

**CATO-MERIDIAN BOARD OF EDUCATION
MEETING MINUTES
July 26, 2005**

PRESENT: Kathleen Bratt, President
Charles Ware, Vice President
Dean Cummins
Heidi Dennison
Roxanne Miller
Patricia Russo
Donald Thompson

ALSO PRESENT: Deborah Bobo, Superintendent
Janice Lee, District Clerk
Crosby Lamont, Jr., Assistant Superintendent for Business
Betsy Hayden
Dan Fay, Architect
Eric Lints, Turner Construction
Chris Gray, Tuner Construction
Staff & Community Members

WHERE HELD: Cafeteria

The meeting was called to order by President Kathleen Bratt at 7:00 pm.

Pledge to the flag.

On motion of Mrs. Miller, seconded by Mrs. Russo, the agenda was approved with the following changes: Vd. Accept resignation of Laura Rivera; VIb. Discuss football coaches; c. Report from financial committee d. Juanita Pople to address the board. Mr. Ware also requested an executive session to discuss negotiations with the aides and assistants and to discuss the superintendents' goals. IV a will be moved to the end of the meeting.

Agenda

Yes 7 No 0 Abstaining

Mrs. Traister, Guidance Office Secretary read a statement to the board regarding the abolishment of the internal auditor. A copy of this statement is appended to these minutes.

Mrs. Traister polled each Board Member to see if they knew what the Internal Auditor's duties were. Six board understood the role of the internal auditor. Mr. Cummins stated that he did not have the proper back-up in order to make an informed decision regarding the abolishment of the position. Mrs. Miller was aware of the duties of the internal auditor as well and know that the internal auditor is supposed to report directly to the board. It was her understanding that this had never occurred. Mrs. Miller is also aware of the additional requirements that the state is imposing for the internal audit position Mrs. Bratt apologized to Mrs. Traister and that the abolishment was not a reflection of her work. Mrs. Bratt also stated that with regard to the article in the newspaper, the board has no control over how a reporter perceives statements. Mr. Cummins stated that he does not want to be polled by people in the audience, and that the internal auditor should report directly to the board.

Mrs. Traister read the Duties of the Internal Auditor.

Mr. Ware asked for a copy of this statement. Mrs. Traister asked if an internal auditor would be hired. Mr. Ware indicated that the board has not made a decision yet. Mrs. Traister asked that a retraction be requested to the newspaper. Mr. Ware indicated that he will speak to the reporter. She also asked that when the criteria is final for the internal auditor if she could apply. Mrs. Russo added that training would be available and that she could apply. Mr. Lamont stated that he and Mrs. Traister

had attended training. Mr. Ware thanked Mrs. Traister for the courage to come to the meeting and read her statement.

There was discussion about the criteria for a policy committee. The committee will be charged with the following items: Review the policies; create a “whistle blower” policy; make sure mandated policies are in place; seek the policies that must be reviewed annually. There was a suggestion to include staff and community members on the committee.

On motion of Mr. Ware, seconded by Mr. Thompson, the board policy committee will be Mr. Thompson, Mr. Cummins and Mrs. Russo.

Board Pol. Comm

Yes 7 No 0 Abstaining

After discussion, it was decided to abolish the information gathering committee.

On motion of Mrs. Miller, seconded by Mr. Thompson, the information gathering committee was abolished.

Yes 7 No 0 Abstaining

On motion of Mr. Ware, seconded by Mrs. Russo, the minutes of the meeting held on July 7, 2005 were approved.

Yes 7 No 0 Abstaining

Mr. Ware read the first reading of board policy 5330 Budget Transfers.

On motion of Mrs. Miller, seconded by Mrs. Russo, on the recommendation of the superintendent, the following personnel were appointed (see attachment A):

Name	Position	Type of Appt.	Tenure Area	Eff. Date	Probation Ends	Salary
Anthony, Jennifer	Elementary teacher (for Beth Rapple)	Long term sub	Elementary	9/1/05	N/A	\$55/day \$60/day after 15 days
Bartolotta, Christine	MS AIS/ELA teacher	Probationary	N-6 7-9 English	9/1/05	9/1/08	\$41,139 Step 2 + M
Case, Yvonne	PT Kindergarten Literacy Coach	.4 FTE	K-6	9/1/05	N/A	\$15,089.20 (.4 of Step 1 B)
Chizzonite, Shelly	M S Counselor (For Jen Sabatino)	Long term sub	School Counselor	9/1/05	N/A	\$40,739 Step 1 + M
Cox, Willow	HS English	Probationary	English 7-12	9/1/05	9/1/08	\$41,139 (2 B+30+M)
Fassinger, Beth	PT Grade 3-4 ELA Test Prep	.4 FTE	K-6	9/1/05	N/A	\$20,000 (4 hrs./day)
Meninger, Alison	PT Grade 1 Literacy Coach	.4 FTE	K-6	9/1/05	N/A	\$15,832.40 (.4 of Step 1 B + 24)
Morris, Sandra	Grade 3 teacher	Probationary	K-6	9/1/05	9/1/08	\$40,739 Step 1 + M
Morsdorf, Robert	HS Technology teacher	Probationary	Technology	9/1/05	9/1/08	\$42,892 Step 5+36+M
Vollmer, Eric	Art teacher	Probationary	Art	9/1/05	9/1/08	\$41,601 Step 2 B+36+M

