED**, that **\$2,291,845** of the total available to appropriate in the **REMC Fund** is hereby appropriated in the amounts and for the purposes set forth below:

<b>Expenditures</b>	
Support Services:	
Instructional Staff	\$451,840



Operation/Maintenance	4,150
Central Services	1,835,855
Outgoing Transfers and Other Transactions	-0-

**Total Appropriated** **\$2,291,845**

Fund Balance, June 30, 2020 \$830,373

**BE IT FURTHER RESOLVED**, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

**BE IT FURTHER RESOLVED**, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. This appropriation resolution is to take effect on July 1, 2019.

**SET DATE FOR ORG. MEETING** It was moved by Mr. Kero and seconded by Mrs. Tarvainen to set the date of the July organizational meeting for Tuesday, July 16, 2019, beginning at 5:30 p.m., as recommended by Superintendent George Stockero. All yeas; motion carried.

**APPROVE DEDICATED FUND -CTE** It was moved by Mr. Kero and seconded by Mrs. Johnson to approve assigning \$25,000 of the Career & Technical Education Fund balance for building improvements and repairs. All yeas; motion carried.

**APPROVE DEDICATED FUND -SP** It was moved by Mrs. Tarvainen and seconded by Mr. Kero to approve assigning \$25,000 of the Special Education Fund balance for building improvements and repairs. All yeas; motion carried.

**APPROVE BLDG ACCESS MGT BID** It was moved by Mrs. Tarvainen and seconded by Mr. Eilola to approve the bid for Building Access Management (Security Doors) under the Michigan Police Security Grant to Bay Electric, Dollar Bay, MI for \$79,005. All yeas; motion carried.

**ACCEPT RETIREMENT -J. MOYRYLA** It was moved by Mr. Loukus and seconded by Mrs. Johnson to accept with regret the retirement resignation of Joanne Moyryla, Certified Nurse Aide, by Career Tech Director, Shawn Kolbus. Mrs. Moyryla has been with the district for 15 years. All yeas; motion carried.

**ACCEPT RESIGNATION -M. VANDERVOORD** It was moved by Mrs. Johnson and seconded by Mrs. Tarvainen to accept with regret the resignation of Megan VanderVoord, Mild Cognitive Program Teacher, by Special Education Director Kristina Penfold. All yeas; motion carried.

**APPROVE ARTS GRANT APPLIC.** It was moved by Mr. Kero and seconded by Mr. Loukus to approve an Artist in Residence Grant application to the Michigan Council for the Arts and Cultural Affairs (MCACA) for the 2019-20 school year, as recommended by Special Education Supervisor Katrina Carlson and Special Education Director Kristina Penfold, with concurrence by Superintendent George Stockero. If awarded, we will be able to provide both visual and performing arts education by local artists to Learning Center and other area students. All yeas; motion carried.

**NEOLA POLICIES DISCUSSION** Discussion took place concerning the latest NEOLA policy updates.

**FIRST ADOPTON -NEOLA POLICIES** It was moved by Mr. Loukus and seconded by Mrs. Tarvainen to approve the first adoption of the following revised and replacement policies, as recommended by NEOLA, Inc., Update Volume 33, Number 2, February 2019 (regular update) as also recommended by Superintendent George Stockero.

#### **Regular Update**

Revised Bylaw 0100 – Definitions

Revised Bylaw 0167.2 – Closed Session

New Policy 1422.01 – Administration - Drug-Free Workplace

New Policy 1430 – Administration – Leaves of Absence

Revised Policy 2414 – Program – Reproductive Health and Family Planning

Revised Policy 3120 – Professional Staff – Employment of Professional Staff

Revised Policy 3120.04 – Professional Staff – Employment of Substitutes

Revised Policy 3430 – Professional Staff – Leaves of Absence

Revised Policy 4430 – Support Staff – Leaves of Absence

Revised Policy 6321 – Finances – New School Construction, Renovation

Revised Policy 6325 – Finances – Procurement – Federal Grants/Funds

Revised Policy 6605 – Finances – Crowdfunding

Revised Policy 8400 – Operations – School Safety Information

New Policy 8402 – Operations – Emergency Operations Plan

Revised Policy 8500 – Operations – Food Services

All yeas; motion carried.

**SUPT’S UPDATES** Mr Stockero presented to the board bills that effect the calendar and the budget.

**PUBLIC COMMENTS.....**None.

**RECESS TO CLOSED SESSION** It was moved by Mr. Eilola and seconded by Mrs. Tarvainen to recess to closed session at 6:09 p.m. for the purpose of discussing negotiations strategy. Mr. Tuomi had exited the meeting. All yeas; motion carried.

**RECONVENE TO OPEN SESSION** It was moved by Mr. Kero and seconded by Mr. Loukus to reconvene to open session at 7:05 p.m. All yeas; motion carried

**APPROVE MINUTES OF CLOSED SESSION** It was moved by Mrs. Tarvainen and seconded by Mrs. Johnson to approve the minutes of the closed session. All yeas; motion carried

**RATIFY TEACHERS’ CONTRACT** It was moved by Mr. Loukus and seconded by Mr. Eilola to ratify the contract with the Copper Country Intermediate Education Association for the 2019-20 through 2021-22 school years as presented, as recommended by Superintendent George Stockero. All yeas; motion carried.

**APPROVE ADMIN/ NON-UNION STAFF SALARY INCREASES** It was moved by Mr. Loukus and seconded by Mrs. Tarvainen to approve salary increases for Administration and Non-Union staff for the 2019-20 school year, as presented, as recommended by Superintendent George Stockero. All yeas; motion carried.

**ADJOURNMENT** It was moved by Mr. Kero and seconded by Mr. Eilola to adjourn the meeting at 7:10 p.m. All yeas; motion carried.

Karen M. Johnson, Secretary  
Copper Country ISD Board of Education

Robert C. Tuomi, President  
Copper Country ISD Board of Education