July 20, 2026
Chassell, MI 49916
Meeting Minutes

The regular monthly meeting of the Chassell Township Schools' Board of Education was held at 5:30 p.m. on Monday, July 20, 2026, in the Chassell Township School Library.

President, Peter Torola called the meeting to order at 5:30 p.m. Roll call showed the following in attendance: Peter Torola, President; Heather Murphy, Vice President; Tanya Etelamaki, Secretary; B.J. (Brady) Tervo, Treasurer; Mark Smith, Trustee, Carl Olson, Trustee. Also, in attendance were Marco Guidotti, Superintendent/K-5 Principal; Tricia Tervo, MS/HS Principal; Tara Arens, District Secretary/Athletic Director. Not in Attendance: Randal Danison, Trustee.

On a motion by Mark Smith and supported by B.J. Tervo, the board adopted the agenda as presented.
Vote 6-0. Motion carried.

On a motion by Mark Smith and supported by Heather Murphy the minutes of the regular board meeting held on June 22, 2026, were adopted as presented.
Vote 6-0. Motion carried.

Recognize any Individual or group wishing to address the Board of Education:

a. Leanna Kuenzel and Sarah Guidotti

No Treasurer's Report Reported. July Report will take place during August Board Meeting.

Administrative Reports:

Mrs. Tervo:

- Executive summary
  - Master Schedule for 2026/2027
    - Several open positions are on the verge of finalizing
    - Draft schedule will be done this week
    - Final schedule will be done after the last hiring and program decisions are finalized
  - Zero Barriers in STEM Education Summit 2026, Washington D.C.
    - 4 pre-summit meetings have taken place
    - Washington D.C.: July 26-31, 2026
    - SSEAT (Smithsonian Education Academy for Teachers), and the Zero Barriers summit
    - Developing tools for raising awareness of and opening access to tools at the state level for rural districts like ours; access to high quality STEM professional development to teachers in all disciplines (3P Learning- Project/Problem/Place-Based Learning and STEM Education)
    - We will be the voice of rural education in Michigan
    - Pilot use of tools in our district
  - UP Administrators' Academy: August 4-5, 2026
- Curriculum
  - Looking at a new middle school math series
  - Title I mathematics and reading interventions will be expanded to middle grades (6-8) this year
- Activities & acknowledgements
  - Chassell Twp. School earned the 2025/2026 Environmental Stewardship Designation Emerald School by the Michigan Department of Environment, Great Lakes, and Energy for outstanding leadership actions that protect Michigan's air, land, water, and ecosystems
  - Strawberry Festival
    - Thanks to all of the students parents, and staff who participated on behalf of the school in the parade, at the booster club food booth, the Berry & Blend booth, and the STEAM market booth. There was a lot of positive feedback from the community on the school involvement and on the various programs we have going at the school.
    - Congratulations to: Senior Diana Torola on being chosen Youth Citizen of the Year; Senior Dusty Lippold on being Strawberry Festival Queen; Alumnus Lily Etelamaki on being Miss Congeniality
  - Thanks to the custodial staff on their summer deep cleaning

Mr. Guidotti:

Mr. Guidotti shared thanks to the staff, students, families, and community members who participated in Strawberry Festival activities. We had a great turnout and it was another fun festival to enjoy with many helping out in one way or another. He shared an update on the summer cleaning progress, noting the bulk of the building cleaning is nearly wrapped up and the crew has been doing a great job. He shared the update that staffing and programming solutions were continuing to be explored with notable progress made ahead of the upcoming school year.

Action/Discussion Items:

NEOLA – Vol. 40, No. 2 Policy Updates

On a motion by Carl Olson, supported by Mark Smith, to adopt NEOLA – Vol. 40, No. 2 Policy Updates – Second Draft Reading.

Vote 6-0. Motion carried.

Schedule of Regular Board Meetings

On a motion by Carl Olson, supported by B.J. (Brady) Tervo, to adopt the schedule of regular board meetings held on the third Monday of each month at 5:30 p.m.

Proposed Meetings:

July 20, 2026
August 17, 2026
September 21, 2026
October 19, 2026
November 16, 2026
December 21, 2026
January 18, 2027
February 15, 2027
March 15, 2027
April 19, 2027
May 17, 2027
June 21, 2027

Vote 6-0. Motion carried.

Designation of posting public notices

On a motion by Carl Olson, supported by Mark Smith, to designate the Superintendent or District Secretary to be responsible for posting public notices of public meetings.

Vote 6-0. Motion carried.

Appointment of Election Committee

On a motion by B.J. Tervo, supported by Carl Olson, to appoint Board Secretary, Superintendent, and Township Clerk to the Election Committee.

Vote 6-0. Motion carried.

Annual Retainer Contracts

On a motion Mark Smith, supported by Carl Olson, to approve Law Firms – Thrune Law Firm, P.C. and Auditors – Hungerford Nichols. Other consultants will be an option of the board as required.

Vote 6-0. Motion carried.

ACH Transactions

On a motion by Carl Olson, supported by B.J.Tervo, to authorize Chief Financial Officer to conduct ACH Transactions

Vote 6-0. Motion carried.

Designation of depositories and signatories for school funds

On a motion by Mark Smith, supported by B.J. Tervo, to designate the following and depositories and signatories for school funds as follows:

MILAF Liquid, Max Accounts and Term Series
General Operating and Capital Projects: Superintendent, Treasurer, Chief Financial Officer
Superior National Bank

General Fund Checking: Superintendent, Treasurer
Payroll Checking: Superintendent, Treasurer, Chief Financial Officer, District Secretary
Activities Checking: Superintendent, Principal's Secretary, District Secretary
Sinking Fund Checking: Superintendent, Treasurer, Chief Financial Officer
2017 Bonds-Capital Projects: Superintendent, Treasurer, Chief Financial Officer

Jilbert's Milk Bid
On a motion by Carl Olson, supported by Mark Smith, to approve the Jilbert's Dairy Bid Form for the 2026-2027 school year.
Vote 6-0. Motion carried.

New Hire
On a motion by Carl Olson, supported by B.J. Tervo, to hire Eric Rundman as Part-Time Industrial Technology Teacher for the 2026-2027 School Year.
Vote 6-0. Motion carried.

2026-2027 School Calendar
On a motion by B.J. Tervo, supported by Carl Olson, to approve the 2026-2027 School Calendar.
Vote 6-0. Motion carried.

Committee Meetings
No Committee Reports

Future Planning
The next regular monthly meeting of the Chassell Township Schools' Board of Education will be held at 5:30 p.m. on Monday, August 17, 2026, in the Chassell Township School Library.

Adjournment
On a motion by Carl Olson, supported by Mark Smith, the board adjourned at 5:51 p.m.
Vote 6-0. Motion carried.

Signed:

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Board Secretary

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Board President