Wood, Heather	PT Grade 2 Tutor (Literacy)	N/A	Pre K-6	9/1/05	N/A	\$15/Hour (3 hours/day)
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Yes 7 No 0 Abstaining

On motion of Mr. Cummins, seconded by Mr. Ware, Barry Hopkins was appointed as a substitute custodian at \$6.25/hour.

Yes 7 No 0 Abstaining

Mrs. Miller stated that the interview with four attorneys will be held on August 1st in Mrs. Bobo's office at 5:00 pm.

On motion of Mr. Ware, seconded by Mr. Thompson, the resignation of Laura Rivera effective August 5, 2005 was accepted with regret.

Yes 7 No 0 Abstaining

Mr. Fay discussed building plans that are required by SED. A 5-Year Capital Facilities Plan needs to be completed. This plan is needed for submission of the bus garage plan. He would like to conduct and assist in completing the plan. Mr. Fay indicated the cost can be rolled into the capital project at a cost not exceeding \$22,600. This figure would include a comprehensive maintenance plan as well. This will be added to the August 15th agenda.

On motion of Mr. Ware, seconded by Mr. Thompson, the following football coaches were appointed:

CJ Hannon	Varsity Head Football Coach	Step 3	\$5693
Kevin Aukema	Asst. Varsity Football Coach	Step 1	\$3539
Charles Balog	Asst. Varsity Football Coach	Step 2	\$3961

Yes 7 No 0 Abstaining

Mr. Ware reported that the financial committee met last Thursday. The topics included

- 1) Paying bills – the committee will meet the week before the board meeting. The board will receive a warrant and the bills will be available one hour before the meeting for review.
- 2) The ST-3 – hopefully it will be submitted to SED on time this year.
- 3) Financial reports and timelines
- 4) Fund balance/reserves – discussion at the August 15th meeting
- 5) Budget development calendar - there is an expectation that a full 2006-07 budget will be available at the end of January. Mr. Lamont will meet with the departments in October.

Mrs. Juanita Pople addressed the board regarding the new MA Dady sign by giving them a history of Miss Dady's employment at Cato-Meridian. Mr. Lints indicated that he is waiting for a price from the contractor on the sign with the elimination of the lighting and planters.

Mr. Lints reviewed change orders at this time.

On motion of Mr. Ware, seconded by Mr. Thompson, the following change orders were approved:

GC052	499
GC053	(100)
PC016	931
SC022	1,030
ECO21	4,418
MC021	1,043
MC019	5,880

MC015	6,353
MC022	2,118
GC077	1,500
MC008	3,986
GC074	3,570
GC051	(1,756)
EC038	785
EC041	642

Yes 7 No 0 Abstaining

The board reviewed school bills.

On motion of Mr. Ware, seconded by Mrs. Dennison, the following cash disbursement schedules were approved:

#162	34,716.90
#163	846.83
#164	3,289.89

Yes 6 No 1-Miller Abstaining

Mrs. Miller asked if the policy books were returned by the previous board members. Mrs. Bobo said that Mrs. Kolb could not find her copy and Mr. Vogel could not be reached. Mrs. Bobo will make 2 copies for Roxanne and Heidi.

Roxanne noted that she has not yet received a copy of the district's AIS plan nor the job description for the Dean of Students that was previously requested.

On motion of Mr. Ware seconded by Mrs. Miller the board entered executive session at 10:44 pm.

Yes 7 No 0 Abstaining

The board moved from executive session at 11:40 pm

Mrs. Bobo said there will be refreshments before the 9/12/05 board meeting at 6:15 to welcome new staff.

On motion of Mr. Wares, seconded by Mrs. Dennison, the meeting was adjourned at 11:15 pm.

Yes 7 No 0 Abstaining

Janice Lee, District Clerk